

SMITHVILLE BOARD OF ALDERMAN

WORK SESSION

May 4, 2021 6:00 p.m.
City Hall Council Chambers

Due to the COVID-19 pandemic this meeting was held via teleconference.

The meeting was streamed live on the city's FaceBook page.

1. Call to Order

Mayor Boley, present via Zoom, called the meeting to order at 6:00 p.m. A quorum of the Board was present via Zoom meeting: Steve Sarver, Marv Atkins, Kelly Kobylski, Dan Ulledahl, John Chevalier and Dan Hartman.

Staff present via Zoom: Cynthia Wagner, Anna Mitchell, Chuck Soules, Captain Tony Roetman, Matt Denton, Stephen Larson, Jack Hendrix and Linda Drummond.

2. Discussion of Proposals Regarding Use of City Property

Cynthia noted that this evening she wanted to discuss a couple of proposals regarding use of city property. Staff received a proposal regarding use of the property at 169 Highway and Second Creek Road and a request with regards to the outdoor space by the Courtyard Park. There is information relating to each proposal included in the packet. The individuals who brought those requests forward are also present tonight. The individuals for the 169 Highway and Second Creek Road property Jamie and Brian Dodrill for A Meal that Counts, and the request relating to space by Courtyard Park is Shane Crees.

Cynthia explained that last week Mr. Crees reached out to Jack, Anna and her to discuss the use the property at the corner of Bridge Street and West Meadow Street, the vacant gravel lot behind City Hall. All these areas are land owned by the city and for use by a private entity we need to go through a public process to ensure fairness in allocation of those land uses. Staff is also seeking an understanding of what the Board wants for the uses of these spaces and what stipulations May be associated. Cynthia noted that the memo in the packet does outlines the use of land should be consistent with City goals and desires. There are number of questions that staff needs to have addressed, such as: including what is the best use of each of those lands? We have a lot of discussion going on in the community with regard to Parks and Recreation, the downtown area open spaces, we have a Main Street group that is meeting and looking at things as well. We have other opportunities for private investment throughout the community that may be coming forward as well.

AMTC would like to lease the land to park a trailer or an Easy up stand (not permanent and will be moved after each Sunday) on Fridays to Sunday from May 1 – November 30th. We will be selling local farm fresh produce, meat, dairy and goods from our local famers and vendors of Smithville to support the community for our cause. We will also use this location to help drive traffic to our downtown businesses.

Background - A Meal That Counts is a local non-for profit that helps feed Seniors, Homebound, Veterans and children via the Maple Elementary pantry and Warrior Closet. In order for AMTC to keep moving forward, we need to help drive more awareness in the community. Adding another location on the 169 Highway through Smithville will bring more awareness to our Community, Campers, Lake Traffic and others that pass through our community.

AMTC realizes that by leasing this land we may incur a fee for the signage and lease but ask that you consider the cause and that we are a non-for profit to keep a fee fair for the few days a month we may use the property.

Thank you for your consideration and support!

A Meal That Counts, AMTC Market

Jamie and Brian Dodrill

Mr. Dodrill was present and said based on their proposal they are trying to help drive more awareness of what they are doing here in the community with A Meal that Counts as well as their farmers market. He stated that by using space on the corner will help in driving a more folks to the downtown area. He said that being a part of the Main Street community they would have products and services out there for sale to help direct folks into the downtown as well as drive more awareness with their products that they have fresh in market. He said that is really what they are trying to accomplish from Friday through Sunday and that is really all the time that they would ask for use of that land. He said having this on the weekends should help drive some of the lake traffic into the downtown area.

Alderman Sarver said if it is empty if we are not using it for anything he thinks it would be fine for now. Hopefully, we can build something on it or do something with it but until then we might as well use it for that.

Alderman Chevalier said his main concern with using that land for it for this purpose is the Board has already denied other people access to use that land to sell things. He said he just does not know if this is consistent with our previous message and what that land is really identified for. Alderman Chevalier said he is not necessarily in favor of doing that. He said he is curious if the farmers market could work in conjunction with some of the other plans that we are discussing today. Maybe that is not the right location for it, maybe it should go somewhere else.

Cynthia noted that she also wants to ensure staff has an understanding of how Board members would like staff to proceed with a process. What type of information would they want included in a proposal? What uses would they like to see? What requirements would they like to have? What questions do they have so that staff

can think through a process of what we would need to bring forward for further Board review.

Mayor Boley explained that we had request for use of that land from fireworks vendors that used it prior to the City purchasing the lot and the Board denied them.

Alderman Atkins said that since we have denied other people in the past, we need to come up with a procedure on how to go forward with that land until we build on it. He does like the idea of bringing some food vendor there and this is basically a Farmers Market. He stated he would be cautious about in the process of making the contract on cleanliness maintenance. He also noted that we should be cautious of that area due to the Second Creek Road traffic light which is extremely short that it could create traffic issues. He said that he is for it.

Alderman Kobylski said that she does not feel that this may be the best place for a Farmer's Market, but she would like to continue discussion. She has several questions such as who will be responsible for maintaining the land? Would there be a lease? What would the structure look like?

Alderman Hartman said he really likes the idea of having vendors there specific to what the Dodrills are doing and maybe even other opportunities. He did have concern in not having anything in place that would open the opportunity up for others have. The opportunity to request for proposal on that is something that would need to happen, and he would not say no indefinitely but thinks the Board needs time to look at it a little bit closer and make sure that we have the proper procedures and process in place.

Alderman Ulledahl said he agrees with pretty much everything that has been said, we do need to have something in place for that property until the time that it is built on. He said he does like the concept of what they are proposing. If we do have an agreement with someone to use that land, he would want whatever is put there to look good. He does not want to see semi-trailer or something like that parked on that property, especially since we just got rid of the old bridge. He said that we should be doing something with the land because it would help grab attention that there is more going on in the town than what is on the highway and help point people into the downtown area. He said if this area did not work out for them, we should be able to help find some other location for them.

Mayor Boley asked the Board if they would like to bring this to another work session or maybe even cover it during the Board retreat, so they can discuss the long-term strategy for that land? He would like to not make this staff priority right now.

The Board all agreed.

Mayor Boley thanked Mr. Dodrill for bringing this to the Board and agrees it is a good concept. He explained that we have a lot on our plates this year and on the

schedule and with a limited number of staff, so the Board needs to have time to work through the proper process for the use of the land.

b. Outdoor Space at Courtyard Park

111 N. Bridge St./Courtyard Park Outdoor space concept

Shane Crees submitted a proposal for outdoor space at Courtyard Park.

Per preliminary conversations with the Mayor, we would like to explore the opportunity of

creating an outdoor, covered dining area adjacent to Humphrey's Bar and Grill. The proposed structure would be approximately 20' wide by 75' long with a covered dining area on the ground level and an upper deck dining level that would overlook the park. This would allow us to add much needed outdoor dining space. We would propose the structure be built in the existing paved "alley" area, that runs East to West on the North side of the park, adjacent to the Humphrey's building. Additionally, we have discussed building a free standing, single level structure, directly to the East of the outdoor dining structure that would be home to a local farmer's market. This structure would be very similar in size to the outdoor dining area.

Given the current situation with the pandemic, many potential customers are still reluctant to patronize indoor dining establishments. This would allow a much-needed alternative to indoor dining. Additionally, this would bring more visitors to downtown Smithville, which in turn would generate more sales tax revenue. The proposed area, in its current state, with the parking stalls on the North side of the park, also has some potential downfalls. Many times, when the public parks in these spaces, they come very close to hitting the building given the tight turning radius of these parking spots in relationship to the building. We feel that adding the outdoor dining area along with a farmer's market would allow this area to be better utilized in a manner that provides more benefit to residents and visitors of Smithville.



The below satellite aerial image shows the proposed location of the structures. Below are examples of design elements and details that would be similar to the proposed structures:



In closing, we feel this is a great opportunity to create an excellent partnership that would bring a very unique and creative feature to downtown Smithville.

Mr. Crees stated that the idea that he is proposing is to create an outdoor dining space adjacent to Humphrey's in the area that is the alley portion of Courtyard Park that is also part of the park. There are some photos of some concepts of what they are looking for. It would be a two-story outdoor dining space with an open roof deck covered first floor. It would create a great option for outdoor dining downtown.

They would take the alley that is in need of some maintenance and they would kind of create an area that would be cohesive with the Streetscape theme and an overall architectural design of the downtown area.

Cynthia noted that this information has been presented Parks and Recreation Committee and the downtown Missouri Main Street program. She said that staff did have some questions about the concept in regard to the Courtyard Park with Parks and Recreation Master Plan. She thinks that longer term in the Parks Master Plan some of these concepts apply. It is determining what makes sense, how long and when.

Mayor Boley also mentioned any amenity we add to a park would have to go to the Planning and Zoning Commission for approval, so this is just staff looking for direction to pursue. If the Board wants to pursue this it would go to the Planning and Zoning Commission, then an RFP would go out before it would come back to the Board.

Alderman Atkins said that he likes the concept presented so far with the additional eating area as well as the Farmers Market. He really does like the idea of converting what we call the alley back to a Parks and Recreation area. His concern is we have a whole lot of agenda already with the Parks Master Plan that will need to be looked at and monitored. He suggested to bring this project back a little bit later in time with assistance of the downtown merchants as well as Parks and Recreation Committee to see what fits. He thinks it is probably premature now to consider this since we are just starting our Parks Master Plan.

Alderman Ulledahl said he liked the concept, and he likes new things like this. He has had discussions with a couple of Board members and staff about concerns he has. He said it is a great idea. He would like to see what it could turn into, see more concept, more planning and things like that. He thinks that this is the way we are going with outdoor dining downtown and trying to add life during the nice weather. He thinks it would be something cool for downtown, so for the most part he is on board.

Alderman Chevalier said he echoed Alderman Ulledahl comments. He said to him it is just going to be a welcome addition to downtown. He feels that downtown is a place for this type of on feature outdoor for everybody to listen to music while dining out there. He definitely wants to see this move forward to more of a planning phase.

Alderman Hartman thanked Mr. Crees for presenting this proposal and asked if he has a projection of approximately how many tables and extra seating he would gain from the outside addition for his restaurant?

Mr. Crees stated in their preliminary numbers it would probably increase the dining capacity from somewhere between sixty and seventy-five percent. In terms of the number of tables he is not quite sure what that translates to but square footage of the building for the lower dining area and the roof or the upper dining areas would be about three thousand square feet.

Alderman Hartman said that he really likes the concept and know that the workload for City staff is heavy but feels that we could issue an RFP. He noted that he was not sure on what the timeline would look like and would look to staff for that, but if the Board was in agreement, he would like to move forward with this. He said he thinks it is a great concept and it would add to the downtown significantly.

Alderman Kobylski said she agreed and would like to move forward with the RFP. She noted that the timing is of the essence for everybody but feels it would be a great addition to the downtown and would just tie into the Streetscape and make it another great place for people to want to be. She said she would like to discussion and move forward with it.

Alderman Sarver said that he likes the idea of this, but his concern is if a big concert was held at the Courtyard, he does not see a way for the band to get to the stage very easily to step up their equipment. He said that it might not be an issue but assumed it would have to be worked out.

Mayor Boley said that is something would have to be worked out as part of the process. He noted the main thing the Board needed to decide on tonight was if this is something they want staff spending time on. He said that from the discussion tonight is sounded as though the consensus of the Board is for staff to prepare something for review and discussion. He asked the Board if he was correct that they wished staff to begin working on the RFP for this?

The Board all agreed.

Mayor Boley asked the Board what they would like to see included in the RFP? He noted that Alderman Sarver mentioned access for bands what else would they like to add?

Alderman Atkins asked if we would be dedicating this park space to just one restaurant or who is going to maintain it and keep it clean? Would we be playing favorites downtown? Will this stay as part of the Parks Department?

Alderman Chevalier noted he was understanding it would be a lease. That was how it was explained when it was presented to the Parks and Recreation Committee.

Mayor Boley noted that according to the downtown guidelines for outdoor dining spaces the adjacent property is the only one able to lease it. This property is adjacent to Humphreys so they would be the only restaurant to be able to lease it,

plus they do not have a space in front of their building like the other eating establishments do.

Cynthia said we would need to see what the lease looks like or clarify if it would be a lease or a sale of the property. The Board will need to consider if they want to look at selling that property or if they would want to have it be a long-term lease. She noted that there are design guidelines that were developed as we finalized Streetscape and a significant amount of time has passed since then. The pandemic has also had some impact on this, and we should review those guidelines again.

Mayor Boley asked if the Board would like to do a work session dedicated to this or continue the discussion tonight since there was still time?

Alderman Ulledahl said he feels it should be postponed giving the Board time to think about what they would want in the RFP before they start just naming off items. A lease or a sale is a big decision to throw together in a half hour. He does think a future work session is needed in regard to this topic, also this concerns the outdoor dining downtown and feels those guidelines need to be followed or if new guidelines are set, they should be set in stone as to how we are going to operate outdoor dining.

Alderman Hartman noted he is really interested in discussing the need to have this in a future work session in the near future. He would like to hear more from Mr. Crees on specifically on what it has been like to operate a restaurant. He noted that Mr. Crees has spent a significant amount of time investing in downtown like others have so he would like to hear his thoughts and what exactly he has in mind for the area besides the upper and lower level and kind of how he wants to operate it and how he envisions the flow for it.

Alderman Atkins said he hates to tie it down to just to one or two people. Maybe it does not have to be a food court area, but maybe other vendors downtown can use it for special events.

Mayor Boley asked Mr. Crees if in looking at the proposal, if what is the farmers market overhang area was for Parks for vendor use?

Mr. Crees said yes absolutely and added for clarification in his original concept and proposal this would be 100% privately funded so all maintenance, all upkeep, construction and everything associated would be taking care of by himself. He said he is open to either purchasing the property or a long-term lease. The cost of the project would have zero impact to the City.

Alderman Kobylski said she would definitely like to look at the lease side versus the purchase side and to have more discussion about it in a work session.

Alderman Chevalier agreed he sees more of a lease scenario than a sale, to be able to have some control over that space. He said he would also like to have some of

the downtown Main Street merchant representation at the work session to get some of opinions and what their thoughts are on it as well.

Mayor Boley said that he had reached out to a few of them to join the meeting this evening, but none had. He noted that we will definitely make sure they get the invite to the work session. Mayor Boley asked if staff thought the Parks Master Plan would be ready for the June 15 work session?

Matt Denton said he thought they would be ready for the June 15 meeting.

Mayor Boley asked if the Board would be opposed to starting the June 15 work session early so we could add this to that agenda?

Cynthia added that the schedule also includes discussion of the Capital Improvement Plan so there would be a significant amount of discussion on it also. She noted that it could be added to the end of the regular session since it has a light agenda.

Mayor Boley said he would like to see the Parks Master Plan before we discuss this item further, so he would like to add this discussion to the end of the June 15 regular session. He noted that after the Board's discussion on June 15 it could possibly go to the Planning and Zoning Commission for the July or August meeting at the earliest.

Cynthia said that staff will prepare and bring something forward for the Board to discuss on June 15.

3. Adjourn

Alderman Ulledahl moved to adjourn. Alderman Atkins seconded the motion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:39 p.m.


Linda Drummond, City Clerk


Damien Boley, Mayor