

**Capital Improvements Authority**  
**Minutes of Regular Meeting**  
**June 13, 2016**  
**4:00 pm**

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**Present:** Carol Baxter, Mike Edwards, Tray Harkins (arrived at 4:25 pm), Estella Morrison, Gary Renne, Reggie St. John, and Brad Eales, Mayor.

**Absent:** None.

**Also Present:** Steve Marriott, Interim City Manager, John McGovern, Police Chief, Tim Jarman, Golf Director, Frank Conrick, Golf Superintendent, Nate Williams, Parks and Recreation Director, Chad Birdsong, Public Works Director, Paul Tribble, Fire Chief, Larry Murry, Director of Codes Administration, and Shannon Stroud, Authority Secretary.

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2. **Approval of Minutes:** Mike Edwards motioned to approve the minutes of the Capital Improvements Meeting May 9, 2016; Carol Baxter seconded. Minutes approved.
3. **Approval: Budget Spreadsheet – May 2016:** Steve Marriott, Interim City Manager briefed the Authority. The Beginning Balance, Revenues, Expenditures, Transfers, and Committed Funds for May were reviewed. All questions from Authority Members of Committed Funds were answered. The Available Cash Balance as of May 2016 is \$691,048.82. Carol Baxter motioned to approve the budget spreadsheet total for May 2016; Gary Renne seconded. Budget spreadsheet approved.
4. **Discussion: Kitchen Remodel at Fire Station #1:** Paul Tribble, Fire Chief briefed the Authority of the discussion. In a five year Capital Improvements plan for 2015 - 2020, Fire Department Staff identified the most important health and safety needs; to install a Source Capture Exhaust System to control toxic, vehicle fumes from the apparatus in the bay of the Fire Station. The fumes have been identified to cause cancer in firefighters. Fire Department Staff was able to apply for “Assistance to Firefighters Grant” for the exhaust system in December 2015 in the amount of \$90,000.00. The grant status determination may conclude that this request may not be needed from the Capital Improvements Authority. The second need of the fire department’s Capital Improvement request is to remodel the kitchen at Station #1. This kitchen is the busiest used in the City of Excelsior Springs; utilized 365 days a year since being built in 1996, now 20 years old. At that time, the station only had 3 personnel per shift and it was designed as in a residential house. Since the closing of Station #2; personnel per shift has increased to 6, and the equipment is not designed to accommodate that many firefighters. The request is to remodel the space to accommodate larger pans, additional firefighters, and use the space more efficiently. After discussion and questions answered; Authority Members are in support of Fire Chief Tribble pursuing the request.
5. **Approval: Golf Course Fan Purchase and Installation:** Tim Jarman, Golf Director and Frank Conrick, Golf Superintendent briefed the Authority. To stay competitive with our greens maintenance, the Excelsior Springs Golf Course makes the request before the Capital Improvements Board to purchase (6) Commercial Grade Oscillating Fans as recommended by our USGA Agronomist, John Daniels. During his visit and course assessment in October 2015, John made a huge push for the fan purchase to help the greens maintenance on problem holes 5, 6, 11, 12, 14, and 15. The fan purchase and tree trimming were the recommendation. A majority of the tree trimming has been completed in house. The goal is to produce better air flow to help the cooling and drying of the grass canopy, which in turn produces a better putting surface and playability for the patrons. The low bid for 6 fans submitted by SubAir at a cost of \$43,300.00 and 6,000 feet for wire, boxes, breakers, concrete pads, and stabilizers at an estimated cost of \$3.00/foot (\$18,000) creates a total project cost of \$61,300.00. Immediate

approval is requested, to go before the City Council, and to begin working on the diseased problem areas. Once questions from authority members were answered by Staff, Tray Harkins motioned to approve the increase in funding to \$100,000.00 for the revised Sidewalk Program; Estella Morrison seconded. Motion approved.

6. **Comments:** None.

7. **Adjourn:** The meeting adjourned at 4:44 pm. The next meeting is scheduled for Monday, July 11, 2016 at 4:00 pm.

Shannon Stroud  
Capital Improvements Authority Secretary