

SMITHVILLE BOARD OF ALDERMAN

WORK SESSION

June 15, 2021, 5:00 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 5:00 p.m. A quorum of the Board was present via Zoom meeting: Steve Sarver, Marv Atkins, Dan Ulledahl, John Chevalier and Dan Hartman. Kelly Kobylski was absent.

Staff present via Zoom: Cynthia Wagner, Anna Mitchell, Chief Lockridge, Matt Denton, Stephen Larson, Jack Hendrix, Linda Drummond, Bob Lemley and Allan Jensen.

2. Presentation of the Parks and Recreation Master Plan

David Beurle and Heather Branigin of Future iQ and Carisa McMullen of Landworks Studio presented the Parks and Recreation Master Plan.



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WELCOME TO THE
**SMITHVILLE PARKS AND RECREATION
MASTER PLAN PROJECT**

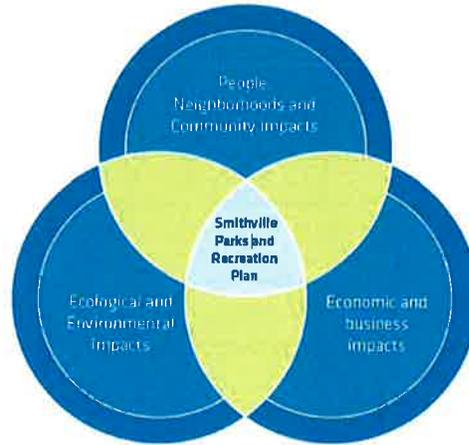
See what the community said!

View the results from the Smithville Parks and Recreation Master Plan Community Survey

[View the Results >](#)

Context- Period of change

- **Smithville’s population is growing**
- **Smithville’s population is changing**
- **Value proposition**
- **Funding increasing**



Park infrastructure is going through development cycle – plan aims to be transformational



Park Assessments: Scoring

Scoring Category

- Excellent (Score of 85-100)
- Good (Score of 70-84)
- Good (Score of 70-84)
- Fair (Score of 50-69)
- Poor (Score of 0-49)

Park Property

- Courtyard Park
- Remembrance Park
- Heritage Park
- Smith's Fork Park
- Helvey Park
- Diamond Crest Park
- Wildflower Park
- Emerald Ridge Park

Current Park Classification

- Pocket Park
- Pocket Park
- Community Park
- Regional Park
- Neighborhood Park
- Neighborhood Park
- Neighborhood Park
- Pocket Park

Assessment Score (Maximum score of 100)

- 91
- 79
- 76
- 67
- 44
- 43
- 43
- 41

Average Scoring Category

Fair (Score of 50-69)

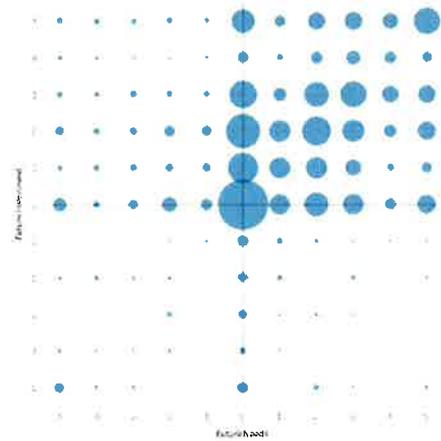
Avg. Assessment Score (Maximum score of 100)

60.5

Community has kept interest in parks and recreation



Pivot Chart - Future Needs X Future Investment - All Data
 X Axis = Future Needs: SCAI 5 = Decrease significantly, 0 = Stay same, +5 = Increase significantly
 Y Axis = Future Investment: SCAI 5 = Decrease substantially, 0 = Stay same, +5 = Boost significantly



Needs increasing;
 desire to boost
 investment

Broad elements of the Parks and Recreation Master Plan 2030

- Focus of bold re-development for Heritage Park and Smith's Fork Park.
- Invest in neighborhood parks and convene surrounding residents to develop 'local' park plans.
- Enhance the community oasis experience
- Build a 'Distributed recreation' model.
- Introducing the Riverwalk Park concept
- Begin work on Community Center and Recreation Hub.





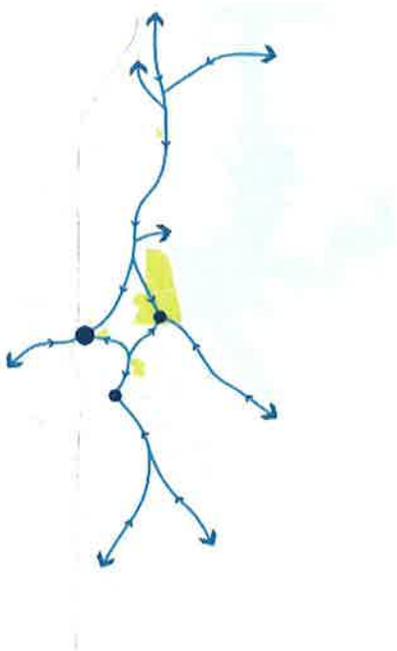
Future Park
Concept Plans



Future Park
Concept Plans



Nodes and modes connectivity and network



Key Strategic Master Plan recommendations

1. Boost investment in parks and recreation

- Significant increase in investment on recreation and park amenities
- (\$15m / 10 years) – to cater for increasing demand and need
- Trails / sidewalk network – to be further refined on Transportation Plan...
- Focus on Public / Private Partnerships



2. Initial Focus on Community Oasis assets – core of distributed recreation

- Initially Heritage Park and Smith’s Fork park – game changers
- Followed by River Walk (windfall situation)
- Community Center / Recreation Hub (2030+ plan) – begin now
- Tackle neighborhood parks as ‘small area plans’ – annual investment
- Integrate parks into Downtown economy and culture, through events, festival and activities

Key Strategic Master Plan recommendations

3. Activate Community Support – essential to achieve investment goals.

- Smithville Friends of the Parks and Trails
- Invest in grant writing / community organizing
- Convene local groups around neighborhood parks
- Establish a Community Center and Recreation Hub working group
- Leverage local civic organizations - Legacy fund

4. Create strong environmental, educational and policy overlay

- Add additional educational and wellness programming
- Develop a Parks and Recreation Branding Strategy
- Environmental overlay
- Policy updates – (Create riparian buffers; trail easements; emissions; waste policy)



Key Strategic Master Plan recommendations

5. **Expand Parks and Recreation Staffing Support**
- Grow from 5 to 7-8 FTE in short term
 - Help focus on and build grant funding
 - Expand recreation programming



Funding sources – based on 0.5% sales tax

- Approx \$450k p.a. (\$5.0 million / 10 year)
- 2 to 1 match (\$10 million / 10 year)



ASSUME \$15m / 10 year



Investment recommendations – 2022 - 2031



SHORT TERM (1-3 YEARS)

	SHORT TERM (1-3 YEARS)	Construction Costs	Soft Costs	Total Costs
NEIGHBORHOOD PARK	DIAMOND CREST			
	Playground, Shelter, and Fencing	\$250,000.00	\$25,000	\$275,000
NEIGHBORHOOD PARK	EMERALD RIDGE			
	Playground	\$120,000.00	\$0	\$120,000
HERITAGE PARK	HERITAGE PARK			
	Two Shelters	\$130,000.00	\$0	\$130,000
PARK SYSTEM	ALL PARKS and TRAILS			
	Branding & Signage to uniquely identify Smithville assets	\$100,000.00	\$0	\$100,000
BOLD STEP	SMITH'S FORK PARK			
	4-Plex Baseball Fields, Parking, Restroom, and Site Development	\$2,934,000.00	\$290,000	\$3,224,000
	TOTAL SHORT TERM PROJECT COSTS			\$3,849,000

MEDIUM TERM (4-6 YEARS)

	MID TERM (4-6 YEARS)	Construction Costs	Soft Costs	Total Costs
NEIGHBORHOOD PARK	HAWTHORNE COURT PARK			
	Public Art and Landscaping	\$100,000.00	\$8,000	\$108,000
SMITH'S FORK PARK	SMITH'S FORK PARK			
	Sport Courts	\$275,000.00	\$20,000	\$295,000
BOLD STEP	HERITAGE PARK			
	Field Demolition, Site Development, Central Water Feature, Parking, Roads, Sidewalks, Restroom/ Concessions, Shelters, Amphitheater and Great Lawn	\$4,087,000.00	\$470,000	\$4,557,000
	TOTAL MID TERM PROJECT COSTS			\$5,108,800



Activate the Downtown spaces

Mayor Boley asked if it would be possible to have the revenue-generating items done first, such as; the campground improvements to help fund some of the other improvements?

David explained there were a number of different options that were looked at for some of the revenue. He noted that there is the potential to do some of that, but also said one of the other things we can do is public private partnerships. Some of the improvements to be completed in the first period is for the Smith's Fork sports complex and the amenities there and there could be some revenue off of that. David said that they tried to design the plan to give the City some guidelines of where to go and a certain logic, but there are a lot of moving pieces in this plan. He noted that in working with the City of Smithville over the last couple of years he has observed that people have ideas popping up all the time, so they did not want to lock it in to tight so that those things did not fit. So they have allowed room for things to be a little entrepreneurial as interests and demands come forward.

Mayor Boley said he thinks this is a great opportunity for the community to be able to build something. He noted he gets a lot of people approaching him that want to do different things like shelter houses and they are affordable enough and have a great impact.

David said that would be the part of activating community support early on.

Matt Denton, Parks and Recreation Director, added two shelters were moved earlier in the plan to the 1 to 3 years timeframe from the 4 to 6 year plan. They were moved them up based on community feedback. He stated that the neighborhood parks were kind of one of those immediate needs. For instance Diamond Crest Park only having the splash pad but nothing else. It does not have a parking lot, a restroom, a shelter or a playground. They thought to develop that park to really make it what it should be with the splash pad there. Matt also noted that the playground at Emerald Ridge is barely passing inspection and needs to be improved.

Alderman Hartman asked David to share some examples of what other communities have been successful in raising money for their parks?

David noted he assumed Alderman Hartman was asking if the two to one match was realistic. He asked Carisa McMullen of Landworks Studio to comment on this.

Carisa explained that once you have the plans in place then you have the tools to approach agencies who have funding opportunities. She noted that they have outlined those in the Parks and Recreation Master Plan.

Matt explained that when David, Carisa and staff started this plan, one of the things they asked him was what do you want out of this and he said it was to get a project plan put together with the sales tax funds to enable us to apply for grants. Because to apply for the grants you have to have it basically budgeted or in the plan. You have to supply all the information. Having that the projects scheduled in a plan is going to be beneficial in getting those outside funds. Matt explained that Brittanie

Propes, Recreation and Marketing Manager, has experience with raising money. During her time at Excelsior Springs they were raising funds for their community center. They did local events to bring everyone together doing fun events to raise money and they brought in private donors. He explained that is why we are looking at how the Legacy Funds could coordinate annual events that we invite the community out and broadcast what our plans are. For example if we want to put a stage at Heritage Park we do some kind of event that benefits that area and show really what that would bring to the community.

David noted that the appendix includes alternative funding sources and give a list of examples. He thinks it is worth testing what is the appetite of the community to be participating like this and what the interest level of legacy donors. The other thing in terms of the design and the cost of the park redevelopment is scalable and some of the items in the plans can be changed per the funding available. He explained that they tried to make sure that there was the flexibility to be able to tailor it around the community needs and funding. They tried to design this so that the community was a part of this process and it was not just City and the revenue from the sales tax to make the Parks and Recreation Master Plan a reality.

Cynthia noted that the Legacy Fund has not been activated to the best use and staff will look to really reenergize that group. She also said that when new appointments are made to the Parks and Recreation Committee we will be focusing on individuals who have a focus on parks and who also have connections within the community that will be able to assist with fundraising.

Alderman Hartman noted that the only way we will be able to accomplish this is through the Fund and through raising funds and not solely rely on the sales tax.

Mayor Boley said that with the phasing of the projects if we do not receive the funding, we will be able to reduce the scope of the projects.

Cynthia explained that through working with David as part of the Parks and Recreation and Stormwater sales tax, staff has developed a plan that now has funds available on an annual bases. She noted that down the road if funding is not met the Board will have to have discussions on what projects are the priority. She said that at this time we know what revenue will be needed from the sales tax and donations for the park's improvements in the Parks Master Plan.

Cynthia thanked David, Heather, Carisa and City staff for all the work that went in to development of this plan.

Alderman Chevalier said that he thought this was a really good plan for the City and appreciated all the work that went into it.

Alderman Atkins noted that he liked the way the plan was put together and appreciated the presentation this evening. He said that the plan is something that we can give the residents so they can see the improvements that can be made in the City parks and what it will take to make them happen.

Alderman Sarver said he thought it was a really good plan.

Alderman Hartman thanked David and his team for the great work and noted it was a great plan.

David said that the Parks and Recreation Master Plan was a great opportunity to get the community involved and understand the reality of it. He explained that they tried in the plan to show the different scope of the projects and what it would take to complete them. They really focused on hitting the three big outcome areas: the community benefit, the environmental ecological interest and the economic driver. Trying to make the parks and recreation part of driving the City's downtown economy which is really critical to a lot of small businesses and entrepreneurs in the community.

Mayor Boley thanked David and his team for all the work put into this plan.

3. Discussion of 5-Year Capital Improvement Plan Update

Stephen Larson, Finance Director, provided the Board with the FY21 CIP update and the proposed 5-Year Capital Improvement Plan with the emphasis on the FY22 budget.

General Fund

GENERAL FUND Proposed 5 Year CIP

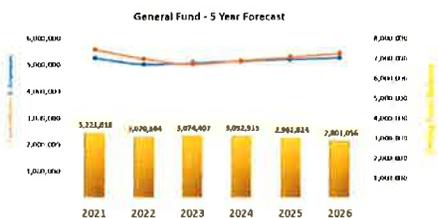
Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Comprehensive Electrical Upgrades (Phase II and III)	\$75,000				
C/SASAP/Rebarroement (Cost Spm 50050 With CWWS)	\$50,000				
Vehicles & Equipment Replacement Fund Transfer	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Grand Total (Net Cost)	\$165,000	\$40,000	\$40,000	\$40,000	\$40,000

GENERAL FUND FY21 Fund Balance Projection

General Fund	FY21 Original Budget	FY21 Projected	Delta (Budget vs. Projected)
Beginning Cash Balance (FY21 Actual)	\$3,152,643	\$3,558,070	\$405,426
Revenues	\$4,834,040	\$5,215,383	
Expenditures	\$5,970,540	\$5,551,834	
Ending Cash Balance	\$2,210,142	\$3,221,618	\$1,011,476

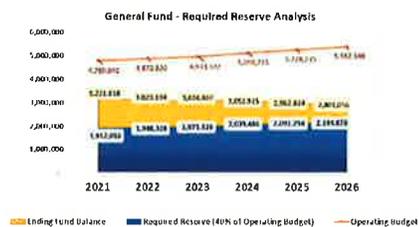
FY21 projected amount assumes Board of Alders approval of Budget Amendment #9 to transfer remaining CARES Funds into General Fund (approximately \$240,000)

GENERAL FUND 5 Year Fund Balance Forecast



Long Term Revenue Assumptions
 • 1% Annual Growth in City 1% Sales Tax
 • 2.5% Annual Growth in Use Tax

GENERAL FUND 5 Year Required Reserve Analysis



As the General Fund operating budget continues to increase in the out years, the amount held in reserves (10% of operating budget, seen in blue) must also increase to uphold the requirement

GENERAL FUND Pending 5 Year CIP

Capital Improvement Project	Cost Estimate
Off-Hall Improvements (Police Reconfiguration)	\$245,391
Police Dept Building (Engineering & Construction)	700
MUDOC 10 Building Upgrade	\$50,000
Streets & Parks Facility Building Construction	\$1,000,000
Grand Total (Net Cost)	\$4,295,391

4/18/2021



Transportation Sales Tax Fund

TRANSPORTATION SALES TAX FUND Proposed 5 Year CIP

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Annual Asphalt Overlay Program		\$300,000	\$300,000	\$300,000	\$300,000
Asphalt Overlay - Transit Road (Highway 92 to 14th Street)	\$250,000				
Asphalt Overlay - Hospital Drive	\$50,000				
4th Street Terrace Road Repairs (After Utility Improvements)	\$100,000				
Commercial Street Sidewalks (Engineering)		\$70,000			
Commercial Street Sidewalk (BARRC Reimbursement)			(500,000)		
Commercial Street Sidewalk (Construction)			\$666,000		
Grand Total (Net Cost)	\$400,000	\$370,000	\$444,000	\$300,000	\$300,000

5/18/2021



TRANSPORTATION SALES TAX FUND FY21 Fund Balance Projection

Transportation Sales Tax Fund	FY21 Original Budget	FY21 Projected	Delta (Budget vs. Projected)
Beginning Cash Balance (FY21 Actual)	\$447,067	\$762,606	\$315,539
Revenue	\$530,750	\$604,326	
Expenditures	\$607,800	\$1,063,283	
Ending Cash Balance	\$290,017	\$313,678	\$23,661

4/13/2021



TRANSPORTATION SALES TAX FUND 5 Year Fund Balance Forecast



Long Term Revenue Assumptions
 • 1% Annual Growth in 0.5% Transportation Sales Tax

5/18/2021



TRANSPORTATION SALES TAX FUND Pending 5 Year CIP

Capital Improvement Project	Cost Estimate
2nd Street Asphalt Overlay (1109 to 8th St)	\$75,000
Diamond Creek Asphalt Overlay	\$175,000
Horizon Asphalt Overlay (Hartwood to Foster Mill)	\$222,000
160th Street Asphalt Overlay (169 to Clay Jefferson)	\$132,000
Hastowen Asphalt Overlay (Remaining Roads)	\$125,000
Highland Avenue Asphalt Overlay (Hwy 92 to Hill)	\$30,000
Highway Asphalt Overlay	\$200,000
13th Street Asphalt Overlay (Road Agreement with County)	\$155,000
17th Street Asphalt Overlay (Road Agreement with County)	\$88,000
South Edge Street - Asphalt Overlay - Stormwater	\$144,000
South Mill Street (Curb & Stormwater)	\$30,000
Seal Categories - Sidewalk Boardwalk City Park Lot	700
Pipe Lane Curbwork	700
Grand Total (Net Cost)	\$2,118,000

4/13/2021



Capital Improvement Sales Tax Fund

CAPITAL IMPROVEMENT SALES TAX FUND Proposed 5 Year CIP

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Annual Transfer to Debt Service	\$351,550	\$354,845	\$357,830	\$364,875	\$371,920
Downtown Streetscape North (Bridge Street) Engineering	\$97,000				
Downtown Streetscape North (Bridge Street) Construction		\$610,000			
MARC Relociment Downtown Streetscape		(488,000)			
Downtown Gateway Sign (Engineering)		\$70,000			
Downtown Gateway Sign (Construction)		\$200,000			
Grand Total (Net Cost)	\$448,550	\$746,845	\$357,830	\$364,875	\$371,920

CAPITAL IMPROVEMENT SALES TAX FUND FY21 Fund Balance Projection

Capital Improvement Sales Tax Fund	FY21 Original Budget	FY21 Projected	Delta (Budget vs. Projected)
Beginning Cash Balance (FY21 Actual)	\$34,679	\$347,270	\$312,591
Revenue	\$530,750	\$616,260	
Expenditures	\$509,250	\$662,260	
Ending Cash Balance	\$56,179	\$10,270	(\$46,909)

Project coverage in Main Street Trail project to be covered by Capital Improvement Sales Tax.



4/24/2021



Capital Improvement Sales Tax Fund Cont.

CAPITAL IMPROVEMENT SALES TAX FUND Pending 5 Year CIP

Capital Improvement Project	Cost Estimate
State	None
Grand Total (Net Cost)	

CAPITAL IMPROVEMENT SALES TAX FUND 5 Year Fund Balance Forecast



Line 1 with Revenue Administration
* 1% Annual Growth in 2021 Sales Improvement Sales Tax

3/25/2021



3/25/2021



Debt Service Fund

DEBT SERVICE FUND Proposed 5 Year CIP

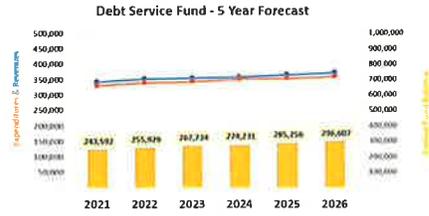
Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Annual Transfer to Debt Service	\$351,550	\$354,845	\$357,830	\$364,875	\$371,920
Grand Total (Net Cost)	\$351,550	\$354,845	\$357,830	\$364,875	\$371,920

DEBT SERVICE FUND FY21 Fund Balance Projections

Debt Service Fund	FY21 Original Budget	FY21 Projected	Delta (Budget vs. Projected)
Beginning Cash Balance (FY21 Actual)	\$1,111,000	\$960,000	\$151,000
Revenue	\$1,111,000	\$1,111,000	
Expenditures	\$1,111,000	\$1,111,000	
Ending Cash Balance	\$1,111,000	\$960,000	\$151,000



DEBT SERVICE FUND 5 Year Fund Balance Forecast



6/13/2021



Parks and Stormwater Sales Tax Fund

PARK & STORMWATER SALES TAX FUND Proposed 5 Year CIP

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Annual Park Projects (Projects TBD)	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
Stormwater Master Plan	\$150,000	-	-	-	-
Annual Stormwater Program (Projects TBD)	-	\$100,000	\$100,000	\$100,000	\$100,000
Grand Total (Net Cost)	\$300,000	\$250,000	\$250,000	\$250,000	\$250,000

6/13/2021

PARK & STORMWATER SALES TAX 5 Year Fund Balance Forecast

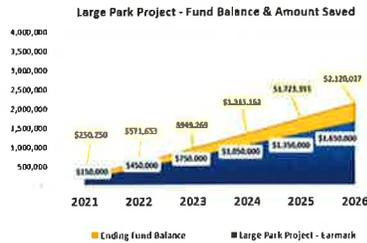


Long Term Revenue Assumptions
 * 1% Annual Growth in 8.5% Park and Stormwater Sales Tax

6/13/2021



PARK & STORMWATER SALES TAX Proposed 5 Year Strategy

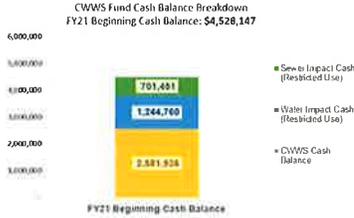


6/13/2021



Combined Water and Wastewater Fund

Combined Water/Wastewater FY21 Beginning Cash Balance Breakdown

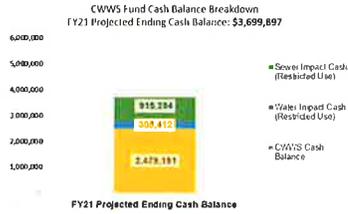


Combined Water/Wastewater Fund FY21 Fund Balance Projection

Combined Water/Wastewater Fund	FY21 Original Budget	FY21 Projected	Delta
Beginning Cash Balance (FY21 Actual)	\$2,902,646	\$4,528,147	\$1,625,501
Revenues	\$4,608,890	\$6,084,882	
Expenditures	\$6,127,260	\$6,913,112	
Ending Cash Balance	\$1,584,276	\$3,699,997	\$2,116,721

- CWWS Cash Ending: **\$2,478,181**
- Water Impact Cash Ending: **\$308,412**
- Sewer Impact Cash Ending: **\$915,284**

Combined Water/Wastewater FY21 Projected Ending Cash Balance Breakdown



COMBINED WATER & WASTEWATER SYSTEM FUND Proposed 5 Year CIP

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Raw Water Pump & Compress Station (Engineering)	\$100,000				
Raw Water Pump Station (Construction)	\$10,000				
4th Street and 4th Terrace (Engineering)	\$60,000				
4th Street and 4th Terrace (Construction)	\$300,000				
Flowing Pavilion	\$200,000				
Water Plant Laptop Cleaning	\$150,000				
HVAC System (Wastewater Plant)	\$20,000				
GIS Asset Management (Cost \$485,500 W/ CWWS)	\$50,000				
UV Lights (Wastewater Plant)	\$40,000				
Rate Study Update	\$25,000				
14th Street to Forest Grove Flow Meter Station & Pump Station (Engineering) (Cost \$100,000)	\$50,000				

Chart Continues on Next Slide

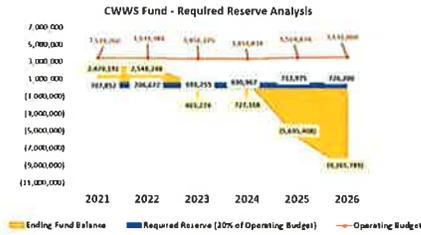
COMBINED WATER & WASTEWATER SYSTEM FUND Proposed 5 Year CIP (Continued)

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
14th Street to Forest Grove Flow Meter and Pump Station (Construction) (Cost \$100,000)		\$2,000,000			
River Crossing #12 (Engineering)		\$100,000			
River Crossing #12 (Construction)		\$20,000			
10th Street to 14th Street (Construction)		\$100,000			
Water Plant Expansion (Engineering)		\$1,000,000			
River Crossing #12 (Construction)			\$100,000		
10th Street to 14th Street (Construction)			\$20,000		
River Crossing #12 (Engineering)			\$10,000		
Highway 42 & Commercial (Engineering)			\$10,000		
Highway 42 & Commercial (Construction)			\$250,000		
Highway 42 & Commercial (Construction)			\$200,000		
14th Street to Forest Grove Flow Meter Station (Construction)			\$2,000,000		
14th Street to Forest Grove Flow Meter Station (Construction)			\$1,000,000		\$1,000,000
14th Street to Forest Grove Flow Meter Station (Construction)				\$100,000	
Grand Total (Net Cost)	\$1,000,000	\$3,720,000	\$1,820,000	\$4,450,000	\$3,000,000

Combined Water/Wastewater Fund CWWS Cash - 5 Year Forecast



Combined Water/Wastewater Fund 5 Year Required Reserve Analysis



6/15/2021



COMBINED WATER & WASTEWATER SYSTEM FUND Pending 5 Year CIP

Capital Improvement Project	Cost Estimate
F Highway Water Line Replacement	\$300,000
Quincy Waterline Replacement (Engineering & Construction)	\$600,000
Main St Waterline (River Crossing to Liberty) (E & C)	\$250,000
Haley Park (12" Waterline E & C)	\$700,000
169 Waterline (Commercial to SW Tower) (E & C)	\$700,000
Owens Branch Gravity Line #1*	\$2,000,000
Owens Branch Gravity Line #2*	\$2,000,000
Owens Branch Gravity Line #3*	\$2,500,000
Water Treatment Plant (Construction)	\$4,900,000
Grand Total (Net Cost)	\$13,650,000

*Project need is based upon population growth/expansion

6/15/2021



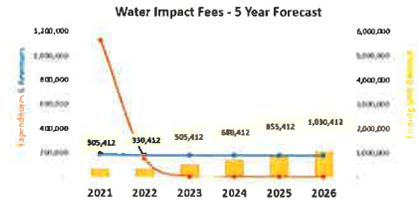
WATER IMPACT FEES Proposed 5 Year CIP

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Lease System at Diamond Crest	\$150,000	-	-	-	-
Grand Total (Net Cost)	\$150,000	-	-	-	-

6/15/21



WATER IMPACT FEES 5 Year Water Impact Cash Forecast



6/15/2021



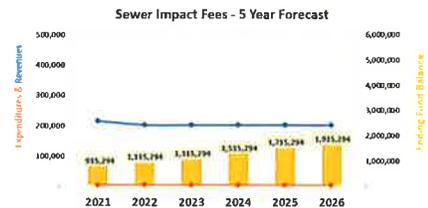
SEWER IMPACT FEES Proposed 5 Year CIP

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
None	-	-	-	-	-
Grand Total (Net Cost)	-	-	-	-	-

6/15/2021



SEWER IMPACT FEES 5 Year Sewer Impact Cash Forecast



6/15/2021



Stephen explained that the in the Combined Water/Wastewater Fund by year 2023 as we begin the engineering on the water plant expansion and begin to spend more and then by 2026 when we begin the construction of the water plan expansion that is where the fund would experience a severe cash flow and will need to investigate debt financing.

Cynthia noted that in the staff report:

The Combined Water and Wastewater Plan is an area of concern for staff. Recently completed studies for both water and wastewater outline significant capital outlay needs. Ongoing maintenance of infrastructure is also a priority. Finally, earlier this month concerns regarding sewer projects in the southern portion of town were discussed. In the coming weeks, staff plan to review all issues thoroughly, including alternatives for service in the southern portion of town, cash flow in the fund, an analysis of rates (including impact fees and all charges) and anticipate a separate Work Session in August to discuss this fund more thoroughly.

She explained that staff will be determining alternatives for the best possible recommendations to bring forward to the Board and the impact that has on the fund over the long term. Due to the review of cost and cash balances, staff will also be working with our financial advisors to determine where we stand on debt and when is the best time and how much debt to incur to obtain the best rate. Cynthia noted that in addition to the issues on the south side we will also look at the entirety of the combined water and wastewater fund with the Board in August.

Alderman Atkins asked if there would be any grant opportunities?

Mayor Boley explained there were not a lot due to Smithville not being a struggling city that cannot get funding. Smithville has a good rating, and good revenues which make us ineligible for grants.

Cynthia noted that staff will also be looking at rate impact and our rates compared to other rates in the area. She said that the City did a rate study in 2018 and with that have the first increases in our water and sewer rates. Because we have so many ongoing infrastructure needs, both to address growth but also to maintain our existing aging infrastructure, we need to ensure a constant level of funding to address those needs.

Mayor Boley explained that when the rate study was done in 2018 we had the Water Master Plan completed but not the Wastewater Master Plan. The Wastewater Master Plan gave us a lot more insight into what we will have to pay for in the future. A new rate study will be able to tell us where we are competitive in our rates.

American Rescue Plan Act of 2021

AMERICAN RECOVERY PLAN ACT 5 Year CIP



ARPA Revenues	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
ARPA Funds	\$1,988,000	-	-	-	-
Grand Total	\$1,988,000	-	-	-	-

Capital Improvement Project	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Raw Water Pump Station, Valve Vault, and Zebra Mussel Control	\$2,994,648	-	-	-	-
Grand Total	\$2,994,648	-	-	-	-

The project delta (difference between ARPA Funds and project cost) will be paid for using Water Impact Fees in FY21, which was budgeted for \$1,000,000

4/15/2021

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Alderman Atkins asked if the American Rescue Plan Act funds are guaranteed, and we had guaranteed numbers?

Stephen explained that these figures were a conservative estimate that the numbers staff has seen have fluctuated between \$1.988 million and up to close to \$2.2 million. He noted that staff used a conservative number to be able to obtain our project costs and have the revenue.

Cynthia noted that the bill was passed back in March, and the allocations as Stephen noted that have been published are between \$1.9 to \$2.2 million.

Mayor Boley asked if we would be receiving the funds in two payments?

Cynthia said that is our understanding by the way it is written. She explained that in having conversations with the state there is not a good plan for how they will allocate the funds, but the letter of the law reads that cities will receive two allocations. The first round should be within 90-days of the passage of the law and then the second payment should be a year after that. The funds then have to be allocated or spent by December 31, 2024. Cynthia noted that staff will keep the Board advised as we receive the first allocation or information concerning it.

Alderman Chevalier asked what direction staff was looking for from the Board.

Cynthia explained that staff has presented this recommended CIP for the next five years and want the Board input on those recommendations. Staff tried to look at and incorporate the Board's priorities and the existing priority plans. She asked that

the Board provide feedback on the plan as outlined and if it looks like something that makes sense and addresses the Board's goals and priorities. Cynthia explained that that the CIP Plan will be presented as part of the 2022 budget later this fall.

Mayor Boley stated he would like to see the Forest Oaks sewer project dropped off the list. He said it was getting more expensive and would benefit only a few residents. He noted it could be something for the future as the south develops.

Alderman Hartman agreed with Mayor Boley. He asked if staff had priorities listed from high to low as far as what they thought that the Board could see in the future?

Cynthia explained that the plan presented outlines the prioritization of the projects so that the earlier projects funded are those we have given higher priorities to and the projects with the low priorities are on the unfunded list.

Alderman Hartman asked if an emergency comes up, can the Board shuffle priorities to help address the emergency?

Cynthia said the Board could absolutely shuffle projects. She also noted that the Board has a policy to have a reserve of 40% in the general fund and we have significantly over that. She explained that because of that reserve we were able to cash fund an infrastructure emergency two years ago when Amory Road slide off the side right after construction was complete. She said without that cash reserve we would have had to look at what project would have to be pushed back. Cynthia explained that the beauty of a capital improvement plan is that it outlines the goals and focuses on those projects.

Stephen said that with it being a plan the Board has flexibility to shuffle projects around or reexamine the pending list.

Cynthia noted that the Board only adopts budget funds for one year. The CIP is a guide helping us to think through the years following and helps focus on the longer-term items.

Mayor Boley said he likes that the asphalt overlay is not committed to any specific project because you never know when issues will happen with roads, and they have to be fixed.

Cynthia explained that we have the PCI (pavement condition index) that helps us to understand where we need to direct our resources for our streets.

Mayor Boley also stated that next year the Board may have to make some changes to the CIP after we complete the Transportation Master Plan.

Alderman Chevalier asked if we will be waiting to complete the trails and trail connectivity until we determine the needs in the Transportation Master Plan?

Mayor Boley noted that they would be having a Transportation Master Plan meeting this week and need that to be part of that meeting. Focusing on connectivity and getting trails in the north area before the dense south area that is not developed.

Alderman Chevalier said that with more housing north of the City he feels we really needed to focus on what is needed there with the road and trails. He explained that people were complaining about bikes being on the road, but they need to realize we do not have our trail connectivity completed yet and as of now for those in the north there are no trails for them to successfully navigate.

Cynthia noted that is a significant part of the Transportation Master Plan and the benefit of having Future iQ involved in the planning and advising of the Transportation Master Plan is they were also involved in the Parks and Recreation Master Plan as well. Future iQ is aware of us wanting to focus more on the trails being part of the City's transportation network.

Cynthia thanked Stephen for his work, especially the comparison data he provided and the information that really outlines what our fund balances look like and the cash position we will be in over time.

4. Adjourn

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:34 p.m.


Linda Drummond, City Clerk


Damien Boley, Mayor