



# CPPS Board Agenda

September 14, 2022

6:00 p.m.

**Ex Officio:** Margaret Shriver

**Members:** Amber Duren      Michelle Parker      Thurman Gardner  
Bonnie Sandburg      Kenny Shaw      Wayne Snider      Troy Thompson

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1. Approve minutes of May 18, 2022
2. Review Cemetery Activity
  - a. Statement of financial activity
  - b. Recent burial/plot sale activity
3. Consider recommending approval of Cemetery funds for Change Order to the 2022 Street Maintenance Project for mill and overlay of paved areas in the City Cemetery
4. Review signatories for cemetery bank accounts and take any necessary action
5. Hear Parks & Rec registration report through Fall 2022 Programming
6. Advisory Reports
  - a. Assistant City Manager
  - b. Parks & Rec Supervisor



# CPPS Meeting Minutes

May 18, 2021  
6:00 p.m.

<b>Ex Officio:</b>	Margaret Shriver	<b>Board Chair:</b>	Wayne Snider
<b>Members:</b>	Thurman Gardner	Michelle Parker	Kenny Shaw
	Troy Thomson	Bonnie Sandburg	

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*Note: There are no official minutes for the July 13, 2022 meeting of CPPS Board. That meeting was a CPPS Board Workshop to discuss budget and project priorities for FY23 and beyond.*

## 1. Approve minutes of minutes of April 13, 2022

- **Motion:** Board member Shaw made the motion to accept the minutes of the April 13, 2022 with the edits noted by Board member Duren.
- **Second:** Board member Thompson seconded the motion
- **Vote:** Passes 5-0

## 2. Review Cemetery Activity

- Assistant City Manager Zack Daniel reviewed the financial report, which currently shows a consolidated balance of \$75,408.03
- Mr. Daniel also noted that he has begun receiving quotes for planter repairs, which he expects to have more information on later in the year.
- He also reviewed the cemetery activity as of late.
- **Motion:** Board Chair Snider made a motion to accept the report as presented.
- **Second:** Board member Shaw seconded the motion
- **Vote:** Passes, 5-0

## 3. Hear a summary report of the May 11, 2022 community meeting with the River Falls subdivision regarding the River Front Park redevelopment project

- Mr. Daniel reviewed the public meeting with the River Falls subdivision, which saw six residents attend.
- By and large, the improvements presented did not have opposition. However, residents expressed great concerns about the proximity of the trail connector to the neighborhood. Attendees expressed their concerns about crime and proper maintenance. Trail improvements that were close to homes were also not a popular inclusion in the plan.
- Improvements that were a farther distance from homes were not as unpopular, with no specific issues raised about improvements related to the boat ramp, fishing nodes, or the overlook. There were some concerns voiced about possible vandalism of the permanent restroom facility.
- Board Member Thurman noted his observation from the meeting, who largely disagreed with some of the points raised by those in attendance especially the safety concerns they raised.
- Board member Thompson noted that this area is still a public space that should be maximized for use by the larger community.

- The largest concern was issues with the trail connector, which the attendees felt would bring bad actors to the area, despite the fact that the Park is closed during these “peak crime hours.”
- While the residents did express some valid concerns, the consensus of the group was to move forward with the plan as designed with some slight modifications. The largest modification would be to consider pushing the trail expansion further south and to eliminate the planning for the trail connector at this time. Stantec would instead design the park for a future trail connector as well as a possible sidewalk connection along 9<sup>th</sup> St.
- No official action was taken as a result of this discussion.

**4. Consider proposal from Whitefield Academy Rowing Team regarding improvements at River Front Park for boating activity**

- Mr. Daniel introduced Rachel from the Whitefield Academy Rowing team in KC, MO. Rachel noted that the team usually practices out of Wyandotte County Lake. A recent algae issue there necessitated them to look for another location, which City staff allowed use of River Front Park.
- While using the park, Whitefield felt that the park offered an improved experience than in Wyandotte County Lake. She also noted that there was a recent possibility of donation of a floating dock from Kansas State University which could ostensibly be installed at the existing park for use by rowers and other boating activity.
- She asked about the possibility of installation of storage racks or a shed that would support rowing activity. The idea was also floated that Whitefield could operate rowing programming for Edwardsville Parks and Rec.
- There were some questions regarding the use of the dock and whether it would be a permanent or temporary improvement.
- There was additional discussion on the possibility of the dock and programming serving as an in-kind donation to the redevelopment project.
- Rachel reviewed some of the activity that could take place with more rowing infrastructure in place.
- The board gave staff a general consensus to continue to explore the potential partnership.

**5. Consider long-term rental policies for the Edwardsville Community Center**

- Mr. Daniel noted that Councilmember Shriver asked that this be tabled for later in the year as she was not able to make this meeting.
- **Motion:** Board Chair Snider made the motion to table this item to a later date.
- **Second:** Board Member Shaw seconded the motion
- **Vote:** Passes, 5-0

**6. Consider planning update for the 2022 Memorial Day Service**

- Mr. Daniel reviewed the planning for Memorial Day, noting that both public safety departments as well as the local VFW would be participating in the event.
- Board Chair Shaw noted some of the other items that needed to be arranged prior to (flags, program, etc.) and stated he will be in attendance on the date.
- No action was required as part of this update.

**7. Advisory Reports**

- Mr. Daniel noted that it was his opinion that the HOA trail opportunity not be pursued at this time due to the cost of the project. He noted he encouraged the HOA to seek out other external funding. There was additional discussion on the City's trail/sidewalk expansion plans.
- Mr. Daniel noted that the Historic Cemetery restoration project is still planning on moving forward, though it will likely not be heard by the Planning Commission until the fall. White Lawn and Landscape will continue to make regular maintenance visits to the site over the summer.

Board member Sandburg asked that she be notified with a call if meeting dates are changed, which Mr. Daniel noted he would do that for meeting changes in the future.

There was discussion about the planned fish fry at the City Park and the summer movie program.

### **ADJOURNMENT**

The meeting was adjourned at 6:59 p.m.

Zachary Daniel  
City Clerk

**TO: CPPS BOARD**  
**FROM: ZACK DANIEL, ASSISTANT CITY MANAGER/CITY CLERK**  
**DATE: SEPTEMBER 14, 2022**  
**SUBJECT: CEMETERY ACTIVITY**

**RECOMMENDATION**

Review the statement of financial activity as well as recent burial/plot sale information.

**FINANCIAL IMPACT**

The consolidated cemetery account balance currently sits at \$84,133.53. Also included in this report are copies of check payments through May of 2022

**BACKGROUND**

See below for a list of lot purchases executed since the group's last meeting.

<b>Purchaser</b>	<b>Location</b>	<b>Deed #</b>
Charles & Judith Grant	1-E-7	831
San Juanita Ochoa Smith	1-D-(8-13)	832
Charles & Linda Cockrum	1-A-(1-2)	833
James & Gayle Eveland	7-N-(8-9)	834

**CASH TRANSACTIONS REPORT**

YEAR: THROUGH SEPTEMBER  
City of Edwardsville

Page: 1  
9/14/2022  
4:00 pm

Account Number	Beginning Balance	Debit	Credit	Ending Balance
<b>Fund: 999 - CEMETERY OPERATING FUND</b>				
Dept: 000.000				
101.000 CASH ON HAND MONEY MARKET	40,802.52	23,757.17	13,125.00	51,434.69
102.000 CASH ON HAND CHECKING	750.00	3,550.00	4,290.00	10.00
104.000 CERTIFICATES OF DEPOSIT	32,688.84	0.00	0.00	32,688.84
106.000 PAYROLL CHECKING	0.00	0.00	0.00	0.00
<b>Fund: 999</b>	74,241.36	27,307.17	17,415.00	84,133.53
Grand Totals:	74,241.36	27,307.17	17,415.00	84,133.53

**EDWARDSVILLE CEMETERY BOARD**  
**CITY OF EDWARDSVILLE, KANSAS**

EDWARDSVILLE CEMETERY BOARD  
1405 WEST 29TH ST  
EDWARDSVILLE, KS 66006  
18-6691010

Check Date: 05/05/2022  
Check #: 1013  
AMOUNT  
\$900.00

PAY NINE HUNDRED DOLLARS AND 00 CENTS\*\*\*\*\*  
VOID AFTER 180 DAYS

TO THE KNA DIGGIN INC  
ORDER 10507 SALINE ROAD  
OF OSKALOOSA, KS 66066

*[Signature]*

18-6691010

05/13/2022 1013 \$900.00

EDWARDSVILLE CEMETERY BOARD  
CITY OF EDWARDSVILLE, KANSAS

BANK OF AMERICA  
1800 BANK CENTER  
EDWARDSVILLE, MO 64052  
18-64091010

1014  
Check Date: 06/16/2022  
Check #: 1015  
AMOUNT  
\$805.00

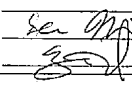
PAY EIGHT HUNDRED FIVE DOLLARS AND 00 CENTS\*\*\*\*\*  
VOID AFTER 180 DAYS

TO THE CLARENCE SHARON  
ORDER 2001 S OVERTON AVE  
OF INDEPENDENCE, MO 64052

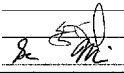
*[Signature]*

06/29/2022 1014 \$805.00

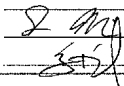


<b>EDWARDSVILLE CEMETERY BOARD CITY OF EDWARDSVILLE, KANSAS</b>		<small>BANK NEWEST 1-800-867-2285 30471961000 18-6021010</small>	1016
		Check Date: 07/01/2022	
		Check #: 1017	
		AMOUNT	\$750.00
PAY SEVEN HUNDRED FIFTY DOLLARS AND 00 CENTS***** VOID AFTER 180 DAYS			
TO THE ORDER OF JAMES GRIMM 452 S 137TH ST BONNER SPRINGS, KS 66012			

07/20/2022 1016 \$750.00

<b>EDWARDSVILLE CEMETERY BOARD CITY OF EDWARDSVILLE, KANSAS</b>		<small>BANK NEWEST 1-800-867-2285 30471961000 18-6021010</small>	1017
		Check Date: 07/08/2022	
		Check #: 1017	
		AMOUNT	\$3,320.00
PAY THREE THOUSAND THREE HUNDRED TWENTY DOLLARS AND 00 CENTS***** VOID AFTER 180 DAYS			
TO THE ORDER OF KNA DIGGIN INC 10607 SALINE ROAD OSKALOOSA, KS 66066			

07/18/2022 1017 \$3,320.00

<b>EDWARDSVILLE CEMETERY BOARD CITY OF EDWARDSVILLE, KANSAS</b>		<small>BANK NEWEST 1-800-867-2285 30471961000 18-6601010</small>	1018
		Check Date: 07/18/2022	
		Check #: 1018	
		AMOUNT	\$3,320.00
PAY THREE THOUSAND THREE HUNDRED TWENTY DOLLARS AND 00 CENTS***** VOID AFTER 180 DAYS			
TO THE ORDER OF KNA DIGGIN INC 10607 SALINE ROAD OSKALOOSA, KS 66066			

07/20/2022 1018 \$3,320.00

EDWARDSVILLE CEMETERY BOARD  
CITY OF EDWARDSVILLE, KANSAS

BANK DEPOSIT  
1-800-887-2866  
bankofamerica.com  
184881010

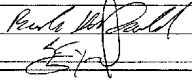
1019

Check Date: 08/12/2022  
Check #: 1019  
AMOUNT

\$230.00

PAY TWO HUNDRED THIRTY DOLLARS AND 00 CENTS\*\*\*\*\*  
VOID AFTER 180 DAYS

TO THE AMY GROVES  
ORDER 238 SPRINGDALE AVE  
OF BONNER SPRINGS, KS 66012



⑆001019⑆ ⑆101006699⑆ 220880310⑆

08/18/2022 1019 \$230.00

**TO: CPPS BOARD**  
**FROM: ZACK DANIEL, ASSISTANT CITY MANAGER/CITY CLERK**  
**DATE: SEPTEMBER 14, 2022**  
**SUBJECT: MILL & OVERLAY PROJECT**

**RECOMMENDATION**

CPPS Board to review the cost proposal from McAnany Construction for the mill and overlay project at the City Cemetery.

**FINANCIAL IMPACT**

If cemetery funds are used for this project, the funds would be allocated using a combination of the MM accounts and CD accounts. The total for the project is quoted at \$57,920. Should the project be funded using consolidated cemetery accounts, the balance for those accounts would be estimated at \$26,213.53.

**BACKGROUND**

The City Council has approved McAnany Construction for the 2022 street maintenance project on Swartz Rd., which will likely mobilize and start work in early October 2022. During meetings with McAnany, staff also discussed milling and overlaying the entire Cemetery paved areas (access drives, parking lot, center circle drive).

Milling and overlaying is a common reconstruction method for asphalt roadways, providing new, smooth roads. The process involves milling the existing asphalt, removing excess debris, and applying a hot mix of new asphalt. Compaction of the new asphalt provides for the smooth, even finish of the reconstructed roadway. This project would involve a two-inch mill and overlay and all drivable surfaces in the Cemetery. The benefit of attaching this effort to the approved Swartz Rd. project is that the contractor can provide materials at a lower cost than if it was a standalone project, due to the quantity of the materials involved. Striping of the parking lot would follow (likely to be accomplished using City staff).

If cemetery funds are approved for use, then no additional authorization would be required and the work would be included as part of the overall project. Should cemetery funds not be used, the City Council may approve a change order incorporating this work using dedicated street maintenance funds, but funding availability may be limited to complete the project.

Staff recommends the CPPS Board review this proposal and authorize the use of cemetery funds in the amount of \$57,920 to complete the mill and overlay of the Cemetery Drive.



# McANANY CONSTRUCTION

To: City of Edwardsville

Job Name: Cementary Mill & Overlay

Atten:

Location Edwardsville KS

ITEM		Quantity	Unit	Unit Price	Total
1	2" Mill & Overlay main drive	4,200	SY	\$ 12.00	\$ 50,400.00
2	2" Mill & Overlay parking	335	SY	\$ 12.00	\$ 4,020.00
3	Additional mobilization	1	LS	\$ 3,500.00	\$ 3,500.00
				<b>TOTAL</b>	<b>\$ 57,920.00</b>

**Notes:** All work is tied. To be completed during normal working hours. 1 mobilizations included.  
**Job paid by the final unit pricing. Parking & Drives tied in pricing.**

Exclusion: Full Depth repairs, striping, signage, backfill, landscaping, erosion control, sodding/seeding

**Asphalt Index:** Asphalt index based on PG64:22 \$785/ton ConocoPhillips Basis

*All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Our workers are fully covered by Workmen's Compensation Insurance. Thank you for the opportunity to submit this proposal.*

**Authorized Signature:** BPM

**Date of Proposal:** 8/29/2022

**Acceptance of Proposal:** *The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.*

**Signature:** \_\_\_\_\_

**Date of Acceptance:** \_\_\_\_\_

o (913) 631-5440

15320 Midland Drive  
Shawnee, KS 66217

mcananyconstruction.com  
SINCE 1954

**ITEM #4**

**TO: CPPS BOARD**  
**FROM: ZACK DANIEL, ASSISTANT CITY MANAGER/CITY CLERK**  
**DATE: SEPTEMBER 14, 2022**  
**SUBJECT: BANKING SIGNATORIES**

**RECOMMENDATION**

CPPS Board to review current board positions and designate bank account signatories.

**FINANCIAL IMPACT**

Not applicable.

**BACKGROUND**

Bank Midwest currently lists several ex-board members as the signatories on Cemetery accounts. Additionally, the last CPPS Secretary, Luis Fasani, is no longer serving on the board. With this in mind, the CPPS Board should nominate from its members a new secretary and designate both the Chairman and Secretary as additional signatories on the Cemetery bank accounts.

**TO: CPPS BOARD**  
**FROM: ZACK DANIEL, ASSISTANT CITY MANAGER/CITY CLERK**  
**DATE: SEPTEMBER 14, 2022**  
**SUBJECT: PARKS & REC REGISTRATION REPORT**

**RECOMMENDATION**

CPPS Board to review registration numbers through Fall Ball 2022.

**FINANCIAL IMPACT**

Registration fees are accounted for in the City's General Fund

**BACKGROUND**

Below is a breakdown of recreation activities and their registration numbers compared to 2021:

<b>Activity</b>	<b>2021 Registrations</b>	<b>2022 Registrations</b>
Arts Extension	119	124
Fall Ball	34	26
Fall Soccer	71	69
Junior Fire Academy	n/a	46
Basketball	74	68
Spring Soccer	94	139
Baseball	53	47
Softball	49	42
T-Ball	48	47
<b>TOTAL</b>	<b>542</b>	<b>608</b>

Despite reductions in select sports registration, Parks & Rec programming overall saw an increase of 66 registrations over 2021 numbers. The 2021-2022 Basketball season will count towards 2022's final tally.

This number also does not reflect attendance at the 2022 Summer Movie Series, which had an estimated attendance of 30-40 guests per show.

This information is being presented for informational purposes and no action is required as part of this agenda item.