



GLADSTONE SPECIAL ROAD DISTRICT NO. 3

MEETING AGENDA

4:30 PM

THURSDAY, OCTOBER 1, 2015

NORTH CONFERENCE ROOM

GLADSTONE CITY HALL, 7010 NORTH HOLMES

**MEMBERS OF THE GLADSTONE CITY COUNCIL
MAY ALSO BE IN ATTENDANCE AT THIS MEETING.**

- 1. Roll Call.**
- 2. Approval of August 5, 2014, Regular Meeting Minutes.**
- 3. Election of Officers.**
- 4. Capital Improvements Committee Appointment.**
- 5. Project Discussion.**
- 6. Annual Settlement Statement.**
- 7. Budget Discussion.**
- 8. Other Business.**
- 9. Adjourn.**

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City Clerk Ruth Bocchino
City of Gladstone
7010 North Holmes
Gladstone, MO 64118
816-423-4096

Posted at 3:30 pm
September 16, 2015

**GLADSTONE SPECIAL ROAD DISTRICT NO. 3
MEETING MINUTES
TUESDAY, AUGUST 5, 2014
9:00 AM
NORTH CONFERENCE ROOM
GLADSTONE CITY HALL
7010 NORTH HOLMES**

PRESENT: Chairman John Houlihan
Clerk Eugene Suter

Councilman R.D. Mallams
City Manager Kirk Davis
Assistant City Manager Scott Wingerson
Public Works Director Tim Nebergall
Finance Director Debra Daily
City Counselor Randall Thompson
City Clerk/Recording Secretary Ruth Bocchino

ABSENT: Commissioner Michael Sosa

Item 1. on the Agenda. ROLL CALL.

Chairman John Houlihan called the meeting of the Gladstone Special Road District No. 3 to order at 9:00 am August 5, 2014, in the North Conference Room of Gladstone City Hall, 7010 North Holmes. All members were present with the exception of Commissioner Michael Sosa.

Item 2. on the Agenda. APPROVAL OF THE MAY 30, 2014, REGULAR GLADSTONE SPECIAL ROAD DISTRICT NO. 3 MEETING MINUTES.

Chairman John Houlihan moved to approve the **MAY 30, 2014, REGULAR GLADSTONE SPECIAL ROAD DISTRICT NO. 3 MEETING MINUTES** as presented. Clerk Eugene Suter seconded. The vote: all "aye" – Chairman John Houlihan, Clerk Eugene Suter. (2-0).

Item 3. on the Agenda. APPROVAL OF ANNUAL SETTLEMENT STATEMENT.

Assistant City Manager Scott Wingerson explained the Annual Settlement Statement and the proposed budget for the Road District. Assistant City Manager Wingerson stated the Settlement Statement is required by Clay County as a receipt of funds and expenditure of funds to document what happened during the year. Clay County paid us \$28,546.00 in the last fiscal year, 2014, refunded us \$92.00 on election expenses and we earned \$32.00 on interest. We did not spend any money, because spending \$28,000.00 on a road project is not in the best interest of the City and that balance is carried forward. Assistant City Manager Wingerson suggested a motion to accept the Annual Settlement Statement for fiscal year 2014 records.

Assistant City Manager Wingerson moved to the budget for fiscal year 2014 and recapped the balance, refunds, and income amounts for the ending balance of \$46,592.00. Beginning fiscal year 2015, the

county paid us 2014 monies, \$241,568.00 and we are projecting a similar amount in 2015 for total estimated revenue of \$501,618.00. The expenses so far are the 15% share to the City of Gladstone for managing road district projects, engineering, specifications, bids, etc. in the amount of \$79,517.00; proposed election costs of \$6,215.00 and a blank space for the FY 2015 projects. The total expenditure to date is \$85,732.00 with an estimated fund balance of \$462,478.00 if we were to spend no money. Assistant City Manager Wingerson opened for questions.

City Manager Kirk Davis asked about the property tax levy and the sales tax figures, explained by Director Debra Daily.

Chairman John Houlihan asked for clarification regarding the \$241,000.00 figure, received in 2015 but it is payment for 2014. Director Daily said as the county makes the collections, they filter the monies. It used to be estimated but now it is based on actual collections, less the 1.6% shares they get for collections. Director Daily stated the payment schedule is unclear at this point. The bulk of the taxes won't be disbursed until December (after taxes are paid).

Assistant City Manager Scott Wingerson asked for a motion to approve the Annual Settlement Statement.

Chairman John Houlihan moved to accept the Annual Settlement Statement as presented. Clerk Eugene Suter seconded. The vote: all "aye". (2-0).

Item 4. on the Agenda. **BUDGET RESOLUTION.**

Assistant City Manager Scott Wingerson presented the mock up budget resolution which will be prepared correctly after discussion of funds and proper road district projects. Assistant City Manager Wingerson explained the Road District Commission can choose which projects to fund.

Public Works Director Tim Nebergall presented a spreadsheet outlining nine projects by Public Works priority for possible uses for the Road District funds. Director Nebergall discussed all the projects and the map which showed the areas affected and explained the boundaries maintained by the City of Gladstone. Director Nebergall mentioned the water line replacement issues in conjunction with the road repairs. Director Nebergall said they rate all the streets, map them, and make sure the repairs are spread out through the City. Director Nebergall stated the overlay costs are rising, double the cost over the last ten years. Director Nebergall stated the street ratings are in line with Council goals. Director Nebergall discussed the bond issues and the bigger planned road projects and the cost of the projects.

City Manager Kirk Davis asked Director Nebergall to talk about North Broadway, 68th and Englewood; Director Nebergall said this is the last major project without curb and gutter. It is about a \$2 million project.

City Manager Kirk Davis discussed the \$5 million bond issued in 2010 with a 10 year expiration. The major projects Director Nebergall discussed will be the bond projects. Assistant City Manager Scott Wingerson explained the transportation sales tax; the bulk goes to the Mill and Overlay project,

averaging about \$900,000.00 per year. The balance goes towards debt and smaller projects. There is not a revenue source to pay for the larger projects. Assistant City Manager Scott Wingerson explained Pleasant Valley Road is funded with the City, Kansas City, Missouri, and Mid America Regional Council. Arterial roadways are high dollar, and we need to spend the transportation sales tax in the neighborhoods so the citizens get the benefit.

Director Nebergall explained he grouped road work all together in a lump sum (\$900,000.00). Every year is different depending on the overlay vs. concrete and the type of street repair.

Director Nebergall and Assistant City Manager Scott Wingerson explained how Pleasant Valley Road was funded with Federal Funding, Kansas City funding, and City of Gladstone funding.

City Manager Davis asked Director Nebergall to give the big picture budget on Pleasant Valley Road: \$6 million total construction costs, grant \$3.8 million, federal participation is about 60%, the City's portion of the \$6 million is about \$3.5 million, so 60%. That is what we are paying out of pocket from Antioch to Brighton. KCMO is looking at Brighton to 435.

Councilman R.D. Mallams asked Director Nebergall about the spreadsheet unit price "SY" (per square yard). Director Nebergall explained how he uses the unit price figures for budgeting purposes. Englewood road is higher because of all the patching that is required. Councilman Mallams asked for clarification on project amounts, \$288,000.00 or \$462,000 and will we get this years' money revenue from the county prior to July 1? Assistant City Manager Scott Wingerson answered we are looking at programming \$462,000.00 or there about, and hopeful the county pays us on the schedule Director Daily discussed and remit on a more regular basis.

Chairman John Houlihan stated the high traffic area is Englewood Road. Most people may think it is KCMO instead of Gladstone. Chairman Houlihan favors Englewood Road for repair. Clerk Eugene Suter likes the top two. Chairman Houlihan said Flora is important but less travelled, and Clerk Suter agreed.

Clerk Eugene Suter moved the Road District funds be used for Northeast Englewood Road, Chairman John Houlihan seconded. The vote: all "aye". (2-0).

Assistant City Manager Scott Wingerson thanked the Road District and said the Resolution would be prepared accordingly and we will work through the 15% issue and send for review.

Item 5. On the Agenda. **PERSONAL FINANCIAL DISCLOSURE/ETHICS COMMISSION.**

Assistant City Manager Scott Wingerson explained there is no action required for the Commissioners with the Ethics Commission since the Road District funds are under \$1 million, only when \$1 million is received in a fiscal year. The Commissioners need to be aware of the rules and discuss every year in case settlement statements may exceed \$1 million. Once in the State system for financial and ethical disclosures, it is a permanent issue.

Item 6. on the Agenda. OTHER BUSINESS.

Director Tim Nebergall discussed the option of articles for the Gladstone magazine and suggested an article on Special Road District #3, because very few people are aware of the contribution of the Road District to the citizens and how much they contribute to the City. Both Chairman John Houlihan and Clerk Eugene Suter agreed. Director Nebergall will prepare a draft article for review.

City Manager Davis stated that was a really good idea. City Manager Davis asked Assistant City Manager Scott Wingerson to provide an update on the downtown projects.

Assistant City Manager Scott Wingerson discussed Snow & Company and the building owner responsibilities to be completed August 18. Snow & Co. will be able to move in and hopefully open the last week of September. The Heights at Linden Square is going well despite labor concerns revolving around the framing crews being nonunion; difficult to find nonunion framers. There are meetings this week regarding the opening and occupation by October, or possibly to the first of the year.

The Northland Innovation Center development agreement with CBC is nearing a close. Assistant City Manager Wingerson explained the development agreement including 150,000 square foot building housing the gifted program, the CAPS program, Northwest Missouri State University component regarding research and classroom space, Metropolitan Community College and Mid Continent Public Library in some fashion. There is also a speculative office space of 40, 000 to 50,000 square feet. A full integration of education and business. How it impacts Locust is the building will be located on the corner of 69th and North Oak. There will be a traffic study which will require improvement at 69th and North Oak and probably require a portion of Locust to be improved that is not being improved by The Heights, between 69th & 70th on the west side.

Assistant City Manager Wingerson stated the City is also applying for a planning implementation grant with Mid America Regional Council for 70th street, \$150,000.00 grant so we are hopeful to get Locust to 71st or 71st Terrace completed. City Manager Kirk Davis stated the development agreement has a clause that the developer will invest \$300,000.00 in improvements and the traffic study will take into consideration 70th and Locust. The City is also in preliminary discussion regarding a project between 70th Terrace and 71st between Locust and Cherry. Nevertheless, Locust is important to us in that stretch. From a capital improvement perspective, the developer essentially put a framework together where they will do \$1.1 million in improvements relative to the Northland Innovation Center.

The parking garage and/or surface/tier parking for the Northland Innovation Center was discussed. A final decision has not been made as of yet. The City is proving the land, the undeveloped portion at 69th & North Oak and SS Auto, the car lot, who is relocating to the south, so it is a full six acres. We are providing for the land and will be paid for the land in two ways: one is a cash contribution at closing of the transaction and the other is through the offset in public improvements that City Manager Davis talked about. That equals the total cost of the land. City Manager Davis stated we are looking at issuing bonds that essentially will be acquired by the developer. No debt responsibility for the City. The risk is with the developer. Assistant City Manager Wingerson stated to Chairman John Houlihan that he may be thinking of The Heights transportation sales tax contribution towards public improvements, we are

hoping that is not necessary here, or if it is, it is a very, very small amount towards traffic improvements. We hope it is not necessary at all, that is the structure of the agreement.

There was no other business to come before the Commission.

Item 7. on the Agenda. **ADJOURN.**

Chairman John Houlihan adjourned the August 5, 2014, Gladstone Special Road District No. 3 meeting at 9:32 am.

Respectfully submitted,

Ruth Bocchino
City Chairman/Recording Secretary

Approved as submitted _____
Approved as amended _____

Chairman John Houlihan

Elected to Three Year Staggered Terms Through Clay County

[illegible]

Gladstone Special Road District No. 3
October 1, 2015

List of Potential Transportation Projects:

1. N. Troost Intersection Improvements - \$300,000
 - a. Traffic & Pedestrian Signal Upgrades
 - b. N. Troost Overlay – NE 71st Street to NE 73rd Street
2. Miscellaneous Street Overlay - \$265,000
 - a. Manor Drive – NE Englewood Road to N. Tracy
 - b. NE 56th Terrace – N. Brooklyn to N. Pursell Road
 - c. N. Belleview – NW 44th Terrace to N. Briarcliff Lane
 - d. NE 60th Terrace – N. Broadway to N. Wyandotte
 - e. NE 72nd Terrace – N. Flora to N. Forest
3. NE 71st Street and N. Locust Street Improvements - \$250,000
4. N. Campbell Sidewalk - \$225,000
 - a. NE 70th Terrace to NE 72nd Street

GLADSTONE SPECIAL ROAD DISTRICT NO. 3

Annual Settlement

July 1, 2014 Through June 30, 2015

Pursuant to Section 233.150 RSMo, the Commissioners of said Road District do hereby make report and settlement of all moneys received, and from what source and for what purpose the same has been expended, as follows:

Moneys Received:

Distribution of Taxes - Clay County		
2013-ord-35b annual receipt date	7/11/2014 FY15	\$ 241,568
Monthly Rd & Bridge settlements		\$ 317,786
Interest Income		902
Total Receipts		<u>\$ 560,256</u>

Moneys Expended:

Road Maintenance & Construction	\$ 395,050
15% City Admin fee FY14 & FY15	83,903
Election costs	6,215
Total Disbursements	<u>\$ 485,168</u>

WITNESS EXECUTION HEREOF By the undersigned commissioners of Gladstone Special Road District No. 3 under their respective oaths:

John Houlihan, Chairman

Michael Sosa, Commissioner

Eugene Suter, Commissioner

State of Missouri)
County of Clay) ss.

Subscribed and sworn to me a Notary Public this _____ day of _____, 2015

My Commission Expires: _____

Notary Public

Special Road District #3
Prelim Fund Analysis (Cash Basis)
As of June 30, 2015 (unaudited)

Fund Balance Beg FY10 7/01/14	\$ 17,923
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FY14 Revenue

County Road & Bridge Tax	28,546
Election refund	92

Interest Income	32
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Total Revenue	28,669
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FY14 Expenditures

City of Gladstone	-
Bank charges/deposit slips	-
Election Charges O/s tsfr	-
Road Projects	-
Total Expenditures	-

FUND BALANCE AT 6/30/14	\$ 46,592
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	Projected FY15	Actual YTD	over/(under)
<u>FY15 Estimated Revenue</u>			
Road & Bridge Tax (for 2 yrs)	501,568	559,354	57,786
Interest Income	50	902	852

Estimated Total Revenue	501,618	560,256	58,638
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FY15 Estimated Expenditures

City of Gladstone (for 2 yrs)	79,517	83,923	4,406
Election costs	6,215	6,245	30
FY15 Projects Reso No. R-14-1 NE Englewood	395,000	395,000	-

Estimated Total Expenditures	480,732	485,168	4,436
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ESTIMATED/ACTUAL FUND BALANCE	\$ 67,478	\$ 121,679	\$ 54,201
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