

Special Sales Tax Citizens Review Committee Meeting Notice

Date: Tuesday, July 14, 2020

Time: 6:00 P.M.

Location: City Hall Council Chambers

Agenda

- Roll Call.
- Approve the 3-10-2020 minutes.
- Request for Capital Sales Tax Expenditures:
 - Agree that the expenditure of an amount not to exceed \$165,000 meets the intended use of the Capital Sales Tax Funds for purchase of 1-Single Axle Dump Truck with snow spreader.
 - Agree that the expenditure of an amount not to exceed \$9,548 meets the intended use of the Capital Sales Tax Funds for the purchase of 1-snow spreader.
 - Agree that the expenditure of an amount not to exceed \$35,000 meets the intended use of the Capital Sales Tax Funds for the purchase of 1-Animal Control Vehicle (replacement).
- Next STOC Meeting-TBD
- Adjourn.

Special Sales Tax Citizens Review Committee Minutes

Date: Tuesday, March 10, 2020
Time: 6:00 P.M.
Location: City Hall Conference Room

Roll was taken by Russ Petry, Finance Director, and the attendance was as follows:

Present: Lisa Emerson, Darrell Swofford, Jim Schaap, Jason Hull, Deborah Sommer

Absent: Rudolph Pieters, Jeremy Bledsoe

- Approve the 11-7-2019 minutes.
 - Swofford, seconded by Sommer, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Swofford, Sommer, Emerson, Schaap, Hull
 - Nays: None
 - Absent: Pieters, Bledsoe

- Request for Public Safety Sales Tax Expenditures:
 - Agree that the expenditure of an amount not to exceed \$4,000.00 meets the intended use of the PSST funds for equipment and uniforms for officers.
 - Swofford, seconded by Hull, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Swofford, Hull, Emerson, Schaap, Sommer
 - Nays: None
 - Absent: Pieters, Bledsoe

- Request for Capital Sales Tax Expenditures:
 - Agree that the expenditure of an amount not to exceed \$55,500 meets the intended use of the Capital Sales Tax Funds for one budgeted police vehicle and upfitting.
 - Emerson, seconded by Swofford, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Emerson, Swofford, Schaap, Hull, Bledsoe
 - Nays: None
 - Absent: Pieters, Bledsoe

 - Agree that the expenditure for an amount no to exceed \$18,000 meets the intended use of the Capital Sales Tax Funds for budgeted uniforms and body armor replacement.
 - Hull, seconded by Sommer, made a motion to adopt. The motion was approved by a vote of 5-0-2.

- Ayes: Hull, Sommer, Emerson, Schaap, Bledsoe
- Nays: None
- Absent: Pieters, Bledsoe

- Agree that the expenditure of an amount not to exceed \$6,000 meets the intended use of the Capital Sales Tax Funds for one CVSA Laptop computer.
 - Sommer, seconded by Swofford, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Sommer, Swofford, Emerson, Schaap, Hull
 - Nays: None
 - Absent: Pieters, Bledsoe

- Agree that the expenditure of an amount not to exceed ~~\$51,700~~ **\$56,600** meets the intended use of the Capital Sales Tax Fund for the following items:
 - Item 1. Quantity of two (2) Dell Servers
 - The amount not to exceed was set at \$18,000
 - Swofford, seconded by Emerson, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Swofford, Emerson, Schaap, Hull, Sommer
 - Nays: None
 - Absent: Pieters, Bledsoe
 - Item 2. Quantity of eleven (11) Dell OptiPlex Workstations
 - The amount not to exceed was set at \$15,000
 - Hull, seconded by Sommer, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Hull, Sommer, Emerson, Swofford, Schaap
 - Nays: None
 - Absent: Pieters, Bledsoe
 - Item 3. Quantity of six (6) Dell monitors
 - The amount not to exceed was set at \$1,600
 - Sommer, seconded by Hull, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Sommer, Hull, Emerson, Swofford, Schaap
 - Nays: None
 - Absent: Pieters, Bledsoe
 - Item 4. Quantity of one (1) Dell Latitude laptop
 - The amount not to exceed was set at \$2,000
 - Emerson, seconded by Sommer, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Emerson, Sommer, Swofford, Schaap, Hull
 - Nays: None
 - Absent: Pieters, Bledsoe

- Item 5. Quantity of one (1) 2016 Exchange email server software/license with 60 connect CALS
 - The amount not to exceed was set at \$5,000
 - Hull, seconded by Emerson, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Hull, Emerson, Swofford, Schaap, Sommer
 - Nays: None
 - Absent: Pieters, Bledsoe
 - Item 6. Quantity of one (1) Web Server redesign and hosting proposal of work
 - The amount not to exceed was set at \$15,000
 - Emerson, seconded by Sommer, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Emerson, Sommer, Swofford, Schaap, Hull
 - Nays: None
 - Absent: Pieters, Bledsoe
- Request for Transportation Sales Tax Expenditures:
 - Agree that the expenditure of an amount not to exceed \$575,000 meets the intended use of the Transportation Sales Tax Funds for On-Call Engineering Services.
 - Swofford, seconded by Emerson, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Swofford, Emerson, Schaap, Hull, Sommer
 - Nays: None
 - Absent: Pieters, Bledsoe
 - Agree that the expenditure of an amount not to exceed \$292,000 meets the intended use of the Transportation Sales Tax Funds for On-Call Architecture Services.
 - Sommer, seconded by Hull, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Sommer, Hull, Emerson, Swofford, Schaap
 - Nays: None
 - Absent: Pieters, Bledsoe
 - Agree that the expenditure of an amount not to exceed \$615,000 meets the intended use of the Transportation Sales Tax Funds for 2020 Street Maintenance Program
 - Swofford, seconded by Emerson, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Swofford, Emerson, Schaap, Hull, Sommer
 - Nays: None
 - Absent: Pieters, Bledsoe

- Agree that the expenditure of an amount not to exceed \$390,000 meets the intended use of the Transportation Sales Tax Funds for the 2020 Stormwater Maintenance Program
 - Hull, seconded by Sommer, made a motion to adopt. The motion was approved by a vote of 5-0-2.
 - Ayes: Hull, Sommer, Emerson, Swofford, Schaap
 - Nays: None
 - Absent: Pieters, Bledsoe

- Adjourn.
 - Emerson, seconded by Sommer, made a motion to adjourn. The motion was approved by a vote of 5-0-2.
 - Ayes: Emerson, Sommer, Swofford, Hull, Schaap
 - Nays: None
 - Absent: Pieters, Bledsoe

CITY OF RAYTOWN
Request for Committee Action

Date: March 10, 2020
To: Sales Tax Oversight Committee
From: Jose M. Leon Jr, Director of Public Works

Action Requested: Sales Tax Oversight Committee approval that the expense of Transportation Sales Tax funds for Fleet Purchases.

Recommendation: Staff recommends approval as submitted.

Analysis: Staff has identified 3 separate purchases that require STOC approval. The cost of these items has been pre-bid through both the Mid-America Council of Public Procurement (MACPP) and City of Kansas City, Missouri contract. Using the MACPP is allowed per the City Purchasing Policy under cooperative bid purchasing.

1. The purchase of 1-Single Axle Dump Truck with snow spreader was budgeted for 2020. Our Fleet Supervisor and Maintenance Manager have both developed the specs for this purchase. The dump truck is like past years purchases, only a 2021 model.
Cost = \$80,480 + \$73,982.00 = \$154,372.00
Budget = \$165,000
2. The purchase of 1-snow spreader. Originally identified as needing (2) two spreaders in 2019, but after further evaluation, staff believes (1) one spreader is sufficient to continue snow operations.
Cost = \$9,548.00
Budget = \$35,000
3. The purchase of 1-Animal Control Vehicle (replacement). This purchase will be for a 2020 Chrysler Voyager LX and will serve as a replacement for Unit-407 2005 Ford Ranger. That unit has exceeded it's useful life for Community Development and Animal Control Services.
Cost = \$28,842.00
Budget = \$35,000

Each purchase was budgeted under the City's Capital Sales Tax Fund with noted Budget Amounts above. Please keep in mind it will take more dollars within budget to get each vehicle outfitted with City logo's and other accessories.

Alternatives: Not purchase vehicles and fleet will continue to age and cost significant amount of money to maintain or keep in operation.

Budgetary Impact:

- Not Applicable
- Budgeted item with available funds
- Non-Budgeted item with available funds through prioritization
- Non-Budgeted item with additional funds requested

Fund: Capital Sales Tax Fund

205-62-00-100-57000

205-82-00-100-57000

Amount to Spend: Not to exceed \$235,000

Additional Reports Attached: Vehicles Quotes and Photos