



City of Smithville, Missouri
Board of Aldermen – Regular Session Agenda
October 19, 2021

7:00 pm – City Hall Council Chambers *Via Videoconference*****

NOTICE: *Due to the Health Officer's orders for safety, public meetings and public comment during public meetings will require modification. The City of Smithville is committed to transparent public meetings and will continue this commitment during the COVID-19 crisis. Anyone who wishes to view the meeting may do so in real time as it will be streamed live on the city's FaceBook page through FaceBook Live.

For Public Comment, please email your request to the City Clerk at ldrummond@smithvillemo.org prior to the meeting to be invited via Zoom.

1. Call to Order
2. Pledge of Allegiance
3. Public Hearing
Sewer Rates

4. **Consent Agenda**

- **Minutes**
 - October 5, 2021, Board of Alderman Work Session Minutes
 - October 5, 2021, Board of Alderman Regular Session Minutes
- **Finance Report**
 - Financial Report for August 2021

Join Zoom Meeting

<https://us02web.zoom.us/j/87835748102>

Meeting ID: 878 3574 8102
Passcode: **668356**

REPORTS FROM OFFICERS AND STANDING COMMITTEES

5. Committee Reports
6. City Administrator's Report

ORDINANCES & RESOLUTIONS

7. **Bill No. 2918-21, Creation of American Rescue Plan Act Fund – 2nd Reading**
An Ordinance to approve the creation of the ARPA Fund to account for the receipt of and expenditures from that allocation separate from any other monies. 2nd reading by title only.
8. **Bill No. 2919-21, FY21 Budget Amendment No. 9 – 2nd Reading**
An Ordinance to amend the FY21 Budget to add \$1,089,138 in budgeted revenue to the newly created ARPA Fund. 2nd reading by title only.
9. **Bill No. 2920-21, Adopting the Fiscal Year 2021-2022 Proposed Budget – 2nd Reading**
An Ordinance adopting the Fiscal Year 2021-2022 proposed budget. 2nd reading by title only.

- 10. Bill No. 2921-21, Destruction of Records – 2nd Reading**
An Ordinance to authorize staff to proceed with the destruction of certain finance records and police records as authorized by the retention and destruction schedule approved by the Secretary of State's Office. 2nd reading by title only.
- 11. Bill No. 2922-21, Amending Section 115.020 Realigning the City Election Wards – 2nd Reading**
An Ordinance amending Section 115.020 of the Code of Ordinances realigning the City election wards. 2nd reading by title only.
- 12. Bill No. 2923-21, Initial Zoning Lot 8, Lakeside Crossing – 1st Reading**
An Ordinance setting the initial zoning for Lot 8, Lakeside Crossing. 1st reading by title only.
- 13. Resolution 979, Amending the Schedule of Fees**
A Resolution amending the Schedule of Fees for water, sewer and trash rates, parks and recreation fees and police records.
- 14. Resolution 980, Agreement with ETC Institute**
A Resolution authorizing and directing the Mayor to enter into agreement with ETC Institute to conduct a citizen satisfaction survey.
- 15. Resolution 981, Agreement with Main Street District**
A Resolution authorizing and directing the Mayor to enter into an agreement with the Main Street District.
- 16. Resolution 982, Director Successors for Smithville Commons CID**
A Resolution approving the nomination for the Director for the Smithville Commons CID.
- 17. Resolution 983, Support of the SAFPD Smoke Detector Recycling Program**
A Resolution offering support of the Smithville Area Fire Protection District's application for the smoke detector recycling program.
- 18. Resolution 984, Financial Advisor Agreement**
A Resolution authorizing and directing the Mayor to enter into an agreement with Piper Sandler & Co. to provide the City's financial services.
- 19. Resolution 985, Employee COVID Policy**
A Resolution approving a policy implementing an employee leave policy related to COVID related illness.
- 20. Resolution 986, Special Event Permit and Sponsor Request**
A Resolution approving a special event permit and sponsorship request (waving fees) for the Wine Walk event to be held November 13, 2021.
- 21. Resolution 987, Authorization No. 94, West Force Main Bypass Project**
A Resolution authorizing HDR to design the 144th Street West Force Main Bypass Sewer Project in an amount not to exceed \$346,050.
- 22. Resolution 988, Fireworks Event White Iron Ridge**
A Resolution approving a fireworks event at White Iron Ridge on November 6, 9:45–10:00 p.m. to last approximately seven to ten minutes.
- 23. Resolution 989, HHW Contract with MARC for 2022**
A Resolution authorizing and directing the Mayor to enter into an agreement with Mid America Regional Council for disposal of Household Hazardous Waste for 2022.
- 24. Resolution 990, Purchase of Winter Materials**
A Resolution authorizing the purchase of winter materials from Central Salt, LLC in the amount of \$71.02 per ton.

25. Resolution 991, Bid Award 21-19, Residential Snow Removal

A Resolution awarding Bid No. 21-19, and authorize the Mayor to sign an agreement with R & S Lawn Service for residential snow and ice control services.

26. Resolution 992, Leak Adjustment

A Resolution approving a leak adjustment for of \$399.17 for residential utility billing customer, Daniel Hoerz for his August and September 2021 utility bills.

OTHER MATTERS BEFORE THE BOARD

27. Public Comment

Pursuant to the public comment policy, a **request must be submitted to the City Clerk prior to the meeting**. When recognized, please state your name, address and topic before speaking. Each speaker is **limited to three (3) minutes**.

28. Appointment

Mayor will make the nomination of Jason Hoyt for the Economic Development Committee.

29. Appointment

Mayor will make the nomination of Kyle Squire for the Parks and Recreation Committee.

30. New Business From The Floor

Pursuant to the order of business policy, members of the Board of Aldermen may request a new business item appear on a future meeting agenda.

31. Adjournment to Executive Session Pursuant to Section 610.021(3)RSMo.



**STAFF****REPORT**

Date:	October 19, 2021
Prepared By:	Stephen Larson, Finance Director
Subject:	Discussion on Utility Rate Increases
Staff Report:	Public Works (Utilities), Finance

In November 2018, Raftelis Financial Consultants, LLC presented their utility rate study, which included a five-year plan for recommended water and sewer structure changes and rate increases. The change in structure and first increase were approved by the Board on March 3, 2019 and were effective with the June 2019 utility bills (which mailed in early July 2019).

The Board has asserted that it would like to move forward with implementing the fourth increase effective with the November cycle 2021 utility bills (which would mail in early December 2021). Staff is looking for a direction from the Board as to continuing with the recommended rates from Raftelis. RSMO requires that a Public Hearing be held prior to increasing sewer rates and requires that notification of the Public Hearing be published in a newspaper of general circulation in Smithville at least 30 days prior to the hearing.

UTILITY RATE HISTORY

The following charts compare the proposed water and sewer structure and rates with water and sewer structure and rate history dating back to the first increase effective June 1, 2019. The changes effective June 1st, 2019 were the only changes since November 1st, 2015. The amounts listed are for both residential and commercial customers, except for those marked with an asterisk (*), where the first amount listed is for residential customers and the second amount listed is for commercial customers.

Water Meter Service Charge	11/1/21 (recommended)	3/1/21 (current)	3/1/20	6/1/19
3/4" Meter	11.77	11.21	10.68	10.65
1" Meter	11.77/18.52*	11.21/17.64*	10.68/16.80*	10.65/15.92*
2" Meter	55.62	52.97	50.45	47.63
3" Meter	109.15	103.95	99.00	94.28
4" Meter	170.29	162.18	154.45	145.65
6" Meter	338.92	322.78	307.41	289.81

Water Usage Rate by Volume	11/1/21 (recommended)	3/1/21 (current)	3/1/20	6/1/19
Per 1,000 gallons	8.33	7.89	7.43	6.99

Wastewater Service Charge	11/1/21 (recommended)	3/1/21 (current)	3/1/20	6/1/19
3/4" Meter	16.02	14.56	13.00	12.87
1" Meter	16.02/25.47*	14.56/23.15*	13.00/20.67*	12.87/19.10*
2" Meter	77.46	70.40	62.86	57.81
3" Meter	164.52	149.52	133.50	116.09
4" Meter	238.13	216.42	193.24	177.46
6" Meter	474.42	431.17	384.97	353.42

Wastewater Rate by Volume	11/1/21 (recommended)	3/1/21 (current)	3/1/20	6/1/19
Per 1,000 gallons	6.68	5.84	4.85	3.77

EFFECT ON A TYPICAL RESIDENTIAL UTILITY BILL

All residential customers have a 3/4" or 1" meter servicing the residence. With the monthly service fees identical for both size meters, below is a projected utility bill for a residential customer with a 3/4" meter and 5,000 gallons of usage.

Projected Utility Bill for 5,000-gallon User	11/1/21 (recommended)	3/1/21 (current)	3/1/20
¾" Meter - Water Service Charge	11.77	11.21	10.68
Water Usage Charge for 5,000 gallons	41.65	39.45	37.15
Residential Water Sales Tax (1.000%)	0.53	0.51	0.48
DNR Fee for ¾" Meter	0.31	0.31	0.31
¾" Meter Wastewater Service Charge	16.02	14.56	13.00
Wastewater Usage Charge for 5,000 gallons	33.40	29.20	24.25
TOTAL	103.68	95.24	85.87

IMPACT ON CONTRACTED USER'S UTILITY BILL

The City has a contract with PWSD #8 to supply water at a special rate (this is the only special contract the City has for water services). That contract was effective November 2nd, 2016 and runs through November 2nd, 2031. The current rate is **\$4.72** per 1,000 gallons. Section C-3 of that contracts dictates that "any increase in such rates shall not be greater than the same percentage of increase as [the] City charges its own citizen retail customers" and that "any such change in rate shall become effective at the same time as such change becomes effective to [the] City's own citizen retail customers." The proposed percentage increase in water usage charges for citizen retail customers is 5.58%. Therefore, the proposed rate for this contract would increase to **\$4.98** per 1,000 gallons (an increase of 5.51%). A projected bill for PWSD #8 is provided below.

Projected Utility Bill for PWSD #8 - 188th Street (avg. 2,525,000-gallon user) [tax exempt, water only]	11/1/2021 (recommended)	3/1/2021 (current)	3/1/2020
Water Usage Charge for 2,525,000 gallons	12,574.50	11,918.00	11,211.00
4" Meter w/o Sewer - DNR Fee	3.43	3.43	3.43
TOTAL	\$12,577.93	\$11,921.43	\$11,207.57

IMPACT ON COMMERCIAL USERS' UTILITY BILLS

The City's largest customer is Clay County Parks, who has two accounts with the City. Projected bills for both of Clay County Parks' accounts are provided below. Projected utility bills for several of the City's largest remaining customers are provided after.

Projected Utility Bill for Clay County Parks DD Hwy (avg. 650,000-gallon user) [tax exempt, water only]	11/1/2021 (recommended)	3/1/2021 (current)	3/1/2020
Water Usage Charge for 650,000 gallons	5,414.50	5,128.50	4,829.50
6" Meter w/o Sewer - DNR Fee	6.87	6.87	6.87
TOTAL	\$5,421.37	\$5,135.37	\$4,836.37

Projected Utility Bill for Clay County Parks F Hwy (avg. 275,000-gallon user) [tax exempt, water only]	11/1/2021 (recommended)	3/1/2021 (current)	3/1/2020
Water Usage Charge for 275,000 gallons	2,290.75	2,169.75	2,043.25
4" Meter w/o Sewer - DNR Fee	3.43	3.43	3.43
TOTAL	\$2,294.18	\$2,173.18	\$2,046.68

Projected Utility Bill for St. Luke's Northland Hospital (avg. 340,000-gallon user) [tax exempt]	11/1/2021 (recommended)	3/1/2021 (current)	3/1/2020
4" Meter - Water Service Charge	170.29	162.18	154.45
Water Usage Charge for 340,000 gallons	2,832.20	2,682.60	2,526.20
4" Meter - DNR Fee	4.26	4.26	4.26
4" Meter - Wastewater Service Charge	238.13	216.42	193.24
Wastewater Usage Charge for 340,000 gallons	2,271.20	1,985.60	1,649.00
TOTAL	\$5,516.08	\$5,051.06	\$4,527.15
Projected Utility Bill for Smithville Living Center (avg. 250,000-gallon user) [tax exempt]	11/1/2021 (recommended)	3/1/2021 (current)	3/1/2020
2" Meter - Water Service Charge	55.62	52.97	50.45
Water Usage Charge for 250,000 gallons	2,082.50	1,972.50	1,857.50
2" Meter - DNR Fee	0.87	0.87	0.87
2" Meter - Wastewater Service Charge	77.46	70.40	62.86
Wastewater Usage Charge for 250,000 gallons	1,670.00	1,460.00	1,212.50
TOTAL	\$3,886.45	\$3,556.74	\$3,184.18
Projected Utility Bill for Pro Car Wash on Park Drive (avg. 215,000-gallon user)	11/1/2021 (recommended)	3/1/2021 (current)	3/1/2020
3" Meter - Water Service Charge	109.15	103.95	99.00
Water Usage Charge for 215,000 gallons	1,790.95	1,696.35	1,597.45
Business Water Sales Tax (7.975%)	151.53	143.57	135.29
3" Meter - DNR Fee	4.26	4.26	4.26
3" Meter - Wastewater Service Charge	164.52	149.52	133.50
Wastewater Usage Charge for 215,000 gallons	1,436.20	1,255.60	1,042.75
TOTAL	\$3,656.61	\$3,353.25	\$3,012.25
Projected Utility Bill for Pro Car Wash on W Second Street (avg. 150,000-gallon user)	11/1/2021 (recommended)	3/1/2021 (current)	3/1/2020
2" Meter - Water Service Charge	55.62	52.97	50.45
Water Usage Charge for 150,000 gallons	1,249.50	1,183.50	1,114.50
Water Sales Tax (7.975%)	104.08	98.61	92.90

2" Meter - DNR Fee	0.87	0.87	0.87
2" Meter - Wastewater Service Charge	77.46	70.40	62.86
Wastewater Usage Charge for 150,000 gallons	1,002.00	876.00	727.50
TOTAL	\$2,489.53	\$2,282.35	\$2,049.08
Projected Utility Bill for Smithville Housing Authority (avg. 155,000-gallon user) [tax exempt]	11/1/2021 (recommended)	3/1/2021 (current)	3/1/2020
2" Meter – Water Service Charge	55.62	52.97	50.45
Water Usage Charge for 155,000 gallons	1,291.15	1,222.95	1,151.65
2" Meter - DNR Fee	0.87	0.87	0.87
2" Meter - Wastewater Service Charge	77.46	70.40	62.86
Wastewater Usage Charge for 155,000 gallons	1,035.40	905.20	751.75
TOTAL	\$2,460.50	\$2,252.39	\$2,017.58

AFFIDAVIT OF PUBLICATION

NPG Newspapers, Inc., P.O. Box 29, St. Joseph, MO 64502

Reference: 269213
Ad ID: 6693422

P.O. :

DESC. :Sewer charge revisions.Hearing Oct 19th

**JACK HENDRIX
CITY OF SMITHVILLE
107 W. MAIN
SMITHVILLE, MO 64089**

County of Clay
State of Missouri

I, SANDRA RIDINGS, being duly sworn according to law, state that I am the Legal Advertising Coordinator of THE COURIER TRIBUNE, a weekly newspaper of general circulation in the County of Clay County, State of Missouri, where located; which newspaper has been admitted to the Post Office as periodical class matter in the City of Liberty, Missouri, the city publication; which newspaper had been published regularly and consecutively for a period of four years and has a list of bona fide subscribers voluntarily engaged as such who have paid or agree to pay a state price for a subscription for a definite period of time. Affiant further declares that said newspaper is qualified under and has complied with provision of Section 493.050 to 493.090, Missouri Revised Statutes 1949, as amended. The affixed notice appeared in said newspaper on the following consecutive week(s):

(Published in the Courier-Tribune
Thurs. 9/16/21 and Thurs. 9/23/21

NOTICE OF PUBLIC HEARING

Pursuant to Section 250.233 RSMo., a **public hearing will be held during the City of Smithville Board of Aldermen meeting beginning at 7:00pm Tuesday, October 19, 2021**, at Smithville City Hall, 107 W Main Street, Smithville, Missouri, at which time citizens may be heard on proposed revisions to sewer charges for the City of Smithville.

NOTICE: *Due to concerns for safety, public meetings and public comment during public meetings require modification. The City of Smithville is committed to transparent public meetings and will continue this commitment. Anyone who wishes to view the meeting may do so in real time as it will be streamed live on the city's Youtube page.

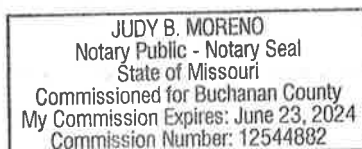
For Public Comment, please email your request to the City Clerk at ldrummond@smithvillemo.org prior to the meeting to be invited via Zoom to access the meeting via internet or phone.

Run Dates: 09/16/21 to 09/23/21
Appearances: 2
AD SPACE: 56

(Signed)

Subscribed and sworn before me this
23 day of Sept. 2021

 Notary Public



My Commission Expires:

6/23/24



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration

AGENDA ITEM: Consent Agenda

REQUESTED BOARD ACTION:

The Board of Aldermen can review and approve by a single motion. Any item can be removed from the consent agenda by a motion. The following items are included for approval:

- **Minutes**
 - October 5, 2021 Board of Alderman Work Session Minutes
 - October 5, 2021 Board of Alderman Regular Session Minutes
- **Finance Report**
 - Financial Report for August 2021

SUMMARY:

Voting to approve would approve the Board of Alderman minutes and finance report.

PREVIOUS ACTION:

N/A

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

- | | |
|---|---|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input checked="" type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Finance Report | |

SMITHVILLE BOARD OF ALDERMAN

WORK SESSION

October 5, 2021, 6:30 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 6:30 p.m. A quorum of the Board was present via Zoom meeting: Steve Sarver, Kelly Kobylski, Dan Ulledahl, John Chevalier, Dan Hartman and Marv Atkins.

Staff present via Zoom: Cynthia Wagner, Anna Mitchell, Chuck Soules, Chief Jason Lockridge, Matt Denton, Stephen Larson, Jack Hendrix and Linda Drummond.

2. Discussion of Progress in Completing Comprehensive Plan Implementation Items

Jack Hendrix, Development Director noted that there was a very extensive outline for the Comprehensive Implementation update in the packet. The Comprehensive Plan is laid out over a ten-year period. Through that process, there were three categories of implementation timelines determined, zero-to-three year, three-to-seven year and then the long range seven-to-ten-year action.

Jack explained that the staff report identifies all the items. The appendix in the Comprehensive Plan lays out items in the near-term which are the zero-to-three-year items listed on the first two pages of the staff report. The zero-to-ten-year items are identified in the staff report as well. All the items are listed if completed or if in progress. Jack explained that in the staff report the level of priority is colorized with red for High Priority and blue for Moderate Priority.

Mayor Boley asked for the BE.3 if Jack had any idea what something like that would cost if we hired consultants?

BE.3 Target and Attract Key Industry Niches

BE.3.1 Identify appropriate industry types and priorities/metrics (such as jobs, tax revenue, etc.) for utilizing economic development incentives to attract key industry niches. High Priority. Initial discussions of economic incentives have occurred, with more detailed and in-depth discussions to occur in the coming year.

BE.3.2 Establish a Zoning Overlay in the 169 South Character Area on the west side of Hwy 169 for which commercial uses are allowed if they meet the key priority industry criteria or metrics. Moderate Priority. This item may require outside consultant assistance. Discussion on budgetary priorities is recommended.

Jack explained to have all the drawings and surveying done, his estimated cost would be somewhere in the mid \$20,000 range.

Mayor Boley noted that since it is tied to the BE.3 with the incentives for economic development he believes those can work in parallel, but if we are going to get that done in that zero-to-three-year, timeline the Board might need to look at budgeting it for the next year.

Jack agreed that the sooner we can get this put in the budget, it will give us more time to see what kind of growth happens in that area and what changes may come in and start with the overlay area there.

Mayor Boley noted that the other items listed such as tourism and housing were straightforward. Industrial was the one everyone on this Board could help work on such as getting the Industrial Zone expanded. He suggested that if anyone of the Board member had not driven back to First Park, he recommend they do so. Some work on ED.1 had begun early in the pandemic but not much since.

ED.1 Work with College system to bring higher education opportunity to Smithville

ED.1.1 Work with Metropolitan Community College (MCC) to initiate study of their capacity to provide services meeting Smithville community needs. High Priority. While some initial discussion occurred with MCC prior to its' ballot measure, more in-depth discussion must occur to better coordinate priorities and measures on the ballot.

He added this is one of the only thing Dr. Schutz ever really asked him about early on is trying to get Smithville as part of Metropolitan Community College taxing district. Mayor Boley said that the MCC District was able to put this on the ballot themselves and inquired if staff had heard how the vote went?

Cynthia explained that it did not pass, she noted that she had not discussed it with Dr. Schutz but was meeting with him on Friday and see if it is still a priority for them or the community. If it is not, then we can pull it off the list.

Mayor Boley stated that Alderman Chevalier requested funding for neighborhood grants that would fit in item HN.3. He also noted that this item is in the FY22 budget and, if approved, staff can begin to develop what that grant program will look like soon.

HN.3 Strengthen Neighborhoods Across the City

HN.3.1 Encourage additional residential units near existing residential uses to strengthen the neighborhoods of Smithville. Currently two subdivisions under construction adjacent to existing subdivisions, with one more anticipated shortly. (Eagle Ridge, Diamond Creek, Lakeside Farms)

Mayor Boley noted that funding for the Main Street program is also included in the FY22 budget, if approved.

BE.1 Prioritize a Vibrant Downtown.

BE.1.4 Continue to annually dedicate city funds to support Smithville's Main Street program. Consider earmarking designated funds to enable sustained administration and operations. Consider earmarking additional funds for programmatic activities such as business assistance, events, and placemaking. \$40,000 in 2021 and an additional \$20,000 for 2022.

BE.1.5 Continue to provide Small Business Resources, such as the city's Business Startup Checklist, the Smithville Area Chamber of Commerce, and Main Street programming and assistance.

BE.1.7 Encourage and attract commercial establishments that foster a vibrant Main Street to locate in Smithville's Downtown.

Mayor Boley stated again that BE.3 Target and Attract Key Industry Niches is something the Board could help with. He noted that the Northland Regional Chamber are always advocating for Smithville and trying to get businesses to locate here.

Mayor Boley noted the for RC.1 we have the Parks and Recreation Master Plan started distributing recreation and we have made progress on it.

RC.1 Create a Unified Approach for Parks and Trails

RC.1.3 Continue collaboration between Smithville's Public Works and Parks and Recreation Departments to ensure recreational assets, residential areas, and employment centers are well-connected through multimodal paths and trail networks. The Parks Master Plan and the Transportation Master Plan have collaborated on trails network discussions. The departments are currently designing a joint facility at Smith's Fork to ease collaboration options.

Mayor Boley indicated that ED.2 goes along to ED.1.

ED.2 Coordinate funding and planning activities between School and City

ED.2.1 Smaller action group of both Boards work to identify guiding principles that both entities agree upon, and work toward achievement of mutual plans and goals.

Mayor Boley noted that the Board needs to get feedback from the Economic Development Committee on their recommendations on the incentives before the Board retreat. That way some of these items can be planned and budgeted for next year if the overlay is really a priority.

Jack explained that he and Anna Mitchell, Assistant City Administrator, are anticipating coordinating some of the Economic Development Committee's conversations over the next six months. To help them understand and work on their recommendations for the incentives and have them ready in time for the Board retreat.

Mayor Boley noted that the staff reports for the Progress in Completing Comprehensive Plan Implementation Items would be a good tool for the Economic Development Committee to use. He explained that it is a good list of Board priorities and should help them work through the recommendations for the incentives.

Cynthia explained that she and Jack had met trying to figure out the best way to address this. Staff would like to be able to put together the information in a dashboard format so that we can very quickly see where we are on target, where we have changed priorities, etc.

Jack added that they would also make the format more user friendly for our residents to understand.

Cynthia added that she and Jack had another conversation today related to the Comprehensive Plan and our Strategic Plan and the movement we are making in the community. She noted that the ICMA, the International City/County Management Association conference is being held this week in Portland, OR and they also have a virtual platform so others can attend the sessions and keynotes. Some staff members have been viewing a number of the sessions and keynotes. This morning's keynote title was "Downtownification of America" and it focused on some of those places where suburbia is not necessarily preferred. The stereotypical suburban area of strip malls and sprawling neighborhoods that are not inviting. The presenter presented information and the kind of desires for the future. Cynthia noted that it was really interesting in how the presenter talked about providing spaces even in suburban areas and more rural areas that have an urban feel to them. Places where the streets that are narrow tree-lined streets, more traffic control, a higher density in some areas, entertainment and other options closer to the residential. Cynthia explained that it is very similar to a lot of what we have talked about for our downtown area. Our Comprehensive Plan really reinforces a lot of the information that was discussed in that presentation. We have more traditional opportunities for suburban and rural housing in our northern part of town. Our interior oasis is more of a metropolitan feel and then our linkage to the Kansas City area. Cynthia and Jack are excited that our Comprehensive and Strategic Plans really seem to align with what we see is the future and that it seems to be desired by a lot of people.

Alderman Hartman thanked Jack for a job well done for putting this together. He said he thinks that we have a lot of vision for the City and as a governing body we get the opportunity to help see the visions happen. He noted that when it comes to housing and commercial, he could not be more excited about what we have in front of us for the future of the City.

Alderman Hartman shared that last week we had the state director's meeting. This year the meeting was in Kansas City. This is where the Missouri Realtor's Association gets together with thirty-one different board association. This meeting they had a macro-level view with economist.

Mayor Boley noted that Alderman Hartman discussed the meeting with him and one of the interesting things was the reshoring of companies. That the pandemic has shown that we cannot always depend on offshore manufacturing.

That the Midwest exist of wide-open spaces exist and not on the coast. That in some of the states like Texas they are getting a lot of strain from people and those people are starting to move more towards our area. Here we have the infrastructure, electricity, water and the land that they do not have in some of those other areas.

Alderman Hartman continued that during the meeting they really talked about our industrial growth, our population growth and the return of agriculture. Missouri is very big in agriculture. He explained that we just hit global food shortages and prices that rival those in the 1970's. The growing food insecurity will make United States farm product demand a critical need as with machinery technology sustainable growing technologies.

They talked a lot about the 69% likely or extremely likely to reach shortages in the future. This means more companies from the coast inward, and Missouri is going to be a key player in this over the next few years. There is no one solution but Missouri is really becoming that distribution hub because of our interstates and our location in the country. Alderman Hartman explained that 78-80% of Midwest can reach most of the United States in a day or two for shipping. With that high number we are really a prime area for growth.

Mayor Boley spoke with past Alderman and now current state representative Josh Hulbert last week and that is one of things the state is really focused on. This is one of the reasons they supported the two and a half percent gas tax that went into effect October 1. They mention that is the Missouri is drivable to almost every state. Mayor Boley noted that some those hubs need to be located here in Smithville. He clarified that right now Smithville's industrial area is almost full.

Jack explained that there are only four lots available in First Park for industrial. The thirty acres south of there could be the next phase for that developer. We have plenty of land around that area that would be primed for the Comprehensive Plan for additional industrial growth. Jack also noted that at this time we are almost out of residential lots.

Mayor Boley noted that the Comprehensive Plan calls for 100 acres for industrial and that is the citizens request not just a number we came up, based on the surveys.

Jack noted that he has conversations with developers on a weekly basis for different types of projects. The developers are showing an interest in Smithville.

3. Adjourn

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:50 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

**SMITHVILLE BOARD OF ALDERMEN
REGULAR SESSION**

October 5, 2021, 7:00 p.m.
City Hall Council Chambers

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

Mayor, Aldermen, and staff attended via Zoom meeting. The meeting was streamed live on the city's FaceBook page. Attendance in person by members of the public was not permitted.

1. Call to Order

Mayor Boley, present via Zoom, called the meeting to order at 7:00 p.m. A quorum of the Board was present via Zoom meeting: Marv Atkins, Steve Sarver, Dan Hartman, Dan Ulledahl, Kelly Kobylski and John Chevalier.

Staff present via Zoom: Cynthia Wagner, Anna Mitchell, Chief Jason Lockridge, Stephen Larson, Jack Hendrix, Chuck Soules, Matt Denton and Linda Drummond.

2. Pledge of Allegiance led by Mayor Boley

3. Consent Agenda

- **Minutes**

- o September 21, 2021, Board of Alderman Work Session Minutes
- o September 21, 2021, Board of Alderman Regular Session Minutes

No discussion.

Alderman Sarver moved to approve the consent agenda. Alderman Atkins seconded the motion.

Ayes – 6, Noes – 0, motion carries. The Mayor declared the consent agenda approved.

REPORTS FROM OFFICERS AND STANDING COMMITTEES

4. Committee Reports

Alderman Kobylski reported on the September 28 Economic Development Committee meeting. They discussed the need for examples for incentives. It was a short meeting as there was not a quorum present.

5. City Administrator's Report

Cynthia highlighted the update on the Streetscape project and included a couple of photos on that project. Yesterday the goals went up for the basketball court and was being used this afternoon. Unfortunately, we did have a bit of vandalism on the new court, but staff was able to get it cleaned up pretty quickly. Staff continues to identify ways to be able to address the vandalism issues.



Figure 2 - New Basketball Court at Heritage Park



Figure 1 - Streetscape Project laying rock for drainage

Also related to the Streetscape project, last meeting there was change order approved that included storm drainage work. There is a lot of rip rap rock going in along the stream just to the west of Heritage Park. Streetscape continues to make significant improvements.

Cynthia noted that in the packet was information that the contract snow removal RFP due date was extended to Friday, October 1. We did receive two responses; staff is looking through those and will work with the responsive parties to negotiate and determine the best way to be able to provide assistance to City staff for the removal of snow. Staff will provide the Board an update and hope to bring something forward for approval.

Cynthia reminded the Board members about the tour Friday afternoon at 2:00 here at City Hall. She noted it will start in the conference room and Chief Lockridge will provide an orientation. These are posted meetings so all of the Board may attend, but no action will be taken.

Mayor Boley reported that the Housing Authority is celebrating its fiftieth anniversary this Wednesday afternoon from 1:00 – 3:00. The presentation will begin at 1:30 and they will be serving cake following the presentation. Mayor Boley invited the Board to attend.

Alderman Chevalier inquired about the schedule of Streetscape Phase II and when the street overlay will be complete?

Chuck Soules, Public Works Director explained that the contractor should be ready the first of next week to mill the street and get it overlaid by the end of next week. He noted that they are planning on getting the hydroseeding done yet this week.

ORDINANCES & RESOLUTIONS

6. **Bill No. 2918-21, Creation of American Rescue Plan Act Fund – 1st Reading**

Alderman Sarver moved to approve Bill No. 2918-21, approving the creation of the ARPA Fund to account for the receipt of and expenditures from that allocation separate from any other monies. 1st reading by title only. Alderman Atkins seconded the motion.

We have received the first ARPA payment.

Upon roll call vote:

Alderman Atkins – Aye, Alderman Sarver – Aye, Alderman Kobylski – Aye,
Alderman Chevalier – Aye, Alderman Ulledahl – Aye, Alderman Hartman – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2918-21 approved first reading.

7. **Bill No. 2919-21, FY21 Budget Amendment No. 9 – 1st Reading**

Alderman Hartman moved to approve Bill No. 2919-21, amending the FY21 Budget to add \$1,089,138 in budgeted revenue to the newly created ARPA Fund. 1st reading by title only. Alderman Ulledahl seconded the motion.

No discussion.

Upon roll call vote:

Alderman Sarver – Aye, Alderman Chevalier – Aye, Alderman Atkins – Aye,
Alderman Hartman – Aye, Alderman Ulledahl – Aye, Alderman Kobylski – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2919-21 approved first reading.

8. **Bill No. 2920-21, Adopting the Fiscal Year 2021-2022 Proposed Budget - 1st Reading**

Alderman Hartman moved to approve Bill No. 2920-21, setting the property tax levy on all taxable property within the City of Smithville, Missouri for 2021. 1st reading by title only. Alderman Atkins seconded the motion.

Alderman Atkins noted that the budget document was very well laid out.

Alderman Hartman thanked Stephen Larson, Finance Director, and staff for a job well done.

Cynthia thanked Stephen and his staff for putting the budget documents together. She also noted that staff will be working on a user-friendly document for residents.

Upon roll call vote:

Alderman Kobylski – Aye, Alderman Sarver – Aye, Alderman Ulledahl – Aye.
Alderman Atkins – Aye, Alderman Hartman – Aye, Alderman Chevalier – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2920-21 approved first reading.

9. Bill No. 2921-21, Destruction of Records

Alderman Sarver moved to approve 2921-21, authorizing staff to proceed with the destruction of certain finance records and police records as authorized by the retention and destruction schedule approved by the Secretary of State's Office. 1st reading by title only. Alderman Chevalier seconded the motion.

No discussion.

Upon roll call vote:

Alderman Chevalier – Aye, Alderman Atkins – Aye, Alderman Kobylski – Aye,
Alderman Ulledahl – Aye, Alderman Sarver – Aye, Alderman Hartman – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2921-21 approved first reading.

10. Bill No. 2922-21, Amending Section 115.020 Realigning the City Election Wards – 1st Reading

Alderman Sarver moved to approve Bill No. 2922-21, amending Section 115.020 of the Code of Ordinances realigning the City election wards. 1st reading by title only. Alderman Ulledahl seconded the motion.

No discussion.

Alderman Ulledahl – Aye, Alderman Chevalier – Aye, Alderman Hartman – Aye,
Alderman Atkins – Aye, Alderman Kobylski – Aye, Alderman Sarver – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2922-21 approved first reading.

11. Resolution 972, Acknowledgement of Change Order for Highland Drive Sewer Main

Alderman Atkins moved to approve Resolution 972, acknowledging an emergency change order to extend the Highland Drive Sewer Main Project with Menke Excavating in the amount of \$20,000. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 972 approved.

12. Resolution 973, Acknowledgement of Emergency Purchase

Alderman Ulledahl moved to approve Resolution 973, acknowledging emergency repair on entire line from lift station to the force main by Mid-America Pump in the amount of \$9,618.90. Alderman Atkins seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 973 approved

13. Resolution 974, Storm Sewer Cleanout

Alderman Ulledahl moved to approve Resolution 974, authorizing expenditure for the cleanout of the storm sewer on Woods Street to Ace Pipe Cleaning in the amount of \$12,743. Alderman Atkins seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 974 approved.

14. Resolution 975, Leak Adjustment

Alderman Sarver moved to approve Resolution 975, approving a leak adjustment for of \$24.94 for residential utility billing customer, Tricia Stock for her July 2021 utility bill. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 975 approved.

15. Resolution 976, Disbursement of Fire Loss Insurance Proceeds

Alderman Ulledahl moved to approve Resolution 976, approving the disbursement of fire loss insurance proceeds to Holly and Brock Burkman from city held funds. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 976 approved.

16. Resolution 977, Employee COVID-19 Policy – PULLED 10/4

17. Resolution 978, Change Order Streetscape II East Project

Alderman Atkins moved to approve Resolution 978, approving a change order for the Streetscape II East Project to extend the mill and overlay to the Wilkerson Creek Bridge for an amount not to exceed \$20,000. Alderman Sarver seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 978 approved.

OTHER MATTERS BEFORE THE BOARD

18. Public Comment

None.

20. Appointment

The Mayor made the nomination to reappoint Alicia Neth to continue as a member of the Economic Development Committee.

Upon roll call vote:

Alderman Hartman – Aye, Alderman Ulledahl – Aye, Alderman Kobylski – Aye,
Alderman Atkins– Aye, Alderman Chevalier – Aye, Alderman Sarver – Aye.

Ayes – 6, Noes – 0, nomination approved. Mayor Boley declared Alicia Neth to continue as a member of the Economic Development Committee.

21. New Business from the Floor

None.

22. Adjourn

Alderman Sarver moved to adjourn. Alderman seconded the motion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the regular session adjourned at 7:20 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

FY21 BUDGET - FINANCIAL UPDATE

8/31/21

REVENUES, BY FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
GENERAL FUND	4,763,608.86	4,874,040.00	4,496,499.34	4,918,540.00	92.25%
CAPITAL PROJECTS FUND	-	273,000.00	214,478.15	272,250.00	78.56%
CAPITAL IMPROVEMENT SALES TAX FUND	579,720.69	530,750.00	506,463.96	615,250.00	95.42%
DEBT SERVICE FUND	556,280.00	342,190.00	342,190.00	342,190.00	100.00%
TRANSPORTATION SALES TAX FUND	582,358.98	530,750.00	454,903.96	604,335.00	85.71%
COMBINED WATER/WASTEWATER SYSTEMS FUND	4,466,228.64	4,808,890.00	4,033,426.46	5,164,591.00	83.87%
SANITATION FUND	831,293.48	890,550.00	725,126.74	877,615.00	81.42%
SPECIAL ALLOCATION FUND	8,260.08	520,000.00	496,807.45	520,000.00	95.54%
PARK & STORMWATER SALES TAX FUND	-	442,290.00	461,674.35	475,924.00	104.38%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	-	165,000.00	91,972.00	165,000.00	55.74%
CARES FUND	945,399.87	-	-	-	
	11,787,750.73	13,377,460.00	11,823,542.41	13,955,695.00	88.38%

EXPENDITURES, BY FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
GENERAL FUND	4,934,030.90	5,965,540.00	4,224,877.07	5,420,793.81	70.82%
CAPITAL PROJECTS FUND	699,506.47	1,737,440.00	1,262,716.47	1,882,370.00	72.68%
CAPITAL IMPROVEMENT SALES TAX FUND	556,280.00	952,250.00	643,462.00	798,910.00	67.57%
DEBT SERVICE FUND	325,017.50	329,860.00	329,855.00	325,020.00	100.00%
TRANSPORTATION SALES TAX FUND	175,690.18	1,105,820.00	848,373.81	1,034,225.00	76.72%
COMBINED WATER/WASTEWATER SYSTEMS FUND	3,360,050.12	7,525,260.00	2,745,627.94	7,228,101.00	36.49%
SANITATION FUND	813,356.26	885,710.00	721,067.30	868,409.00	81.41%
SPECIAL ALLOCATION FUND	-	520,000.00	2,294.95	517,000.00	0.44%
PARK & STORMWATER SALES TAX FUND	-	225,000.00	67,717.09	225,000.00	30.10%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	-	125,000.00	50,007.47	65,838.00	40.01%
CARES FUND	357,892.29	550,000.00	348,970.23	945,400.00	63.45%
	11,221,823.72	19,921,880.00	10,895,999.10	18,365,666.81	54.69%

FY21 GENERAL FUND

8/31/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PROPERTY TAXES	895,583.11	886,950.00	929,774.69	925,841.00	104.83%
SALES AND USE TAXES	1,772,266.24	1,696,150.00	1,509,348.18	1,911,313.00	88.99%
FRANCHISE TAXES	710,418.37	681,430.00	556,972.66	668,090.00	81.74%
OTHER TAXES	310,538.02	322,040.00	283,198.65	302,732.00	87.94%
LICENSES, FEES, AND PERMITS	362,052.14	325,080.00	344,737.12	442,027.00	106.05%
INTERGOVERNMENTAL REVENUES	25,868.33	49,280.00	42,043.97	41,237.00	85.32%
CHARGES FOR SERVICES	222,151.56	244,810.00	301,739.32	229,835.00	123.25%
FINES AND FORFEITS	144,336.13	168,980.00	112,836.50	110,390.00	66.78%
INTEREST	116,770.48	45,000.00	42,518.49	45,000.00	94.49%
DONATIONS	-	4,750.00	100.00	4,750.00	2.11%
OTHER REVENUE	29,104.48	400.00	32,093.87	28,155.00	8023.47%
DEBT ISSUED	-	240,000.00	241,583.30	-	
TRANSFERS IN	174,520.00	209,170.00	99,552.59	209,170.00	47.59%
	4,763,608.86	4,874,040.00	4,496,499.34	4,918,540.00	92.25%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	733,241.95	1,091,070.00	806,928.46	947,711.00	73.96%
STREET	1,025,631.76	1,224,010.00	676,685.32	1,212,140.81	55.28%
POLICE	1,823,161.21	2,185,440.00	1,567,190.50	1,863,175.00	71.71%
DEVELOPMENT	442,794.55	431,650.00	355,222.54	401,930.00	82.29%
FINANCE	302,904.09	315,860.00	259,417.83	279,844.00	82.13%
COURT	-	-	-	-	
PARKS & REC	547,965.75	646,880.00	513,061.40	643,927.00	79.31%
SENIOR CENTER	16,295.32	21,620.00	14,139.88	23,056.00	65.40%
ELECTED OFFICIALS	32,723.20	40,010.00	28,050.93	40,010.00	70.11%
ANIMAL SHELTER	9,313.07	9,000.00	4,180.21	9,000.00	46.45%
EMERGENCY	-	-	-	-	
	4,934,030.90	5,965,540.00	4,224,877.07	5,420,793.81	70.82%

ADMINISTRATION

8/31/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	335,771.57	332,760.00	247,762.57	305,930.00	74.46%
PART-TIME WAGES	36,145.64	28,500.00	34,287.61	38,182.00	120.31%
OVERTIME WAGES	-	-	17.70	35.00	1770.00%
FICA EXPENSE	26,558.32	27,640.00	20,907.71	25,313.00	75.64%
EMPLOYEE BENEFITS	25,910.48	51,110.00	22,514.36	28,038.00	44.05%
WORKER'S COMPENSATION	(2,659.81)	640.00	535.82	640.00	83.72%
RETIREMENT EXPENSE	30,555.12	33,240.00	23,065.30	27,320.00	69.39%
UNEMPLOYMENT BENEFITS	-	-	-	-	
Personnel	452,281.32	473,890.00	349,091.07	425,458.00	73.67%
REPAIRS & MAINTENANCE - BLDG	2,697.99	3,280.00	5,810.28	3,280.00	177.14%
REPAIRS & MAINTENANCE - EQUIP	5,885.23	6,620.00	6,089.01	6,620.00	91.98%
REPAIRS & MAINTENANCE - VHCLES	52.34	-	-	-	
REPAIRS & MAINTENANCE - SFTWRE	14,841.43	12,710.00	18,518.09	12,710.00	145.70%
ELECTRICITY	2,546.11	1,210.00	1,133.22	1,210.00	93.65%
TELEPHONE/INTERNET	2,377.69	2,300.00	4,379.47	2,300.00	190.41%
MOBILE COMMUNICATIONS	1,742.82	2,000.00	1,797.81	2,000.00	89.89%
CAPITAL EXPENDITURES - EQUIP	-	-	22,862.95	-	2286295.00%
capital expenditures - hardware	-	-	-	-	
TOOLS & SUPPLIES	1,628.58	270.00	916.24	270.00	339.35%
FUEL	1,085.58	-	-	-	
city events	-	-	-	-	
Operation and Maintenance	32,857.77	28,390.00	61,507.07	28,390.00	216.65%
PROFESSIONAL SERVICES	118,549.77	117,990.00	51,680.21	42,990.00	43.80%
Contractual Services	118,549.77	117,990.00	51,680.21	42,990.00	43.80%
INSURANCE EXPENSE	5,692.09	5,750.00	4,593.80	5,750.00	79.89%
Insurance	5,692.09	5,750.00	4,593.80	5,750.00	79.89%
TRAINING & TRAVEL EXPENSE	6,167.92	8,540.00	8,006.54	8,540.00	93.75%
OFFICE SUPPLIES	5,280.72	4,800.00	7,770.47	4,800.00	161.88%
POSTAGE	2,250.00	3,000.00	750.00	3,000.00	25.00%
ADVERTISING	-	500.00	558.60	500.00	111.72%
MEMBERSHIPS & SUBSCRIPTIONS	7,132.13	7,210.00	7,517.41	7,210.00	104.26%
Office and Administrative	20,830.77	24,050.00	24,603.02	24,050.00	102.30%
CAPITAL IMPROVEMENT PROJECTS	100,915.00	441,000.00	312,413.32	420,000.00	70.84%
Capital Improvement Projects	100,915.00	441,000.00	312,413.32	420,000.00	70.84%
MISCELLANEOUS EXPENSE	2,115.23	-	3,039.97	1,073.00	303997.00%
Other Expenses	2,115.23	-	3,039.97	1,073.00	303997.00%
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	733,241.95	1,091,070.00	806,928.46	947,711.00	73.96%

PUBLIC WORKS (STREET)

8/31/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	332,126.97	403,320.00	336,242.41	406,500.00	83.37%
PART-TIME WAGES	20,552.00	20,400.00	16,803.20	20,093.00	82.37%
OVERTIME WAGES	8,608.58	8,000.00	3,894.44	5,584.00	48.68%
FICA EXPENSE	25,818.79	31,470.00	24,760.76	30,037.00	78.68%
EMPLOYEE BENEFITS	36,385.09	55,080.00	45,779.02	46,589.00	83.11%
WORKER'S COMPENSATION	20,339.58	28,900.00	24,195.46	28,900.00	83.72%
RETIREMENT EXPENSE	26,352.12	37,850.00	32,161.63	36,435.00	84.97%
UNIFORM EXPENSE	2,886.21	4,200.00	1,322.82	3,000.00	31.50%
Personnel	473,069.34	589,220.00	485,159.74	577,138.00	82.34%
REPAIRS & MAINTENANCE - BLDG	1,689.33	980.00	617.48	1,000.00	63.01%
REPAIRS & MAINTENANCE - EQUIP	448.29	440.00	403.28	1,050.00	91.65%
REPAIRS & MAINTENANCE - VEHICL	1,826.91	1,500.00	827.44	1,500.00	55.16%
REPAIRS & MAINTENANCE - SFWRE	746.21	108,600.00	3,164.82	108,600.00	2.91%
ELECTRICITY	90,501.55	92,780.00	69,477.47	92,780.00	74.88%
PROPANE	3,763.63	6,250.00	3,200.00	6,250.00	51.20%
TELEPHONE/INTERNET	6,605.59	6,450.00	5,000.16	6,450.00	77.52%
MOBILE COMMUNICATIONS	2,730.50	4,420.00	2,924.81	4,420.00	66.17%
CAPITAL EXPENDITURES - EQUIP	-	-	-	-	
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
TOOLS & SUPPLIES	-	100.00	508.74	334.00	508.74%
FUEL	-	-	-	-	
Operation and Maintenance	108,312.01	221,520.00	86,124.20	222,384.00	38.88%
PROFESSIONAL SERVICES	2,564.24	351,930.00	34,792.89	351,930.00	9.89%
DEDUCTIBLES	1,000.00	-	-	-	
Contractual Services	3,564.24	351,930.00	34,792.89	351,930.00	9.89%
INSURANCE EXPENSE	15,839.92	16,180.00	18,789.11	16,180.00	116.13%
Insurance	15,839.92	16,180.00	18,789.11	16,180.00	116.13%
TRAINING & TRAVEL EXPENSE	774.37	3,000.00	637.00	3,000.00	21.23%
OFFICE SUPPLIES	2,494.39	1,500.00	1,446.13	1,500.00	96.41%
MEMBERSHIPS & SUBSCRIPTIONS	338.99	660.00	921.25	8.81	139.58%
Office and Administrative	3,607.75	5,160.00	3,004.38	4,508.81	58.22%
CAPITAL IMPROVEMENT PROJECTS	421,238.50	-	8,815.00	-	881500.00%
Capital Improvement Projects	421,238.50	-	8,815.00	-	881500.00%
MISCELLANEOUS	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
TRANSFERS OUT	-	40,000.00	40,000.00	40,000.00	100.00%
Transfers Out	-	40,000.00	40,000.00	40,000.00	100.00%
TOTAL GENERAL FUND	1,025,631.76	1,224,010.00	676,685.32	1,212,140.81	55.28%

POLICE

8/31/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	1,010,456.09	1,070,310.00	794,136.93	966,767.00	74.20%
PART-TIME WAGES	15,832.29	17,090.00	12,319.86	15,253.00	72.09%
OVERTIME WAGES	53,578.38	42,000.00	49,116.08	50,602.00	116.94%
FICA EXPENSE	76,800.78	83,190.00	60,914.86	73,372.00	73.22%
EMPLOYEE BENEFITS	156,204.23	192,510.00	126,771.29	137,842.00	65.85%
WORKER'S COMPENSATION	43,521.03	46,280.00	38,746.23	46,280.00	83.72%
RETIREMENT EXPENSE	114,221.53	101,230.00	78,665.74	91,765.00	77.71%
UNIFORM EXPENSE	10,467.00	16,370.00	12,441.89	16,370.00	76.00%
Personnel	1,481,081.33	1,568,980.00	1,173,112.88	1,398,251.00	74.77%
REPAIRS & MAINT - BLDG	5,961.93	7,670.00	10,105.51	7,670.00	131.75%
REPAIRS & MAINTENANCE - EQUIP	30,427.81	14,320.00	6,666.65	14,320.00	46.55%
REPAIRS & MAINT - VEHICLES	16,763.67	18,970.00	28,613.28	18,970.00	150.83%
REPAIRS & MAINT - SOFTWARE	26,739.90	30,820.00	15,333.17	30,820.00	49.75%
ELECTRICITY	3,627.51	6,120.00	4,583.91	6,120.00	74.90%
TELEPHONE/INTERNET	8,440.14	8,380.00	6,490.24	8,380.00	77.45%
MOBILE COMMUNICATIONS	7,716.90	9,030.00	7,112.92	9,030.00	78.77%
CAPITAL EXPENDITURES - EQUIP	47,482.52	105,500.00	31,453.57	28,914.00	29.81%
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPITAL EXPENDITURES - SFTWARE	-	100,000.00	73,263.48	100,000.00	73.26%
TOOLS & SUPPLIES	12,142.75	16,970.00	10,804.94	16,970.00	63.67%
FUEL	24,891.59	32,500.00	23,362.35	32,500.00	71.88%
ANIMAL CONTROL	258.93	500.00	-	500.00	0.00%
animal shelter	-	-	-	-	
Operation and Maintenance	184,453.65	350,780.00	217,790.02	274,194.00	62.09%
PROFESSIONAL SERVICES	28,628.57	111,460.00	33,927.46	36,460.00	30.44%
DISPATCHING	53,280.31	68,430.00	62,027.37	68,430.00	90.64%
CONFINEMENT	3,042.00	6,000.00	858.00	6,000.00	14.30%
INSURANCE DEDUCTIBLES	3,300.00	1,000.00	-	1,000.00	0.00%
Contractual Services	88,250.88	186,890.00	96,812.83	111,890.00	51.80%
INSURANCE EXPENSE	51,333.63	54,710.00	49,269.40	54,710.00	90.06%
Insurance	51,333.63	54,710.00	49,269.40	54,710.00	90.06%
TRAINING & TRAVEL EXPENSE	10,770.84	12,500.00	19,281.00	12,500.00	154.25%
OFFICE SUPPLIES EXPENSE	2,302.77	2,000.00	2,428.40	2,000.00	121.42%
POSTAGE	864.14	1,000.00	364.55	1,050.00	36.46%
ADVERTISING	-	250.00	96.51	250.00	38.60%
MEMBERSHIPS & SUBSCRIPTIONS	4,103.97	8,330.00	8,034.91	8,330.00	96.46%
Office and Administrative	18,041.72	24,080.00	30,205.37	24,130.00	125.44%
CAPITAL IMPROVEMENT PROJECTS	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
MISCELLANEOUS EXPENSE	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	1,823,161.21	2,185,440.00	1,567,190.50	1,863,175.00	71.71%

DEVELOPMENT

8/31/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	258,647.42	268,000.00	213,434.24	254,707.00	79.64%
OVERTIME WAGES	1,156.15	500.00	718.11	923.00	143.62%
FICA EXPENSE	18,584.36	20,550.00	15,432.02	18,415.00	75.09%
EMPLOYEE BENEFITS	31,585.92	30,260.00	23,036.35	24,431.00	76.13%
WORKER'S COMPENSATION	11,335.91	9,240.00	7,735.85	9,240.00	83.72%
RETIREMENT EXPENSE	22,828.28	24,710.00	20,354.18	22,824.00	82.37%
UNIFORM EXPENSE	981.37	1,800.00	544.33	1,800.00	30.24%
Personnel	345,119.41	355,060.00	281,255.08	332,340.00	79.21%
REPAIRS & MAINTENANCE - BLDG	1,773.57	1,310.00	1,018.55	1,310.00	77.75%
REPAIRS & MAINTENANCE - EQUIP	847.28	790.00	1,110.85	790.00	140.61%
REPAIRS & MAINT - VEHICLES	348.61	1,390.00	781.15	1,390.00	56.20%
REPAIRS & MAINT - SFTWRE/MAPS	17,677.28	17,580.00	14,002.99	10,580.00	79.65%
ELECTRICITY	1,154.29	1,210.00	777.69	1,210.00	64.27%
TELEPHONE/INTERNET	2,688.29	2,030.00	1,952.24	2,030.00	96.17%
MOBILE COMMUNICATIONS	2,902.14	3,520.00	1,916.67	3,520.00	54.45%
CAPITAL EXPENDITURES - EQUIP	953.05	-	1,161.19	-	116119.00%
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPITAL EXPENDITURES - HRDWARE	-	-	-	-	
TOOLS & SUPPLIES	896.50	1,020.00	697.31	1,020.00	68.36%
FUEL	4,053.11	5,000.00	2,606.77	5,000.00	52.14%
Operation and Maintenance	33,294.12	33,850.00	26,025.41	26,850.00	76.88%
PROFESSIONAL SERVICES	49,215.19	25,060.00	36,661.35	25,060.00	146.29%
Contractual Services	49,215.19	25,060.00	36,661.35	25,060.00	146.29%
INSURANCE EXPENSE	6,403.47	6,950.00	5,347.79	6,950.00	76.95%
Insurance	6,403.47	6,950.00	5,347.79	6,950.00	76.95%
TRAINING & TRAVEL EXPENSE	1,513.06	2,870.00	1,113.01	2,870.00	38.78%
OFFICE SUPPLIES EXPENSE	607.35	500.00	952.89	500.00	190.58%
POSTAGE	1,308.05	1,000.00	1,279.50	1,000.00	127.95%
ADVERTISING	5,135.90	5,000.00	2,199.51	5,000.00	43.99%
MEMBERSHIPS & SUBSCRIPTIONS	83.00	1,360.00	388.00	1,360.00	28.53%
Office and Administrative	8,647.36	10,730.00	5,932.91	10,730.00	55.29%
Capital Improvement Projects	-	-	-	-	
MISCELLANEOUS EXPENSE	115.00	-	-	-	
Other Expenses	115.00	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	442,794.55	431,650.00	355,222.54	401,930.00	82.29%

FINANCE

8/31/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	170,901.51	171,100.00	136,051.42	153,970.00	79.52%
PART-TIME WAGES	5,000.00	-	212.50	213.00	21250.00%
OVERTIME WAGES	579.17	500.00	873.18	1,552.00	174.64%
FICA EXPENSE	12,720.12	13,130.00	10,204.13	10,763.00	77.72%
EMPLOYEE BENEFITS	19,266.56	22,150.00	14,844.50	13,566.00	67.02%
WORKER'S COMPENSATION	298.55	300.00	251.16	300.00	83.72%
RETIREMENT EXPENSE	14,889.97	15,790.00	7,098.41	4,375.00	44.96%
Personnel	223,655.88	222,970.00	169,535.30	184,739.00	76.04%
REPAIRS & MAINTENANCE - BLDG	808.32	950.00	813.00	950.00	85.58%
REPAIRS & MAINTENANCE - EQUIP	981.41	620.00	617.16	620.00	99.54%
REPAIRS & MAINTENANCE - SFTWRE	12,654.15	13,870.00	12,727.18	13,870.00	91.76%
ELECTRICITY	494.90	880.00	400.16	880.00	45.47%
TELEPHONE/INTERNET	1,493.03	1,480.00	1,177.17	1,480.00	79.54%
MOBILE COMMUNICATIONS	769.27	520.00	406.63	520.00	78.20%
CAPITAL EXPENDITURES - EQUIP	-	-	2,000.00	2,000.00	200000.00%
TOOLS & SUPPLIES	1,018.79	1,160.00	291.60	1,160.00	25.14%
Operation and Maintenance	18,219.87	19,480.00	18,432.90	21,480.00	94.62%
PROFESSIONAL SERVICES	21,748.96	33,740.00	29,953.58	33,740.00	88.78%
Contractual Services	21,748.96	33,740.00	29,953.58	33,740.00	88.78%
INSURANCE EXPENSE	2,490.70	3,130.00	3,093.88	3,130.00	98.85%
Insurance	2,490.70	3,130.00	3,093.88	3,130.00	98.85%
TRAINING & TRAVEL EXPENSE	348.00	1,200.00	1,495.60	1,200.00	124.63%
OFFICE SUPPLIES	402.77	500.00	344.93	500.00	68.99%
ADVERTISING	108.60	60.00	200.16	200.00	333.60%
BANK CHARGES	35,630.31	34,510.00	35,846.48	34,510.00	103.87%
MEMBERSHIPS & SUBSCRIPTIONS	299.00	270.00	515.00	345.00	190.74%
Office and Administrative	36,788.68	36,540.00	38,402.17	36,755.00	105.10%
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	302,904.09	315,860.00	259,417.83	279,844.00	82.13%

MUNICIPAL COURT

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
salaries & wages	-	-	-	-	
part-time wages	-	-	-	-	
overtime wages	-	-	-	-	
fica expense	-	-	-	-	
employee benefits	-	-	-	-	
WORKER'S COMPENSATION	-	-	-	-	
retirement expense	-	-	-	-	
Personnel	-	-	-	-	
repairs & maintenance - bldg	-	-	-	-	
repairs & maintenance - equip	-	-	-	-	
repairs & maintenance - sftwre	-	-	-	-	
ELECTRICITY	-	-	-	-	
TELEPHONE/INTERNET	-	-	-	-	
capital expenditures - hrdwre	-	-	-	-	
tools & supplies	-	-	-	-	
Operation and Maintenance	-	-	-	-	
professional services	-	-	-	-	
Contractual Services	-	-	-	-	
insurance expense	-	-	-	-	
Insurance	-	-	-	-	
training & travel	-	-	-	-	
office supplies expense	-	-	-	-	
postage	-	-	-	-	
bank charges	-	-	-	-	
Office and Administrative	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	-	-	-	-	

PARKS & RECREATION					8/31/2021
GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	238,484.26	253,140.00	215,302.30	250,892.00	85.05%
PART-TIME WAGES	4,950.00	22,170.00	3,057.05	22,170.00	13.79%
PART-TIME RECREATION WAGES	6,824.41	9,580.00	3,289.80	4,710.00	34.34%
OVERTIME WAGES	3,269.32	2,000.00	1,475.44	1,482.00	73.77%
FICA EXPENSE	18,868.35	21,950.00	16,540.07	19,362.00	75.35%
EMPLOYEE BENEFITS	23,459.88	31,780.00	26,207.79	27,648.00	82.47%
WORKER'S COMPENSATION	11,039.98	10,770.00	9,016.79	10,770.00	83.72%
RETIREMENT EXPENSE	18,382.65	23,480.00	20,095.83	23,218.00	85.59%
UNIFORM EXPENSE	2,121.62	3,250.00	617.90	3,250.00	19.01%
Personnel	327,400.47	378,120.00	295,602.97	363,502.00	78.18%
REPAIRS & MAINTENANCE - BLDG	126.09	1,000.00	-	1,000.00	0.00%
REPAIRS & MAINTENANCE - EQUIP	7,300.13	8,500.00	10,963.91	8,500.00	128.99%
REPAIRS & MAINTENACE - VEHICLE	1,356.15	750.00	255.57	750.00	34.08%
REPAIRS & MAINT - INFRASTRUCTR	20,076.71	18,000.00	11,358.72	18,000.00	63.10%
REPAIRS & MAINT - PARKS	10,766.05	-	9,707.60	3,777.00	970760.00%
REPAIRS & MAINT - SOFTWARE	1,848.70	8,810.00	8,088.17	8,810.00	91.81%
REPAIRS & MAINT - SMITH'S FORK	14,776.27	45,000.00	47,030.99	45,000.00	104.51%
ELECTRICITY	24,591.73	19,080.00	21,199.84	19,080.00	111.11%
PROPANE	3,825.26	5,630.00	3,825.00	5,630.00	67.94%
TELEPHONE/INTERNET	7,426.08	7,660.00	3,882.07	7,660.00	50.68%
MOBILE COMMUNICATIONS	3,369.05	3,080.00	2,556.88	3,080.00	83.02%
CAPITAL EXPENDITURES - EQUIP	741.17	-	-	-	
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPITAL EXPENDITURES - HRDWARE	-	-	-	-	
CAPITAL EXPENDITURES - BLDG	-	-	-	-	
TOOLS & SUPPLIES	6,823.88	5,000.00	4,991.76	5,000.00	99.84%
FUEL	5,349.33	7,500.00	7,714.24	7,500.00	102.86%
recreation	-	-	-	-	
YOUTH REC LEAGUE UNIFORMS	4,375.55	10,900.00	9,137.11	10,900.00	83.83%
YOUTH REC LEAGUE UMPIRES	6,731.50	9,140.00	5,780.00	9,140.00	63.24%
ADULT REC LEAGUE UNIFORMS	-	-	-	-	
ADULT REC LEAGUE OFFICIALS	255.00	1,000.00	611.00	1,000.00	61.10%
REC LEAGUE BACKGROUND CHECKS	200.21	720.00	472.88	720.00	65.68%
REC LEAGUE SUPPLIES/AWARDS	7,337.86	25,320.00	6,999.55	25,320.00	27.64%
REC LEAGUE ADVERTISING	552.53	1,000.00	279.75	1,000.00	27.98%
Operation and Maintenance	127,829.25	178,090.00	154,855.04	181,867.00	86.95%
BIKE RACE	5,109.27	-	14,075.11	7,888.00	1407511.00%
PROFESSIONAL SERVICES	3,036.99	2,990.00	4,570.25	2,990.00	152.85%
LEASE EXPENSE	35,103.13	36,860.00	-	36,860.00	0.00%
CAMP HOST SERVICES	19,300.00	17,500.00	12,500.00	17,500.00	71.43%
FIREWORKS DISPLAY	12,000.00	12,000.00	12,000.00	12,000.00	100.00%
Contractual Services	74,549.39	69,350.00	43,145.36	77,238.00	62.21%
MOVIE NIGHTS	422.08	2,400.00	1,925.83	2,400.00	80.24%
Insurance	422.08	2,400.00	1,925.83	2,400.00	80.24%
INSURANCE EXPENSE	13,389.17	12,960.00	14,747.12	12,960.00	113.79%
TRAINING & TRAVEL EXPENSE	3,210.00	4,320.00	1,544.78	4,320.00	35.76%
OFFICE SUPPLIES	275.98	500.00	308.52	500.00	61.70%
POSTAGE	-	-	-	-	
ADVERTISING	734.41	500.00	282.68	500.00	56.54%
MEMBERSHIPS	155.00	640.00	645.00	640.00	100.78%
Office and Administrative	17,764.56	18,920.00	17,528.10	18,920.00	92.64%
CAPITAL IMPROVEMENT PROJECTS	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
MISCELLANEOUS EXPENSE	-	-	4.10	-	410.00%
Other Expenses	-	-	4.10	-	410.00%
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	547,965.75	646,880.00	513,061.40	643,927.00	79.31%

SENIOR CENTER

8/31/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
REPAIRS & MAINTENANCE - BLDG	2,592.48	3,070.00	2,135.70	3,070.00	69.57%
ELECTRICITY	1,146.09	1,500.00	1,043.79	1,500.00	69.59%
NATURAL GAS	797.32	900.00	626.13	900.00	69.57%
TELEPHONE/INTERNET	2,844.56	-	2,405.22	1,436.00	240522.00%
TOOLS & SUPPLIES	91.16	500.00	-	500.00	0.00%
Operation and Maintenance	7,471.61	5,970.00	6,210.84	7,406.00	104.03%
PROFESSIONAL SERVICES	6,025.50	12,870.00	6,889.21	12,870.00	53.53%
Contractual Services	6,025.50	12,870.00	6,889.21	12,870.00	53.53%
INSURANCE	2,798.21	2,780.00	1,039.83	2,780.00	37.40%
Insurance	2,798.21	2,780.00	1,039.83	2,780.00	37.40%
Office and Administrative	-	-	-	-	
CAPITAL IMPROVEMENT PROJECTS	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	16,295.32	21,620.00	14,139.88	23,056.00	65.40%

ELECTED OFFICIALS

8/31/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
PART-TIME WAGES	14,550.00	14,850.00	12,300.00	14,850.00	82.83%
FICA EXPENSE	1,113.43	1,140.00	941.26	1,140.00	82.57%
WORKER'S COMPENSATION	25.50	30.00	25.12	30.00	83.73%
Personnel	15,688.93	16,020.00	13,266.38	16,020.00	82.81%
WORKER'S COMPENSATION	-	-	-	-	
REPAIRS & MAINTENANCE - BLDG	1,887.48	1,080.00	925.90	1,080.00	85.73%
REPAIRS & MAINT - SOFTWARE	941.50	1,130.00	470.75	1,130.00	41.66%
ELECTRICITY	1,154.29	990.00	721.70	990.00	72.90%
TELEPHONE/INTERNET	1,979.10	960.00	1,507.00	960.00	156.98%
MOBILE COMMUNICATIONS	1,469.89	490.00	-	490.00	0.00%
TOOLS & SUPPLIES	227.84	220.00	25.00	220.00	11.36%
Operation and Maintenance	7,660.10	4,870.00	3,650.35	4,870.00	74.96%
COMMUNITY RELATIONS ALLOWANCE	-	-	-	-	
Contractual Services	-	-	-	-	
PROFESSIONAL SERVICES	1,864.54	6,700.00	3,817.10	6,700.00	56.97%
Insurance	1,864.54	6,700.00	3,817.10	6,700.00	56.97%
INSURANCE	1,767.71	2,080.00	1,317.76	2,080.00	63.35%
TRAINING & TRAVEL EXPENSE	970.88	2,630.00	738.04	2,630.00	28.06%
OFFICE SUPPLIES	510.72	1,000.00	516.86	1,000.00	51.69%
ADVERTISING	3,000.32	4,000.00	3,894.44	4,000.00	97.36%
MEMBERSHIPS & SUBSCRIPTIONS	1,260.00	2,710.00	850.00	2,710.00	31.37%
Office and Administrative	7,509.63	12,420.00	7,317.10	12,420.00	58.91%
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	32,723.20	40,010.00	28,050.93	40,010.00	70.11%

ANIMAL SHELTER

8/31/2021

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
REPAIRS & MAINT - BLDG	13.94	500.00	599.97	500.00	119.99%
TOOLS & SUPPLIES	2,378.50	1,500.00	717.81	1,500.00	47.85%
Operation and Maintenance	2,392.44	2,000.00	1,317.78	2,000.00	65.89%
PROFESSIONAL SERVICES	6,420.63	6,000.00	2,862.43	6,000.00	47.71%
Contractual Services	6,420.63	6,000.00	2,862.43	6,000.00	47.71%
Insurance	-	-	-	-	
ADVERTISING	-	-	-	-	
Office and Administrative	-	-	-	-	
TRAINING & TRAVEL	500.00	1,000.00	-	1,000.00	0.00%
Capital Improvement Projects	500.00	1,000.00	-	1,000.00	0.00%
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	9,313.07	9,000.00	4,180.21	9,000.00	46.45%

FY21 SPECIAL ALLOCATION FUND

8/31/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PROPERTY TAXES	-	20,000.00	19,537.38	20,000.00	97.69%
SALES AND USE TAXES	8,260.08	500,000.00	477,270.07	500,000.00	95.45%
	8,260.08	520,000.00	496,807.45	520,000.00	95.54%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	-	520,000.00	2,294.95	517,000.00	0.44%
	-	520,000.00	2,294.95	517,000.00	0.44%

SPECIAL ALLOCATION FUND

8/31/21

SPECIAL ALLOCATION FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
Operation and Maintenance	-	-	-	-	
TIF PAYMENTS TO DEVELOPER	-	512,000.00	-	512,000.00	0.00%
TIF PAYMENTS TO OTHER ENTITIES	-	5,000.00	-	5,000.00	0.00%
Contractual Services	-	517,000.00	-	517,000.00	0.00%
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
TRANSFERS TO OTHER FUNDS	-	3,000.00	2,294.95	-	76.50%
Transfers Out	-	3,000.00	2,294.95	-	76.50%
TOTAL SPECIAL ALLOCATION FUND	-	520,000.00	2,294.95	517,000.00	0.44%

FY21 CAPITAL PROJECTS FUND

8/31/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
INTERGOVERNMENTAL REVENUES	-	266,000.00	208,228.15	272,250.00	
DEBT ISSUED	-	-	-	-	
TRANSFERS IN	-	-	-	-	#DIV/0!
PARK IMPROVEMENT REVENUE	-	7,000.00	6,250.00	-	
	-	266,000.00	214,478.15	272,250.00	80.63%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	699,506.47	1,737,440.00	1,262,716.47	1,882,370.00	72.68%
	699,506.47	1,737,440.00	1,262,716.47	1,882,370.00	72.68%

CAPITAL PROJECTS FUND

8/31/21

CAPITAL PROJECTS FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
Operation and Maintenance	-	-	-	-	
PROFESSIONAL SERVICES	-	-	-	-	
Contractual Services	-	-	-	-	
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
CAPITAL IMPROVEMENT PROJECTS	-	410,060.00	301,272.00	242,630.00	73.47%
PARK IMPROVEMENT EXPENSE	-	-	-	-	
Capital Improvement Projects	-	410,060.00	301,272.00	242,630.00	73.47%
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
TRANSFERS OUT	556,280.00	542,190.00	342,190.00	556,280.00	63.11%
Transfers Out	556,280.00	542,190.00	342,190.00	556,280.00	63.11%
TOTAL CAPITAL PROJECTS FUND	556,280.00	952,250.00	643,462.00	798,910.00	67.57%

FY21 TRANSPORTATION SALES TAX FUND

8/31/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
SALES AND USE TAXES	582,358.98	530,750.00	454,903.96	604,335.00	85.71%
PROCEEDS FROM DEBT ISSUED	-	-	-	-	
TRANSFERS IN	-	-	-	-	
	582,358.98	530,750.00	454,903.96	604,335.00	85.71%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	175,690.18	1,105,820.00	848,373.81	1,034,225.00	76.72%
	175,690.18	1,105,820.00	848,373.81	1,034,225.00	76.72%

TRANSPORTATION SALES TAX FUND

8/31/21

TRANSP. SALES TAX FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
REPAIRS & MAINTENANCE - BLDG	-	1,000.00	11.98	1,000.00	1.20%
REPAIRS & MAINTENANCE - EQUIP	13,937.23	10,000.00	19,456.65	10,405.00	194.57%
REPAIRS & MAINTENANCE - STREET	89,860.21	660,000.00	669,951.68	655,000.00	101.51%
CAPITAL EXPENDITURES - EQUIP	10,500.00	45,960.00	-	28,960.00	0.00%
SUPPLIES - STREET SIGNS	-	-	-	-	
FUEL	10,756.27	10,000.00	12,081.90	10,000.00	120.82%
Operation and Maintenance	125,053.71	726,960.00	701,502.21	705,365.00	96.50%
PROFESSIONAL SERVICES	-	268,000.00	94,694.50	268,000.00	35.33%
Contractual Services	-	268,000.00	94,694.50	268,000.00	35.33%
INSURANCE EXPENSE	-	-	-	-	
Insurance	-	-	-	-	
TOOLS & SUPPLIES	5,401.19	22,580.00	6,941.82	22,580.00	30.74%
Office and Administrative	5,401.19	22,580.00	6,941.82	22,580.00	30.74%
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
LEASE EXPENSE	37,566.25	32,010.00	38,969.28	32,010.00	121.74%
Debt - Principal	37,566.25	32,010.00	38,969.28	32,010.00	121.74%
INTEREST EXPENSE	7,669.03	6,270.00	6,266.00	6,270.00	99.94%
Debt - Interest	7,669.03	6,270.00	6,266.00	6,270.00	99.94%
Transfers Out	-	-	-	-	
TOTAL TRANSP. SALES TAX FUND	175,690.18	1,055,820.00	848,373.81	1,034,225.00	80.35%

FY21 CAPITAL IMPROVEMENT SALES TAX FUND

8/31/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
SALES AND USE TAXES	579,720.69	530,750.00	506,463.96	615,250.00	95.42%
TRANSFERS IN	-	-	-	-	
	579,720.69	530,750.00	506,463.96	615,250.00	95.42%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	556,280.00	952,250.00	643,462.00	798,910.00	67.57%
	556,280.00	952,250.00	643,462.00	798,910.00	67.57%

CAPITAL IMPROVEMENT SALES TAX FUND

8/31/21

CAP. IMP. SALES TAX FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
Operation and Maintenance	-	-	-	-	
Contractual Services	-	-	-	-	
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
#N/A	#N/A	#N/A	#N/A	#N/A	#N/A
Capital Improvement Projects	#N/A	#N/A	#N/A	#N/A	#N/A
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
TRANSFERS OUT	-	50,000.00	-	-	0.00%
Transfers Out	-	50,000.00	-	-	0.00%
TOTAL CAP. IMP. SALES TAX FUND	#N/A	#N/A	#N/A	#N/A	#N/A

FY21 DEBT SERVICE FUND

8/31/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PROPERTY TAXES	-	-	-	-	
TRANSFERS IN	556,280.00	342,190.00	342,190.00	342,190.00	100.00%
	556,280.00	342,190.00	342,190.00	342,190.00	100.00%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	325,017.50	329,860.00	329,855.00	325,020.00	100.00%
	325,017.50	329,860.00	329,855.00	325,020.00	100.00%

DEBT SERVICE FUND

8/31/21

DEBT SERVICE FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
Operation and Maintenance	-	-	-	-	
Contractual Services	-	-	-	-	
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
LEASE PAYMENTS	120,000.00	130,000.00	130,000.00	120,000.00	100.00%
Debt - Principal	120,000.00	130,000.00	130,000.00	120,000.00	100.00%
INTEREST	205,017.50	199,860.00	199,855.00	205,020.00	100.00%
Debt - Interest	205,017.50	199,860.00	199,855.00	205,020.00	100.00%
Transfers Out	-	-	-	-	
TOTAL DEBT SERVICE FUND	325,017.50	329,860.00	329,855.00	325,020.00	100.00%

FY21 WATER & WASTEWATER SYSTEMS FUND

8/31/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
LICENSES, FEES, AND PERMITS	-	-	-	-	
CHARGES FOR SERVICES	4,107,090.29	4,385,180.00	3,708,817.96	4,641,339.00	84.58%
IMPACT FEES	304,540.00	379,010.00	265,338.00	450,467.00	70.01%
OTHER REVENUE	(41.66)	-	17,865.42	15,899.00	
DEBT ISSUED	54,640.01	44,700.00	41,405.08	56,886.00	92.63%
TRANSFERS IN	-	-	-	-	
	4,466,228.64	4,808,890.00	4,033,426.46	5,164,591.00	83.87%
EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
UTILITIES	3,360,050.12	7,525,260.00	2,745,627.94	7,228,101.00	36.49%
	3,360,050.12	7,525,260.00	2,745,627.94	7,228,101.00	36.49%

CWWS FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	736,653.87	740,470.00	623,764.61	751,166.00	84.24%
OVERTIME WAGES	17,236.26	18,000.00	12,417.54	18,000.00	68.99%
FICA EXPENSE	55,906.64	58,030.00	46,933.19	56,115.00	80.88%
EMPLOYEE BENEFITS	71,261.54	86,680.00	65,495.51	68,501.00	75.56%
WORKER'S COMPENSATION	28,622.29	32,490.00	27,201.05	32,490.00	83.72%
RETIREMENT EXPENSE	65,601.54	69,780.00	61,169.55	64,623.00	87.66%
UNIFORM EXPENSE	5,920.52	8,400.00	5,839.02	8,400.00	69.51%
Personnel	981,202.66	1,013,850.00	842,820.47	999,295.00	83.13%
REPAIRS & MAINTENANCE - EQUIP	3,143.42	4,490.00	5,591.47	4,490.00	124.53%
REPAIRS & MAINTENCE- VEHICLES	5,413.95	7,500.00	1,079.28	7,500.00	14.39%
REPAIRS & MAINT - WATER LINES	53,237.30	44,740.00	57,844.95	44,740.00	129.29%
REPAIRS & MAINT - SEWER LINES	70,869.95	85,000.00	48,239.45	85,000.00	56.75%
REPAIRS & MAINT - WATER PLANT	30,130.79	67,500.00	71,493.94	67,500.00	105.92%
REPAIRS & MAINT - WW PLANT	20,149.45	55,000.00	27,934.15	55,000.00	50.79%
REPAIRS & MAINT - SOFTWARE	11,766.64	17,870.00	15,583.83	17,870.00	87.21%
REPAIRS & MAINT - WATER TOWERS	70,634.81	112,150.00	96,999.05	112,150.00	86.49%
ELECTRICITY	238,703.49	292,910.00	184,760.72	292,910.00	63.08%
PROPANE	5,240.38	12,500.00	3,081.25	12,500.00	24.65%
TELEPHONE/INTERNET	15,537.72	12,680.00	12,355.00	12,680.00	97.44%
MOBILE COMMUNICATIONS	7,002.43	9,880.00	7,398.05	9,880.00	74.88%
CAPITAL EXPENDITURES - EQUIP	-	-	-	-	
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPITAL EXPENDITURES - SOFTWARE	-	100,000.00	-	100,000.00	0.00%
CAPITAL EXPENDITURES - HARDWARE	-	-	-	-	
CAPITAL EXPENDITURES - TOWERS	-	-	-	-	
CAPITAL EXPENDITURES - BLDG	(0.44)	-	-	-	
CAPITAL EXPENDITURES - WATER P	-	-	-	-	
CAPITAL EXPENDITURES - WW PLANT	-	-	-	-	
CAPITAL EXPENDITURES - LINES	-	-	-	-	
TOOLS & SUPPLIES	19,014.26	25,000.00	21,145.40	25,000.00	84.58%
SUPPLIES - CONNECTIONS	50,539.30	75,000.00	42,968.22	75,000.00	57.29%
SUPPLIES - LAB	23,499.19	20,000.00	20,314.33	20,000.00	101.57%
SUPPLIES - CHEMICALS	135,805.16	120,000.00	76,185.74	120,000.00	63.49%
SUPPLIES - WW CHEMICALS	13,133.78	13,500.00	7,237.97	13,500.00	53.61%
FUEL	8,417.29	17,500.00	10,373.40	17,500.00	59.28%
Operation and Maintenance	782,238.87	1,093,220.00	710,586.20	1,093,220.00	65.00%
PROFESSIONAL SERVICES	254,384.92	377,740.00	366,571.41	377,740.00	97.04%
LEASE EXPENSE	28,187.51	344,380.00	(87,247.26)	344,380.00	-25.33%
WASTEWATER TREATMENT SERVICE	98,726.67	129,240.00	99,364.40	129,240.00	76.88%
Contractual Services	381,299.10	851,360.00	378,688.55	851,360.00	44.48%
INSURANCE EXPENSE	61,135.37	61,220.00	69,637.80	61,220.00	113.75%
Insurance	61,135.37	61,220.00	69,637.80	61,220.00	113.75%
TRAINING & TRAVEL EXPENSE	2,139.60	3,000.00	3,094.91	3,000.00	103.16%
OFFICE SUPPLIES	3,567.35	4,500.00	2,351.42	4,500.00	52.25%
POSTAGE	1,601.92	1,500.00	1,067.75	1,500.00	71.18%
ADVERTISING	-	-	146.11	146.00	14611.00%
BANK CHARGES	5,565.00	2,000.00	(524.34)	2,000.00	-26.22%
MEMBERSHIPS & SUBSCRIPTIONS	45.00	380.00	-	380.00	0.00%
Office and Administrative	12,918.87	11,380.00	6,135.85	11,526.00	53.92%
CAPITAL IMPROVEMENT PROJECTS	(10,347.63)	2,986,000.00	159,165.51	2,716,000.00	5.33%
WATER IMPACT PROJECTS	(0.22)	1,000,000.00	124,210.94	1,000,000.00	12.42%
WASTEWATER IMPACT PROJECTS	(1.76)	-	-	-	
Capital Improvement Projects	(10,349.61)	3,986,000.00	283,376.45	3,716,000.00	7.11%
AMORTIZATION EXPENSE	-	-	-	-	
DEPRECIATION EXPENSE	661,097.00	-	-	-	
MISCELLANEOUS EXPENSE	13,320.00	-	-	-	
Other Expenses	674,417.00	-	-	-	
Debt - Principal	-	-	-	-	
INTEREST EXPENSE	302,667.86	299,050.00	354,830.03	299,050.00	118.65%
Debt - Interest	302,667.86	299,050.00	354,830.03	299,050.00	118.65%
TRANSFERS OUT	174,520.00	209,180.00	99,552.59	196,430.00	47.59%
Transfers Out	174,520.00	209,180.00	99,552.59	196,430.00	47.59%
TOTAL CWWS FUND	3,360,050.12	7,525,260.00	2,745,627.94	7,228,101.00	36.49%

FY21 SANITATION FUND

8/31/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
CHARGES FOR SERVICES	831,293.48	890,550.00	725,126.74	877,615.00	81.42%
TRANSFERS IN	-	-	-	-	
	831,293.48	890,550.00	725,126.74	877,615.00	81.42%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMIN	813,356.26	885,710.00	721,067.30	868,409.00	81.41%
	813,356.26	885,710.00	721,067.30	868,409.00	81.41%

SANITATION FUND

8/31/21

SANITATION FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
SOLID WASTE SERVICES	802,389.83	873,580.00	710,100.87	857,443.00	81.29%
recycling services	-	-	-	-	
HOUSEHOLD HAZARDOUS WASTE	10,966.43	12,130.00	10,966.43	10,966.00	90.41%
yard waste	-	-	-	-	
advertising	-	-	-	-	
Operation and Maintenance	813,356.26	885,710.00	721,067.30	868,409.00	81.41%
Contractual Services	-	-	-	-	
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
yard waste	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL SANITATION FUND	813,356.26	885,710.00	721,067.30	868,409.00	81.41%

FY21 PARK AND STORMWATER SALES TAX FUND

8/31/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PARK & STRMWTR SALES TAX	-	442,290.00	461,674.35	475,924.00	104.38%
	-	442,290.00	461,674.35	475,924.00	104.38%
EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PARKS & RECREATION	-	125,000.00	67,717.09	125,000.00	
UTILITIES	-	100,000.00	-	100,000.00	0.00%
	-	225,000.00	-	100,000.00	0.00%

FY21 VEHICLE AND EQUIPMENT REPLACE FUND

8/31/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
SALE OF PERSONAL PROPERTY	-	125,000.00	51,972.00	125,000.00	41.58%
TRANSFERS IN	-	40,000.00	40,000.00	125,000.00	100.00%
	-	165,000.00	91,972.00	250,000.00	

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	-	125,000.00	50,007.47	65,838.00	40.01%
	-	125,000.00	50,007.47	65,838.00	40.01%

FY21 CARES ACT STIMULUS FUND

8/31/21

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
INTERGOVERNMENTAL REVENUES	945,399.87	-	-	-	#DIV/0!
INTEREST INCOME	751.00				
	946,150.87	-	-	-	#DIV/0!
EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	357,892.29	550,000.00	348,970.23	587,507.58	63.45%
	357,892.29	550,000.00	348,970.23	587,507.58	63.45%

CARES ACT STIMULUS FUND

8/31/21

CARES ACT STIMULUS FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
PART-TIME WAGES	8,164.36	500.00	471.89	-	94.38%
FICA EXPENSES	619.90	-	-	-	
REPAIRS & MAINTENANCE - BLDG	1,050.00	-	-	-	
REPAIRS & MAINTENANCE - SOFTWA	1,397.50	-	-	-	
CAPITAL EXPENDITURES - EQUIP	60,958.26	4,000.00	1,168.97	-	29.22%
Operation and Maintenance	72,190.02	4,500.00	1,640.86	-	36.46%
TOOLS & SUPPLIES	16,453.16	60,000.00	52,388.94	-	87.31%
PROFESSIONAL SERVICES	40,200.43	478,500.00	251,351.69	945,400.00	52.53%
Contractual Services	56,653.59	538,500.00	303,740.63	945,400.00	56.40%
Insurance	-	-	-	-	
LOCAL GRANTS	135,000.00	-	-	-	
OFFICE SUPPLIES	6,858.51	7,000.00	4,107.61	-	58.68%
Office and Administrative	141,858.51	7,000.00	4,107.61	-	58.68%
SUBSCRIPTIONS	119.92	-	-	-	
CAPITAL PROJECTS	87,070.25	-	39,481.13	-	3948113%
Capital Improvement Projects	87,190.17	-	39,481.13	-	3948113%
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
TRANSFERS OUT	-	40,000.00	239,288.35	-	
Transfers Out	-	40,000.00	239,288.35	-	598.22%
TOTAL CARES ACT STIMULUS FUND	357,892.29	590,000.00	588,258.58	945,400.00	99.70%



City Administrator's Report

October 14, 2021

Streetscape Progress

Mill and overlay work is anticipated to be completed this week, weather permitting.



Main Street District Budget

Included on the agenda for this meeting is approval of an agreement with the Smithville Main Street Association to provide services for the downtown district. A requirement of that agreement is submission of an annual budget. The 2022 budget was submitted by the organization this week and is attached for your information.

Haunted Campground

This event is scheduled for October 23 at Smith's Fork Campground. All campsites and vendor sites are sold out. Staff is expecting a large crowd!

01-Jan 2022 Financial Statement

Income

Donations		\$0.00
Dues/Fees		\$0.00
Grants		\$0.00
Partnerships		\$0.00
Sponsorships		\$0.00
Ticket Sales		
Christmas in November	\$0.00	
Junkville	\$0.00	
Whisky Walk	\$0.00	
Wine Walk	\$0.00	
Total Ticket Sales		\$0.00
Miscellaneous Income		\$0.00
Examples (Raffles/Auctions/Games)		
Total Income		<u>\$0.00</u>

Expenses

Personnel		
Annual Salary	\$0.00	
Bonus	\$0.00	
Salary Reserve	\$0.00	
Federal Income Tax Withholding	\$0.00	
State Income Tax Withholding	\$0.00	
Social Security Tax Withholding	\$0.00	
Medicare Tax Withholding	\$0.00	
Total Personnel		<u>\$0.00</u>

Rent/Utilities/Maintenance

Building Rent	\$0.00
Electricity	\$0.00
Internet	\$0.00
Maintenance	\$0.00
Telephone	\$0.00
Snow Removal/Exterior Beautification	\$0.00
Water and Trash	\$0.00

Total Rent/Utilities/Maintenance	<u>\$0.00</u>
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Furniture/Equipment /Supplies

Computer	0.00
Furniture	0.00
Paper & Ink Supplies	0.00
Postage	0.00
Miscellaneous Supplies	0.00

Total Furniture/Equipment/Supplies	<u>\$0.00</u>
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Insurance

Business Liability Insurance	\$0.00
Director & Officer (D&O) Insurance	\$0.00

Total Insurance	<u>\$0.00</u>
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Training	<u>\$0.00</u>
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Milage Re-imbursement	<u>\$0.00</u>
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Licenses/Permits/Fees/Dues/Subscriptions

Bank Fees	\$0.00
Business License	\$0.00

Credit Card Fees	\$0.00	
Chamber Fees	\$0.00	
Event Fees/Permits	\$0.00	
G Suite	\$0.00	
Website Hosting	\$0.00	
Total Licenses/Permits/Fees/Dues/Subscriptions		<u>\$0.00</u>
Entertainment/Meals		
Advertising(e-advertising and print advertising)	\$0.00	
Alcohol Beverages	\$0.00	
Bands	\$0.00	
Event give-away items	\$0.00	
Food	\$0.00	
Masters of Ceremony	\$0.00	
Non-Alcohol Beverages	\$0.00	
P A/Sound System	\$0.00	
Miscellaneous Entertainment Expenses	\$0.00	
Volunteers Appreciation Celebration	\$0.00	
Total Entertainment/Meals		<u>\$0.00</u>
Accounting Services		\$0.00
Miscellaneous Expenses		\$0.00
		\$0.00
Total Other Expenses		<u>\$0.00</u>
Total Expenses		<u><u>\$0.00</u></u>
Net Income or Expense		\$0.00



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration/Finance

AGENDA ITEM: Approve Bill No. 2918-21, FY21 Creation of ARPA Fund. 2nd reading by title only.

REQUESTED BOARD ACTION:

A motion to approve Bill No. 2918-21, FY21 Creation of ARPA Fund.

SUMMARY:

Congress passed, and the President signed, the American Rescue Plan Act (ARPA) of 2021 on March 11, 2021. The ARPA appropriates \$19.53 billion to states for distribution to non-entitlement units of local government. The State of Missouri received an allocation of \$450,143,657 for distribution.

On August 17, 2021, the Board of Alderman approved Resolution 955 to approve the disbursement of ARPA Funds from the State of Missouri to the City of Smithville. On September 2, 2021, the State of Missouri sent notice of a deposit of funds in the amount of \$1,089,137.62. These funds were received in the bank account shortly thereafter.

Approving this Ordinance allows for the creation of the ARPA Fund to account for the receipt of and expenditures of ARPA monies separate from any other City monies.

Staff receipted the ARPA funds of \$1,089,137.62 into the General Fund. Once the ARPA Fund is formally approved and created in INCODE, staff would complete a journal entry to move the funds to a grant revenue line item in the ARPA Fund.

In addition, the expenditures supported by the ARPA revenues will be subject to a single audit, so creating a separate fund to track these revenues is necessary for those purposes.

PREVIOUS ACTION:

Resolution 955 was approved to apply for ARPA Funds and funds have been received.

POLICY OBJECTIVE:

N/A

FINANCIAL CONSIDERATIONS:

Provide a separate fund to account and track ARPA monies.

ATTACHMENTS:

☒ Ordinance

☐ Contract

- ☐ Resolution
- ☒ Staff Report
- ☐ Other:

- ☐ Plans
- ☐ Minutes

AN ORDINANCE CREATING THE ARPA FUND

WHEREAS, Congress passed, and the President signed, the American Rescue Plan Act (ARPA) of 2021 on March 11, 2021; and

WHEREAS, the ARPA appropriates \$19.53 billion to states for distribution to non-entitlement units of local government with an allocation of funds to the State of Missouri of \$450,143,657

WHEREAS, on August 17, 2021, the City of Smithville Board of Alderman approved Resolution 955 to approve disbursement of ARPA Funds from the State of Missouri to the City of Smithville; and

WHEREAS, Resolution 955 identifies an estimated allocation amount for the City of Smithville of \$2,178,000 and at this time, \$1,089,137.62 has been received by the City through the first disbursement of funds; and

WHEREAS, establishment of a separate fund which allows for accounting of the receipt and expenditure of these stimulus monies is desired.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI AS FOLLOWS:

The ARPA Fund is hereby established in the City's treasury and shall be held and administered by the City's Finance Director.

Passed this 19th day of October, 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 10/05/2021

Second Reading: 10/19/2021



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration/Finance

AGENDA ITEM: Approve Bill No. 2919-21, FY21 Budget Amendment No. 9. - 2nd reading by title only

REQUESTED BOARD ACTION:

A motion to approve Bill No. 2919-21, FY21 Budget Amendment No. 9.

SUMMARY:

The Board of Alderman has directed staff to receive ARPA Funds via the approval of Resolution 955 on August 17, 2021. Staff submitted the necessary documents and materials to receive ARPA funds. The ARPA disbursements will be allocated to the City in two payments. On September 2, 2021, the City was notified of the first ARPA disbursement in the amount of \$1,089,137.62. This amount was accounted for in daily banking activity the following week. A budget amendment of \$1,089,138 to the revenue budget will be sufficient to account for the amount received. A second ARPA disbursement is expected no later than 12 months from the date of the first disbursement of funds.

PREVIOUS ACTION:

The Board approved Resolution 955 which allowed staff to submit an application to received ARPA funds.

POLICY OBJECTIVE:

N/A

FINANCIAL CONSIDERATIONS:

Amend the FY21 Budget to Receive ARPA revenues into the ARPA Fund

ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input checked="" type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input checked="" type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input type="checkbox"/> Other: | |

BILL NO. 2919-21

ORDINANCE NO. XXXX-21

AN ORDINANCE AMENDING THE FY21 OPERATING BUDGET TO ADD \$1,089,138 TO THE REVENUE BUDGET

WHEREAS, pursuant to Ordinance 3074-20, passed on October 20, 2020, the City approved the fiscal year ending October 31, 2021 Budget; and

WHEREAS, the Board of Alderman has directed staff to receive ARPA Funds via Resolution 955 approved on August 17, 2021 and the first payment from the State of Missouri in the amount of \$1,089,137.62 has been received by the City of Smithville; and

WHEREAS, an amendment to the ARPA Fund, which is to be approved and established in a separate Ordinance, is required at this time.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI AS FOLLOWS:

THAT the fiscal year ending October 31, 2021 Budget is hereby amended to add:

- \$1,089,138 is added to the ARPA Fund

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 19th day of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 10/05/2021

Second Reading: 10/19/2021



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration/Finance

AGENDA ITEM: Approve Bill No. 2920-21, Adopt FY2022 Annual Operating Budget - 2nd reading by title only.

REQUESTED BOARD ACTION:

A motion to approve Bill No. 2920-21, Adopt FY2022 Annual Operating Budget.

SUMMARY:

City staff have worked collectively since January 2021 to determine the needs for the FY2022 Budget. The City Administrator and Finance Director presented the proposed FY2022 Budget at the August 17, 2021 Board of Aldermen Work Session. Fund cashflow for major budgeted funds were presented, the five year CIP was reviewed, and significant one-time expenses for the General Fund were reviewed. This budget document incorporates Board direction from budget work sessions as well as ongoing board goals and recommendations of recently completed planning processes.

Attached is the Draft FY2022 Proposed Budget Book. This document will be finalized with updates to performance measures, as well as some other final additions to fulfill GFOA (Government Finance Officer's Association) financial reporting criteria. After approval of the budget, the final budget document will be posted to the City website under the "Annual Operating Budgets" page found under Finance Department.

Finance staff have enhanced the FY2022 Budget Book with additional information which improves transparency and brings clarity to the budgeted funds. Finance staff discussed these changes with Finance Committee during the September 2021 meeting. Additions to the budget book include an area where long range financial planning and forecasting is discussed which showcases the projected five year cashflow and projected five year receipts for 1% City Sales Tax and City Use Tax. In addition, five year consolidated financial schedules have been added for each budgeted fund. This section of the Budget Book is formally known as the "Fund Summaries" and serves as a resource for the total fund budgets for each fund. This section clearly indicates the actual beginning and ending fund balances for previous years while also indicating the projected beginning and ending balances for the budget year being approved by the Board.

An updated five year Capital Improvement Plan has also been added.

Staff has incorporated some changes to the budget following the August 17, 2021 work session which includes unspent FY2021 expenditures in the Fiscal Year 2022 Budget:

- **Records Management System for the Police Department:** The contract for the RMS system with Centralsquare Technologies is \$91,579. To date, \$73,263 has been expended, leaving about \$18,315 left to spend. Chief Lockridge is anticipating this expense to occur in FY22. Therefore, the FY22 proposed budget includes \$19,000 to pay for remaining expense for the RMS system.
- **Transportation Master Plan:** The contract for the plan is \$99,433 with Toole Design Group. To date, \$31,350 has been expended, leaving about \$68,082 left to spend on the contract. Public Works Director, Chuck Soules, is anticipating to spending another \$8,500 which leaves \$60,000 left to occur. Therefore, the FY22 proposed budget includes \$60,000 to pay for remaining expense for the Transportation Master Plan.
- **GIS & Asset Management System:** At this time, Public works staff is not anticipating any expense related to the GIS & Asset management system in FY21. The RFQ for the GIS/Asset management system is currently posted to the public website and closes September 28, 2021. After selection, payment will likely come in FY22. Public works staff is expecting a total cost of \$200,000. \$200,000 was budgeted in the FY21 budget so this does not affect the overall cashflow of the General Fund since the planned expenditures are simply being shifted from one year to the next.
- **Engineering for Parks & Streets Facility:** \$70,000 will be spent in FY21 to complete a space, layout, and needs assessment for the new facility. \$250,000 is included in the FY22 proposed budget for the engineering for the facility.
- **Police Radio Replacement:** \$86,000 was added to the FY21 Budget for police radio replacement. At this time, about \$63,000 has been spent on the radios, leaving about \$23,000 left to spend. Currently, Chief Lockridge is looking to spend the remaining \$23,000 in FY21, but this is entirely dependent on the timing of the invoice. Therefore, a budget of \$23,000 will be added to the FY22 Budget to provide adequate authority to complete radio replacement.
- **Highland Drive Sewer Improvements:** The contract for this project is \$154,199 with Menke Excavation. At this time, \$35,293 has been expended. Public Works staff is expecting to expend about \$25,000 more in FY21, leaving \$100,000 to be budgeted in FY22 in the CWWS Fund.

- Streetscape Phase 2 East:** The contract for Streetscape Phase 2 East through Change Order #1 is \$1,168,358.10. The approval of Resolution 978, which provides change order of \$20,000 is expected to be added to this contract (which will be expended from the Capital Projects Fund). At this time, \$487,950 has been expended. The Public Works Director, Chuck Soules, is expecting to spend another \$300,000 on Streetscape Phase 2 expense prior to the end of the fiscal year, which brings the total expected spend in FY2021 to \$787,951. The following is a breakdown of unspent funds and where budget will be placed in FY2022:

Funding Source	Allocation Based Upon Contract and Budget	FY2021 Expected Spend	FY2022 Budget
General Fund	105,000.00	-	105,000.00
Transportation Sales Tax Fund	169,000.00	-	169,000.00
Capital Improvement Sales Tax Fund	410,060.00	410,060.00	-
Capital Projects Fund	404,298.10	277,891.00	127,000.00
Parks and Stormwater Sales Tax Fund	100,000.00	100,000.00	-
Grand Total	1,188,358.10	787,951	401,000

Contract Amount	1,188,358.10
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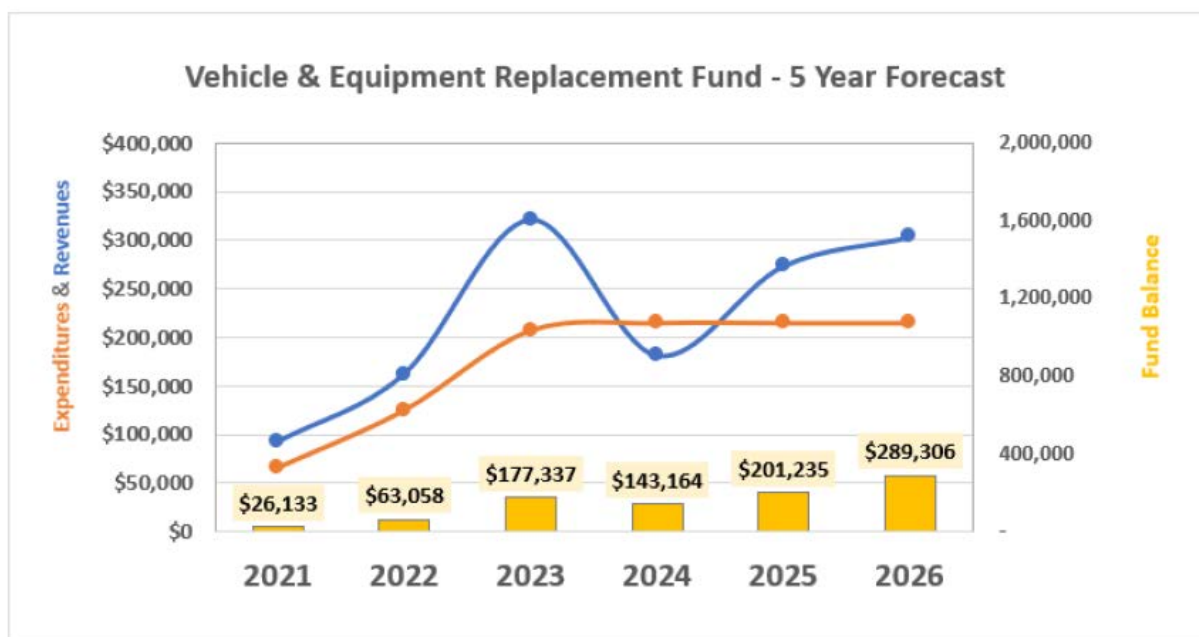
- General Fund: \$105,000 Budgeted in FY2021 for project; these unspent funds of \$105,000 will be reallocated to FY2022.
- Transportation Sales Tax Fund: \$169,000 Budgeted in FY2021 for project and these unspent funds will be reallocated to FY2022. \$50,000 was budgeted in FY2021 for a Transfer to the Capital Projects Fund to pay for Streetscape Phase 2 but this transfer budget will not be needed for FY2022.
- Capital Projects Fund: \$523,440 was budgeted in FY2021 for the project and \$404,298.10 is allocated based upon the contract. Only \$127,000 is expected to be unspent by the end of the fiscal year based upon the amount of \$277,891 which is expected to be spent in FY2021. Therefore, \$127,000 in revenue budget and expense budget will be reallocated to FY2022 to finish paying for the project.
- Capital Improvement Sales Tax: \$410,060 was budgeted in FY2021 for project and this entire amount will be expended in FY2021. FY2021 included a budgeted transfer of \$200,000 in FY2021 to the Capital Projects Fund to pay for the project, but none of this transfer will be made by the end of FY2021 since final project expenses will not be spent until FY2022. The entire \$200,000 is not needed, and therefore, only \$127,000 in transfers will be budgeted in FY2022.

- Park and Stormwater Sales Tax Fund is paying \$100,000 for the Alley portion of the project which helps avoid needing all of the transfer budget set aside in 2021 for the Capital Improvement Sales Tax Fund and Transportation Sales Tax Fund. This amount was budgeted in the FY2021 Capital Improvement Plan as a “Stormwater Project”.

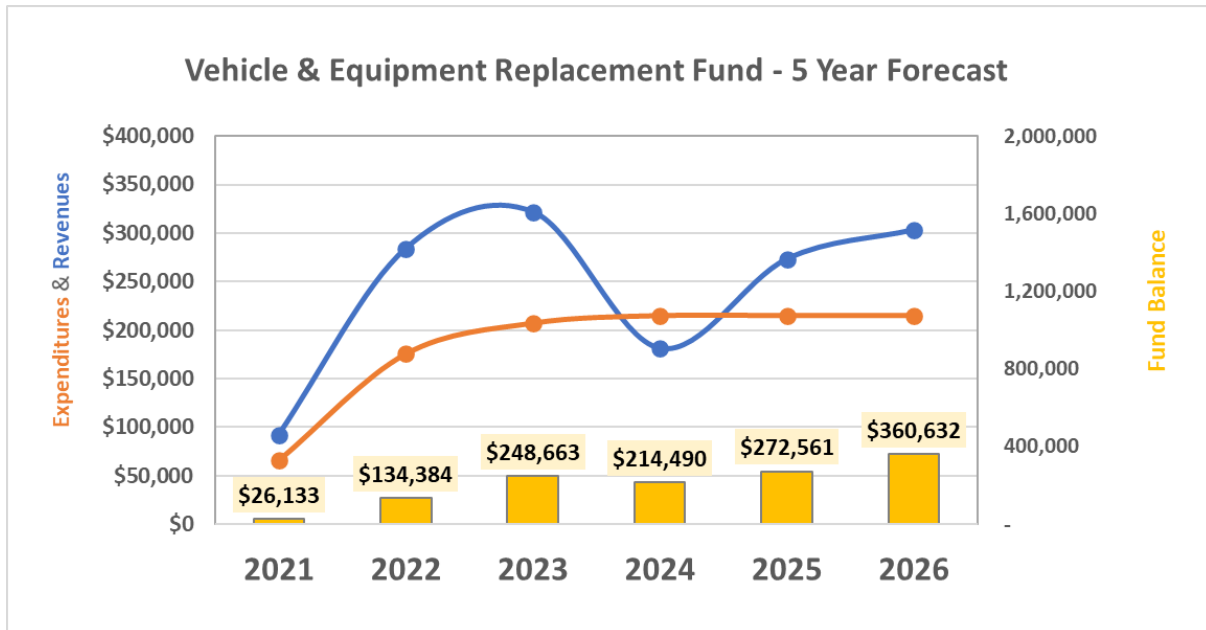
Other Changes to the Budget:

- **Neighborhood Beautification Grant (General Fund):** Per Board directive, staff has added \$25,000 to the FY2022 budget for a neighborhood beautification grant.
- **Vehicle and Equipment Replacement Fund:** Enterprise Fleet Management has provided an updated budget estimate. The updated estimates are based upon changes in the estimated value of selling City fleet vehicles as well as expenditure updates based upon pricing of the vehicle. The proposed cashflow budget outlook has improve after receiving the updated budget estimate from Enterprise. Please see the following cashflow charts for changes to cashflow (which improves the FY2022 budgeted ending fund balance from \$63,058 to \$134,384):

August 17, 2021 – Proposed FY2022 Budget Work Session



October 5, 2021 – Update to Cashflow for VERF



Special Allocation Fund

Staff updated the proposed FY2022 budget for the Special Allocation Fund. The Special Allocation Fund features a full budgeted disbursement of forecasted funds available (\$1,166,888 budgeted) in FY2022 based upon revenue projections for the Smithville Marketplace (CID Sales Tax, TIF EATs Sales Tax, Property Taxes Due to Special Allocation Fund). This budget change was made based upon staff knowledge that a disbursement back to the developer will not be made in FY2021.

The All Funds FY2022 Proposed Budget Summary (which sets forth the total expenditure authority for each fund) is presented as below. The CAREs Fund is not included in the FY2022 budget because all CAREs revenues have been completed expended. 11 budgeted funds are featured below in the budget summary.

	2022 Projected Beginning Balance	2022 Proposed Revenues	2022 Proposed Expenditures	2022 Projected Ending Balance
General Fund	3,456,205	4,918,620	5,721,850	2,652,974
Capital Improvement Sales Tax Fund	210,270	627,555	575,550	262,275
Capital Projects Fund	6,250	137,000	127,000	16,250
Combined Water/Wastewater Fund	4,643,050	5,119,400	6,485,415	3,277,035
Debt Service Fund	243,592	351,550	339,213	255,929
Park and Stormwater Sales Tax Fund	340,960	627,555	485,000	483,515
Sanitation Fund	58,374	849,530	836,450	71,454
Special Allocation Fund	596,888	570,000	1,166,888	(0)
Transportation Sales Tax Fund	425,196	569,160	782,630	211,727
Vehicle And Equipment Replacement Fund	26,133	284,000	175,749	134,384
American Rescue Plan Act Fund	1,089,138	1,089,162	2,178,300	-
Grand Total	\$ 11,096,056	\$ 15,143,531	\$ 18,874,045	\$ 7,365,543

PREVIOUS ACTION:

The Board of Alderman approved the FY2021 Budget last October.

POLICY OBJECTIVE:

Approval of operating and capital budget to achieve Board of Aldermen goals in FY2022

FINANCIAL CONSIDERATIONS:

Adopting expenditure and revenue budget for FY2022 which establishes for spending authority for the City in FY2022.

ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input checked="" type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: FY22 City of Smithville Budget Book | |

BILL NO. 2920-21

ORDINANCE NO. XXXX-21

AN ORDINANCE ADOPTING THE FY2022 ANNUAL OPERATING BUDGET FOR THE CITY OF SMITHVILLE, MISSOURI, AND AUTHORIZING THE EXPENDITURES OF FUNDS FOR MUNICIPAL SERVICES.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI, AS FOLLOWS:

THAT, for the purpose of financing the conduct of affairs of the City of Smithville, Missouri during the fiscal year from November 1, 2021, and ending October 31, 2022 inclusive, the budget of the City's revenue and expenses for such period prepared and submitted to the Smithville Board of Aldermen by the City Administrator is hereby approved and adopted as the Official Budget of the City of Smithville, Missouri; and

THAT, the amounts set forth in the various funds are hereby appropriated to such uses, and authority is hereby given to the City Administrator of the City of Smithville to expend the amounts shown for the purposes indicated; and

THAT, the amounts for each fund, as shown in the Annual Budget shall not be increased or decreased except by the Board of Aldermen approval, but the various objects of expenses comprising the total appropriation for any fund may be increased or decreased at the discretion of the City Administrator, providing the adjustments shall not increase the total amount appropriated for that fund.

INTRODUCED, READ, PASSED AND ADOPTED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE THIS ____ DAY OF OCTOBER 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 10/05/2021

Second Reading: 10/19/2021



A community with growing spaces, that is going places, the City of Smithville, Missouri is comfortably uncomplicated. While the City is closely connected to the Kansas City metropolitan area, Smithville is serene and far from routine.

FY2022

ANNUAL

OPERATING

BUDGET





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Smithville
Missouri**

For the Fiscal Year Beginning

November 01, 2020

Christopher P. Morill

Executive Director

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FY22 BUDGET MESSAGE

FY2022 Budget Message

Honorable Mayor and City of Smithville Board of Aldermen:

It is my pleasure to present the City of Smithville Fiscal Year 2022 Operating and Capital Budget. This budget reflects the cooperation and dedicated work of staff, Mayor Boley, and the Board of Aldermen in achieving the goals and needs of our community.

I believe the FY2022 Budget reflects an appropriate allocation of resources allowing for the continuation of all City services while implementing priorities identified by the citizens of Smithville and the Board of Aldermen.

The budget as presented incorporates recommendations from the Community Visioning and Strategic Planning process completed in 2019; update of the City's Comprehensive Plan completed in 2020; and the Parks and Recreation Master Plan completed in 2021. The budget also reflects the vision and goals of the Board of Aldermen as outlined at the May 2021 Strategic Planning Retreat.

At the retreat, the Board revised its vision statement as follows:

**Smithville builds its future by
embracing growth, encouraging commerce and
cultivating its natural surroundings**

These goals are supported by three key performance areas:

**Growth
Community Life
Infrastructure**

This vision and the key performance areas guide staff review of needs and presentation of recommendations to the Board of Aldermen.

The FY2022 Budget process began this spring with internal discussion and departmental budget meetings to review priorities. Board direction on capital and ongoing operational expenditures was provided as necessary in summer work sessions targeted in specific areas. A draft document was presented to the Board in August. The document presented for adoption at this time reflects Board adjustments directed throughout the review process. For the first time, the budget reallocates previously approved, but unspent funds for projects or programs approved in the FY2021 Budget. This provides staff the opportunity to complete projects initiated in FY2021, but not yet completed without having to seek amendment to the FY2022 budget.

FY22 BUDGET MESSAGE

Incorporation of unspent FY2021 resources results in a structurally unbalanced budget as FY2022 expenditures exceed FY2022 revenues in many cases. However, ending fund balance is relatively unaffected as the expenditures are simply moved from FY2021 to FY2022.

Expenditures

The FY2022 Budget totals \$18,874,045 in expenditures across all funds and includes \$7,778,063 in capital improvements to improve infrastructure and City programs.

The General Fund accounts for the majority of personnel, programs and services in the City and totals \$5,721,850 in expenditures.

The expenditure budget reflects no cost-of-living adjustment (COLA) to the compensation plan; a 3% merit pool for salary increases effective May 1, 2022; a presumptive 10% increase in medical insurance; and a 3% increase in utility expenses. No new positions are included in the budget. Changes to the compensation plan approved mid-year in FY2021 are reflected in the budget (addition of a Management Analyst position in the Public Works Department and the reclassification of a Management Assistant into a Finance Analyst with a move from the Administration Department to the Finance Department). As was noted in budget discussions, positions in public works maintenance, parks maintenance and parks marketing are not included in the budget. There are still existing needs in these areas which will merit discussion in the development of future budgets.

The FY2022 Budget also includes:

- \$135,000 for the replacement of three police vehicles.
- \$40,000 in transfers of funds (\$20,000 from the General Fund and \$20,000 from the Combined Water/Wastewater Systems Fund) to the Vehicle Equipment Replacement Fund to build up reserve in the fund to continue a vehicle replacement leasing program through Enterprise.
- \$14,000 to conduct a DirectionFinder Citizen Survey.
- \$200,000 in unspent funds from FY2021 (\$100,000 from General Fund and \$100,000 from the Combined Water and Wastewater Systems Fund) for GIS/Asset Management.
- \$20,000 to purchase 10 patrol rifles.
- \$25,000 to implement a neighborhood beautification grant program.

Expenses related to the implementation of a Classification and Compensation Study, which is currently underway, are not included and are anticipated to have budgetary impact. Results of this study are anticipated later this year and will be presented to the Board for approval. It is expected this would result in the need to amend the adopted budget.

FY22 BUDGET MESSAGE

Revenues


The General Fund revenue budget projects a 2% increase in sales tax revenue; a 2.5% increase in use tax revenue; and 1.5% increase in property tax revenue.

The Combined Water and Wastewater revenue budget projects a 5% increase in water sales revenue and a 10% increase in wastewater sales revenue. These projected revenue increases are based upon proposed increases in utility rates for water and wastewater volume charge increases and water and wastewater fixed charge increases.

The revenue budgets for the Transportation Sales Tax Fund, Capital Improvement Sales Tax Fund, and Park and Stormwater Sales Tax fund also project a 2% increase in sales tax revenue. Each of these funds receive a 0.5% sales tax as their only source of revenue.

This budget reflects the combined efforts of all department directors. I wish to extend special thanks to Finance Director Stephen Larson for his effort in providing budgetary information in a transparent and informative format. I look forward to working with staff, citizens of Smithville and the Board of Aldermen to accomplish the goals funded through this budget.

Sincerely,



Cynthia M. Wagner
City Administrator

COMMUNITY HISTORY

The City of Smithville is located in Clay and Platte Counties in Missouri, just to the north of Kansas City, Missouri. Smithville is a 16.25 square-mile community that is home to over 11,000 residents who enjoy living in a peaceful, yet growing community. Operating separately from the City, the Smithville R-II School District operates three elementary schools, one middle school, and one high school. Smithville has a branch of the Mid-Continent Public Library.



Smithville was named for Humphrey and Nancy Smith, who came west with their six sons and daughter from New York state in 1822 to find land and build a home. They settled alongside the Little Platte River. In 1824, the Smith's established Smith's Mill, the first water-powered flour mill in Clay County. By the 1830s, a town site was laid out and Smith's Mill became Smithville.

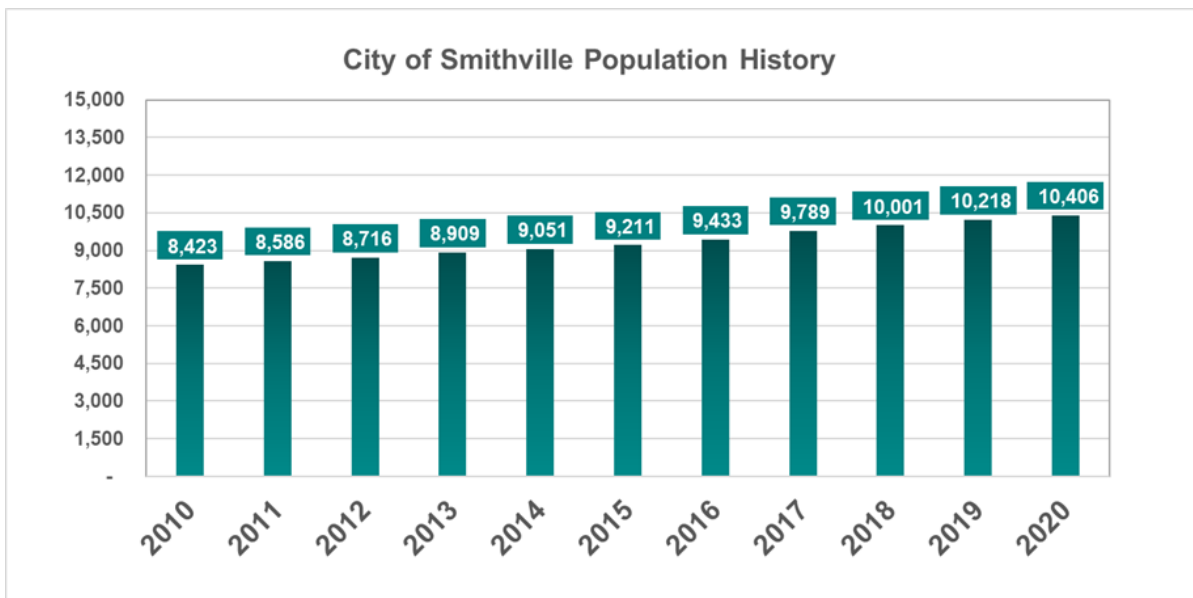
On July 6, 1868, the town of Smithville was incorporated. The City currently operates as a council/administrator form of government. The governing body of the City is the Board of Alderman, which is comprised of six members elected by ward (two alderman per ward), and a Mayor elected at large. The Mayor and each Alderman are elected for two-year terms.

COMMUNITY HISTORY (CONTINUED)

In October 1979, the U.S. Army Corps of Engineers began impounding Smithville Lake, creating what is today a roughly 7,200-acre lake with more than 175 miles of shoreline. Smithville Lake, provides flood damage reduction, recreational opportunities, and water supply and storage capabilities for the City.



Smithville's population has gone through a significant increase over the last twenty years. The population more than doubled from 1990 to 2000, and since 2000, the population has increased by an annual growth rate of about 3.95%. The population growth has been driven by a high performing school district, popular recreational amenities, and proximity to Kansas City, while maintaining a rural feel.



Almost 40% of the Smithville population is comprised of students. Young families are moving to the City to enroll their children into the schools, and this school-age-family subgroup drives the family-friendly nature of the community and the common desire for a safe and secure community. It is expected that Smithville's population will continue to grow, and may even grow faster, given its proximity to the Kansas City International Airport and the construction of the new airport terminal.

COMMUNITY HISTORY (CONTINUED)

City of Smithville Demographic Profile

Demographic Indicators (Data from 2030 Comprehensive Plan)				
Households	Average Household Size	Median Age	Median Household Income	Median Home Value
3,773	2.69	40.2	\$87,826	\$222,510

Demographic indicators for the City of Smithville are shown above which have been sourced from the 2030 Comprehensive Plan.

The City's largest employers are the Smithville School District, Saint Luke's Hospital, and Cosentino's Price Chopper. The City's economy is strong, with the top taxpayers being the Price Chopper, Evergy, Heritage Tractor, Coleman Equipment, and Major Lumber. The Kansas City Metropolitan area is considered broad and diverse, and the City's recent growth will likely lead to future commercial development.

In 2014, the Downtown Smithville Historic District was included in the National Register of Historic Places. In 2019, the City was accepted into the Missouri Main Street Connection program with thanks to additional funding from the Smithville Chamber of Commerce and the Smithville Heritage Business District Association, provides on-site visits from Missouri Main Street Staff, work plan development, regional training, reference materials, and networking to revitalize downtown Smithville.



CITIZEN ENGAGEMENT

2019 DirectionFinder Survey

In 2019, the City of Smithville contracted with ETC Institute, a national leader in market research, which focuses on helping governmental organizations gather survey data to enhance organization performance with an emphasis on customer satisfaction surveys.

The purpose of the survey was to:

- ◇ Objectively assess citizen satisfaction with City services
- ◇ Gather input from residents to help set community priorities
- ◇ Compare the City's current performance to the performance metrics and levels of other communities
- ◇ Assess trends within the community over time

More than 670 DirectionFinder surveys were completed. Responses indicated that Smithville residents generally have a positive perception of the City. Satisfaction with the overall quality of major City services in Smithville rated **9%** above the U.S. average and **14%** above the Missouri and Kansas regional average. Smithville rated at or above the U.S. average in 26 of the 52 specific areas assessed and was at least 5% over the U.S. average in 16 of those areas.

A full priorities report was issued in February 2019 summarizing findings of the survey. Future DirectionFinder surveys will be discussed during each budget process to periodically reassess the citizen opinion of City services and departmental performance. The FY22 Budget includes funds to administer a survey in 2022.

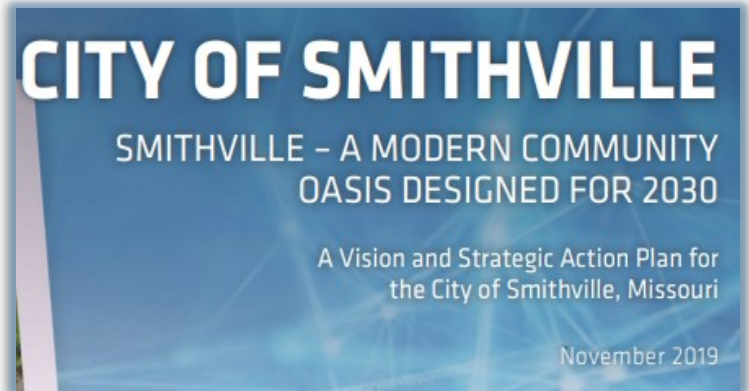


STRATEGIC PLANNING

2019 Citizen Based Strategic Plan

The City of Smithville embarked upon a visioning and strategic planning process in 2019 by contracting with Future IQ, a research and consulting company which specializes in foresight and scenario-based strategic planning, to guide a process to develop a Community Vision and Strategic Action Plan for Smithville.

The Community Vision represents the views of all aspects of the community, reflects core community values, addresses emerging trends and issues, imagines a preferred future, and promotes local action. The Strategic Action Plan directs efforts and resources toward a defined vision for the future, employing a roadmap that is realistic, achievable, and sustainable.



The visioning and strategic planning process aimed to provide responses to the following questions:

- ◇ **What should the City of Smithville become?**
- ◇ **What makes the City of Smithville unique and special and how can the City use these characteristics to prepare for the future?**
- ◇ **How will community stakeholder preferences fit into this vision?**

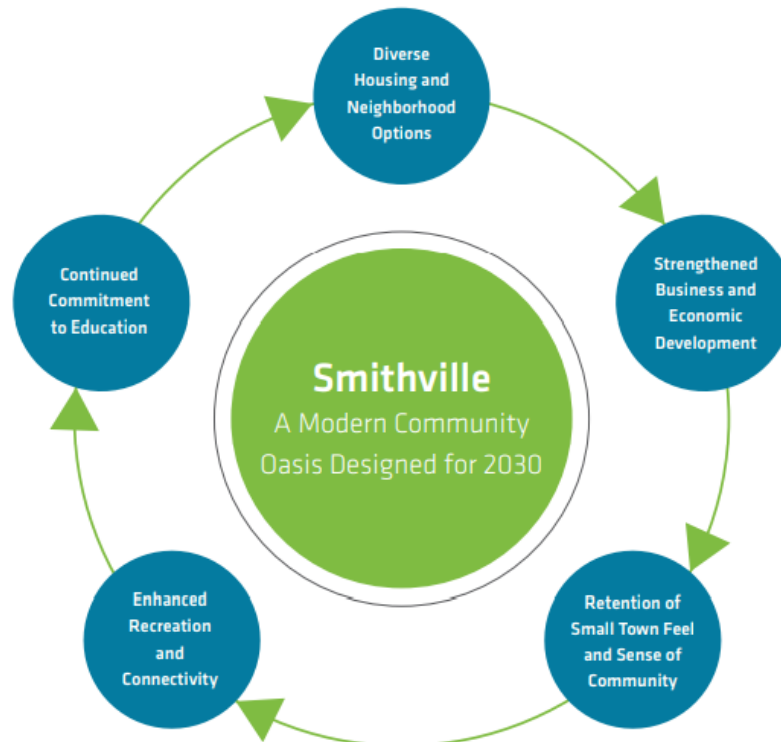
The process included a community survey, a Think Tank workshop, six community engagement sessions, and specific engagement sessions with Smithville High School students to explore the citizen perception of future trends and implications.

STRATEGIC PLANNING (CONTINUED)

This process identified the following vision for the future of Smithville to create along with five strategic pillars to support that vision.

Smithville - A Modern Community Oasis Designed for 2030

- ◇ Continued Commitment to Education
- ◇ Enhanced Recreation and Connectivity
- ◇ Diverse Housing and Neighborhood Options
- ◇ Strengthen Business and Economic Development
- ◇ Retention of Small-Town Feel and Sense of Community



In late September 2019, a Think Tank Reconvene was held, which brought together approximately 50 dedicated community members and stakeholders who have been actively involved in the community visioning project. The Think Tank Reconvene reviewed and validated the initiative's vision and engagement process and began work on the strategic pillars that will serve as the building blocks of the Community Vision and Strategic Action Plan. A full [Vision and Strategic Action Plan](#) was issued in November 2019 identifying a preferred future for the City and strategic actions structured into a proposed roadmap.

STRATEGIC PLANNING (CONTINUED)

2020 Comprehensive Plan

The City of Smithville completed an update of the Comprehensive Plan in 2020 by contracting with Future IQ. The Comprehensive Plan is a foundational document that will guide land-use and planning decisions over the next 10 years while also steering the evolution, look, and feel of the community. The plan is a thoughtful, achievable, and sustainable roadmap for community aspirations. The process had a strong emphasis on community input and engagement. A [Community Portal](#) was created to be the “go-to” place for the Comprehensive Planning process, with results of work to date and the draft maps and plans.



The process involved significant engagement with the community by means of public sessions and task forces with inclusion of the youth voice. To provide continuity to the recent planning process, the Comprehensive Plan update centers its planning elements are the same five strategic pillars that emerged from the 2019 Citizen-based Strategic Plan.

In January 2020, approximately 40 people attended the Comprehensive Planning Launch, which included a recap of the strategic pillars, an introduction to the planning approach and process, and a breakout into interactive working groups to identify the key topic areas involved in each strategic pillar.

In July and August 2020, volunteers who have a particular interest in those key topic areas participated in two rounds of virtual task force meetings to work on integrating the topic areas of the strategic pillars into the comprehensive planning process. The City's Comprehensive Plan was adopted by the Board of Alderman on November 17, 2020.

In July 2021, the Board of Aldermen adopted the Parks & Recreation Master Plan. The Parks & Recreation Master Plan outlines recommendations with future planning for the design and construction of neighborhood parks, recreational amenities, and use of natural space in Smithville.

In 2021, the Board of Aldermen adopted the Transportation Master Plan to identify approaches to addressing the direction of Smithville's transportation future. The plan will provide an overall approach to safety and connectivity for people of all ages who walk, drive, bike, and use other transportation modes.

MISSION, VISION, AND VALUES

City Vision Statement

The City of Smithville Board of Aldermen has a strong history of strategic planning. The Board has proactively identified a vision for the community, established key performance areas, and set priority goals. The Board uses this process to allocate resources, track progress, and evaluate how emerging issues will affect the success of the City and organization.

In 2019, Smithville citizens participated in a community visioning process, augmenting and complementing the work of the governing body. In 2021, the Governing Body once again gathered to not only identify its priorities but also to ensure those priorities were aligned with the feedback generated by the community visioning process.

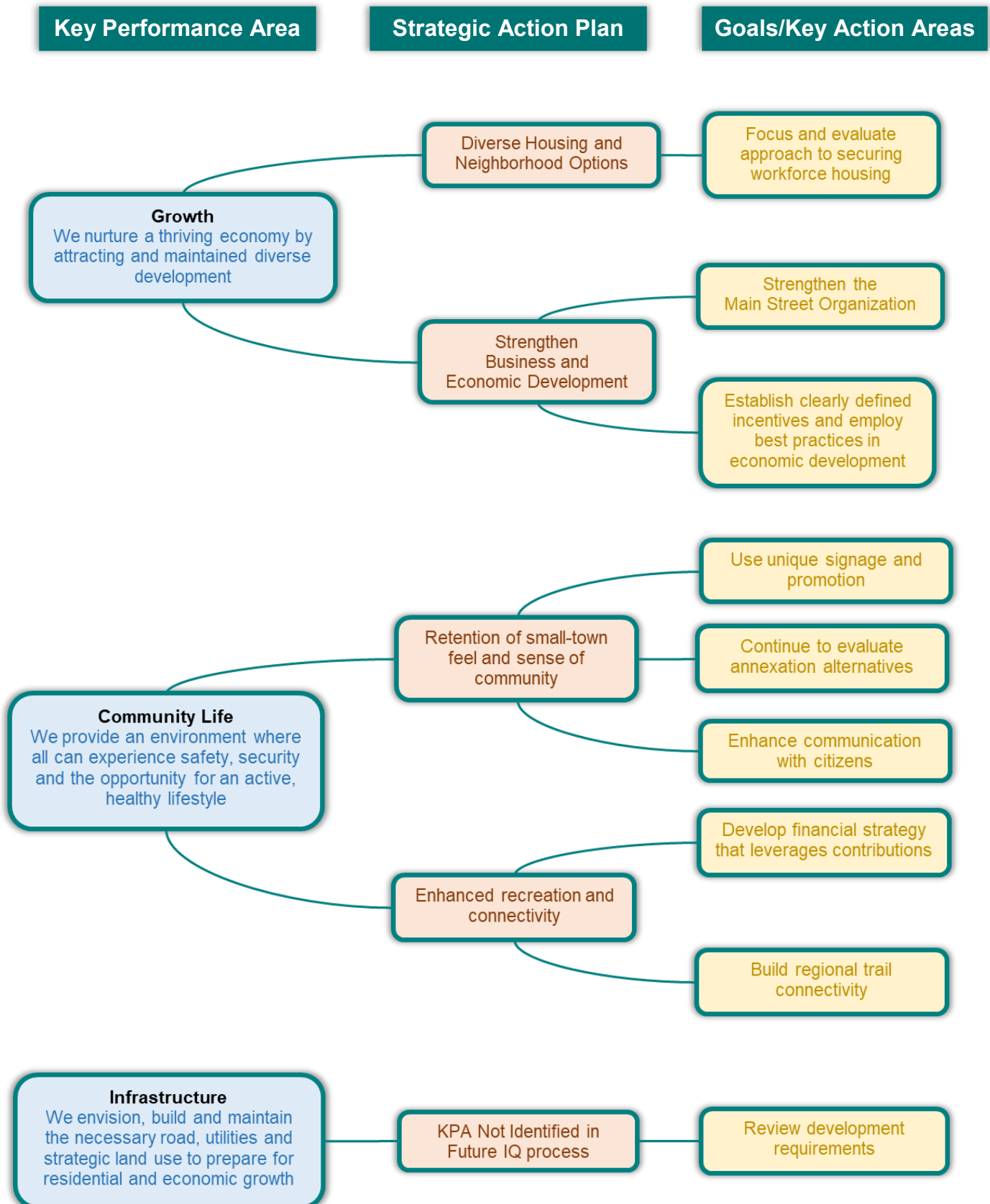
**Smithville builds its future
by embracing growth, encouraging commerce
and cultivating its natural surroundings**

Key Performance Areas

Three years ago, the Governing Body identified five key performance areas - those areas in which the community must have success to move forward. As seen in the table below, growth, community life, and infrastructure are the three key performance areas with governance and finance as the two remaining key areas as values on which the board achieves its work:

	Growth	We nurture a thriving economy by attracting and maintaining diverse development
	Community Life	We provide an environment where all can experience safety, security, and opportunity for an active, healthy lifestyle.
	Infrastructure	We envision, build, and maintain the necessary road, utilities, and strategic land use to prepare for residential and economic growth.
	Governance	We act as a cohesive team, providing the human and physical resources to advance the goals and betterment of the community
	Finance	We maintain public trust through fiscally sound investment of public revenues and resources.

PRIORITY GOALS



GOVERNING BODY

Form of Government

The City of Smithville operates as a council/administrator form of government. The Governing Body of the City is the Board of Aldermen, which is comprised of six members elected by ward (two Aldermen per ward), and a Mayor elected at large. The Mayor and each Alderman are elected to two-year terms.

Municipal elections are held annually in April. To be eligible to qualify for the office of Mayor or Alderman, a candidate must be at least 21 years of age, a citizen of the United States, a resident and inhabitant of the City of Smithville for at least one year prior to the election date, a registered voter, and not owe any outstanding debts to the City of Smithville. Residents who desire to be a candidate must file with the City Clerk annually in December.

A Ward map is depicted on the following page. Ward boundaries were recently redrawn as is the case every ten years with census data review.

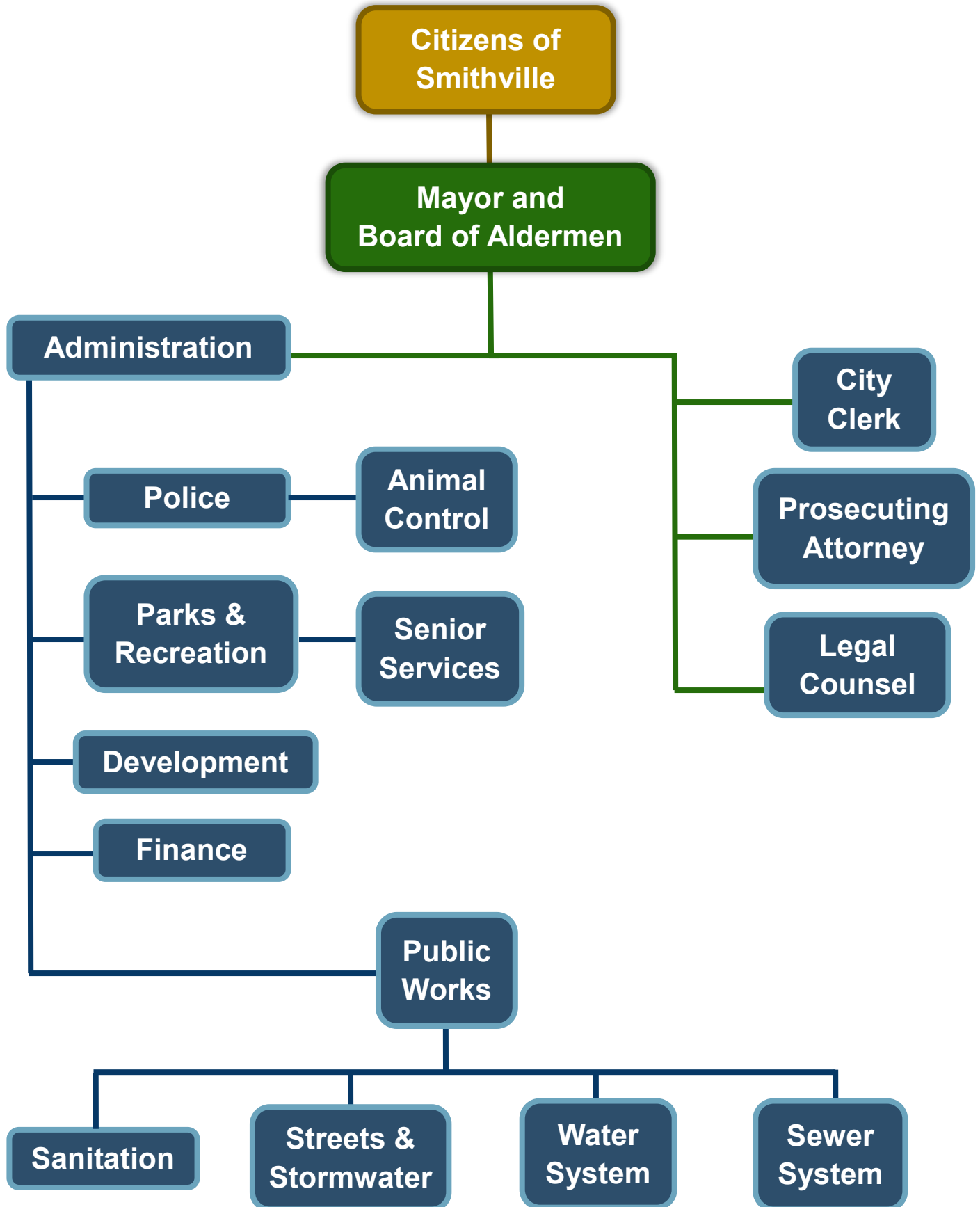
City of Smithville Mayor and Board of Alderman

Representation	Elected Official	Term Length
Mayor	Damien Boley	Term Expires April 2022
Alderman - Ward 1	Dan Ulledahl	Term Expires April 2022
Alderman - Ward 2	Steve Sarver	Term Expires April 2022
Alderman - Ward 3	Marvin Atkins	Term Expires April 2022
Alderman - Ward 1	Dan Hartman	Term Expires April 2023
Alderman - Ward 2	John Chevalier, Jr.	Term Expires April 2023
Alderman - Ward 3	Kelly Kobylski	Term Expires April 2023



Board Chamber (Recently Renovated in 2020)

CITY ORGANIZATIONAL CHART



MANAGEMENT/LEADERSHIP TEAM

City Administrator

Cynthia Wagner

Assistant City Administrator

Anna Mitchell

City Clerk

Linda Drummond

Chief of Police

Jason Lockridge

Parks and Recreation Director

Matthew Denton

Development Director

Jack Hendrix

Finance Director

Stephen Larson

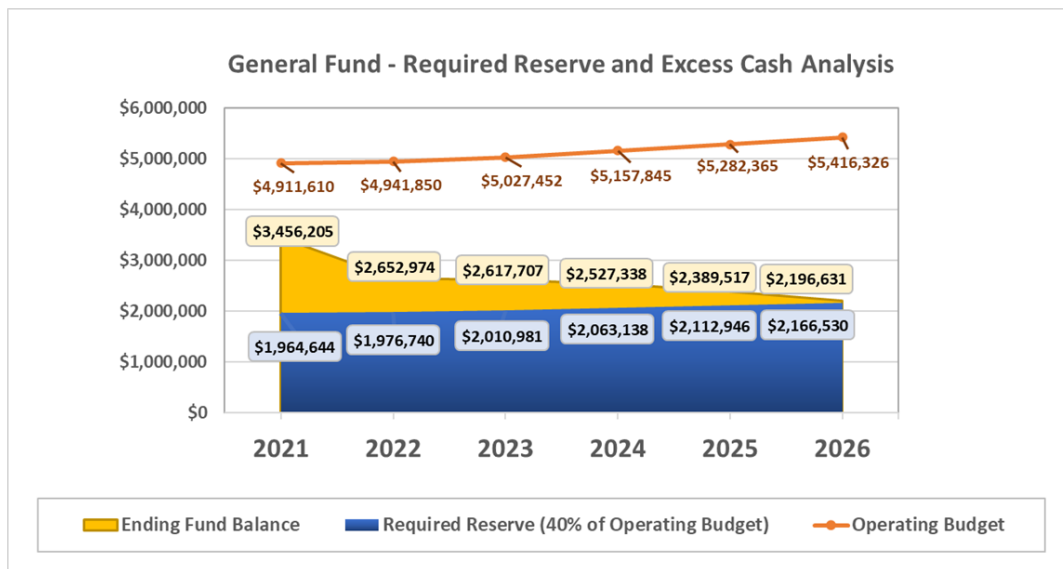
Public Works Director

Chuck Soules

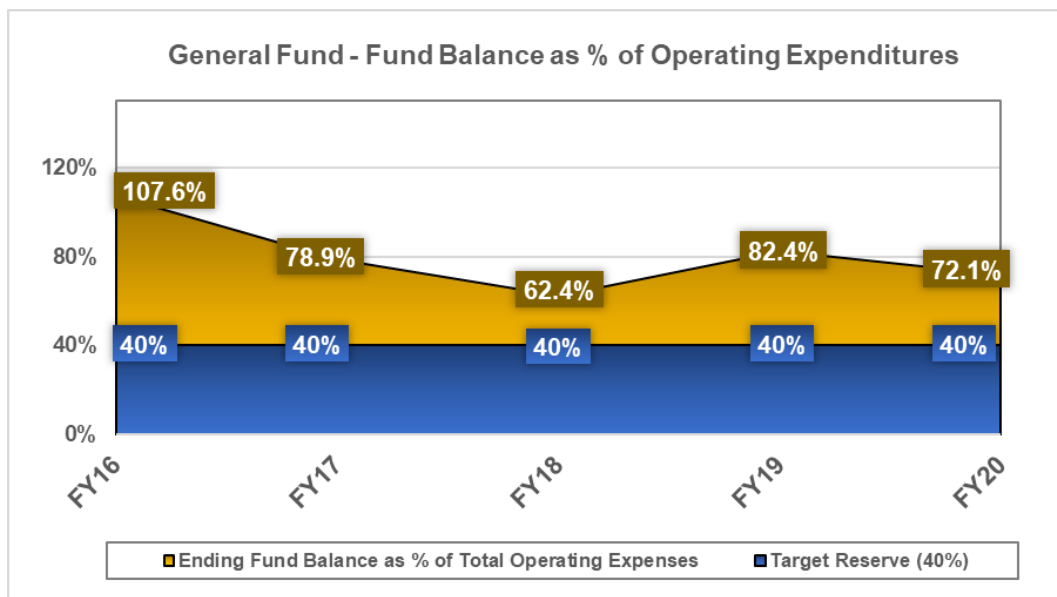
LONG RANGE FINANCIAL PLANNING

The City actively forecasts, reviews and adjusts long term financial plans via a five year forecast which is updated on a monthly basis. Staff continually monitor the amount of projected excess cash (the difference between the projected fund balance and the minimum reserve requirement). This forecast is crucial for staffing, personnel planning and capital improvement planning.

Below is the General Fund Required Reserve and Excess Cash Analysis which is reviewed multiple times by the Board of Alderman during the budget process. There is a **40%** reserve requirement for the General Fund, as outlined in Ordinance No. 2939-15, which has been maintained as seen below in the graphs.

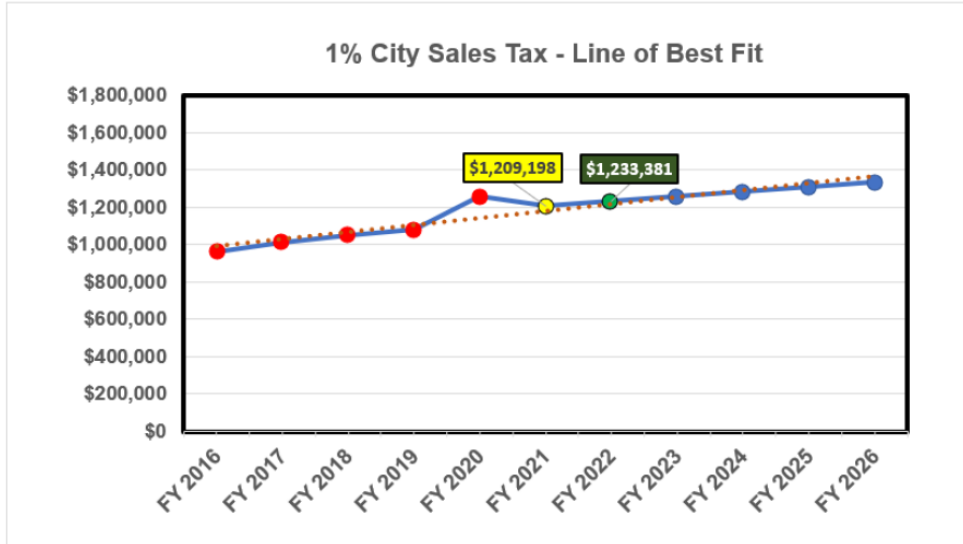


Below is a five year history of the General Fund ending cash balance as a percentage of actual operating expenditures.



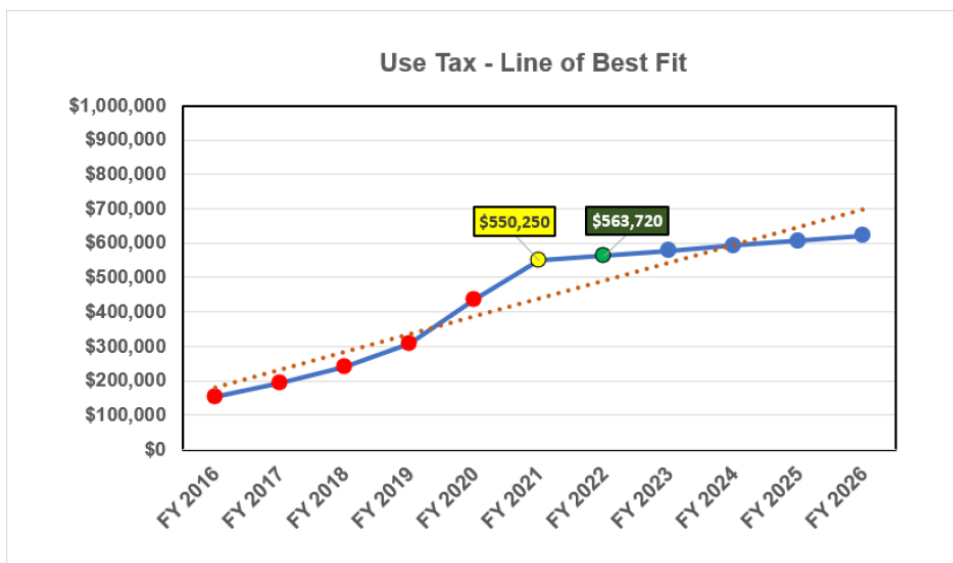
LONG RANGE FINANCIAL PLANNING (CONTINUED)

Long term forecasts for sales tax, franchise fees, building permits, and other major revenues are reviewed monthly. Below is snapshot of the 1% City sales tax long range forecast:



Red	Actuals
Yellow	FY21 Projected
Green	FY22 Proposed
Blue	Projected Out Years

Use taxes, collected for online purchases and deliveries, have also continued to grow. It is likely the COVID 19 pandemic spurred more and more purchases online which factors into the growth in use tax. In addition, the City's use tax rate increased to 2.500% after the addition of the Park and Stormwater Sales Tax (2020) and Capital Improvement Sales Tax (2018). Below is snapshot of City use tax long range forecast:



Red	Actuals
Yellow	FY21 Projected
Green	FY22 Proposed
Blue	Projected Out Years

Long term expenditure forecasts for full time and part time salaries, health insurance benefits, commodities (such as fuel, automotive parts, repairs and maintenance, natural gas, and electricity), and contractual services (such as professional agreements) are also monitored on a five year basis.

BUDGET PROCESS

The City of Smithville budget and fiscal year runs from November 1 to October 31. The Budget is adopted by Ordinance, which requires two readings. Typically, each reading is done at a separate Board of Aldermen meeting. Each winter, a budget calendar is presented to staff and the Board of Aldermen, laying out a timeline for budget preparation, review, and approval. The timeline includes budgetary items such as the Capital Improvement Plan and Schedule of Fees. The FY2022 budget calendar was presented as follows:

FY2022 Budget Timeline	
April 2021	▪ Departmental Budget Meetings
May 2021	▪ FY2021 Revenue Projections Completed
	▪ 5 Year CIP (2022 - 2026) Prioritized and Updated
	▪ Draft FY22 Budget Assembled
June 2021	▪ Departmental Review of Draft FY22 Budget
	▪ Board Discussion on 5-Year Capital Improvement Plan
	▪ Board Discussion on Schedule of Fees
August 2021	▪ CWWWS - Special Workshop
	▪ 1st Budget Workshop - Recommended FY22 Budget
September 2021	▪ 2021 Property Tax Levy Set
	▪ 2nd Budget Workshop (If Needed) - Recommended FY22 Budget
October 2021	▪ Approval of FY22 Budget
	▪ Public Hearing - Water and Sewer Utility Rates
	▪ Amendment to the Schedule of Fees

In April, the Finance Director, City Administrator, and Assistant City Administrator met with department heads to review each departments FY2022 budget priorities, including recommendations for changes to the schedule of fees, anticipated changes to revenues, revisions to expenditure estimates for department line items, capital improvement and outlay requests, and the capital improvements project listing and timeline.

BUDGET PROCESS (Continued)

April 30, 2021 signified the mid-way point of the FY2021 budget year. In May, the Finance Director analyzed six months of year-to-date actual FY2021 revenue and expenditures and calculated FY2021 budget projections. These projections, in coordination with information gathered from the April departmental budget meetings, were utilized in completing a draft of the FY2022 Budget. The April departmental budget meetings also provided the information necessary to update the Five Year Capital Improvement Plan in May 2021.

In June 2021, the Finance Director, City Administrator, and Assistant City Administrator met to review the Employee Handbook, discuss a Classification and Compensation Study, Schedule of Fees, Draft FY2022 Budget, and Five Year Capital Improvement Plan.

In August 2021, the Board of Aldermen approved the Parks and Recreation Master Plan. After formal approval of the plan by the Board, City staff regrouped to insert recommendations from the plan into the 5 Year CIP for the Park and Stormwater Sales Tax Fund. Those recommendations can be found in the Park & Stormwater Sales Tax summary page of the Five Year Capital Improvement Plan.

On August 3, 2021, the Board held a special work session to discuss the south sewer improvement project. The Board recommended the project for the CIP and subsequent rate changes to support the revenue required to fund the project.

On August 17, 2021 the recommended FY22 Budget was presented to the Board of Alderman for the first discussion. The Board provided feedback on recommended revenue and expenditure operating budgets, specific items included and not included in the recommended budget, anticipated one-time revenues, and capital projects included and not included in the recommended budget. The Board examined cash flows and excess cash on hand, and provided recommendations for use and/or conversation of that cash.

In September 2021, the 2021 property tax levy as set according to Section 67.110, RSMo. The FY2022 Budget Ordinance was presented for first reading on October 5th and for the second reading on October 19th.

Amending the Approved Budget

The City Administrator, as Budget Officer, may re-appropriate the approved budget of a Fund without Board approval so long as the total Fund revenues and expenditures remain the same - i.e. the City Administrator is allowed to move \$5,000 in contracted services appropriation to capital outlay appropriation without Board approval.

Changes to the approved budget that do affect total fund revenues and/or expenditures must be approved by Ordinance. Amendments to the FY2021 Budget can be found in Appendix V.

FINANCIAL POLICIES AND BASIS OF ACCOUNTING AND BUDGETING

Chapter 140 - Finance and Taxation

The City of Smithville Code of Ordinances establishes the City's fiscal year, identifies the City Administrator as the Budget Officer, and provides an outline of the process for compilation of, revision of, adoption of, and amendments to the budget. Chapter 140 also guides the setting of the property tax levy and imposition of sales and use taxes.

Chapter 150 - Purchasing Policy

The City of Smithville Code of Ordinances establishes the City's purchasing policy, identifies the Purchasing Agent, and provides an outline for the purchase of goods and services. Numerical limits are identified for formal bid purchases (if the purchase is \$7,500 or greater, formal written contract and Board of Alderman approval required), semi-formal bid purchase (equal to or greater than \$3,500, but less than \$7,500), and purchases made with the discretion of department heads (less than \$3,500).

The Policy Manual outlines several City policies, including the donation and purchasing card policy, and identifies the desired level of various Fund reserves.

Basis of Accounting & Budgeting

The financial statements of the City are prepared on a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America established by the Governmental Accounting Standards Board (GASB). GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The City's policy is to include the following components in the financial statements: all funds, departments, agencies, boards, commissions, and other units for which the City is considered to be financially accountable.

The accounts of the City are organized on the basis of funds. Each fund is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, net position, fund balances, and revenues and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

The next set of pages in the Budget Book summarize the purpose of each fund and provide a five year consolidated financial schedule indicating three years of actual financial history, one year of projected financial activity, and the proposed budget for the fund.

DEBT MANAGEMENT

Debt Policies

In the financial statements, long-term debt and other long-term obligations are reported as liabilities. Bond premiums and discounts are amortized over the life of the bonds using the straight-line method. Bonds payable are amortized over the life of the bonds using the straight-line method and are reported net of the applicable bond premiums or discounts. Bond issuance costs are expensed when incurred. In the financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources, while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Bond Rating

A bond rating provides a general credit risk evaluation. The City's bond rating is the single most important factor that affects the interest rate on the debt issuance.

There are three major agencies which assign credit ratings for municipal bonds: Moody's Investors Service, S&P (Standard and Poor's) Global, and Fitch Ratings. In assigning a rating for general obligation bonds, rating agencies assess the following factors:

- ◇ **Economy**
- ◇ **Debt Structure**
- ◇ **Financial Condition**
- ◇ **Demographic Factors**
- ◇ **Management Practices of Governing Body and Administration**

The following table shows comparable investment grade ratings for the three major rating agencies:

DEBT MANAGEMENT (CONTINUED)

Bond Rating	Moody's Investors Service	S&P Global and Fitch Ratings
Extremely Strong	Aaa	AAA
Very Strong	Aa1, Aa2, Aa3	AA+, AA, AA-
Strong	A1, A2, A3	A+, A, A-
Adequate	Baa1, Baa2, Baa3	BBB+, BBB, BBB-

The City received a “AA-” long-term rating in February 2019 from S&P Global for its most recent debt issuance, the 2019 General Obligation (GO) bonds. “AA-” is considered a “very strong” rating as indicated by the table above. This 2019 rating also affirmed the City’s “AA-” long-term rating on the 2018 GO Bonds and its “A+” long-term rating on the 2018 Certificates of Participation (COPs), which is considered a “strong” rating.

COPs are typically rated one level lower than the City’s general creditworthiness because COPs are secured through the City’s operating budget, meaning the City has pledged to seek annual appropriations from the Combined Water & Wastewater Systems (CWWS) Fund and has considered the affordability of the lease payments in its long-term plans. However, since the CWWS Fund is support by water and wastewater revenue, some risk is associated with that annual appropriation, leading to the lower credit rating. GO bonds are secured by the full faith and credit and taxing power of the municipality, meaning they are generally payable through a debt service property tax levy without limitation as to the taxing rate on all taxable tangible property, real and personal.

DEBT MANAGEMENT (CONTINUED)

The S&P Global rating reflects the following assessments of the City:

- The City has a strong economy with access to the broad and diverse Kansas City metropolitan statistical area.
- The City is adequately managed with standard financial policies and practices under S&P Global Financial Management Assessment methodology.
- The City showcases strong budgetary performance with slight operating surpluses in the General Fund and at the total governmental fund level in FY18.
- The City has very strong budgetary flexibility with an available cash reserve in FY18 of approximately 72% of operating expenditures.
- The City has very strong liquidity with total government available cash at 102.6% of total governmental fund expenditures, 43 times governmental debt service, and access to external liquidity.
- Very weak debt and contingent liability profile, with debt service carrying charges at 2.4% of expenditures and net direct debt that is 238% of total governmental fund revenue.
- Adequate institutional framework.

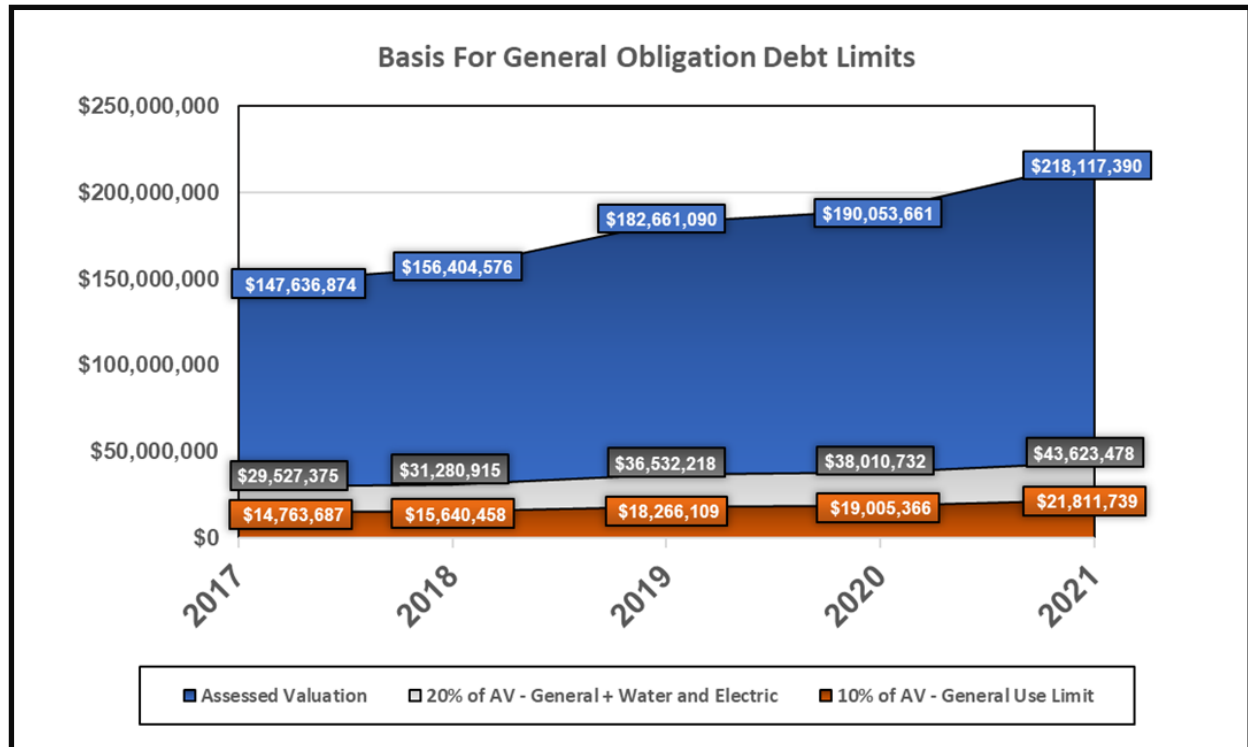
General Obligation Debt Limits

All General Obligation (GO) bonds must be voter-approved. Article VI, Section 26 of the Missouri Constitution limits the amount of GO bonds that may be issued by a municipality for general needs at 10% of the City's assessed valuation (AV). The debt limit is tested at the time of the election to authorize the issuance of the bonds. The maturity date of a GO bond issuance must not be later than 20 years from the date of its issuance. The Missouri Constitution does permit the City to incur GO debt for an additional 10% of the City's AV for the specific purpose of water or electric plant improvements, but the City's total GO debt across all three available platforms cannot exceed 20% of the City's AV. The City's 2021 AV is **\$218,117,390**, meaning the City's GO debt ceiling is **\$43,623,478** (20% of AV) and **\$21,811,739** (10%) may be used for general purposes.

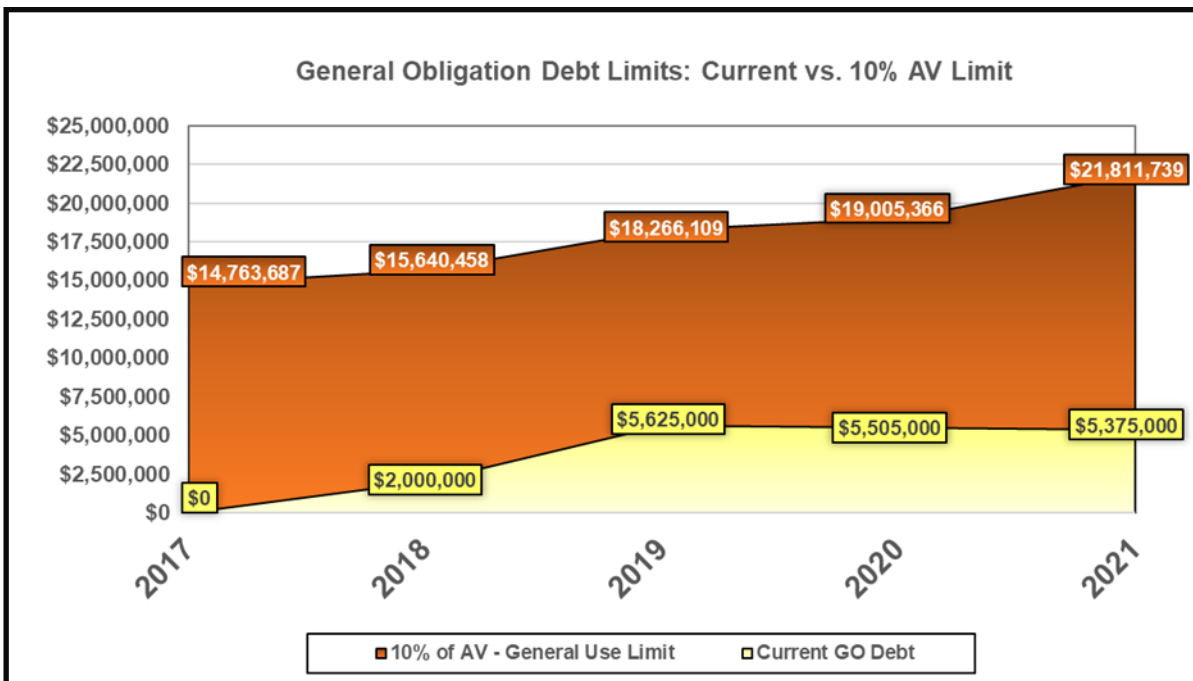
In 2018, voters approved the issuance of \$5,625,000 in GO debt for the City. As of November 1, 2021, the City's GO balance is \$5,375,000, and there is no additional GO debt for specific purposes. See the next page for graphs illustrating the general obligation debt limits.

DEBT MANAGEMENT (CONTINUED)

Below is a graph illustrating the determination of the General Obligation Debt Limits:



Below is a graph illustrating the 10% debt limit compared to actual issued general obligation debt. At this time, the limit greatly exceeds actual issued debt.



DEBT MANAGEMENT (CONTINUED)

Certificates of Participation (COPs), on the other hand, do not need to be voter-approved, and there is no debt ceiling. The City issued COPs in 2012 and 2018 for water and wastewater improvements. As of November 1, 2020, the City has \$8,205,000 in COP debt remaining.

Current general obligations and certificates of participation debt amortization schedules are provided in Appendix I near the end of the Budget Book. Please reference the Table of Contents for the exact page number.

Future Debt Planning

The City continues to proactively identify future infrastructure needs and improvements. Future capital improvement projects which may required funding via debt issuance are outlined below:

Capital Improvement Project	Estimated Cost	Timeline	Instrument	Fund
144th Lift Station and West Bypass	\$3,500,000	FY2022	COP	CWWS
Water Plant Expansion	\$10,000,000	FY2025 and FY2026	COP	CWWS
Construction of Owens Branch Gravity Line Phase #1, Line #2	\$1,900,000	FY2026	COP	CWWS
Wastewater Treatment Plant Expansion Construction	\$5,000,000	FY2026	COP	CWWS
Water Treatment Plant Expansion Construction	\$5,000,000	FY2026	COP	CWWS
Construction of Owens Branch Gravity Line Phase #1, Line #3	\$2,500,000	Outside 2022 - 2026 5 Year CIP	COP	CWWS
Construction of 144th Street to Forest Oaks Gravity Line	\$3,000,000	Outside 2022 - 2026 5 Year CIP	COP	CWWS

TOTAL BUDGET SUMMARY

Below is the presentation of the FY22 Budget summary indicating projected beginning fund balances for FY2022 and projected ending fund balances for FY2022. The proposed revenues and proposed expenditures are reflective of the total budget for all funds for FY2022.

	2022 Projected Beginning Balance	2022 Proposed Revenues	2022 Proposed Expenditures	2022 Projected Ending Balance
General Fund	3,456,205	4,918,620	5,721,850	2,652,974
Capital Improvement Sales Tax Fund	210,270	627,555	575,550	262,275
Capital Projects Fund	6,250	137,000	127,000	16,250
Combined Water/Wastewater Fund	4,643,050	5,119,400	6,485,415	3,277,035
Debt Service Fund	243,592	351,550	339,213	255,929
Park and Stormwater Sales Tax Fund	340,960	627,555	485,000	483,515
Sanitation Fund	58,374	849,530	836,450	71,454
Special Allocation Fund	596,888	570,000	1,166,888	(0)
Transportation Sales Tax Fund	425,196	569,160	782,630	211,727
Vehicle And Equipment Replacement Fund	26,133	284,000	175,749	134,384
American Rescue Plan Act Fund	1,089,138	1,089,162	2,178,300	-
Grand Total	\$ 11,096,056	\$ 15,143,531	\$ 18,874,045	\$ 7,365,543

GENERAL FUND

The General Fund functions as the primary operating fund for the City of Smithville. The General Fund provides the resources necessary to fund a majority of City functions, such as police protection and emergency response, parks maintenance and recreational programs, senior services, code enforcement, permitting, licensing and street and sidewalk maintenance. The General Fund is the recipient of revenue from the 1% city sales tax, the city use tax, property taxes levied on personal and real property, and franchise taxes. Supplementary sources like ticketing fines and forfeitures, building permit fees, business license fees, and recreation fees provide additional support to the fund.

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Beginning Fund Balance	\$ 3,892,306	\$ 3,218,861	\$ 3,728,491	\$ 3,558,070	\$ 3,456,205
General Fund Revenues By Type					
Property Taxes	815,998	855,455	895,583	925,841	935,099
Sales and Use Taxes	1,366,970	1,462,760	1,772,267	1,861,313	1,882,351
Franchise Taxes	819,356	730,518	710,418	668,090	648,090
Licenses, Fees, and Permits	453,607	350,455	390,263	447,225	447,068
Intergovernmental Revenues	424,622	802,981	298,712	325,734	333,892
Charges for Services	160,577	229,922	214,339	262,894	236,270
Fines and Forfeits	173,262	158,463	144,336	141,365	111,500
Interest	141,291	199,475	116,770	45,000	46,800
Other Revenue	131,806	51,833	46,400	56,782	29,210
Transfers In	-	721,965	174,520	448,458	248,340
Total Revenues	\$ 4,487,489	\$ 5,563,827	\$ 4,763,608	\$ 5,182,702	\$ 4,918,620
General Fund Expenses By Type					
Personnel Services	2,819,116	3,107,852	3,318,297	3,361,931	3,689,430
Contractual Services	784,073	444,746	388,535	518,712	691,040
Commodities	765,649	708,690	678,094	834,140	976,780
Capital Outlay	792,097	524,645	549,103	529,785	344,600
Transfers Out	-	268,263	-	40,000	20,000
Total Expenses	\$ 5,160,934	\$ 5,054,197	\$ 4,934,029	\$ 5,284,568	\$ 5,721,850
Net Change in Fund Balance	\$ (673,445)	\$ 509,630	\$ (170,421)	\$ (101,865)	\$ (803,230)
Ending Fund Balance	\$ 3,218,861	\$ 3,728,491	\$ 3,558,070	\$ 3,456,205	\$ 2,652,974

COMBINED WATER & WASTEWATER FUND

The Combined Water & Wastewater Fund accounts for revenues and expenditures related to water and wastewater operations in the City. Nearly 90% of CWWS fund revenues are provided from charges for services, such as the sale of water and wastewater to utility customers. These resources fund expenses related to daily utility operations (repair and maintenance of water lines, sewer lines, lift stations, and pump stations), capital improvement projects, debt payments (principal and interest), and other one-time expenses.

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Beginning Fund Balance	\$ 4,602,303	\$ 10,531,068	\$ 5,497,931	\$ 4,528,147	\$ 4,643,050
CWWS Fund Revenues					
Charges for Services	3,657,681	3,587,837	4,107,090	4,509,851	4,713,680
Impact Fees	528,074	223,988	304,540	357,953	375,000
Other Revenue	37,589	40,597	38,644	46,898	25,720
Interest	14,659	65,858	15,954	5,000	5,000
Transfers In / Debt Proceeds	8,848,370	-	-	-	-
Increase in Customer Deposits	17,763	12,012	12,876	-	-
Total Revenues	\$ 13,104,136	\$ 3,930,292	\$ 4,479,104	\$ 4,919,703	\$ 5,119,400
CWWS Fund Expenses					
Personnel Services	835,512	924,737	1,042,339	1,027,415	1,049,050
Contractual Services	525,889	205,802	381,300	851,360	1,318,756
Commodities	787,082	731,566	798,128	1,386,634	2,138,269
Capital Outlay / Debt Payments	4,964,403	6,998,968	3,052,601	1,330,211	1,734,000
Transfers Out	62,485	102,356	174,520	209,180	245,340
Total Expenses	\$ 7,175,371	\$ 8,963,429	\$ 5,448,888	\$ 4,804,800	\$ 6,485,415
Net Change in Fund Balance	\$ 5,928,765	\$ (5,033,137)	\$ (969,784)	\$ 114,903	\$ (1,366,015)
Ending Fund Balance	\$ 10,531,068	\$ 5,497,931	\$ 4,528,147	\$ 4,643,050	\$ 3,277,035

TRANSPORTATION SALES TAX FUND

The Transportation Sales Tax Fund accounts for a 1/2 cent (0.5%) sales tax which has no expiration date. Per Section 140.120 of the City of Smithville Code of Ordinances, the Transportation Sales Tax became effective July 1, 1989. Transportation Sales Tax Fund expenditures are limited by state statute to the construction, reconstruction, repair, and maintenance of streets, roads, sidewalks, trails, community-owned parking lots, and bridges within the City.

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Beginning Fund Balance	\$ 318,844	\$ 417,228	\$ 355,937	\$ 762,606	\$ 425,196
Transportation Sales Tax Fund Revenues					
Sales Tax (0.5%)	476,958	496,432	582,359	558,000	569,160
Transfers In / Proceeds from	235,232	-	-	-	-
Total Revenues	\$ 712,190	\$ 496,432	\$ 582,359	\$ 558,000	\$ 569,160
Transportation Sales Tax Fund Expenses					
Personnel Services	-	-	-	-	-
Contractual Services	38,276	36,858	37,566	131,010	33,480
Commodities	285,994	520,864	127,624	737,303	158,190
Capital Outlay	289,537	-	10,500	21,960	590,960
Transfers Out	-	-	-	5,138	-
Total Expenses	\$ 613,806	\$ 557,723	\$ 175,691	\$ 895,411	\$ 782,630
Net Change in Fund Balance	\$ 98,384	\$ (61,291)	\$ 406,668	\$ (337,411)	\$ (213,470)
Ending Fund Balance	\$ 417,228	\$ 355,937	\$ 762,606	\$ 425,196	\$ 211,727

SANITATION FUND

The Sanitation Fund accounts for payments from the City to the City's trash and recycling provider as well as the management of the annual Household Hazardous Waste program. The City currently contracts with GFL (Green For Life) for trash, recycling, and bulky item pick-up services. The fund receives revenue from a monthly trash charge paid for by Smithville trash customers. The fund works as a simple "pass through" fund as all revenues received in the form of customer charges offset the City's payments to GFL, the trash and recycling provider.

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Beginning Fund Balance	\$ 35,165	\$ 43,845	\$ 37,499	\$ 55,436	\$ 58,374
Sanitation Fund Revenues					
Charges for Services	735,138	780,004	831,293	867,351	849,530
Total Revenues	\$ 735,138	\$ 780,004	\$ 831,293	\$ 867,351	\$ 849,530
Sanitation Fund Expenses					
Contracted Services	726,458	786,350	813,356	864,412	836,450
Total Expenses	\$ 726,458	\$ 786,350	\$ 813,356	\$ 864,412	\$ 836,450
Net Change in Fund Balance	\$ 8,680	\$ (6,346)	\$ 17,937	\$ 2,938	\$ 13,080
Ending Fund Balance	\$ 43,845	\$ 37,499	\$ 55,436	\$ 58,374	\$ 71,454

SPECIAL ALLOCATION FUND

The Special Allocation Fund is the recipient of TIF property tax revenue over and above the property tax base, the recipient of TIF EATs (Economic Activity Taxes), and the recipient of the 1% CID Sales/Use tax revenue generated from the Smithville Marketplace CID. Revenues collected and receipted for the Special Allocation Fund are subject to administrative costs and developer reimbursement requests for eligible expenses per the TIF and CID Agreement. Requests submitted by the developer for reimbursement are presented to the Board of Alderman for approval.

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Beginning Fund Balance	-	-	\$ -	\$ 8,260	\$ 596,888
Special Allocation Fund Revenues					
Property Taxes	-	-	-	20,000	20,000
Sales and Use Taxes	-	-	8,260	571,628	550,000
Total Revenues	-	-	\$ 8,260	\$ 591,628	\$ 570,000
Special Allocation Fund Expenses					
Personnel Services	-	-	-	-	-
Contractual Services	-	-	-	-	1,163,888
Commodities	-	-	-	-	-
Transfers Out	-	-	-	3,000	3,000
Total Expenses	-	-	\$ -	\$ 3,000	\$ 1,166,888
Net Change in Fund Balance	-	-	\$ 8,260	\$ 588,628	\$ (596,888)
Ending Fund Balance	-	-	\$ 8,260	\$ 596,888	\$ (0)

CAPITAL IMPROVEMENT SALES TAX FUND

The Capital Improvement Sales Tax Fund is a 1/2 cent (0.5%) sales tax which became effective October 1, 2018 and sunsets on December 31, 2038. The sales tax is imposed for the purpose of funding, financing, operating and maintaining capital improvements. Capital Improvement Sales Tax funds are obligated for transfer to the Debt Service Fund to provide support for debt service principal and interest payments.

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Beginning Fund Balance	-	-	\$ 323,829	\$ 347,270	\$ 210,270
Capital Improvement Sales Tax Fund Revenues					
Sales Tax (0.5%)	-	451,246	579,721	615,250	627,555
Total Revenues	-	\$ 451,246	\$ 579,721	\$ 615,250	\$ 627,555
Capital Improvement Sales Tax Fund Expenses					
Personnel Services	-	-	-	-	-
Contractual Services	-	-	-	-	97,000
Commodities	-	-	-	-	-
Capital Outlay	-	-	-	410,060	-
Transfers Out	-	127,417	556,280	342,190	478,550
Total Expenses	-	\$ 127,417	\$ 556,280	\$ 752,250	\$ 575,550
Net Change in Fund Balance	-	\$ 323,829	\$ 23,441	\$ (137,000)	\$ 52,005
Ending Fund Balance	-	\$ 323,829	\$ 347,270	\$ 210,270	\$ 262,275

DEBT SERVICE FUND

The Debt Service Fund accounts for the accumulation of resources for, and the payment of, long-term debt principal and interest. Payments (expenditures) from the Debt Service Fund follow set repayment schedules for debt issued by the City. The Debt Service Fund carries an informal reserve which is intended to be sufficient enough to cover the first debt service payments of a fiscal year without the need for additional cash transfers. The Debt Service Fund receives revenues (in the form of an annual transfer) from the Capital Improvement Sales Tax Fund to pay for long term debt payments.

	Actual FY18		Actual FY19		Actual FY20		Projected FY21		Proposed FY22	
Beginning Fund Balance	-	\$	-	\$	-	\$	231,262	\$	243,592	
Debt Service Fund Revenues										
Transfers In	-		127,417		556,280		342,190		351,550	
Total Revenues	-	\$	127,417	\$	556,280	\$	342,190	\$	351,550	
Debt Service Fund Expenses										
Capital Outlay / Debt Payments	-		127,417		325,018		329,860		339,213	
Total Expenses	-	\$	127,417	\$	325,018	\$	329,860	\$	339,213	
Net Change in Fund Balance	-	\$	-	\$	231,262	\$	12,330	\$	12,337	
Ending Fund Balance	-	\$	-	\$	231,262	\$	243,592	\$	255,929	

CAPITAL PROJECTS FUND

The Capital Projects Fund is utilized to account for large, and often, multi-year construction projects for the City. Revenue sources for the fund include proceeds received from debt issued, grant or match reimbursements, and transfers in from other funds. In past years, the fund has housed revenues and expenses related to the completion of the Downtown Streetscape and the Main Street Trail capital improvement projects.

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Beginning Fund Balance	\$ -	\$ 2,008,898	\$ 1,960,537	\$ 1,261,031	\$ 6,250
Capital Project Fund Revenues					
Other Revenue	-	-	-	6,250	10,000
Intergovernmental	-	-	-	290,439	-
Transfers In / Debt Proceeds	2,075,886	4,182,447	-	5,138	127,000
Interest	-	-	-	-	-
Total Revenues	\$ 2,075,886	\$ 4,182,447	\$ -	\$ 301,827	\$ 137,000
Capital Project Fund Expenses					
Personnel Services	-	-	-	-	-
Contractual Services	-	297,430	102,834	59,436	-
Commodities	-	-	-	-	-
Capital Outlay / Debt Payments	66,988	3,313,769	596,672	1,497,172	127,000
Transfers Out	-	619,609	-	-	-
Total Expenses	\$ 66,988	\$ 4,230,808	\$ 699,506	\$ 1,556,608	\$ 127,000
Net Change in Fund Balance	\$ 2,008,898	\$ (48,361)	\$ (699,506)	\$ (1,254,781)	\$ 10,000
Ending Fund Balance	\$ 2,008,898	\$ 1,960,537	\$ 1,261,031	\$ 6,250	\$ 16,250

PARK AND STORMWATER SALES TAX FUND

The Park and Stormwater Sales Tax Fund accounts for a voter approved 1/2 cent (0.5%) sales tax which became effective October 1, 2020 through September 30, 2040. The Park and Stormwater Sales Tax fund was created as a part of the FY21 budget process. The sales tax may be used for the purpose of operating, maintaining, funding, and/or financing parks and recreation needs and stormwater control.

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Beginning Fund Balance	-	-	-	-	\$ 340,960
Park & Stormwater Sales Tax Fund Revenues					
Sales Tax (0.5%)	-	-	-	565,960	627,555
Total Revenues	-	-	-	\$ 565,960	\$ 627,555
Park & Stormwater Sales Tax Fund Expenses					
Personnel Services	-	-	-	-	-
Contractual Services	-	-	-	50,000	210,000
Commodities	-	-	-	-	-
Capital Outlay	-	-	-	175,000	275,000
Transfers Out	-	-	-	-	-
Total Expenses	-	-	-	\$ 225,000	\$ 485,000
Net Change in Fund Balance	-	-	-	\$ 340,960	\$ 142,555
Ending Fund Balance	-	-	-	\$ 340,960	\$ 483,515

VEHICLE AND EQUIPMENT REPLACEMENT FUND

The Vehicle and Equipment Replacement Fund (VERF) accounts for expenses related to the management of the City's vehicle fleet. The VERF was created as a part of the FY21 budget process which included the approval of an agreement between the City and Enterprise Fleet Management to lease "white fleet", or non-police vehicles for City use. Ideally, building up and retaining a cash balance of \$500,000 in the VERF is desirable in order to re-purchase the entire fleet if the City would decide to forgo the lease agreement with Enterprise Fleet Management.

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Beginning Fund Balance	-	-	-	-	\$ 26,133
VERF Revenues					
Sale of Personal Property & Leased Vehicles	-	-	-	51,971	244,000
Transfers In	-	-	-	40,000	40,000
Total Revenues	-	-	-	\$ 91,971	\$ 284,000
VERF Expenses					
Contractual Services	-	-	-	65,838	175,749
Total Expenses	-	-	-	\$ 65,838	\$ 175,749
Net Change in Fund Balance	-	-	-	\$ 26,133	\$ 108,251
Ending Fund Balance	-	-	-	\$ 26,133	\$ 134,384

CARES FUND

The CARES (Coronavirus Aid, Relief, and Economic Security Act) Fund was established by the City to account for Federal stimulus money received in response to the COVID-19 pandemic. In 2020, the City received \$945,400 in CARES funding, which was distributed by Clay County, Missouri. The City obligated and expended all CARES revenues and the fund is projected to finish FY21 with no cash balance and no future anticipated revenues or expenses in FY22 or beyond.

	Actual FY18		Actual FY19		Actual FY20		Projected FY21		Proposed FY22	
Beginning Fund Balance	\$	-	\$	-	\$	-	\$	588,259	\$	-
CARES Fund Revenues										
Intergovernmental		-		-		945,400		-		-
Interest		-		-		751		-		-
Total Revenues	\$	-	\$	-	\$	946,151	\$	-	\$	-
CARES Fund Expenses										
Personnel Services		-		-		8,784		472		-
Contractual Services		-		-		175,200		251,352		-
Commodities		-		-		25,879		56,497		-
Capital Outlay		-		-		148,029		40,650		-
Transfers Out		-		-		-		239,288		-
Total Expenses	\$	-	\$	-	\$	357,892	\$	588,259	\$	-
Net Change in Fund Balance	\$	-	\$	-	\$	588,259	\$	(588,259)	\$	-
Ending Fund Balance	\$	-	\$	-	\$	588,259	\$	-	\$	-

AMERICAN RESCUE PLAN ACT (ARPA) FUND

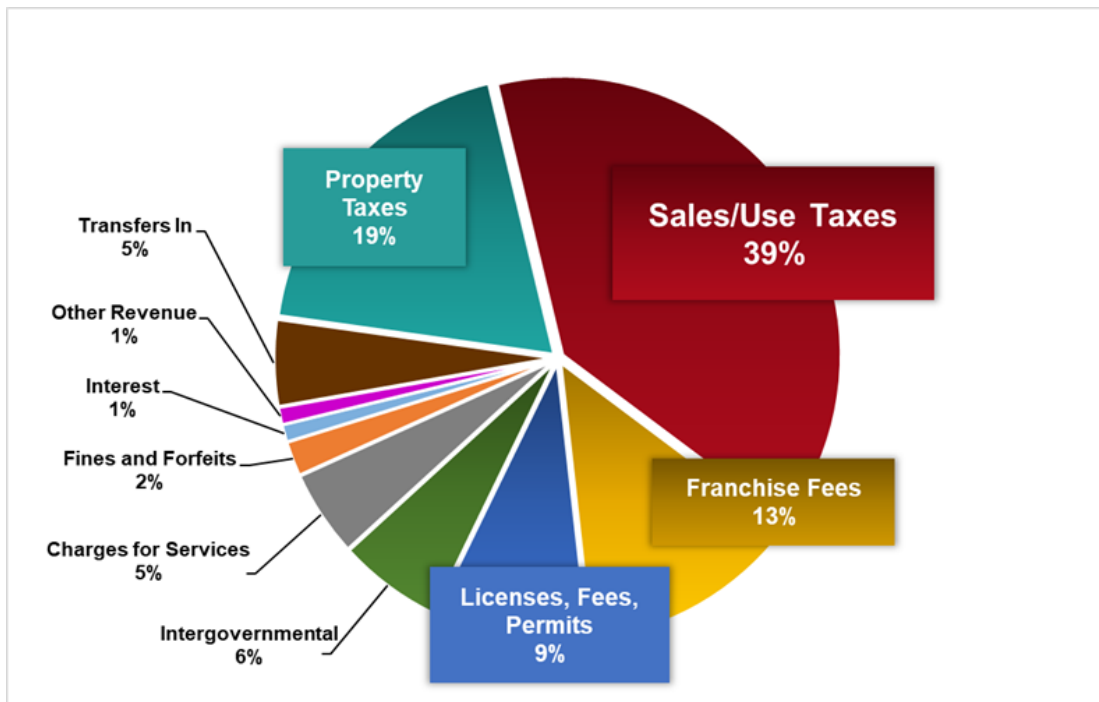
Congress passed the ARPA (American Rescue Plan Act) on March 11, 2021 to provide fiscal relief to local governments as a result of the COVID-19 pandemic. The ARPA appropriates \$19.53 billion to U.S. states for distribution to non-entitlement units of local government (NEUs) which constitutes those cities, towns, and villages with a population under 50,000. The City of Smithville ARPA revenue estimate is \$2,178,300 which spans FY21 and FY22. The City has planned to utilize the ARPA funding for the Raw Water Pump Station, Zebra Mussel, Valve Control capital improvement project (as seen in the five year CIP).

	Actual FY18		Actual FY19		Actual FY20		Projected FY21		Proposed FY22	
Beginning Fund Balance	\$	-	\$	-	\$	-	\$	-	\$	1,089,138
ARPA Fund Revenues										
Intergovernmental		-		-		-		1,089,138		1,089,162
Interest		-		-		-		-		-
Total Revenues	\$	-	\$	-	\$	-	\$	1,089,138	\$	1,089,162
ARPA Fund Expenses										
Capital Outlay		-		-		-		-		2,178,300
Total Expenses	\$	-	\$	-	\$	-	\$	-	\$	2,178,300
Net Change in Fund Balance	\$	-	\$	-	\$	-	\$	1,089,138	\$	(1,089,138)
Ending Fund Balance	\$	-	\$	-	\$	-	\$	1,089,138	\$	-

GENERAL FUND REVENUE OVERVIEW

A pie chart illustrating the breakdown of General Fund revenues is shown below. Sales and Use taxes is the largest form of revenue for the City and make up **39%** of the total. Property taxes make up **19%**, and is the 2nd largest category of revenue. Franchise fees for electricity, natural gas, telecommunications, cable television, and utilities are collected and comprise the 3rd largest category of revenue at **13%**.

FY22 General Fund Revenue Budget By Category Type



The table below shows examples of key revenues found in the remaining categories:

Licenses, Fees, Permits	Building Permits, Business Licenses, Motor Vehicle Fees
Intergovernmental	Motor Fuel Tax, Grant Revenue, SRO Agreement Revenue
Charges for Services	Campground Fees, Athletic Field Rental, Youth & Adult Recreation Fees
Fines and Forfeits	Traffic Violations, DUIs
Interest Earnings	Interest Earned from Cash Balance at Bank
Other Revenue	Sponsorships, Animal Shelter Fees, Sale of Personal Property
Transfers In	Revenue Transferred In from Other Funds

SALES TAX OVERVIEW

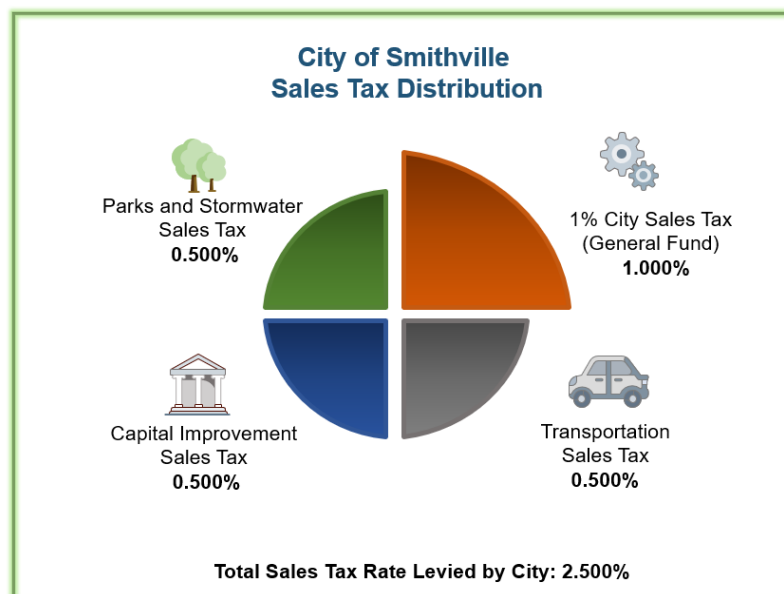
The City of Smithville total sales tax rate is **8.475%**. Nearly half of this total sales tax rate is effective for the State of Missouri. Clay County, the Smithville Area Fire Protection District, and the KC Zoo District also have rates enacted. The City of Smithville sales tax rate is 2.500%. For consumer activity occurring in the Smithville Marketplace CID (located at 15700 N US 169 Highway), the total rate is **9.475%**, which includes a 1% Community Improvement District (CID) sales tax.

City of Smithville - Sales Tax Rate Breakdown

Jurisdiction	Effective Rate
State of Missouri	4.225%
Clay County	1.125%
City of Smithville	2.500%
Smithville Area Fire Protection District	0.500%
Kansas City Zoological District	0.125%
Total Rate in City	8.475%

Smithville Marketplace (1% CID Sales Tax)	1.000%
Total Rate for Smithville Marketplace	9.475%

The City of Smithville total sales tax rate is comprised of 4 specific sales taxes. There is a 1% City Sales Tax for the General Fund and three Special Sales Taxes. Each of the Special sales taxes have specific spending restrictions and are routed to specific budgeted funds for accounting purposes. The fund summaries, seen later in the Budget Book, outline the restrictions on how these monies may be spent.



PROPERTY TAX OVERVIEW

The City holds a public hearing and approves its mill levy rate for personal and real estate property taxes before October 1st each year. Property tax bills are mailed in mid-November by the County Collected and payments are due by December 31st each year. As seen in the revenue overview, property tax is the second largest revenue source for the General Fund, although many residents believe 100% of the property tax they pay goes to the City. However, the City is, in fact, only one of several taxing jurisdictions which make up the property tax bill. The table below lists the certified 2020 property tax mill levy rates for all Smithville taxing jurisdictions.

2020 Certified Tax Levies

Taxing Jurisdictions	2020 Tax Levies
Smithville School District	5.1000
City of Smithville	0.4484
Smithville Area Fire Protection District	0.4261
Northland Regional Ambulance District	0.4221
Mid-Continent Public Library	0.3696
Clay County Services	0.1736
Clay County Developmental Disabilities	0.1130
Clay County Health	0.0942
Clay County Mental Health	0.0942
State of Missouri	0.0300
Grand Total Tax Levy	7.2712

The table below illustrates the calculations for the assessed value on a home with an appraised (market) value for \$250,000.

Assessed Value for \$250,000 Residential Home		
Appraised Value	\$	250,000
Residential Assessment Factor		19.00%
Assessed Value (19% of Appraised Value)	\$	47,500

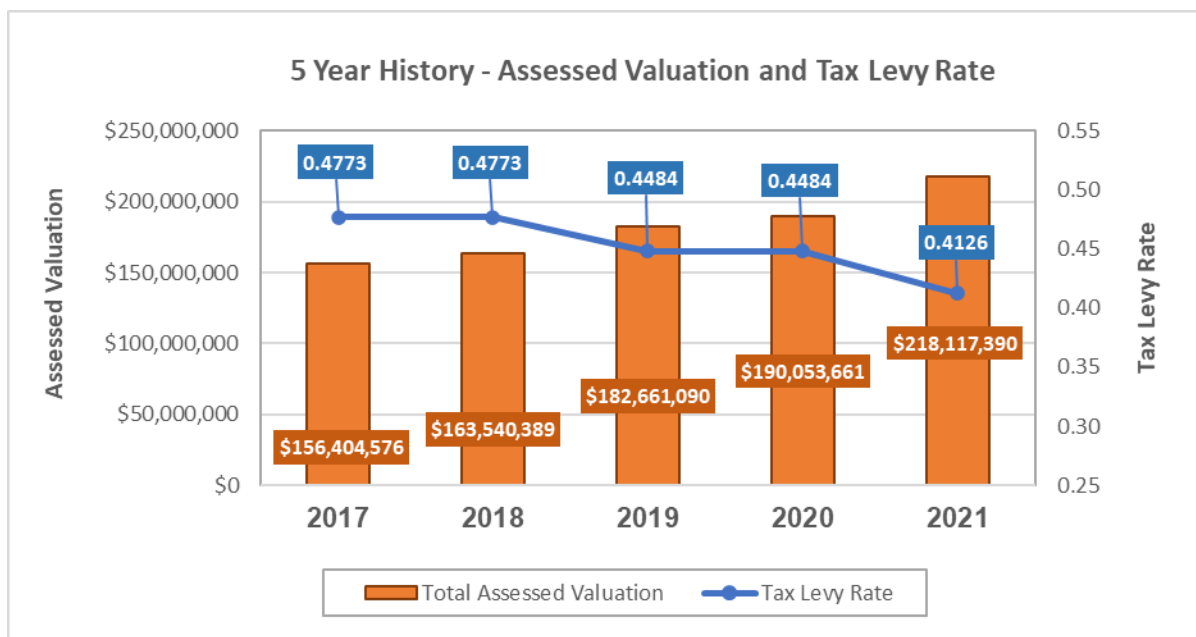
Multiplying the appraised (market) value of the home by the assessment factor results in the calculated assessed valuation for the residential property. Assessment factors are determined by the classification of property. The assessment factor for residential real property is **19%**. Agricultural property is assessed at a **12%** assessment rate and commercial property is assessed at a **32%** assessment rate.

PROPERTY TAX OVERVIEW (CONTINUED)

The table below illustrates the property taxes paid on the \$250,000 example home on the previous page. In this example, the total assessed valuation of \$47,500, divided by 100, multiplied by the mill levy rate, will give an approximate amount of the total property tax revenues billed in each year. About 70% of the property taxes owed go to the Smithville School District, followed by the City of Smithville at 6% and the Smithville Area Fire Protection District at 6%.

\$250,000 Residential Home Example Breakdown of Taxes Paid on 2020 Tax Levies		% of Total Paid
Smithville School District	\$ 2,422.50	70%
City of Smithville	\$ 212.99	6%
Smithville Area Fire Protection District	\$ 202.40	6%
Northland Regional Ambulance District	\$ 200.50	6%
Mid-Continent Public Library	\$ 175.56	5%
Clay County Services	\$ 82.46	2%
Clay County Developmental Disabilities	\$ 53.68	2%
Clay County Health	\$ 44.75	1%
Clay County Mental Health	\$ 44.75	1%
State of Missouri	\$ 14.25	1%
Grand Total Property Taxes Paid	\$ 3,453.82	100%

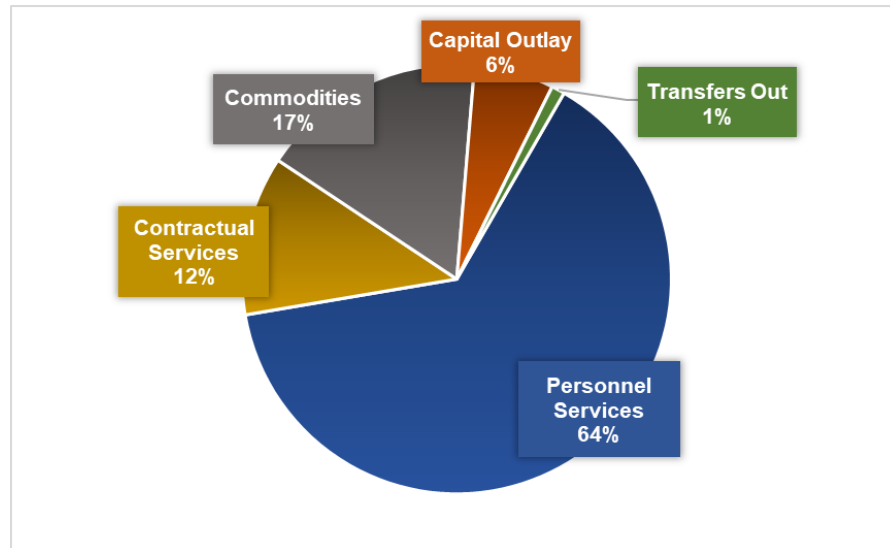
The graph below depicts the history of the City's assessed valuation and tax levy rate for the last five years. Assessed valuation has continued to grow in the City of Smithville, year-over-year, while the tax levy rate has steadily decreased.



GENERAL FUND EXPENDITURE OVERVIEW

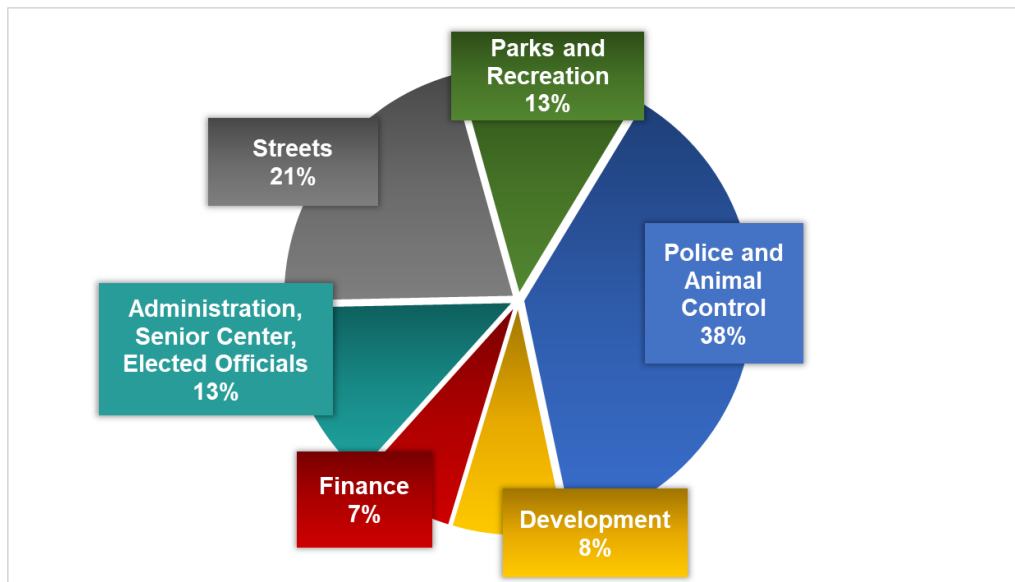
The City of Smithville is a public service organization and which is reflected through the makeup of the General Fund Budget. **65%** of the budget is for personnel services comprised of full-time salaries, part-time salaries, seasonal salaries, fringe benefits, and retirement expenses. **17%** of the budget is comprised of commodities which includes fuel, electricity, natural gas, and repairs and maintenance. Contractual Services, Capital Outlay, and Transfers Out make up the rest.

FY22 General Fund Expenditure Budget - By Spending Category



A pie chart illustrating the breakdown of General Fund expenditures by department is shown below. Public Safety (Police & Animal Control), Parks and Recreation and Streets comprise **72%** of the total General Fund budget. The remaining departments make up the rest of the General Fund budget. The total FY22 General Fund expenditure budget is **\$5,721,850**.

FY22 General Fund Expenditure Budget - By Department



GENERAL FUND EXPENDITURE OVERVIEW (CONTINUED)

Below is a table showcasing highlights of General Fund expenditures found in the FY22 Budget.

FY22 Expenditure Highlight	Department	FY22 Expenditure Description and FY22 Budget Amount
Main Street Program	Administration	Participation in the Main Street Program allows for positive economic impact and revitalization in Downtown Smithville through an annual written work plan (\$20,000) .
Neighborhood Beautification Grant	Administration	Grant funding to HOA's (Home Owner Association) to make improvements such as signage or park land structure to improve the look, beauty, and aesthetic of the City (\$25,000) .
GIS and Asset Management Program	Streets	A GIS system provides data to support maintenance and CIP development, provide an inventory of infrastructure conditions, as well as support to traffic management and snow operations (\$100,000 in General Fund and \$100,000 in CWWS Fund)
Plan Scanner	Streets & Development	Purchase/lease a wide format plotter/printer for in-house printing of large maps and scanning of large planning documents (\$10,000 in General Fund and \$10,000 in CWWS Fund) .
Transportation Master Plan (Complete Plan)	Streets	The City has contracted with Toole Design Group to create a Transportation Master Plan. The plan is expected to be completed in its entirety in 2022 (\$60,000 to Finish Project)
Streets/Parks Facility Engineering	Streets	The City has identified a need to improve operational facilities for the Parks and Recreation Department and Streets Department (Public Works). The City is contracting with Bartlett and West to complete engineering for facility (\$250,000) .
VERF Annual Support	Streets	The General Fund will provide annual VERF support to ensure adequately reserves and buildup of fund balance in the VERF (\$20,000 in support from the General Fund and \$20,000 in support from the CWWS Fund) .
Police Radio Purchase (Complete Purchase)	Police	The City will be replacing portable police radios in order to stay in constant contact with the dispatch center and other officers. This must be completed because of the transition to a full encrypted system by the end of the 2021 calendar year (\$26,000) .
Police Vehicle Purchase	Police	The City is planning to replace three police vehicles either through a cooperative bid or leasing vehicles with Enterprise Fleet Management (\$135,000 for 3 Vehicles) .
Records Management System (Complete RMS Installation)	Police	The City has contracted with Centralsquare Technologies to install the new RMS System. A go-live date is anticipated for mid to late October 2021 (\$19,000 to Finish Project) .
Phase II and Phase III Campground Electrical Upgrades	Parks & Recreation	Parks and Recreation will work with Mr. Electric of Clay County to complete remaining campground upgrades at Smith's Fork Campground (\$75,000)

ELECTED OFFICIALS

The City's elected officials (formally referred to as the "Board of Alderman") act as the Governing Body of the City. The Board of Alderman is empowered by state law to make laws and regulations with respect to municipal affairs. The Board of Alderman is composed of six members serving staggered, two-year terms. The Mayor is empowered by state law to carry out the laws and regulations set by the Board of Alderman and is also elected to a two-year term.



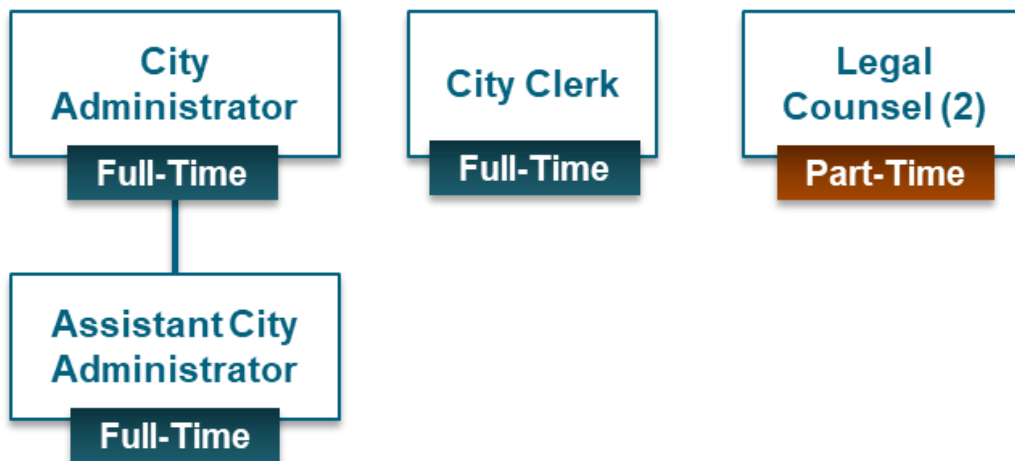
Department Financial and Budget Schedule

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Elected Officials					
Personnel Services	16,309	15,547	15,689	16,020	16,340
Contracted Services	-	77,952	1,865	6,700	20,710
Commodities	33,626	46,759	15,170	17,837	16,670
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Grand Total	\$ 49,936	\$ 140,258	\$ 32,723	\$ 40,557	\$ 53,720

ADMINISTRATION

The primary function of the Administration department is to implement policies adopted by the Board of Alderman. The department works to accomplish this goal by proposing recommendations regarding the budget, capital improvement projects, legislative policy, and service programs. The department is responsible for maintaining all official records, municipal code, Board agendas, meeting minutes, and maintain the City seal. In addition, the department performs economic development activities related to the overall economic environment of the community and coordinates all aspects of human resources in the organization.

Organizational Chart



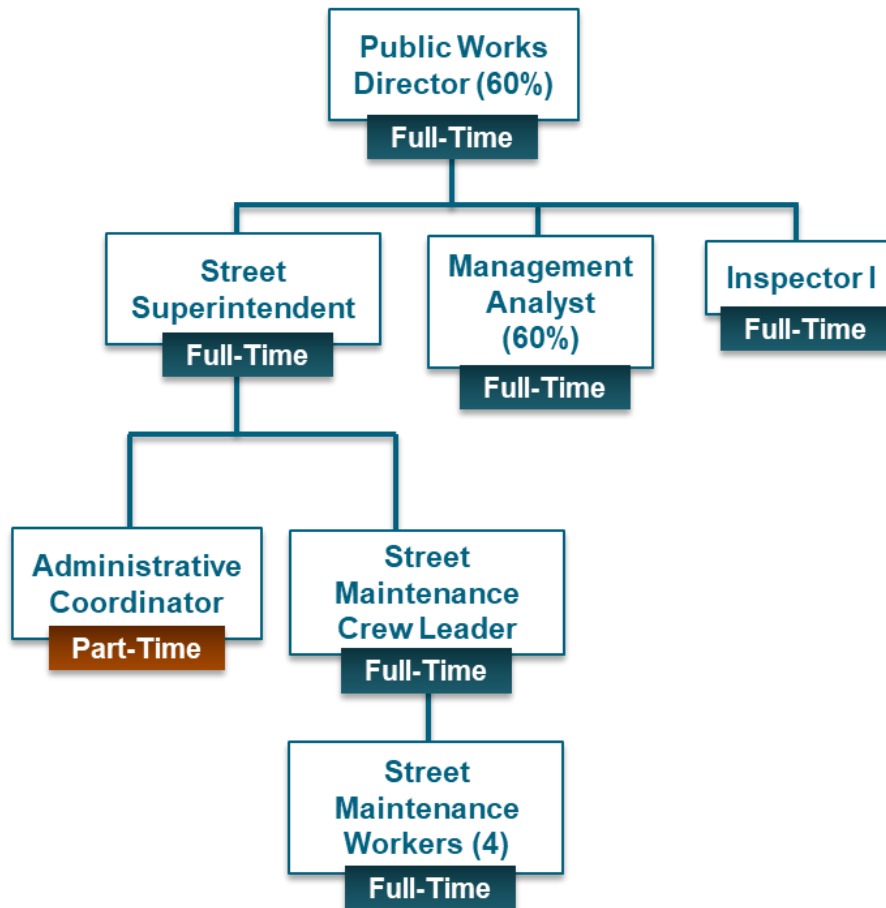
Department Financial and Budget Schedule

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Administration					
Personnel Services	297,412	404,557	452,281	427,919	379,560
Contracted Services	132,966	30,761	118,550	82,990	70,220
Commodities	137,289	69,435	59,381	72,591	61,490
Capital Outlay	(322)	268,423	103,030	361,903	105,000
Transfers Out	-	-	-	-	-
Grand Total	\$ 567,346	\$ 773,177	\$ 733,242	\$ 945,402	\$ 616,270

STREETS (PUBLIC WORKS)

The Streets Division of the Public Works Department provides maintenance of City streets, storm drains, curbs, gutters, and sidewalks. Street maintenance staff repair and maintain City-owned streetlights, street signage, rights-of-way, and perform pothole repair. During winter months, street maintenance staff treat streets and plow snow to provide the citizens of the City safety while traveling on City roads.

Organizational Chart



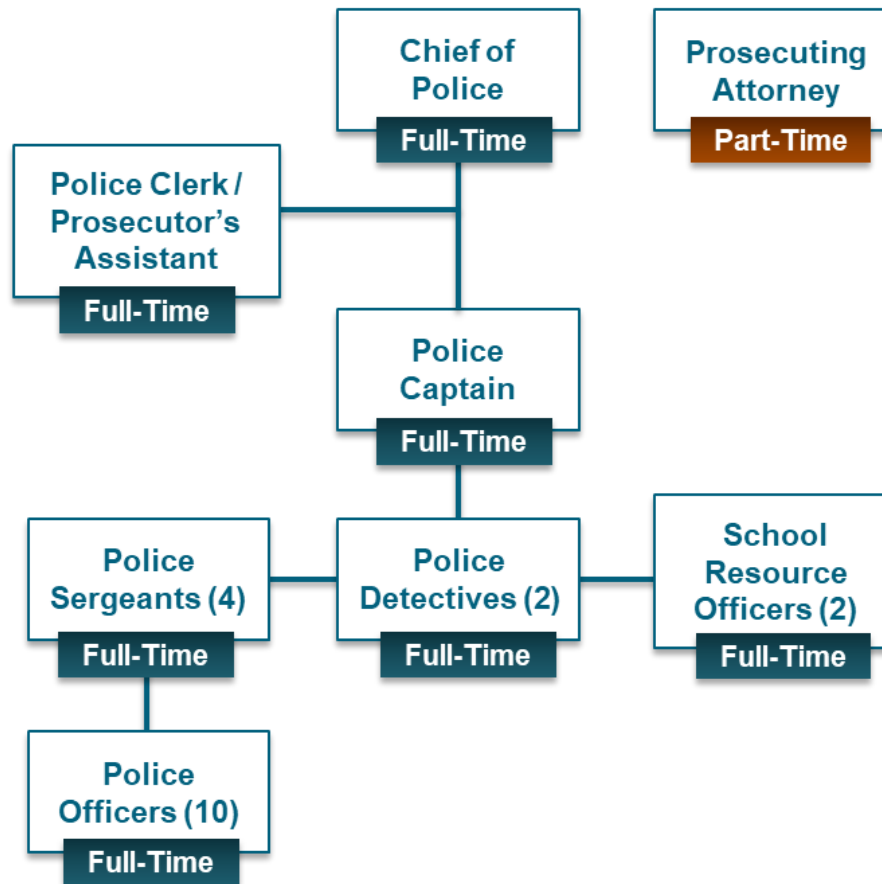
Department Financial and Budget Schedule

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Streets (Public Works)					
Personnel Services	353,607	398,439	473,069	587,128	633,560
Contracted Services	349,839	120,369	2,564	111,930	320,480
Commodities	106,136	118,532	128,760	143,513	254,680
Capital Outlay	620,113	-	421,239	-	5,000
Transfers Out	-	268,263	-	40,000	20,000
Grand Total	\$ 1,429,694	\$ 905,604	\$ 1,025,632	\$ 882,572	\$ 1,233,720

POLICE

The Police Department is responsible for uniform police patrol services, investigations, School Resource Officer programs, and animal control. The Police Department operates 27/4 in two, twelve hour shifts. Emergency calls are routed to officers through the Platte County Sheriff's Office Dispatch. The City and Smithville R-II School District work together to provide two dedicated, full-time school resource officers during the school year.

Organizational Chart



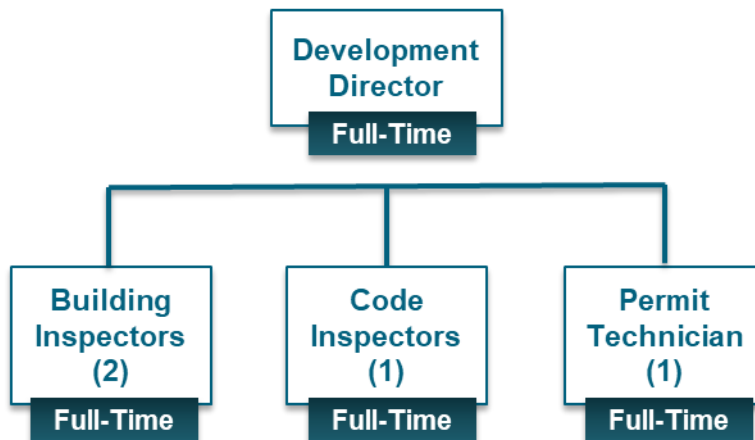
Department Financial and Budget Schedule

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Police					
Personnel Services	1,224,779	1,355,675	1,481,081	1,421,362	1,616,810
Contracted Services	75,305	81,681	88,251	156,890	119,800
Commodities	206,253	189,946	206,346	240,923	243,550
Capital Outlay	144,995	103,697	23,026	164,717	228,600
Transfers Out	-	-	-	-	-
Grand Total	\$ 1,651,332	\$ 1,730,999	\$ 1,798,704	\$ 1,983,892	\$ 2,208,760

DEVELOPMENT

The Development Department is responsible for reviewing and commenting on proposed developments, reviewing compliance with all zoning regulations and development ordinances, processing applications for plats, rezoning and completing site plan revisions, as well as issuing special use permits. The department is also responsible for maintaining compliance of the City codes and ordinances with enforcement through residential and commercial construction, and the maintenance of existing properties and structures.

Organizational Chart



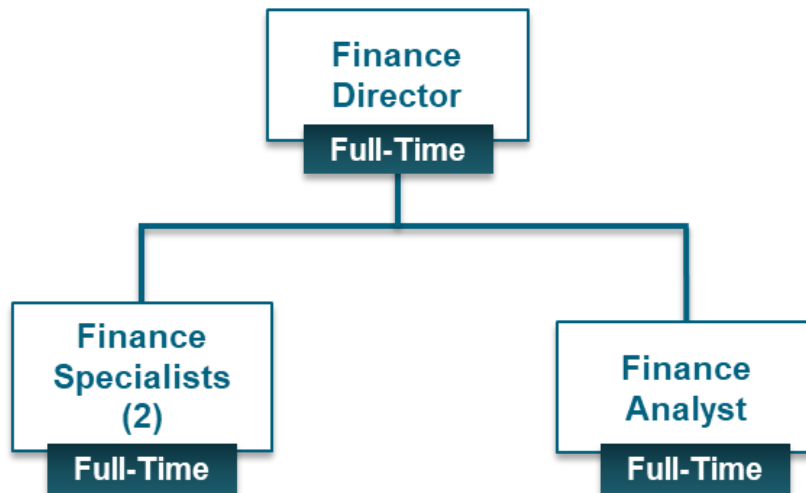
Department Financial and Budget Schedule

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Development					
Personnel Services	347,436	337,420	345,119	342,813	371,500
Contracted Services	106,451	31,717	49,215	36,661	30,610
Commodities	35,972	48,090	47,392	56,006	55,440
Capital Outlay	791	-	1,068	1,161	6,000
Transfers Out	-	-	-	-	-
Grand Total	\$ 490,649	\$ 417,228	\$ 442,795	\$ 436,642	\$ 463,550

FINANCE

The Finance Department is responsible for the development and review of department policies and procedures, budgeting, debt financing, cash management, investments, and banking relations. The Finance department processes accounts payable weekly, processes payroll bi-weekly, and is responsible for the billing and collection of animal licenses, business licenses, taxes, and utilities. The Finance Department produces all major financial documents of the City, including the annual budget, the budget book, and the comprehensive listing of schedule of fees.

Organizational Chart



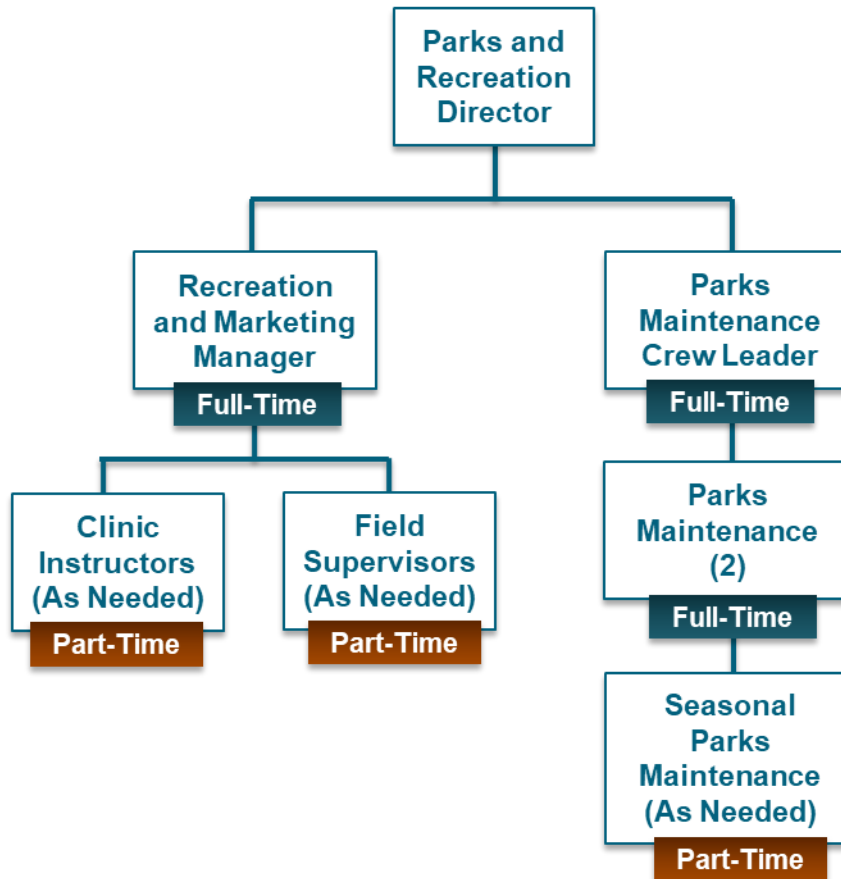
Department Financial and Budget Schedule

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Finance					
Personnel Services	199,955	218,536	223,656	205,411	283,620
Contracted Services	46,815	24,551	21,749	33,740	38,010
Commodities	31,708	49,910	57,499	59,535	66,650
Capital Outlay	-	2,525	-	2,000	-
Transfers Out	-	-	-	-	-
Grand Total	\$ 278,478	\$ 295,523	\$ 302,904	\$ 300,686	\$ 388,280

PARKS AND RECREATION

The Parks and Recreation Department provides quality, innovative, and progressive leisure opportunities while providing attractive, accessible, and well-maintained parks and public facilities for citizens and community visitors. The department is responsible for the maintenance and daily upkeep of all City parks and public facilities including City Hall and the Senior Center. In addition, the department also oversees a variety of youth and adult recreation programs as well as the operation of Smith's Fork Campground.

Organizational Chart



Department Financial and Budget Schedule

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Parks & Recreation					
Personnel Services	291,546	337,873	327,400	361,278	388,040
Contracted Services	59,870	64,277	69,440	70,930	71,940
Commodities	168,797	167,120	150,384	229,480	263,350
Capital Outlay	26,520	150,000	741	4	-
Transfers Out	-	-	-	-	-
Grand Total	\$ 546,733	\$ 719,270	\$ 547,966	\$ 661,692	\$ 723,330

ANIMAL CONTROL

The City operates Megan's Paws and Claws, which provides for the care and safeguarding of dogs which have been impounded. Care is provided by city staff until the rightful owner claims the dog or until the dog is adopted. The shelter is currently located at 1 Helvey Park Drive and Utility Division staff assist with the maintenance and care of the shelters and dogs.

Department Financial and Budget Schedule

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Animal Control					
Personnel Services	-	-	-	-	-
Contracted Services	1,376	4,249	6,421	6,000	6,000
Commodities	18,870	1,371	2,892	3,100	3,100
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Grand Total	\$ 20,246	\$ 5,620	\$ 9,313	\$ 9,100	\$ 9,100

SENIOR CENTER

The Senior Center is a facility owned by the City which is leased to a not-for-profit organization. The Senior Center is also made available to the public for rental for private events. Please see the City's Comprehensive Schedule of Fees Listing for more information regarding rental of the Senior Center. The Senior Center is located at 113 West Main Street.



Department Financial and Budget Schedule

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Senior Services (Center)					
Personnel Services	-	-	-	-	-
Contracted Services	11,451	9,152	6,026	12,870	13,270
Commodities	17,031	12,848	10,270	11,155	11,850
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Grand Total	\$ 28,482	\$ 22,000	\$ 16,295	\$ 24,025	\$ 25,120

MUNICIPAL COURT

The Municipal Court administered court proceedings as a division of Clay County Circuit Court. The court was transferred to the Clay County Circuit Court in January 2019 per an Ordinance adopted by the Board of Aldermen in late 2018. In FY19, actual expenses incurred included 6 months of personnel costs for the Court Administrator. Midway through 2019, the position was reclassified to Police Clerk and salary and benefit costs were transferred to the Police Department through the remainder of the budget year. In addition, commodity expenses related to the operation of the City Municipal Court were transferred to Clay County for the remainder of the year.

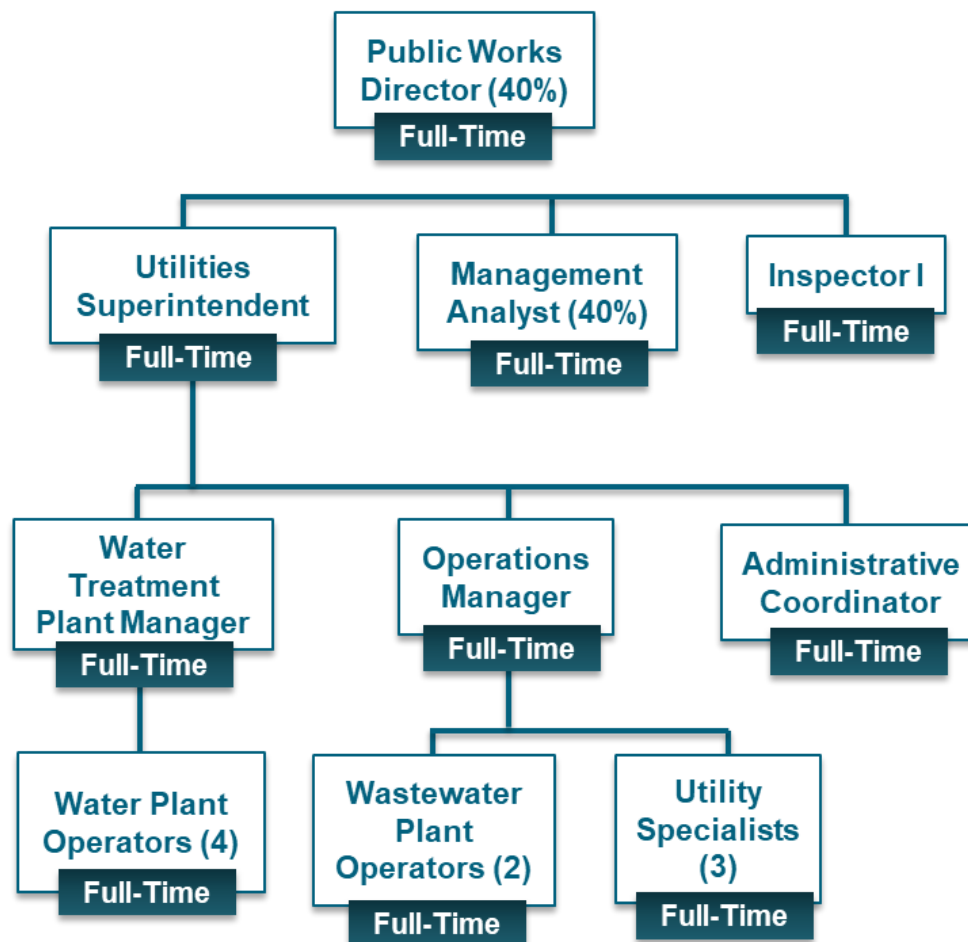
Department Financial and Budget Schedule

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Municipal Court					
Personnel Services	88,071	39,804	-	-	-
Contracted Services	-	35	-	-	-
Commodities	9,973	4,677	-	-	-
Capital Outlay	-	-	-	-	-
Transfers Out	-	-	-	-	-
Grand Total	\$ 98,044	\$ 44,516	\$ -	\$ -	\$ -

UTILITIES (PUBLIC WORKS) (CWWS FUND)

The Utilities Division of the Public Works Department provides maintenance of City water lines, the water distribution system, City sewer lines, lift stations, and pump stations. The department oversees the operation of the City's water treatment plant and the City's wastewater treatment plant. Water is pumped in from Smithville Lake.

Organizational Chart



Department Financial and Budget Schedule

	Actual FY18	Actual FY19	Actual FY20	Projected FY21	Proposed FY22
Utilities					
Personnel Services	835,512	924,737	1,042,339	1,027,415	1,049,050
Contracted Services	525,889	205,802	381,300	851,360	1,318,756
Commodities	787,082	731,566	798,128	1,386,634	2,138,269
Capital Outlay	4,964,403	6,998,968	3,052,601	1,330,211	1,734,000
Transfers Out	62,485	102,356	174,520	209,180	245,340
Grand Total	\$ 7,175,371	\$ 8,963,429	\$ 5,448,888	\$ 4,804,800	\$ 6,485,415

CAPITAL IMPROVEMENT PLAN

The City of Smithville Capital Improvement Plan (CIP) is a multi-year plan for capital investments in the City's infrastructure, facilities, and equipment. The CIP aids in planning for future challenges, as well as addressing the City's current needs. A CIP is critical to achieving the strategic plan because it connects city development, implements the recommendations of master plans, and works as a major financial plan for large capital investments. While master plans are formulated to establish long range (5-15 years) development plans that reflect community priorities, the CIP is generally a more short-range plan with project recommendations outlined over a 5-year period from the master plans. In this way, the CIP serves as a planning document to completing long-term needs and goals originating from the master plans.

Many of the capital improvement projects found in the CIP are sourced from the following master plans:

- Comprehensive Plan
- Water Master Plan
- Wastewater Master Plan
- Transportation Master Plan
- Parks and Recreation Master Plan
- Stormwater Master Plan (To Be Bid and Completed)
- Police Facility Needs Assessment (To Be Completed)



Contracted construction workers finish mill and overlay on a neighborhood street in the Rock Creek Subdivision in 2021

City of Smithville 5 Year Capital Improvement Plan



Plan Prepared by City of Smithville Finance and Administration Departments

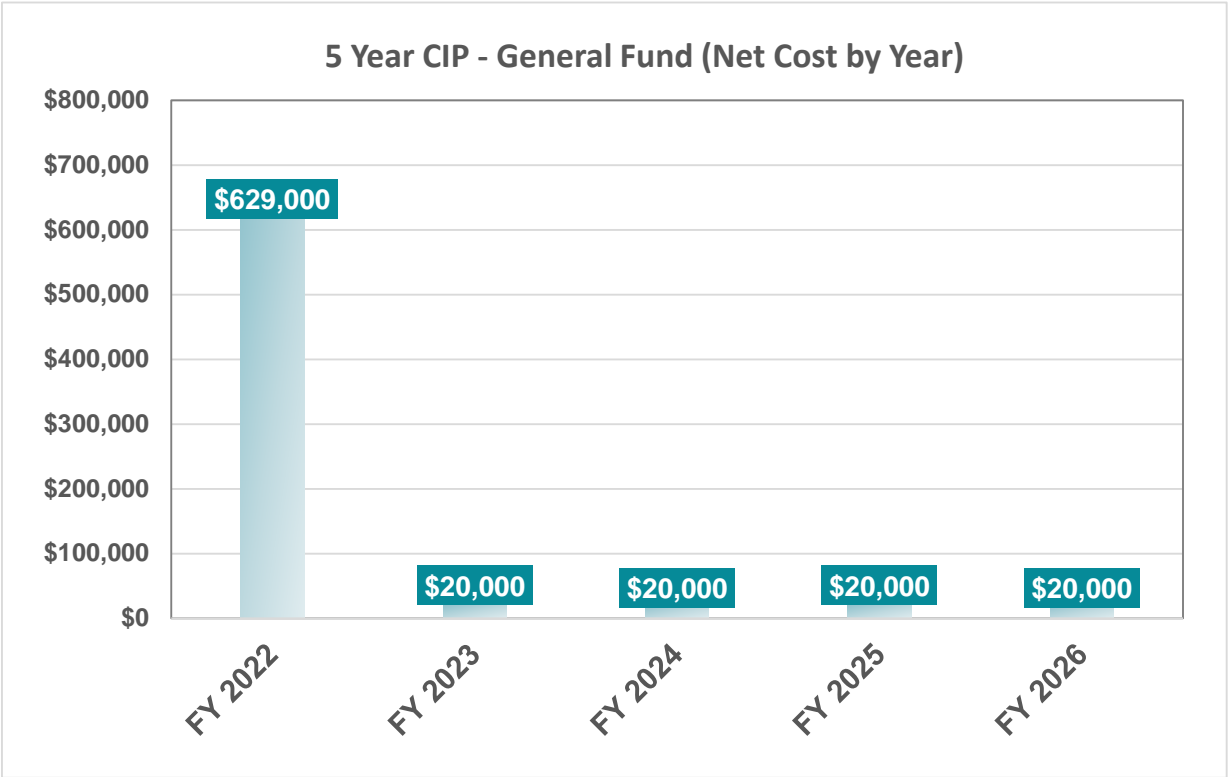
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5 Year Capital Improvement Plan - General Fund

Capital Improvement Project Name	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Campground Electrical Upgrade (Phases II and III)	Parks & Recreation	\$75,000	-	-	-	-
GIS/Asset Management	Public Works - Streets	\$100,000	-	-	-	-
Vehicle & Equipment Replacement Fund Transfer	Public Works - Streets	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Public Work/Streets Facility Engineering	Public Works - Streets	\$250,000	-	-	-	-
Records Management System (Complete Project)	Police	\$19,000	-	-	-	-
Transportation Master Plan (Complete Project)	Public Works - Streets	\$60,000	-	-	-	-
Streetscape Phase 2 (Complete Project)	Public Works - Streets	\$105,000	-	-	-	-
Grand Total		\$629,000	\$20,000	\$20,000	\$20,000	\$20,000

Project Totals By City Department	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Parks & Recreation	\$75,000	-	-	-	-
Public Works - Streets	\$535,000	\$20,000	\$20,000	\$20,000	\$20,000
Police	\$19,000	-	-	-	-
Grand Total (Net Cost)	\$629,000	\$20,000	\$20,000	\$20,000	\$20,000



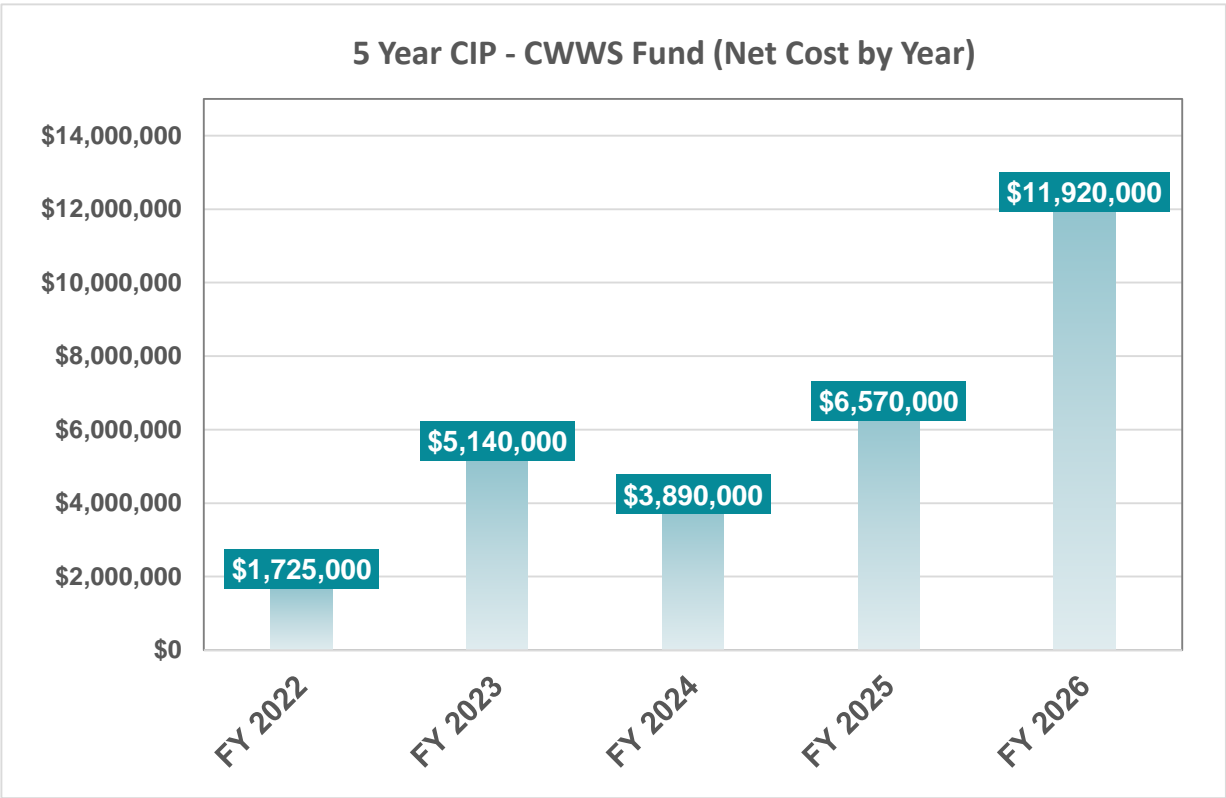
5 Year CIP Total
\$709,000

Pending Projects Outside 5 Year CIP - General Fund

Pending Projects	Department Name	Cost Estimate
City Hall Improvements - Police Reconfiguration	Police	\$245,000
Police Dept Building - Engineering & Construction	Police	To Be Determined
INCODE 10 Software Upgrade	Finance	\$50,000
Streets & Parks Facility Building Construction	P&R/PW	\$4,000,000
Grand Total (Net Cost)		\$4,295,000

5 Year Capital Improvement Plan - Combined Water and Wastewater Fund

Capital Improvement Project Name	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Vehicle & Equipment Replacement Fund Transfer	Public Works - Utilities	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Complete Authorizations No. 89, No. 92, and No. 93	Public Works - Utilities	\$185,000	-	-	-	-
Highland Drive Sewer Improvements (Construction)	Public Works - Utilities	\$100,000	-	-	-	-
4th Street and 4th Terrace (Engineering)	Public Works - Utilities	\$60,000	-	-	-	-
4th Street and 4th Terrace (Construction)	Public Works - Utilities	\$300,000	-	-	-	-
Floating Aerator	Public Works - Utilities	\$200,000	-	-	-	-
Water Plant Lagoon Cleaning	Public Works - Utilities	\$150,000	-	-	-	-
HVAC System (Wastewater Plant)	Public Works - Utilities	\$20,000	-	-	-	-
GIS/Asset Management	Public Works - Utilities	\$50,000	-	-	-	-
UV Lights (Wastewater Plant)	Public Works - Utilities	\$40,000	-	-	-	-
Utility Rate Study (Impact Fees/User Charges)	Public Works - Utilities	\$25,000	-	-	-	-
Woods Court Lift Station Rehab	Public Works - Utilities	\$40,000	-	-	-	-
West Bypass 144th Lift Station (Engineering/ROW)	Public Works - Utilities	\$500,000	-	-	-	-
Highway 169 and Bridge Street Waterline Improvement	Public Works - Utilities	\$35,000	-	-	-	-
144th Street Lift Station (Construction)	Public Works - Utilities	-	\$1,500,000	-	-	-
West Bypass 144th Lift Station (Construction)	Public Works - Utilities	-	\$2,000,000	-	-	-
River Crossing (12" Waterline) (Engineering)	Public Works - Utilities	-	\$100,000	-	-	-
Tower Interconnect at Amory/169	Public Works - Utilities	-	\$20,000	-	-	-
Owens Branch Gravity Line Phase #1, Line #1 (Engineering)	Public Works - Utilities	-	\$500,000	-	-	-
Water Plant Expansion (Engineering)	Public Works - Utilities	-	\$1,000,000	\$1,000,000	-	-
River Crossing (12" Waterline) (Construction)	Public Works - Utilities	-	-	\$500,000	-	-
Interconnect Mains at 144th/169 Highway	Public Works - Utilities	-	-	\$20,000	-	-
Maple Lane (12" Waterline) (Engineering)	Public Works - Utilities	-	-	\$50,000	-	-
Highway 92 & Commercial Waterline (Engineering)	Public Works - Utilities	-	-	\$50,000	-	-
Owens Branch Gravity Line Phase #1, Line #1 (Construction)	Public Works - Utilities	-	-	\$1,750,000	-	-
Wastewater Treatment Plant Expansion (Engineering)	Public Works - Utilities	-	-	\$500,000	\$500,000	-
Maple Lane (12" Waterline) (Construction)	Public Works - Utilities	-	-	-	\$250,000	-
Highway 92 & Commercial Waterline (Construction)	Public Works - Utilities	-	-	-	\$200,000	-
Owens Branch Gravity Line Phase #1, Line #2 (Engineering)	Public Works - Utilities	-	-	-	\$600,000	-
Water Plant Expansion (Construction)	Public Works - Utilities	-	-	-	\$5,000,000	\$5,000,000
Owens Branch Gravity Line Phase #1, Line #2 (Construction)	Public Works - Utilities	-	-	-	-	\$1,900,000
Wastewater Treatment Plant Expansion (Construction)	Public Works - Utilities	-	-	-	-	\$5,000,000
Grand Total (Net Cost)		\$1,725,000	\$5,140,000	\$3,890,000	\$6,570,000	\$11,920,000



5 Year CIP Total
\$29,245,000

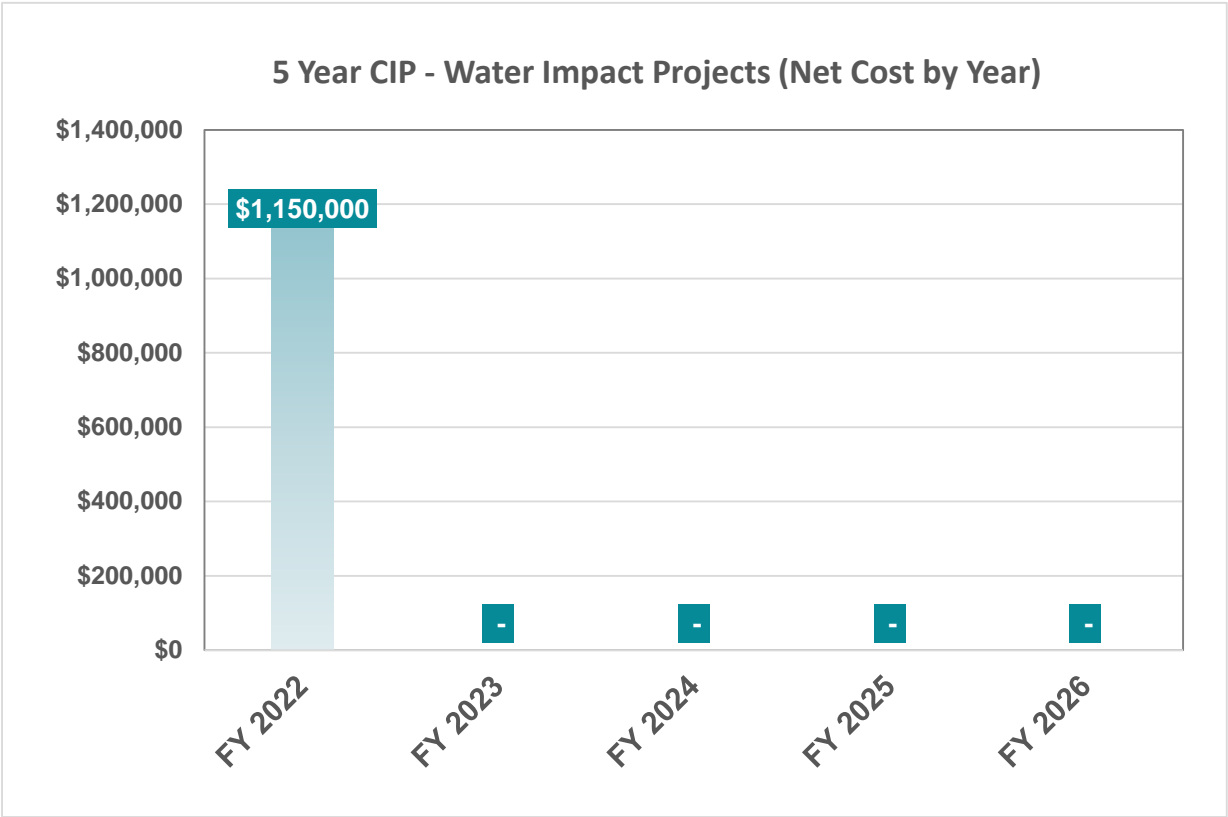


Pending Projects - Outside 5 Year CIP - CWWS Fund

Pending Projects	Department	Cost Estimate
F Highway Water Line (E & C)	Public Works - Utilities	\$300,000
Quincy Wtrline Replacement (E & C)	Public Works - Utilities	\$600,000
Main Street Waterline (River Crossing to Liberty) E & C	Public Works - Utilities	\$250,000
Helvey Park (12" Waterline) E & C	Public Works - Utilities	\$700,000
169 Waterline (Commercial to SW Tower) E & C	Public Works - Utilities	\$700,000
Owens Branch Gravity Line Phase #1, Line #3 (Engineering)	Public Works - Utilities	\$700,000
Owens Branch Gravity Line Phase #1, Line #3 (Construction)	Public Works - Utilities	\$2,500,000
144th Street to Forest Oaks Gravity Line (Construction)	Public Works - Utilities	\$3,000,000
Grand Total (Net Cost)		\$8,750,000

5 Year Capital Improvement Plan - Water Impact Projects

Capital Improvement Project Name	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Loop System at Diamond Crest	Public Works - Utilities	\$150,000	-	-	-	-
Raw Water Pump Station, Valve Vault, Zebra Mussel Control	Public Works - Utilities	\$1,000,000				
Grand Total (Net Cost)		\$1,150,000	-	-	-	-

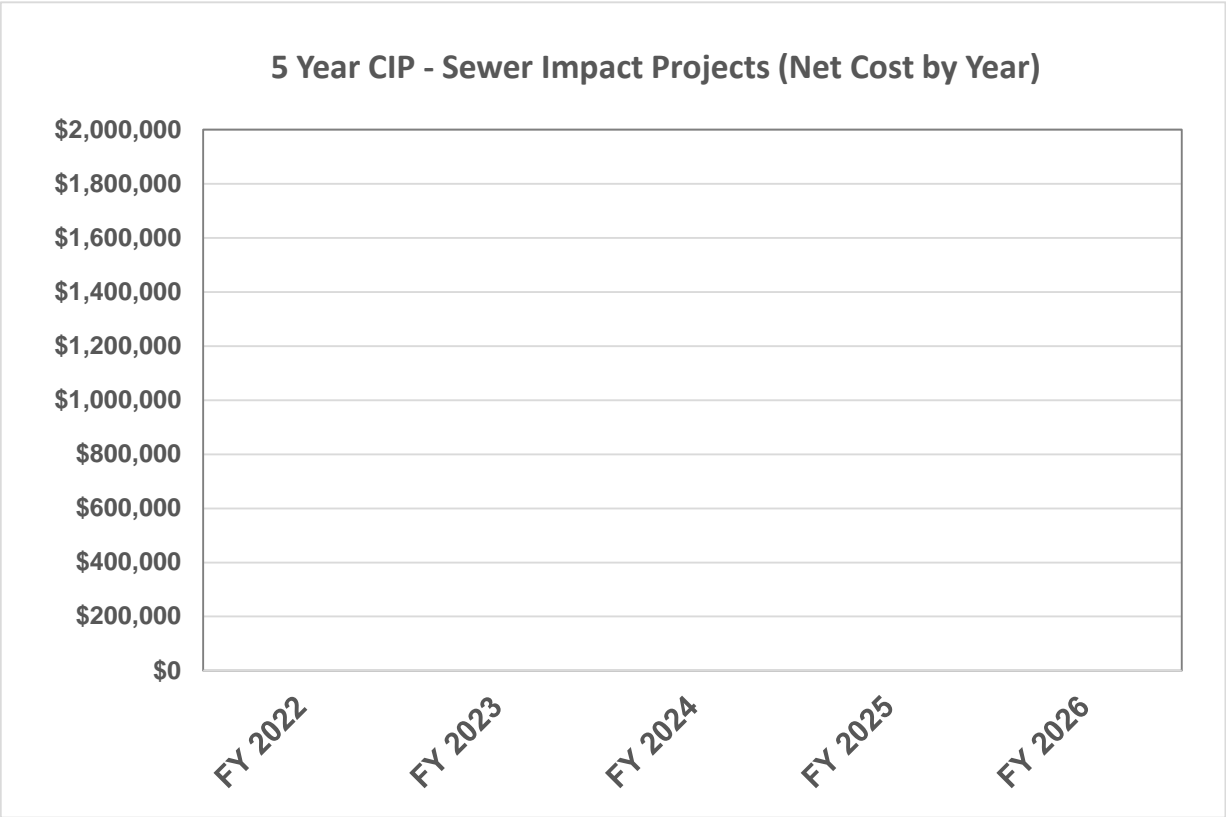


5 Year CIP Total
\$1,150,000

Pending Projects - Outside 5 Year CIP - Water Impact Projects

Pending Projects		Department	Cost Estimate	Year Planned
None		None	-	None

5 Year Capital Improvement Plan - Sewer Impact Projects						
Capital Improvement Project Name	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
None	None	-	-	-	-	-
Grand Total		-	-	-	-	-



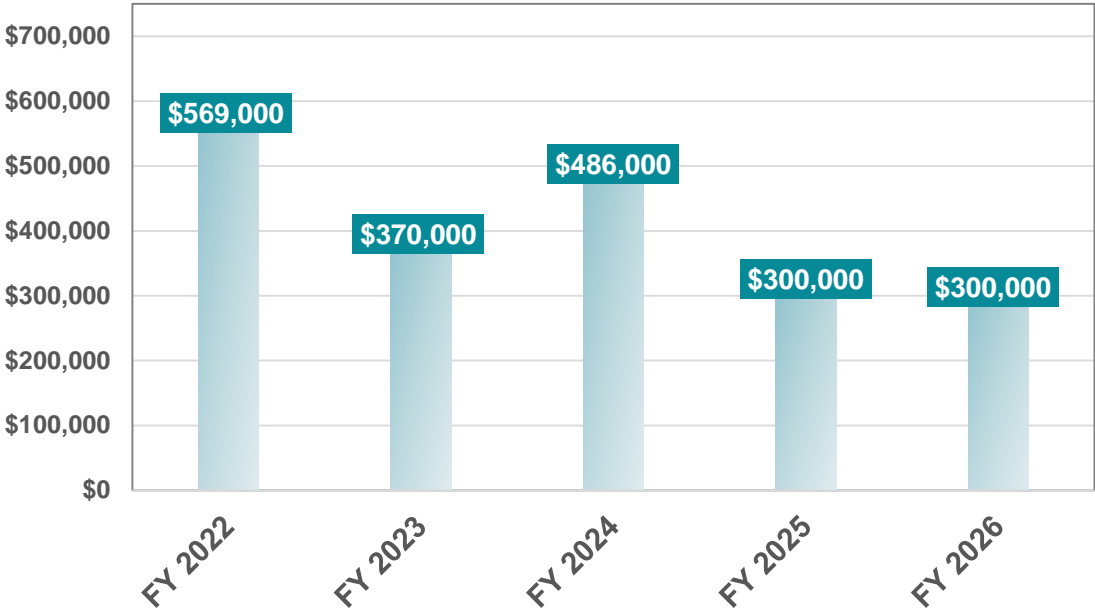
Pending Projects - Outside 5 Year CIP - Sewer Impact Projects

Pending Projects	Department	Cost Estimate
None	None	-

5 Year Capital Improvement Plan - Transportation Sales Tax Fund

Capital Improvement Project Name	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Annual Asphalt Overlay Program	Public Works	-	\$300,000	\$300,000	\$300,000	\$300,000
Asphalt Overlay - Tillman Road (Hwy 92 -144th)	Public Works	\$250,000	-	-	-	-
Asphalt Overlay - Hospital Drive	Public Works	\$50,000	-	-	-	-
4th Street Terrace Road Repairs (After Utility Improvements)	Public Works	\$100,000	-	-	-	-
Finish Streetscape Phase 2 (Construction)	Public Works	\$169,000	-	-	-	-
Commercial Street Sidewalks (Engineering)	Public Works	-	\$70,000	-	-	-
Commerical Street Sidewalks (MARC Reimbursement)	Public Works	-	-	(500,000)	-	-
Commercial Street Sidewalks (Construction)	Public Works	-	-	\$686,000	-	-
Grand Total (Net Cost)		\$569,000	\$370,000	\$486,000	\$300,000	\$300,000

5 Year CIP - Transportation Sales Tax Fund (Net Cost by Year)



5 Year CIP Total

\$1,856,000



Pending Projects - Outside 5 Year CIP - Transportation Sales Tax Fund

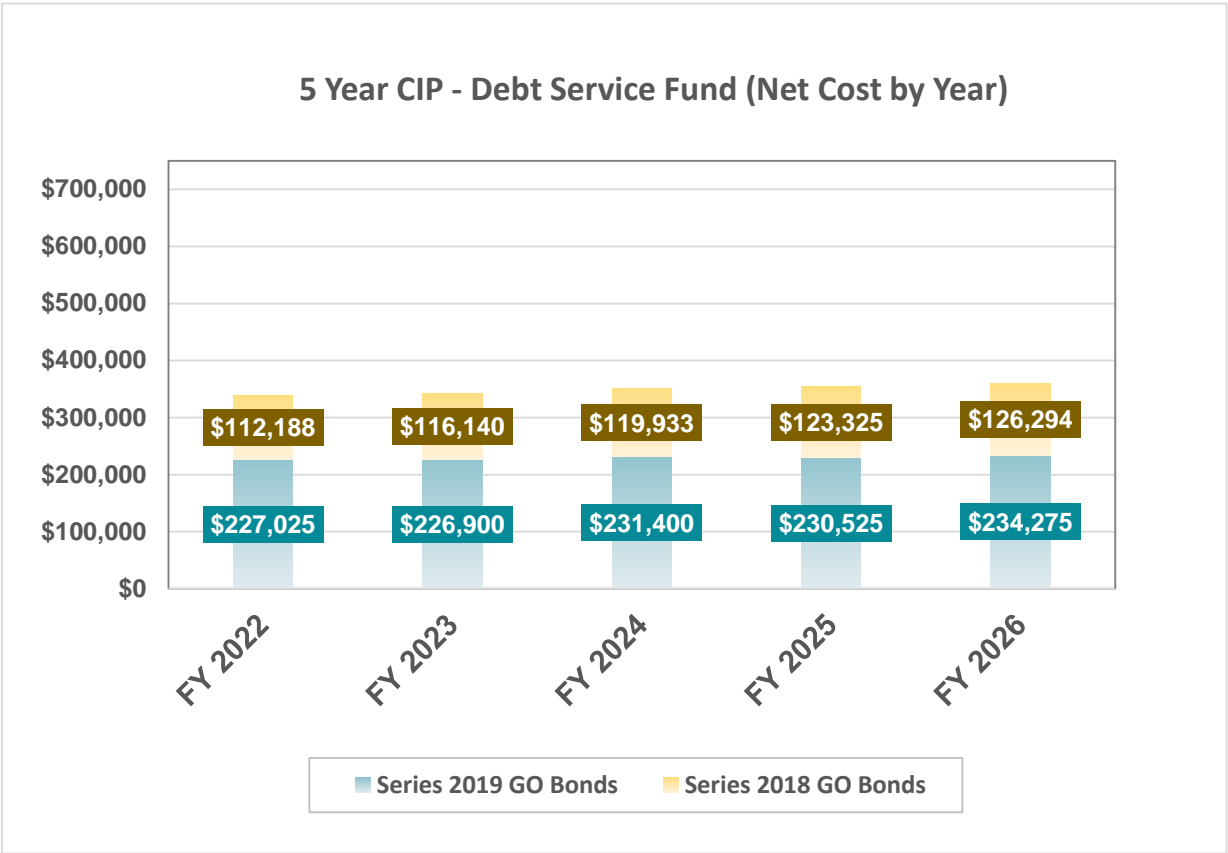
Pending Projects	Department Name	Cost Estimate
2nd Street Asphalt Overlay (169 to Bridge)	Public Works - Streets	\$25,000
Diamond Crest Asphalt Overlay	Public Works - Streets	\$175,000
Harborview Asphalt (Newport/Harborview Dr/Fletcher/Mesa)	Public Works - Streets	\$222,000
180th Street Asphalt Overlay (169 to Old Jefferson)	Public Works - Streets	\$332,000
Harborview Asphalt Overlay (Remaining Roads)	Public Works - Streets	\$725,000
Highland Avenue Asphalt Overlay (Halfway Up Hill)	Public Works - Streets	\$30,000
North Main - Asphalt Overlay	Public Works - Streets	\$200,000
134th Street Asphalt Overlay (Road Agreement with County)	Public Works - Streets	\$155,000
176th Street Asphalt Overlay (Road Agreement with County)	Public Works - Streets	\$80,000
South Bridge St --- Asphalt, Curbs, Stormwater	Public Works - Streets	\$144,000
South Mill Street (Curbs & Stormwater)	Public Works - Streets	\$30,000
Seal Coating/Micro-Surfacing Downtown City Parking Lots	Public Works - Streets	To Be Determined
Pope Lane Connection	Public Works - Streets	To Be Determined
Grand Total (Net Cost)		\$2,118,000

5 Year Capital Improvement Plan - Debt Service Fund

Capital Improvement Project Name	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Annual Debt Service Payment	Finance	\$339,213	\$343,040	\$351,333	\$353,850	\$360,569

Debt Service Detail	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Series 2018 (General Obligation 20 Year Bond)	Finance	\$112,188	\$116,140	\$119,933	\$123,325	\$126,294
Series 2018 ----- Principal (Paid March 1st)	Finance	\$45,000	\$50,000	\$55,000	\$60,000	\$65,000
Series 2018 ----- Interest (Paid March 1st)	Finance	\$33,830	\$33,358	\$32,783	\$32,150	\$31,175
Series 2018 ----- Interest (Paid September 1st)	Finance	\$33,358	\$32,783	\$32,150	\$31,175	\$30,119

Debt Service Detail	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Series 2019 (General Obligation 20 Year Bond)	Finance	\$227,025	\$226,900	\$231,400	\$230,525	\$234,275
Series 2019 -----Principal (Paid March 1st)	Finance	\$100,000	\$105,000	\$115,000	\$120,000	\$130,000
Series 2019 ----- Interest (Paid March 1st)	Finance	\$64,763	\$62,263	\$59,638	\$56,763	\$53,763
Series 2019 ----- Interest (Paid September 1st)	Finance	\$62,263	\$59,638	\$56,763	\$53,763	\$50,513

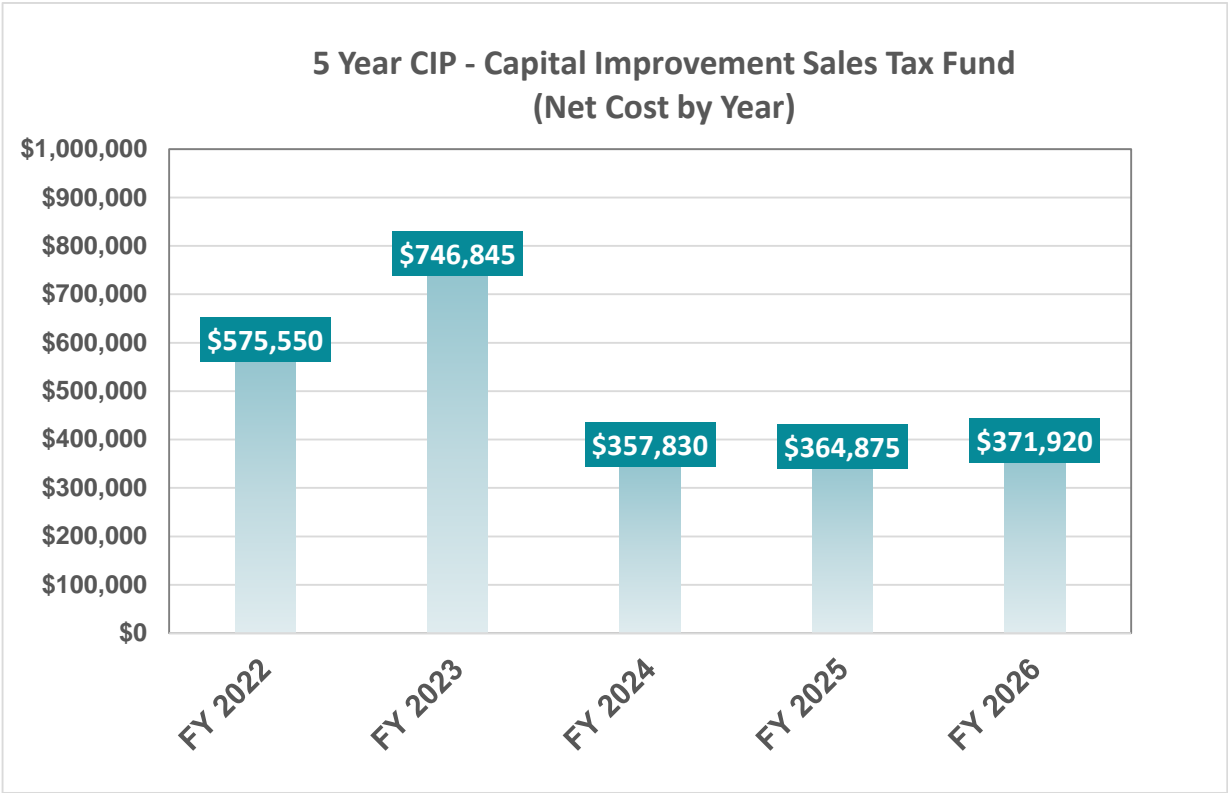


Series 2018 Final Payment Scheduled for March 1st, 2038

Series 2019 Final Payment Scheduled for March 1st, 2038

5 Year Capital Improvement Plan - Capital Improvement Sales Tax

Capital Improvement Project Name	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Annual Transfer to Debt Service	Public Works - Streets	\$351,550	\$354,845	\$357,830	\$364,875	\$371,920
Downtown Streetscape North (Bridge Street) (Engineering)	Public Works - Streets	\$97,000	-	-	-	-
Transfer to Complete Streetscape Phase 2 (Construction)	Public Works - Streets	\$127,000	-	-	-	-
Downtown Streetscape North (Bridge Street) (Construction)	Public Works - Streets	-	\$610,000	-	-	-
MARC Reimbursement (Downtown Streetscape)	Public Works - Streets	-	(488,000)	-	-	-
Downtown Gateway Sign (Engineering)	Public Works - Streets	-	\$70,000	-	-	-
Downtown Gateway Sign (Construction)	Public Works - Streets	-	\$200,000	-	-	-
Grand Total (Net Cost)		\$575,550	\$746,845	\$357,830	\$364,875	\$371,920



5 Year CIP Total
\$2,417,020



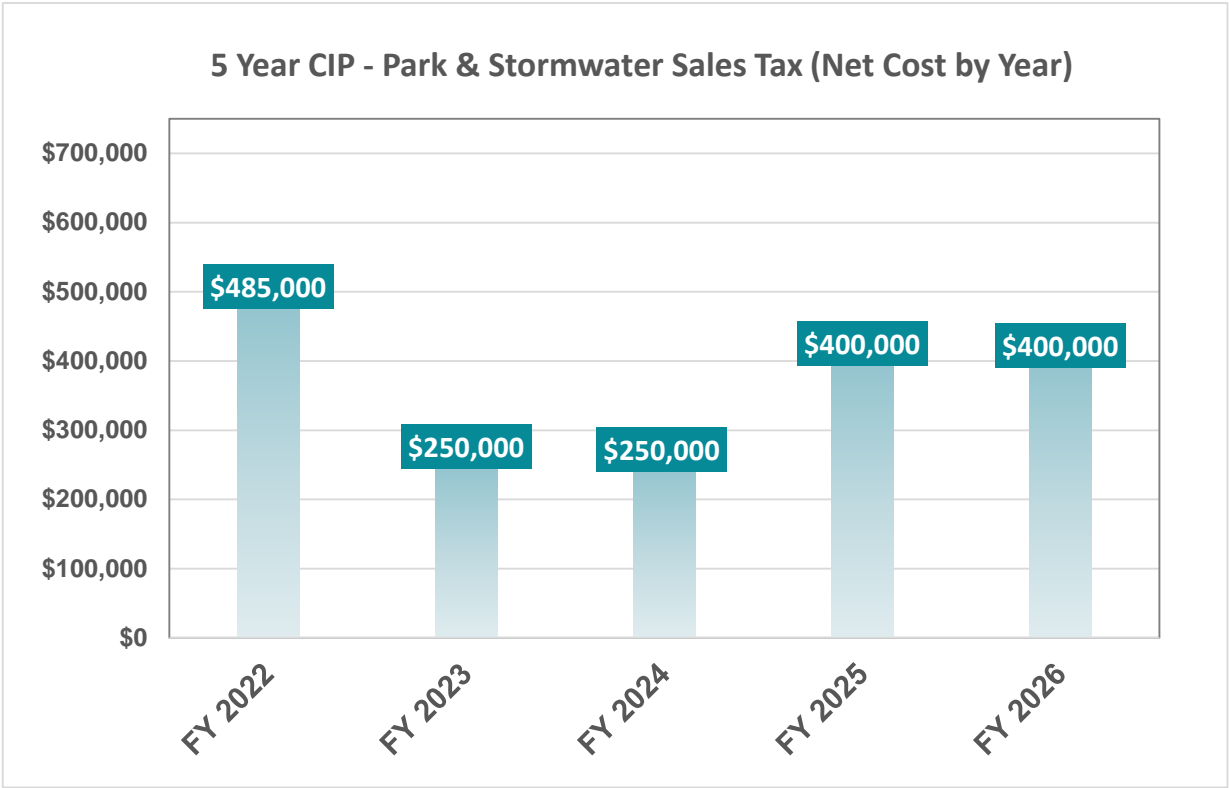
Pending Projects - Outside 5 Year CIP - Capital Improvement Sales Tax

Pending Projects	Department Name	Cost Estimate	Year Planned
None	None	-	None

5 Year Capital Improvement Plan - Park & Stormwater Sales Tax

Capital Improvement Project Name	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Stormwater Master Plan	Public Works	\$150,000	-	-	-	-
Quincy Boulevard/Owens (Engineering)	Public Works	\$60,000	-	-	-	-
Diamond Crest Neighborhood Park & Signage	Parks & Recreation	\$275,000	-	-	-	-
Quincy Boulevard/Owens (Construction)	Public Works	-	\$100,000			
Emerald Ridge Neighborhood Park & Signage	Parks & Recreation	-	\$150,000	-	-	-
Heritage Park - 2 Shelters	Parks & Recreation	-	-	\$150,000	-	-
Annual Stormwater Program (Projects TBD)	Public Works	-	-	\$100,000	\$100,000	\$100,000
Smith's Fork Park - Sport Courts	Parks & Recreation	-	-	-	\$300,000	\$300,000
Grand Total		\$485,000	\$250,000	\$250,000	\$400,000	\$400,000

Project Totals By City Department	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Parks & Recreation	\$275,000	\$150,000	\$150,000	\$300,000	\$300,000
Public Works	\$210,000	\$100,000	\$100,000	\$100,000	\$100,000
Grand Total (Net Cost)	\$485,000	\$250,000	\$250,000	\$400,000	\$400,000



5 Year CIP Total
\$1,785,000



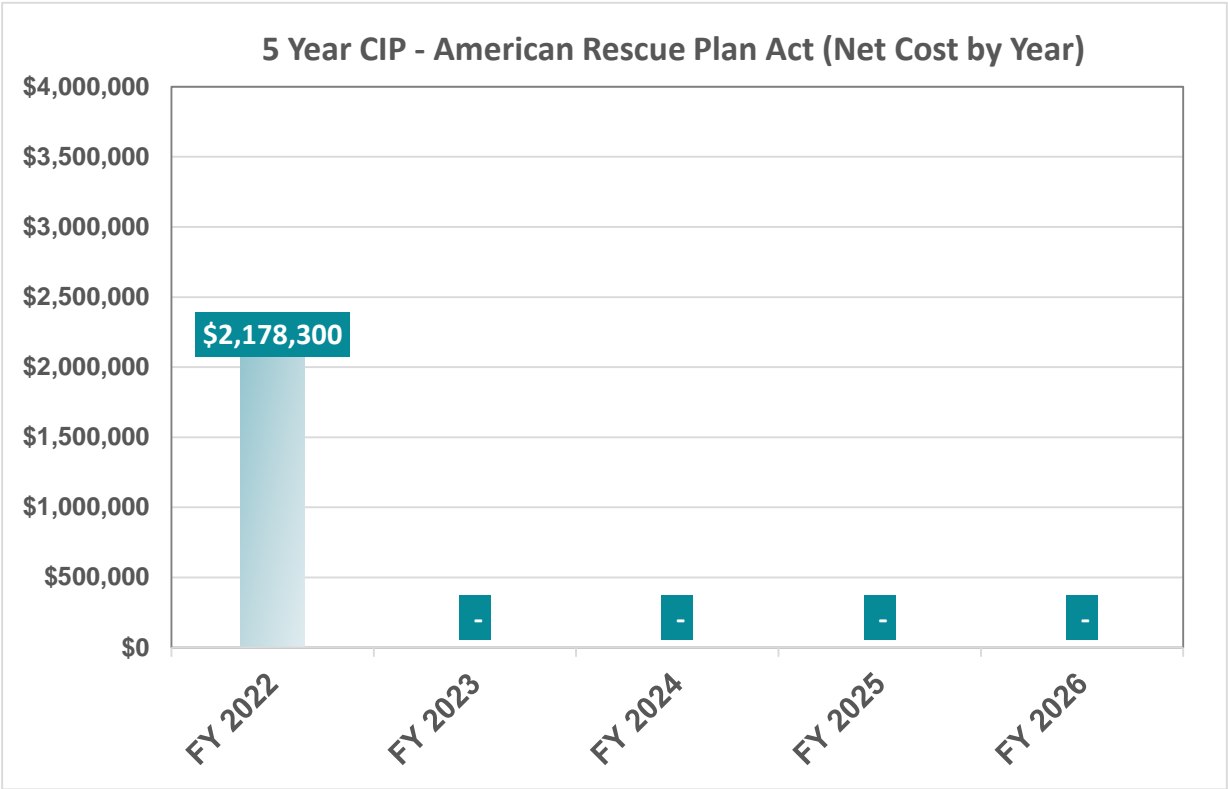
Pending Projects Outside 5 Year CIP - Park & Stormwater Sales Tax Fund

Pending Projects	Dept Name	Cost Estimate
Smith's Fork Park (4 Plex Baseball, Site Development)**	Parks & Recreation	\$3,224,000
Hawthorne Court Park (Public Art and Landscaping)**	Parks & Recreation	\$108,000
Heritage Park (Major Improvements/Site Development)**	Parks & Recreation	\$4,557,000
Helvey Park Loop Trail**	Parks & Recreation	\$220,000
Wildflower Neighborhood Park**	Parks & Recreation	\$330,000
Smith's Fork Park (Destination Development)**	Parks & Recreation	\$5,235,500
Maple Lane ----- Curbs & Stormwater (Engineering)	Public Works	\$15,000
Maple Lane ----- Curbs & Stormwater (Construction)	Public Works	\$175,000
North Bridge St ----- Curbs & Stormwater (Engineering)	Public Works	\$40,000
North Bridge St ----- Curbs & Stormwater (Construction)	Public Works	\$200,000
Dundee Road ----- Curbs & Stormwater (Engineering)	Public Works	\$18,200
Dundee Road ----- Curbs & Stormwater (Construction)	Public Works	\$91,000
South Bridge St ----- Curbs & Stormwater (Engineering)	Public Works	\$24,000
South Bridge St ----- Curbs & Stormwater (Construction)	Public Works	\$120,000
South Mill St ----- Curbs & Stormwater (Engineering)	Public Works	\$5,000
South Mill St ----- Curbs & Stormwater (Construction)	Public Works	\$25,000
Grand Total Pending Projects		\$14,387,700

****Proposed project from the Parks and Recreation Master Plan**

5 Year Capital Improvement Plan - American Rescue Act Plan Fund

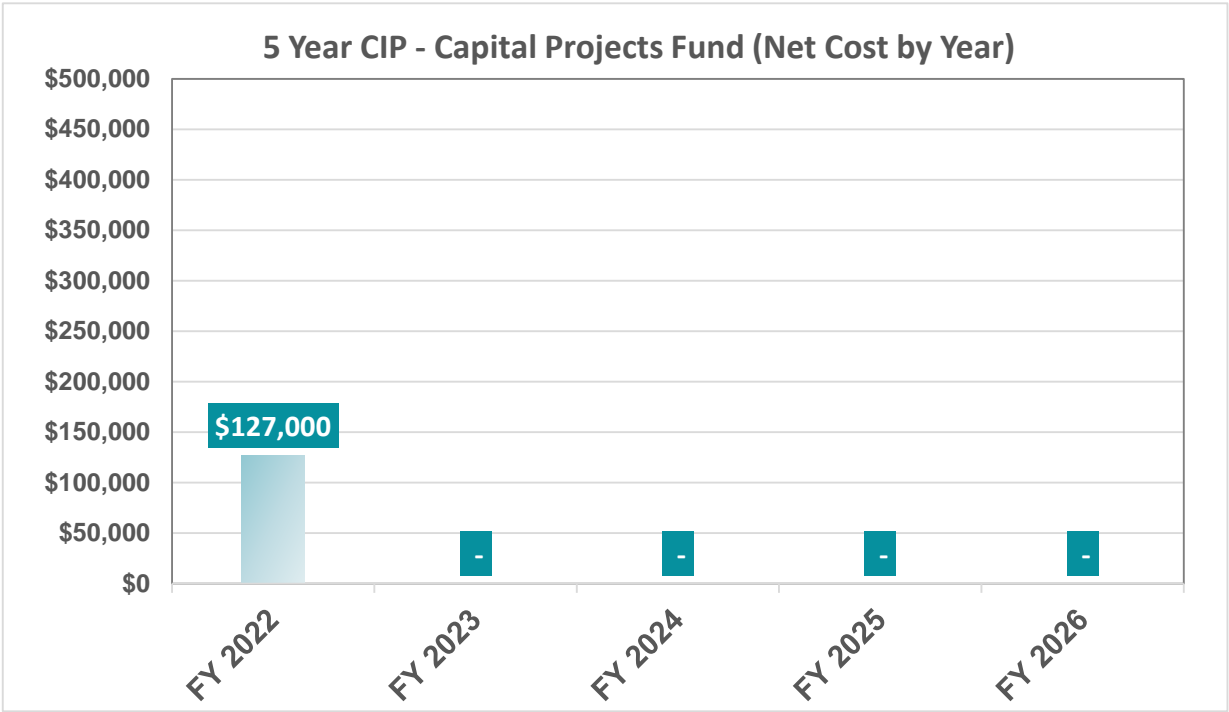
Capital Improvement Project Name	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Raw Water Pump Station, Valve Vault, Zebra Mussel Control	Public Works - Utilities	\$2,178,300	-	-	-	-
Grand Total		\$2,178,300	-	-	-	-



5 Year CIP Total
\$2,178,300

5 Year Capital Improvement Plan - Capital Projects Fund

Capital Improvement Project Name	Dept Name	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Finish Streetscape Phase 2 (Construction)	Public Works - Streets	\$127,000	-	-	-	-
Grand Total		\$127,000	-	-	-	-



5 Year CIP Total
\$127,000

GLOSSARY OF TERMS

Assessed Valuation: The value of property for tax levy purposes. The assessed valuation is set by the Clay or Platte County Assessor, who is charged with determining the taxable value of property according to a formula set by the State of Missouri.

Balanced Budget: A budget in which the expenditures incurred during a given period are equal/matched by revenues. A budget is balanced when current expenditures are equal to or less than receipts.

Board of Alderman: The governing body elected by the citizens of a municipality to provide policy direction for the operations of the city.

Bond: A written promise to pay a specified sum of money (the face or principal value of the bond), at a specified date or dates in the future (the maturity date), along with interest at a specified rate.

Bond Counsel: A lawyer who writes an opinion on a bond to its tax exempt status and the authenticity of its issuance.

Bond Rating: The calculation of the probability that a bond issue will go into default, by measuring risk, which impacts the interest rate at which the bond is issued.

Budget: A financial plan, for a specified period, of operations that matches all planned revenues and expenditures with the services to be provided by the City.

Budget Adjustment: Changes to the current budget on a departmental level that will not change the overall budgeted amount for a budgeted fund. These changes do not require Board of Alderman approval.

Budget Amendment: Changes to the current budget on any level that will change the overall budgeted amount for a budgeted fund. These changes require Board of Alderman approval.

Budget Calendar: The schedule of key dates that the City follows in the preparation and adoption of the budget.

Budget Document: The written instrument used by the City to present a comprehensive financial plan to the citizens.

Budget Message: The opening section of the budget presented by the City Administrator which presents the citizens of the City with highlights of the most important aspects of the budget.

Budget Ordinance: The official enactment by the City Council to approve the budget as presented which authorizes staff to obligate and spend revenues.

Budgeted Personnel: The number of employee positions authorized in the budget, some of which may be filled during the course of the budget year.

GLOSSARY OF TERMS

Comprehensive Annual Financial Report: The official annual report of a government presented after the conclusion of the budget year.

Capital Assets: Equipment vehicles of significant value and having a useful life of several years.

Capital Improvement Plan: A plan for capital improvements to be incurred each year over a set number of years to meet long-term capital needs of the government.

Capital Outlay: The acquisition of capital assets which have a value of more than \$5,000 and have a useful economic life of more than one year.

Capital Projects Fund: A fund created to account for the financial resources to be used for the acquisition or construction of major capital facilities or equipment.

Cash Balance: Net revenues over expenditures from prior fiscal years.

Certificate of Deposit (CD): A debt instrument issued by a bank that pays interest to the purchaser in which interest rates are set by competitive forces in the marketplace.

Certificate of Participation (COP): A form of lease revenue bond that permits the investor to participate in a stream of lease payments, installment payments or loan payments relating to the acquisition or construction of specific equipment, land, or facilities. COPs are seen by investors as providing weaker security and often carry ratings that are below an agency's general obligation rating.

Community Improvement District (CID): A political subdivision or a not-for-profit corporation organized for the purpose of financing a wide range of public-use facilities and establishing and managing policies and public services relative to the needs of a specific district.

Charges for Services: Revenue derived by charging a fee only to the specific user of the service.

Commodities: Items that are consumable or have a short life span (examples include: electricity, tires, fuel, natural gas)

Competitive Bid: The use of a sealed bid process where the bid contains the price and terms offered by the vendor for the good or service sought by the purchaser who awards the bid based on the best qualifications, price, and terms.

Consumer Price Index (CPI): A statistical description of price levels provided by the U.S. Department of Labor used as a measure of the increase in the cost of living (economic inflation).

Contractual Services: Contractual services are typically fees for professional services (examples include legal counsel, advertising, auditing, testing, service and equipment rentals).

GLOSSARY OF TERMS

Debt Service Repayments: Required payments for principal and interest on a loan.

Debt Service Fund: A budgeted fund established to account for the accumulation of resources for, and the payment of long-term debt principal and interest.

Dedicated Tax: Taxes that are levied to support a specific government program or purpose.

Delinquent Taxes: Taxes that remain unpaid after the due date which have penalties and interest attached.

Department: A major administrative unit of the City which includes management responsibility for one or more operating divisions.

Depreciation: The process of recognizing the physical deterioration of capital assets over a period of time.

Division: An organizational unit of the City that indicates management responsibility for a specific activity.

Economic Activity Taxes (EATS): 50% of the revenue from sales taxes generated by economic activities within a Redevelopment Project Area which is captured and placed in the Special Allocation Fund (EATS are currently applicable to the Smithville Marketplace Redevelopment Area).

Employee Benefits: Contributions made by the City to meet commitments or obligations for fringe benefits, including the City's share of Social Security and various medical, life, and pension plans.

Encumbrance: The commitment of funds to purchase an item or service. To encumber funds means to set aside funds to pay for future cash expenditures.

Enterprise Fund: A fund established to account for operations of the City that sets fees based on recovering costs incurred to provide the service.

Expenditure: A decrease in the net financial resources of the City due to the acquisition of goods or services.

Expense: See the definition "Expenditure".

Financial Advisor: A professional advisor offering financial counsel to the City on all financial matters pertaining to a proposed debt issuance who is not part of the underwriting syndicate.

Fiscal Year: A 12 month-time period by which state and local governments annually budget their respective revenues and expenditures.

Fines and Forfeitures: Revenues generated from fines and penalties levied for commission of statutory offenses and violations of City Ordinances.

GLOSSARY OF TERMS

Franchise Tax: A fee paid by public service utilities for the use of the public right-of-way to deliver their services.

Full-Time Equivalent (FTE): A way to measure an employee's involvement in an activity or project, generally calculated by the decimal equivalent of a full-time position working 2,080 hours per year.

Fund: An accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or government functions.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

Government Accounting Standards Board (GASB): The organization that formulates accounting standards for governmental units.

GASB 34: The comprehensive overhaul in state and local government financial reporting issued by GASB in June 1999 which required significant changes in an entity's reporting of Financial Statements and in Management's Discussion and Analysis for State and Local Governments. It requires that governmental entities present 1) government wide financial statements that are based on the accrual accounting basis and the flow of all economic resources and 2) governmental funds financial statements continue to be presented based on the modified accrual accounting basis and the flow of current financial resources.

General Fund: The fund used to account for all financial resources of the City except those required to be accounted for in a separate fund.

General Obligation Bond: Municipal bonds back the full faith and credit (which includes the taxing and further borrowing power) of a municipality, repaid with the general revenue of the municipality, such as property taxes and sales taxes.

Government Finance Officers Association (GFOA): A professional organization of governmental financial personnel and associated interested individuals that provide assistance, training, and guidance to governments in the areas of accounting, audit, cash management, internal controls, debt management, and general finance.

Grant: A contribution by a government or other organization to support a specific function or operation.

Interfund Transfers: Transfer of resources between two funds of the same governmental unit.

Interest Earnings: Revenue derived in a year from the investment of cash on hand, into securities, as specified by the City investment policy.

GLOSSARY OF TERMS

Intergovernmental Revenue: Revenue received from Federal, State, or local government bodies such as a school district.

Levy: The imposition or collection of an assessment of a specified amount for the support of government activities.

Licenses, Permits, and Fees: Revenues collected by the City from individuals or business concerns for rights or privileges granted by the City.

Line Item Budget: Budget that is prepared on the basis of individual accounts outlining what is to be spent for specific types of revenues (examples include office supplies, repairs & maintenance, equipment maintenance).

Mid-American Regional Council (MARC): Serves as the association of City and County governments and the metropolitan planning organization for the bi-state Kansas City region.

Materials & Supplies: Expendable operating supplies necessary to conduct daily departmental activity.

Operating Budget: That portion of the annual budget that provides a financial plan for the daily operations of government. Capital improvement project expenditures, which constitute “one-time” expenses, are excluded from the operating budget.

Operating Expenses: The cost for personnel, materials, and equipment required for a department to function on a daily basis.

Operating Revenue: Funds received by a government that provide financial support to carry out and pay for daily operations of the City.

Ordinance: A formal legislative enactment by the governing body of a municipality. An ordinance has full force and effect of law within the boundaries of the municipality.

Pass Through Fund: An accounting entity with a self-balancing set of accounts that receives revenues or expenditures and acts as a cash conduit for a secondary fund.

Principal: The face value of a bond, exclusive of interest.

Prior Year Encumbrances: Obligations from previous fiscal years in the form of purchase orders, contracts, or salary commitments which are chargeable to an appropriation, and for which a part of the appropriations is reserved. They cease to be encumbrances when the obligations are paid or are otherwise terminated.

GLOSSARY OF TERMS

Property Taxes: Revenues derived from the levying of taxes on real and personal property located within the City limits. Property taxes are levied according to the property's assessed value.

Property Tax Rate: The amount per \$100 of value that will be levied against all property within the City limits. The tax rate must be adopted by the City Council annually.

Public Hearing: That portion of City Council meetings where the Citizens may present evidence and provide information on both sides of an issue.

Reserve: An account used to indicate that a portion of fund balance is restricted to a specific purpose. A reserve is typically held in order to cover unanticipated costs or fund one-time unbudgeted necessary costs.

Resolution: Official action of the City Council directing a specific action be taken. Resolutions are less formal than an Ordinance and have less weight of law.

Resources: Total financial amount available for appropriation including estimated revenues, fund transfers, and beginning fund balances.

Right of Way: The permitted right to pass over or through land owned by another. Generally, the right-of-way (ROW) is the strip of land in which facilities such as highways, railroads, utilities or other infrastructure are installed and maintained.

Sales Tax: A tax imposed on the value of goods sold within the City Limits. The rate is set by a majority of the voters within the City. The tax is collected by the State of Missouri and remitted to the City each month.

Taxes: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of all the people.

Use Tax: A tax imposed on the value of goods purchased outside of jurisdictional boundaries which will be used, stored, or consumed in the City. Use taxes are collected when no sales taxes are paid on the good, and in this manner, a use tax acts as a complementary or compensating tax to the sales tax.

APPENDIX I — DEBT AMORTIZATION SCHEDULES

Aug 7, 2018 11:33 am

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BOND DEBT SERVICE

City of Smithville
Certificates of Participation, Series 2018
(Refunding and New Money Projects)
FINAL

Dated Date 08/23/2018
Delivery Date 08/23/2018

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
03/01/2019			168,077.22	168,077.22	
09/01/2019	235,000	5.000%	160,925.00	395,925.00	564,002.22
03/01/2020			155,050.00	155,050.00	
09/01/2020	250,000	5.000%	155,050.00	405,050.00	560,100.00
03/01/2021			148,800.00	148,800.00	
09/01/2021	265,000	5.000%	148,800.00	413,800.00	562,600.00
03/01/2022			142,175.00	142,175.00	
09/01/2022	335,000	5.000%	142,175.00	477,175.00	619,350.00
03/01/2023			133,800.00	133,800.00	
09/01/2023	355,000	5.000%	133,800.00	488,800.00	622,600.00
03/01/2024			124,925.00	124,925.00	
09/01/2024	365,000	5.000%	124,925.00	489,925.00	614,850.00
03/01/2025			115,800.00	115,800.00	
09/01/2025	385,000	5.000%	115,800.00	500,800.00	616,600.00
03/01/2026			106,175.00	106,175.00	
09/01/2026	410,000	3.000%	106,175.00	516,175.00	622,350.00
03/01/2027			100,025.00	100,025.00	
09/01/2027	420,000	3.000%	100,025.00	520,025.00	620,050.00
03/01/2028			93,725.00	93,725.00	
09/01/2028	435,000	3.000%	93,725.00	528,725.00	622,450.00
03/01/2029			87,200.00	87,200.00	
09/01/2029	445,000	3.000%	87,200.00	532,200.00	619,400.00
03/01/2030			80,525.00	80,525.00	
09/01/2030	460,000	3.125%	80,525.00	540,525.00	621,050.00
03/01/2031			73,337.50	73,337.50	
09/01/2031	475,000	3.250%	73,337.50	548,337.50	621,675.00
03/01/2032			65,618.75	65,618.75	
09/01/2032	490,000	3.250%	65,618.75	555,618.75	621,237.50
03/01/2033			57,656.25	57,656.25	
09/01/2033	505,000	3.375%	57,656.25	562,656.25	620,312.50
03/01/2034			49,134.38	49,134.38	
09/01/2034	525,000	3.375%	49,134.38	574,134.38	623,268.76
03/01/2035			40,275.00	40,275.00	
09/01/2035	540,000	3.500%	40,275.00	580,275.00	620,550.00
03/01/2036			30,825.00	30,825.00	
09/01/2036	560,000	3.500%	30,825.00	590,825.00	621,650.00
03/01/2037			21,025.00	21,025.00	
09/01/2037	580,000	3.500%	21,025.00	601,025.00	622,050.00
03/01/2038			10,875.00	10,875.00	
09/01/2038	600,000	3.625%	10,875.00	610,875.00	621,750.00
	8,635,000		3,602,895.98	12,237,895.98	12,237,895.98

APPENDIX I — DEBT AMORTIZATION SCHEDULES

Sep 13, 2018 10:13 am Prepared by Piper Jaffray & Co.

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BOND DEBT SERVICE

City of Smithville, Missouri
General Obligation Bonds, Series 2018
FINAL

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
03/01/2019			28,655.60	28,655.60	
09/01/2019			34,617.50	34,617.50	63,273.10
03/01/2020	35,000	2.100%	34,617.50	69,617.50	
09/01/2020			34,250.00	34,250.00	103,867.50
03/01/2021	40,000	2.100%	34,250.00	74,250.00	
09/01/2021			33,830.00	33,830.00	108,080.00
03/01/2022	45,000	2.100%	33,830.00	78,830.00	
09/01/2022			33,357.50	33,357.50	112,187.50
03/01/2023	50,000	2.300%	33,357.50	83,357.50	
09/01/2023			32,782.50	32,782.50	116,140.00
03/01/2024	55,000	2.300%	32,782.50	87,782.50	
09/01/2024			32,150.00	32,150.00	119,932.50
03/01/2025	60,000	3.250%	32,150.00	92,150.00	
09/01/2025			31,175.00	31,175.00	123,325.00
03/01/2026	65,000	3.250%	31,175.00	96,175.00	
09/01/2026			30,118.75	30,118.75	126,293.75
03/01/2027	65,000	3.500%	30,118.75	95,118.75	
09/01/2027			28,981.25	28,981.25	124,100.00
03/01/2028	70,000	3.500%	28,981.25	98,981.25	
09/01/2028			27,756.25	27,756.25	126,737.50
03/01/2029	75,000	3.500%	27,756.25	102,756.25	
09/01/2029			26,443.75	26,443.75	129,200.00
03/01/2030	130,000	3.500%	26,443.75	156,443.75	
09/01/2030			24,168.75	24,168.75	180,612.50
03/01/2031	135,000	3.500%	24,168.75	159,168.75	
09/01/2031			21,806.25	21,806.25	180,975.00
03/01/2032	145,000	3.500%	21,806.25	166,806.25	
09/01/2032			19,268.75	19,268.75	186,075.00
03/01/2033	150,000	3.500%	19,268.75	169,268.75	
09/01/2033			16,643.75	16,643.75	185,912.50
03/01/2034	160,000	3.625%	16,643.75	176,643.75	
09/01/2034			13,743.75	13,743.75	190,387.50
03/01/2035	165,000	3.750%	13,743.75	178,743.75	
09/01/2035			10,650.00	10,650.00	189,393.75
03/01/2036	175,000	3.750%	10,650.00	185,650.00	
09/01/2036			7,368.75	7,368.75	193,018.75
03/01/2037	185,000	3.750%	7,368.75	192,368.75	
09/01/2037			3,900.00	3,900.00	196,268.75
03/01/2038	195,000	4.000%	3,900.00	198,900.00	
09/01/2038					198,900.00
	2,000,000		954,680.60	2,954,680.60	2,954,680.60

APPENDIX I — DEBT AMORTIZATION SCHEDULES

Feb 26, 2019 10:13 am Prepared by Piper Jaffray & Co.

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BOND DEBT SERVICE

City of Smithville, Missouri
General Obligation Bonds, Series 2019
FINAL

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
09/01/2019			64,144.24	64,144.24	64,144.24
03/01/2020	85,000	5.000%	69,137.50	154,137.50	
09/01/2020			67,012.50	67,012.50	221,150.00
03/01/2021	90,000	5.000%	67,012.50	157,012.50	
09/01/2021			64,762.50	64,762.50	221,775.00
03/01/2022	100,000	5.000%	64,762.50	164,762.50	
09/01/2022			62,262.50	62,262.50	227,025.00
03/01/2023	105,000	5.000%	62,262.50	167,262.50	
09/01/2023			59,637.50	59,637.50	226,900.00
03/01/2024	115,000	5.000%	59,637.50	174,637.50	
09/01/2024			56,762.50	56,762.50	231,400.00
03/01/2025	120,000	5.000%	56,762.50	176,762.50	
09/01/2025			53,762.50	53,762.50	230,525.00
03/01/2026	130,000	5.000%	53,762.50	183,762.50	
09/01/2026			50,512.50	50,512.50	234,275.00
03/01/2027	140,000	5.000%	50,512.50	190,512.50	
09/01/2027			47,012.50	47,012.50	237,525.00
03/01/2028	145,000	3.250%	47,012.50	192,012.50	
09/01/2028			44,656.25	44,656.25	236,668.75
03/01/2029	155,000	3.250%	44,656.25	199,656.25	
09/01/2029			42,137.50	42,137.50	241,793.75
03/01/2030	220,000	3.250%	42,137.50	262,137.50	
09/01/2030			38,562.50	38,562.50	300,700.00
03/01/2031	230,000	3.250%	38,562.50	268,562.50	
09/01/2031			34,825.00	34,825.00	303,387.50
03/01/2032	245,000	3.500%	34,825.00	279,825.00	
09/01/2032			30,537.50	30,537.50	310,362.50
03/01/2033	255,000	3.500%	30,537.50	285,537.50	
09/01/2033			26,075.00	26,075.00	311,612.50
03/01/2034	270,000	3.500%	26,075.00	296,075.00	
09/01/2034			21,350.00	21,350.00	317,425.00
03/01/2035	285,000	3.500%	21,350.00	306,350.00	
09/01/2035			16,362.50	16,362.50	322,712.50
03/01/2036	300,000	3.500%	16,362.50	316,362.50	
09/01/2036			11,112.50	11,112.50	327,475.00
03/01/2037	310,000	3.500%	11,112.50	321,112.50	
09/01/2037			5,687.50	5,687.50	326,800.00
03/01/2038	325,000	3.500%	5,687.50	330,687.50	
09/01/2038					330,687.50
	3,625,000		1,599,344.24	5,224,344.24	5,224,344.24

APPENDIX II - PERSONNEL SUMMARY

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Adopted	FY22 Proposed
Administration	3.00	4.00	4.00	3.00	3.00
Municipal Court	1.00	1.00	-	-	-
Police	19.00	20.00	21.00	21.00	21.00
Parks & Recreation	5.00	5.00	5.00	5.00	5.00
Development	6.00	6.00	6.00	5.00	5.00
Finance	3.00	3.00	3.00	4.00	4.00
Public Works	18.00	20.00	21.00	23.00	23.00
	55.00	59.00	60.00	61.00	61.00



The City of Smithville Police Department hired new police officers in 2021 to fill open positions.

DEPARTMENT PERSONNEL SUMMARY

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Adopted	FY22 Proposed
Administration					
City Administrator	1.00	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	-	-	-
Assistant City Administrator	-	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00
Management Assistant	-	-	1.00	-	-
Total	3.00	4.00	4.00	3.00	3.00
Municipal Court					
Court Administrator	1.00	1.00	-	-	-
Total	1.00	1.00	-	-	-
Police					
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Clerk/Prosecutor's Assistant	-	-	1.00	1.00	1.00
Police Captain	1.00	1.00	1.00	1.00	1.00
Police Sergeant	4.00	4.00	4.00	4.00	4.00
Police Detective	2.00	2.00	2.00	2.00	2.00
Police Officer	10.00	10.00	10.00	10.00	10.00
School Resource Officer	1.00	2.00	2.00	2.00	2.00
Total	19.00	20.00	21.00	21.00	21.00

DEPARTMENT PERSONNEL SUMMARY

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Adopted	FY22 Proposed
Parks & Recreation					
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00
Recreation & Marketing Manager	1.00	1.00	1.00	1.00	1.00
Parks Maintenance Crew Leader	1.00	1.00	1.00	1.00	1.00
Parks Maintenance Worker	2.00	2.00	2.00	2.00	2.00
Total	5.00	5.00	5.00	5.00	5.00
Development					
Development Director	1.00	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	-	-
Communications Coordinator	1.00	-	-	-	-
Permit Technician	-	-	-	1.00	1.00
Utilities Inspector	1.00	1.00	1.00	-	-
Building Inspector	2.00	2.00	2.00	2.00	2.00
Codes Inspector	-	1.00	1.00	1.00	1.00
Total	6.00	6.00	6.00	5.00	5.00
Finance					
Finance Director	1.00	1.00	1.00	1.00	1.00
Finance Specialist	2.00	2.00	2.00	2.00	2.00
Finance Analyst	-	-	-	1.00	1.00
Total	3.00	3.00	3.00	4.00	4.00

DEPARTMENT PERSONNEL SUMMARY

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Adopted	FY22 Proposed
Public Works					
Public Works Director	-	-	1.00	1.00	1.00
Management Analyst	-	-	-	1.00	1.00
Administrative Coordinator - Utilities	1.00	1.00	1.00	1.00	1.00
Street Superintendent	1.00	1.00	1.00	1.00	1.00
Street Maintenance Crew Leader	-	-	1.00	1.00	1.00
Street Maintenance Worker	4.00	5.00	4.00	4.00	4.00
Utilities Superintendent	1.00	1.00	1.00	1.00	1.00
Water Treatment Plant Manager	1.00	1.00	1.00	1.00	1.00
Operations Manager	1.00	1.00	1.00	1.00	1.00
Water Plant Operator	4.00	4.00	4.00	4.00	4.00
Wastewater Plant Operator	2.00	2.00	2.00	2.00	2.00
Utilities Inspector	-	1.00	1.00	2.00	2.00
Utilities Specialist	3.00	3.00	3.00	3.00	3.00
Total	18.00	20.00	21.00	23.00	23.00
<hr/>					
Grand Total Count (Full-Time Positions)	55.00	59.00	60.00	61.00	61.00

APPENDIX III — EMPLOYEE PAY RATE LISTING

Active Positions and Titles	Pay Type	Pay Rate as of November 1, 2021
Elected Officials		
Mayor	Monthly	\$300.00
Alderman	Monthly	\$150.00
Alderman	Monthly	\$150.00
Alderman	Monthly	\$150.00
Alderman	Monthly	\$150.00
Alderman	Monthly	\$150.00
Alderman	Monthly	\$150.00
Alderman	Monthly	\$150.00
Administration		
City Administrator	Bi-Weekly	\$4,846.15
Assistant City Administrator	Bi-Weekly	\$2,965.94
City Clerk	Bi-Weekly	\$2,356.92
Legal Counsel	Hourly	\$150.00
Legal Counsel	Hourly	\$150.00
Finance		
Finance Director	Bi-Weekly	\$2,712.38
Finance Specialist I	Hourly	\$20.68
Finance Specialist II	Hourly	\$25.08
Finance Analyst	Bi-Weekly	\$1,836.06

APPENDIX III — EMPLOYEE PAY RATE LISTING

Active Positions and Titles	Pay Type	Pay Rate as of November 1, 2021
Police		
Chief of Police	Bi-Weekly	\$3,441.25
Police Clerk/Prosecutor's Assistant	Hourly	\$27.01
Police Captain	Bi-Weekly	\$3,005.85
Police Sergeant I	Hourly	\$27.23
Police Sergeant I	Hourly	\$25.95
Police Sergeant I	Hourly	\$26.21
Police Detective	Hourly	\$24.13
Police Officer II	Hourly	\$23.63
Police Officer II	Hourly	\$24.09
Police Officer II	Hourly	\$23.16
Police Officer II	Hourly	\$24.42
Police Officer II (Part-Time)	Hourly	\$24.65
Police Officer I	Hourly	\$20.70
Police Officer I	Hourly	\$20.65
Police Officer I	Hourly	\$19.86
Police Officer I	Hourly	\$17.84
Police Officer I	Hourly	\$17.84
Police Recruit	Hourly	\$17.84
Police Recruit	Hourly	\$17.84
Prosecuting Attorney	Bi-Weekly	\$586.66

APPENDIX III — EMPLOYEE PAY RATE LISTING

Active Positions and Titles	Pay Type	Pay Rate as of November 1, 2021
Parks and Recreation		
Parks and Recreation Director	Bi-Weekly	\$2,793.75
Recreation and Marketing Manager	Bi-Weekly	\$2,030.68
Parks Maintenance Crew Leader	Hourly	\$27.01
Parks Maintenance Worker I	Hourly	\$18.73
Parks Maintenance Worker I	Hourly	\$18.19
Clinic Instructor (Seasonal)	Hourly	\$10.30
Clinic Instructor (Seasonal)	Hourly	\$10.30
Clinic Instructor (Seasonal)	Hourly	\$10.30
Field Supervisor (Seasonal)	Hourly	\$10.00
Parks & Rec Worker (Seasonal)	Hourly	\$10.00
Parks & Rec Worker (Seasonal)	Hourly	\$13.50
Parks Worker (Seasonal)	Hourly	\$10.00
Parks Intern (Seasonal)	Hourly	\$10.30
Parks Maintenance (Seasonal)	Hourly	\$13.50
Site Supervisor (Seasonal)	Hourly	\$10.30
Parks Fall Intern (Seasonal)	Hourly	\$10.30
Development		
Development Director	Bi-Weekly	\$3,274.46
Permit Technician	Hourly	\$19.76
Building Inspector I	Hourly	\$25.93
Building Inspector II	Hourly	\$26.97
Code Inspector II	Hourly	\$22.18

APPENDIX III — EMPLOYEE PAY RATE LISTING

Active Positions and Titles	Pay Type	Pay Rate as of November 1, 2021
Public Works		
Public Works Director	Bi-Weekly	\$3,766.59
Management Analyst	Bi-Weekly	\$1,846.15
Administrative Coordinator - Streets (Part-Time)	Hourly	\$19.36
Administrative Coordinator - Utilities	Hourly	\$17.68
Street Superintendent	Hourly	\$31.27
Street Maintenance Crew Leader	Hourly	\$22.82
Street Maintenance Worker II	Hourly	\$25.72
Street Maintenance Worker II	Hourly	\$21.49
Street Maintenance Worker II	Hourly	\$19.42
Street Maintenance Worker I	Hourly	\$16.09
Utilities Superintendent	Hourly	\$38.15
Water Treatment Plant Manager	Hourly	\$31.02
Utility Operations Manager	Hourly	\$30.71
Water Plant Operator V	Hourly	\$25.88
Water Plant Operator V	Hourly	\$25.88
Water Plant Operator III	Hourly	\$20.00
Water Plant Operator III	Hourly	\$20.00
Wastewater Plant Operator I	Hourly	\$15.54
Utility Inspector I	Hourly	\$25.81
Utility Inspector I	Hourly	\$25.81
Utility Specialist IV	Hourly	\$23.81
Utility Specialist III	Hourly	\$21.64



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Finance/Police

AGENDA ITEM: Bill No. 2921-21, Destruction of Records – Second Reading

REQUESTED BOARD ACTION:

Motion to approve Bill No. 2921-21, destruction of certain records. Second reading by title only.

SUMMARY:

The City keeps administrative, fiscal and legal records as required by the State of Missouri. The Secretary of State's Office publishes a records retention manual which establishes minimum retention periods for these records. Some records are permanent while others must be kept for various lengths of time. When non-permanent records have reached their retention date, the State recommends those records to be destroyed.

The Finance Department desires to destroy audited accounts payable and accounts receivable records dated November 1, 2018 through October 31, 2019 by shredding. These records include invoices, check registers, refund registers, payment distribution statements, and receipt registers. These accounts payable and accounts receivable records meet the minimum retention period after a completed audit.

The Police Department desires to destroy police records dated 2015-2016 by shredding. These records are not part of an investigative file/report and meet the minimum retention period.

PREVIOUS ACTION:

N/A

POLICY OBJECTIVE:

The purpose is to destroy records per the records retention schedule published by the Secretary of State's Office.

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

- ☒ Ordinance
- ☐ Resolution
- ☐ Staff Report
- ☐ Other:

- ☐ Contract
- ☐ Plans
- ☐ Minutes

BILL NO. 2921-21

ORDINANCE NO. XXXX-21

AN ORDINANCE AUTHORIZING THE DESTRUCTION OF CERTAIN RECORDS.

WHEREAS, it has been determined that FY19 accounts payable and accounts receivable records and documents have met the retention schedule listed in the Missouri Records Manual as outlined in Section 109.200 RSMo.; and

WHEREAS, it has been determined that the 2015-2016 police records are not part of an investigative file/report and have met the minimum retention schedule listed in the Missouri Records Manual as outlined in Section 109.200 RSMo.; and

WHEREAS, it has been determined that the records and documents have no further administrative, legal, fiscal, research or historical value; and

WHEREAS, destruction of said records will allow more space for operations, increase storage space, allow for easier access to needed records and provide a better environment of records which must be legally retained; and

WHEREAS, the Smithville Board of Aldermen wish to authorize the destruction of said records.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMAN OF THE CITY OF SMITHVILLE, MISSOURI AS FOLLOWS:

Section 1. That the Board of Aldermen hereby elects, pursuant to Section 109.200 RSMo., to approve the destruction of police records from 2015-2016 and accounts payable and accounts receivable records and documents that have met the requirements of the retention schedule and no longer have value.

Section 2. The Board of Aldermen hereby directs the City Clerk to find a method of destruction approved by the State of Missouri.

Section 3. This Ordinance shall take effect and be in full force from and after its passage according to law.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the ____ of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 10/05/2021

Second Reading: / /2021



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Development

AGENDA ITEM: Bill No. 2922-21, Amending Section 115.020 Realigning the City Election Wards – 2nd reading

RECOMMENDED ACTION:

A Motion to Read Bill No. 2922-21 For Second Reading by Title Only to realign the City's Wards

SUMMARY:

As a result of the 2020 Census the ward boundaries for the City of Smithville must be redrawn.

BACKGROUND:

The Board reviewed the redistricting process in August, ahead of the release of census data. As a result of that meeting, the Board directed staff on the priorities to follow in redrawing ward maps. Later in August the data was released and staff used that information to draw several map versions. At a September 21, 2021 work session, the Board directed staff to move forward with redrawing the ward boundaries based on one of those maps. The attached ordinance reflects the approved map.

PREVIOUS ACTION:

The last redistricting occurred following the 2010 Census.

POLICY ISSUE:

Equalize the voting blocks into three roughly equal wards.

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

- ☒ Ordinance
- ☐ Resolution
- ☐ Staff Report
- ☒ Other: Map

- ☐ Contract
- ☐ Plans
- ☐ Minutes

AN ORDINANCE AMENDING SECTION 115.020 OF THE CODE OF ORDINANCES TO REALIGN THE CITY ELECTION WARDS.

WHEREAS, the intent of resetting the City's ward lines is to provide equal representation for all citizens of the City, and

WHEREAS, the Federal Decennial Census was completed, and the existing wards are unequal in number, and

WHEREAS, the Board of Aldermen identified its goals and requested staff create new maps in accordance with those goals, and

WHEREAS, they Board reviewed the proposed map and does hereby adopt the new ward boundaries contained in the new map.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI, AS FOLLOWS:

Section 1. That Section 115.020 of the Code of Ordinances is hereby repealed, and a new Section 115.020 is enacted, to be read as follows:

A. The City of Smithville is hereby divided into three (3) wards pursuant to the provisions of Section 79.060 R.S.Mo. Such wards shall be bounded and described as follows:

Ward I. Beginning at the point of the intersection of Highway 92 and the eastern City Limits, thence west along Highway 92 to the intersection with Liberty Street thence northwesterly along Liberty Street to the intersection with East Woods Street thence west along East Woods Street to the intersection with Woodland Avenue, thence south along Woodland Avenue to the intersection with East Summit Street thence west along Summit to the intersection with Bridge Street, thence north along Bridge Street to the intersection with Meadow Street, thence west along Meadow Street to the intersection with 169 Highway thence north along 169 Highway to the intersection with Main Street and Second Creek Bridge Road thence west along Second Creek Bridge Road to the western City Limits, thence north along the western City Limits to a point at 176th Street thence east along the north lines of the Bluff's of Whiskey Ridge and Smith's Mill Valley Subdivisions to its' intersection with 169 Highway, thence north along 169 Highway to the intersection with northwest 180th Street, thence east along 180th Street to the intersection with North Main Street, thence north along North Main Street to the intersection with 188th Street, thence east along 188th Street to the intersection with Eagle Parkway, thence south along Eagle Parkway to the

intersection with NE 180th Street, thence west along 180th Street to the intersection with Old Jefferson Highway, thence south along the eastern city limits to the point of beginning.

Ward II. Beginning at a point on Old Jefferson Highway that intersects with the Harborview Subdivision, thence east along the south line of said Harborview subdivision to the eastern City Limits, thence north along said eastern city limits to the intersection with the north city limits, thence westerly along said north city limits to the intersection with the west city limits, thence south along the western city limits to a point at 176th Street thence east along the north lines of the Bluffs of Whiskey Ridge and Smith's Mill Valley Subdivisions to its' intersection with 169 Highway, thence north along 169 Highway to the intersection with Northwest 180th Street, thence east along 180th Street to the intersection with North Main Street, thence north along North Main Street to the intersection with 188th Street, thence east along 188th Street to the intersection with Eagle Parkway, thence south along Eagle Parkway to the intersection with Northeast 180th Street, thence west along 180th Street to the intersection with Old Jefferson Highway, thence south along Old Jefferson Highway to the point of beginning.

Ward III. Beginning at the intersection of Second Creek Bridge Road and the western City Limits thence south along the westerly City Limits to the intersection with the south City Limits thence east along the southerly City Limits to the intersection with the eastern City Limits thence north along the easterly City Limits to the intersection of Highway 92 thence west along Highway 92 to the intersection with Liberty Street thence northwesterly along Liberty Street to the intersection with East Woods Street thence west along East Woods Street to the intersection with Woodland Avenue, thence south along Woodland Avenue to the intersection with East Summit Street thence west along Summit to the intersection with Bridge Street, thence north along Bridge Street to the intersection with Meadow Street thence west along Meadow Street to the intersection with 169 Highway thence north along 169 Highway to the intersection with Main Street and Second Creek Bridge Road thence west along Second Creek Bridge Road to the point of beginning.

B. A ward map defining and outlining the ward lines as above described shall be on file in the office of the City Clerk. The City Clerk shall provide a copy of this ordinance and such maps to the Clay County Board of Election Commissioners.

Section 2. This Ordinance shall be in full force and effect immediately upon passage by the Board of Aldermen and approval by the Mayor.

**PASSED BY THE BOARD OF ALDERMEN AND APPROVED BY THE MAYOR
OF THE CITY OF SMITHVILLE, MISSOURI, THIS _____DAY
OF _____, 2021**

APPROVED:

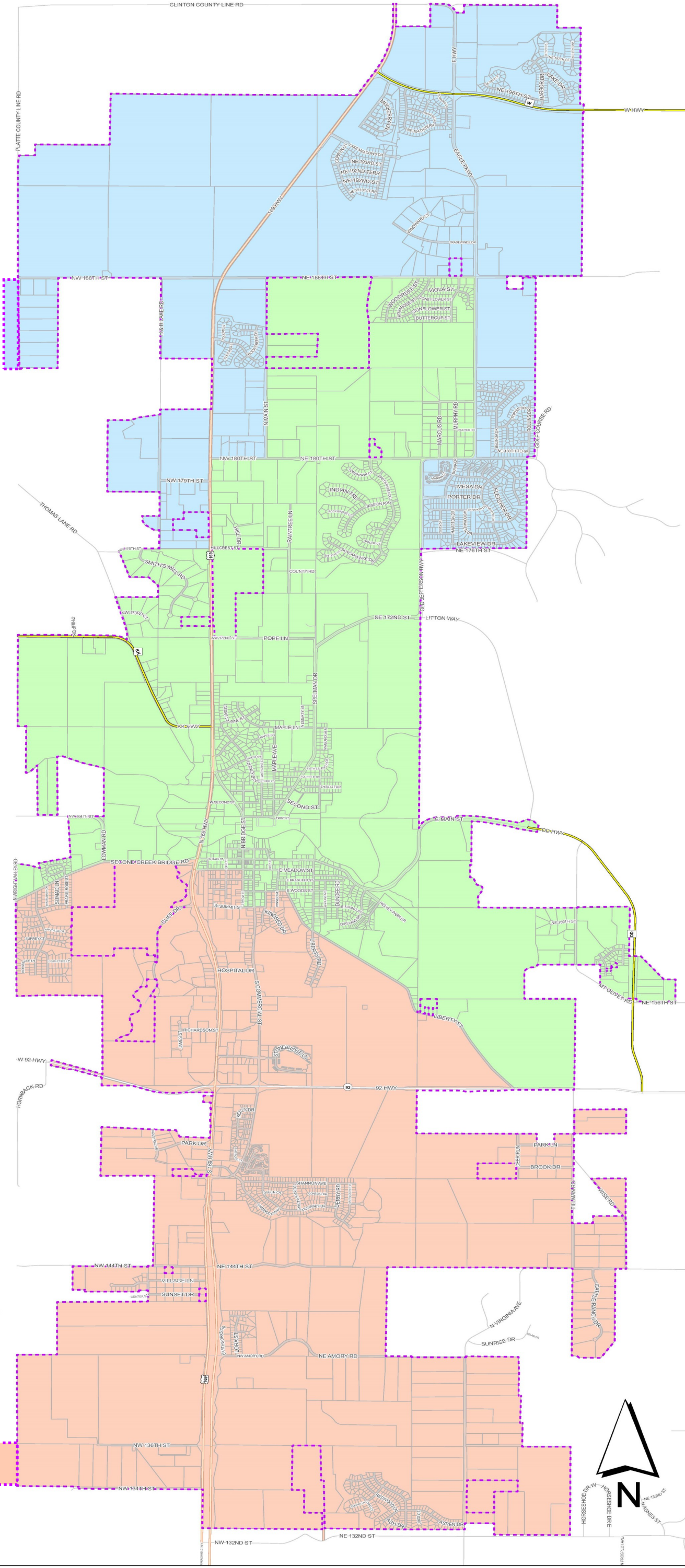
Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 10/05/2021
Second Reading: / /

City of Smithville Ward Boundary Map



Legend

- Ward I
- Ward II
- Ward III



Map created by:
GIS/Mapping, Clay County Assessor

<https://gisweb.claycountymo.gov>
phone: (816) 407 3370
email: gis@claycountymo.gov

Date: 9/30/2021

0 0.13 0.25 0.5 0.75 Miles





Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Development

AGENDA ITEM: Bill No. 2923-21, Initial Zoning Lot 8, Lakeside Crossing – 1st Reading

RECOMMENDED ACTION:

A motion to approve Bill No. 2923-21, an ordinance setting the initial zoning of Lot 8 in Lakeside Crossing by title only, for first reading by title only.

SUMMARY:

The ordinance would set the initial zoning of the most recently annexed lot in Lakeside Crossing to R-1B.

BACKGROUND:

The Board authorized staff and attorneys to pursue involuntary annexations of the remaining lots in Lakeside Crossing. As a result, this property owner agreed to be annexed and newly annexed property must have its' initial zoning set by the city.

PREVIOUS ACTION:

Annexation of this lot occurred in September.

POLICY ISSUE:

FINANCIAL CONSIDERATIONS:

ATTACHMENTS:

- | | |
|---|-----------------------------------|
| <input checked="" type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Finding of Facts | |

FINDING OF FACTS AND CONCLUSIONS OF LAW

Applicants: Angela Hutchings

Land Use Proposed: R-1B

Zoning: County Single Family

Property Locations: 2413 NE 157th Ter.

Pursuant to the provisions of Section 400.560(C) of the Smithville Code, the Planning Commission does hereby make the following findings of fact based upon the testimony and evidence presented at a public hearing of the Planning and Zoning Commission of the City of Smithville, held on October 12, 2021, and presents these findings to the Board of Aldermen, with its' recommendations on the application.

Finding of Facts

1. Character of the neighborhood.
The surrounding area is single family residential housing in a standard subdivision.
2. Consistency with the City's Comprehensive Plan and ordinances.
The Comprehensive Plan in effect when the homes were built was approved on October 6, 2005 and calls for low density housing. The current plan adopted in November 2020 recommends that annexations occur to clean up the borders of the city limits. It complies with the plan.
3. Adequacy of public utilities and other needed public services.
The lot is in a fully completed subdivision with all utilities and public services.
4. Suitability of the uses to which the property has been restricted under its existing zoning.
The current use is single family residential formerly outside the city limits.
5. Length of time the property has remained vacant as zoned.
The property was constructed in the county but had never previously annexed while the bulk of the lots in the subdivision were annexed over 15 years ago.
6. Compatibility of the proposed district classification with nearby properties.
The proposed district matches the adjacent existing uses.
7. The extent to which the zoning amendment may detrimentally affect nearby property.
No detriment is anticipated.

8. Whether the proposed amendment provides a disproportionately great loss to the individual landowners nearby relative to the public gain.
No loss to landowners is expected.
9. That in rendering this Finding of Fact, testimony at the public hearings on October 12, 2021 has been taken into consideration as well as the documents provided.

Recommendation of the Planning Commission

Based on the foregoing findings of fact, we conclude that:

- A. This application and the Zoning of this property from County Single Family Residential to R-1B is governed by Section 400.620 of the zoning ordinance of Smithville, Missouri.
- B. The proposed zoning is compatible with the factors set out in Section 400.560(C) of the zoning ordinance.
- C. The Planning and Zoning Commission of the City of Smithville, Missouri recommends approval of zoning the property to R-1B.

BILL NO. 2923-21

ORDINANCE NO. _____

AN ORDINANCE CHANGING THE ZONING CLASSIFICATIONS OR DISTRICTS OF CERTAIN LANDS LOCATED IN THE CITY OF SMITHVILLE, MISSOURI.

WHEREAS, The City of Smithville received an application for annexation of 2413 NE 157th; and

WHEREAS, after the property was annexed, the City is required to designate the initial zoning of newly annexed property, so a Public Hearing for the land was conducted before the Planning Commission on October 12, 2021; and

WHEREAS, the Planning Commission presented its' findings to the Board of Aldermen and recommended approval of the initial zoning for the property as R-1B.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI, THAT;

Section 1. Having received a recommendation from the Planning Commission, and proper notice having been given and public hearing held as provided by law, and under the authority of and subject to the provisions of the zoning ordinances of the City of Smithville, Missouri, by a majority board vote, the zoning classification(s) or district(s) of the lands legally described hereby are changed as follows:

The property legally described as: Lot 8, Lakeside Crossing 1st Plat, a subdivision in Clay County Missouri

is hereby set as R-1B.

Section 2. Upon the taking effect of this ordinance, the above zoning changes shall be entered and shown upon the "Official Zoning Map" previously adopted and said Official Zoning Map is hereby reincorporated as a part of the zoning ordinance as amended.

Section 3. This ordinance shall take effect and be in full force from and after the approval.

PASSED THIS _____ DAY OF _____, 20____

Mayor

ATTEST:

City Clerk

First Reading: 10/19/2021

Second Reading / /



STAFF REPORT

October 12, 2021

Rezoning of Parcel Id # 05-908-00-03-030.00

Application for a Zoning District Classification Amendment

Code Sections:

400.560.C Zoning District Classification Amendments

Property Information:

Address: 2413 NE 157th Ter. (Lot 8)
Owner: Angela Hutchings
Current Zoning: New annexation
Proposed Zoning: R-1B

Public Notice Dates:

1st Publication in Newspaper: September 23, 2021
Letters to Property Owners w/in 185': September 27, 2021

GENERAL DESCRIPTION:

The applicant recently annexed her home in the Lakeside Crossing subdivision into the City Limits. The initial zoning needs to be set by the City. This home is one of 11 homes that were not annexed into the city when the subdivision annexed over 15 years ago. The area is a single-family residential subdivision with adjacent R-1B zoning.

EXISTING ZONING:

The existing zoning predates the annexation into the city limits.

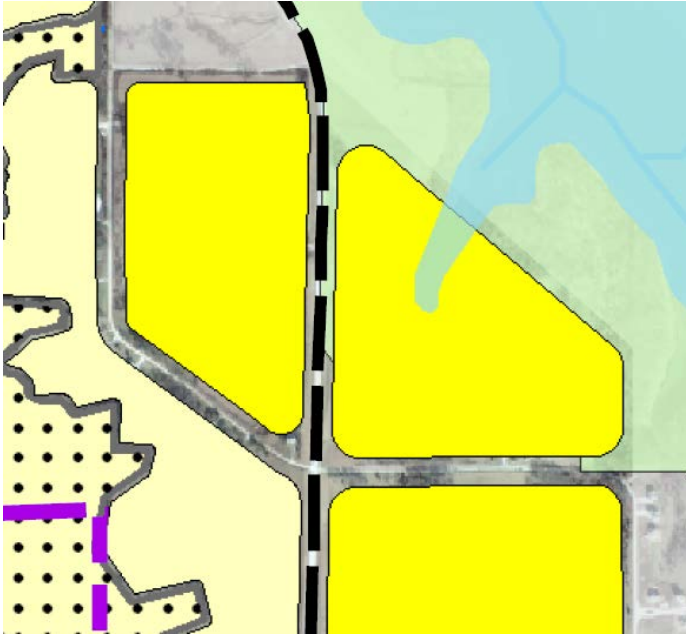
CHARACTER OF THE NEIGHBORHOOD *400.560.C.1*

The surrounding area is single family residential housing in a standard subdivision.

CONSISTENCY WITH COMPREHENSIVE PLAN AND ORDINANCES *400.560.C.2*

The previous Comprehensive Plan was approved on October 6, 2005, and called for low density housing. It is in compliance with the plan in place at the time of

construction. The current Plan adopted in in November 2020 calls for annexations to clear up the city boundaries.



ADEQUACY OF PUBLIC UTILITIES OR OTHER PUBLIC SERVICES *400.560.C.3*

The lot is in a fully completed subdivision with all utilities and public services.
Streets and Sidewalks:

SUITABILITY OF THE USES TO WHICH THE PROPERTY HAS BEEN RESTRICTED UNDER ITS EXISTING ZONING *400.560.C.4*

The current use is single family residential formerly outside the city limits.

TIME THE PROPERTY HAS REMAINED VACANT AS ZONED *400.560.C.5*

The property was constructed in the county but had never previously annexed while the bulk of the lots in the subdivision were annexed over 15 years ago.

COMPATIBILITY OF PROPOSED DISTRICT WITH NEARBY LAND *400.560.C.6*

The proposed district is the same as the existing adjacent uses.

EXTENT WHICH THE AMENDMENT MAY DETRIMENTALLY AFFECT NEARBY PROPERTY *400.560C.7*

No detrimental effects are known.

WHETHER THE PROPOSAL HAS A DISPROPORTIONATE GREAT LOSS TO ADJOINING
PROPERTY OWNERS RELATIVE TO THE PUBLIC GAIN *400.560.C.8*

With no detrimental effects known, no great loss is expected.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the proposed district based upon the change
meets the Comprehensive Plan recommendations.

Respectfully Submitted,

Zoning Administrator

MEETING DATE: 10/19/2021**DEPARTMENT:** Administration**AGENDA ITEM:** Resolution 979 – A Resolution Adopting Amendments to the Schedule of Fees

REQUESTED BOARD ACTION:

Motion to approve Resolution 979, A Resolution Adopting Amendments to the Schedule of Fees for Police and Parks Fees and Water, Sewer and Trash Rates.

SUMMARY:

As a part of the FY2022 Budget Process, staff is proposing changes to the FY2022 comprehensive schedule of fees. The fees outlined in this staff report were presented on July 19, 2021 to the Board of Alderman for review and direction. The fees outlined below reflect that direction and will be effective November 1, 2021, unless otherwise specified below. Revisions to the Schedule of Fees also includes new water and sewer rates as outlined in the materials for the public hearing earlier in the agenda.

Change existing *Police Department* related fees (changed per revised State Statute)

- Police Report – \$5.00 to No Fee Charged
- Copy of Video (Cloud Link) - \$10.00 to No Fee Charged

Change existing *Parks and Recreation Department* related fees

- Practice (Without Lights) - \$10.00/Hour to \$15.00 Per Field Per Hour
- Practice (With Lights) - \$25.00 Per Field/Per Hour
- Game – Category No Longer Used, Fee Eliminated
- Tournament (Without Lights) - \$100.00/Day to \$150.00 Per Field/Per Day
- Tournament (With Lights) – \$250.00 Per Field/Per Day
- Field Dragging and Chalking for Tournaments – Included in Tournament fee
- Softball League – \$500.00/Team to Fee Set on Annual Basis
- Volleyball League - \$200.00/Team to Fee Set on Annual Basis
- Kickball Tournament Fee – Fee Set on Annual Basis
- Gravel Grinder Bike Race (25 Miles) – \$25.00 to Fee Set on Annual Basis
- Gravel Grinder Bike Race (50 Miles) – \$30.00 to Fee Set on Annual Basis
- Gravel Grinder Bike Race (80 Miles) – \$40.00 to Fee Set on Annual Basis
- Gravel Grinder Bike Race (100 Miles) – \$60.00 to Fee Set on Annual Basis
- 5K Run – Run No Longer Held, Fee Eliminated

- 1 Mile Dog Run – Run No Longer Held, Fee Eliminated
- 5K Dog Run – Run No Longer Held, Fee Eliminated
- Heritage Parks and Smith's Fork Park Shelter Houses - \$50.00 Per Day
- Event Application Fee - \$25.00 Per Application
- City Staff Services Non-City 1 Day Events - Optional \$30.00/Hour
- City Staff Services Non-City Multi-Day Events - Mandatory \$30.00/Hour, 1 Hr. Min
- Public Use - Heritage Park Green Space (NE Corner) - \$100.00/Day + \$200.00 Deposit
- Public Use - Helvey Park Green Space (West Area) - \$100.00/Day + \$200.00 Deposit
- Public Use - Smith's Fork (N of Showers, S of Ballfields) - \$100.00/Day + \$200.00 Deposit
- Private Use - Heritage Park Green Space (NE Corner) - \$250.00/Day + \$200.00 Deposit
- Private Use - Helvey Park Green Space (West Area) - \$250.00/Day + \$200.00 Deposit
- Private Use - Smith's Fork (N of Showers, S of Ballfields) - \$250.00/Day + \$200.00 Deposit
- Smith's Fork Campground Nightly Site - \$35.00/night to \$40.00/night

Change existing *Utility* fees:

Residential Water Rates

- Water Meter Service Charge (¾" meter) - \$11.21/month to \$11.77/month
- Water Meter Service Charge (1") - \$11.21/month to \$11.77/month
- Water Meter Service Charge (2") - \$52.97/month to \$55.62/month
- Water Meter Service Charge (3") - \$103.95/month to \$109.15/month
- Water Meter Service Charge (4") - \$162.18/month to \$170.29/month
- Water Meter Service Charge (6") - \$322.78/month to \$338.92/month
- Water Usage Rate - \$7.89/1,000 gallons to \$8.33/1,000 gallons
- Wholesale Water Rate - \$4.76/1,000 gallons to \$4.98/1,000 gallons

Commercial Water Rates

- Water Meter Service Charge (¾" meter) - \$11.21/month to \$11.77/month
- Water Meter Service Charge (1") - \$17.64/month to \$18.52/month
- Water Meter Service Charge (2") - \$52.97/month to \$55.62/month
- Water Meter Service Charge (3") - \$103.95/month to \$109.15/month
- Water Meter Service Charge (4") - \$162.18/month to \$170.29/month
- Water Meter Service Charge (6") - \$322.78/month to \$338.92/month
- Water Usage Rate - \$7.89/1,000 gallons to \$8.33/1,000 gallons

Residential Wastewater Rates

- Wastewater Service Charge (¾" meter) - \$14.56/month to \$16.02/month
- Wastewater Service Charge (1") - \$14.56/month to \$16.02/month
- Wastewater Service Charge (2") - \$70.40/month to \$77.46/month
- Wastewater Service Charge (3") - \$149.52/month to \$164.52/month
- Wastewater Service Charge (4") - \$216.42/month to \$238.13/month
- Wastewater Service Charge (6") - \$431.17/month to \$474.42/month
- Wastewater Usage Rate - \$5.84/1,000 gallons to \$6.68/1,000 gallons

Commercial Wastewater Rates

- Wastewater Service Charge (¾" meter) - \$14.56/month to \$16.02/month
- Wastewater Service Charge (1") - \$23.15/month to \$25.47/month
- Wastewater Service Charge (2") - \$70.40/month to \$77.46/month
- Wastewater Service Charge (3") - \$149.52/month to \$164.52/month
- Wastewater Service Charge (4") - \$216.42/month to \$238.13/month
- Wastewater Service Charge (6") - \$431.17/month to \$474.42/month
- Wastewater Usage Rate - \$5.84/1,000 gallons to \$6.68/1,000 gallons

Change other existing *Utilities Department* related fees (revised state fees effective during billing cycle for **January 1, 2022** per notice from the Department of Natural Resources)

- Monthly State Fees ($\leq 1"$ Meter) With Sewer - \$0.31/month to \$0.50/month
- Monthly State Fees ($> 1"$ to $\leq 2"$ Meter) With Sewer - \$0.87/month to \$2.00/month

- Monthly State Fees (> 2" to ≤ 4" Meter) With Sewer - \$4.26/month to \$9.41/month
- Monthly State Fees (> 4" Meter) With Sewer - \$8.95/month to \$18.91/month
- Monthly State Fees (≤ 1" Meter) Without Sewer - \$0.25/month to \$0.44/month
- Monthly State Fees (> 1" to ≤ 2" Meter) Without Sewer - \$0.62/month to \$1.75/month
- Monthly State Fees (> 2" to ≤ 4" Meter) Without Sewer - \$3.43/month to \$8.50/month
- Monthly State Fees (> 4" Meter) Without Sewer - \$6.87/month to \$16.50/month

Change *Trash* fees

- Monthly Residential Trash & Recycling Charge - \$19.90/month to \$18.37/month
- Increase of Additional Trash Cart Fee - \$5.00/month to \$10.00/month
- Senior Discount (Available to Ages 65 and Older) – 15% Discount Off Monthly Bill

PREVIOUS ACTION:

The Board of Alderman approved changes to the Schedule of Fees in the FY2021 Budget process.

POLICY ISSUE:

FY2022 Budget financial data includes assumptions as a part of the Schedule of Fees process.

FINANCIAL CONSIDERATIONS:

Schedule of Fees changes

ATTACHMENTS:

- ☐ Ordinance
- ☒ Resolution
- ☐ Staff Report
- ☒ Other: Proposal

- ☐ Contract
- ☐ Plans
- ☐ Minutes

RESOLUTION 979

A RESOLUTION ADOPTING AMENDMENTS TO THE SCHEDULE OF FEES.

WHEREAS, the City of Smithville has adopted and set forth a comprehensive listing of fees hereby known as the Schedule of Fees; and

WHEREAS, the Schedule of Fees currently contains fees pertaining to water and wastewater rates and rate structure, police fees, park and recreation fees, state utility assessed fees, monthly solid waste fees; and

WHEREAS, the City conducted a utility rate study to provide recommendations on rates and rate structure changes; and

WHEREAS, the City held a Public Hearing on wastewater rates on October 19, 2021; and

WHEREAS, the Board of Aldermen have discussed and approved of the other fee changes referenced above; and

WHEREAS, the Board of Aldermen of the City of Smithville desires to adopt the following changes to the existing Schedule of Fees which should be followed by the City:

Change existing Residential Water Rates

- Water Meter Service Charge ($\frac{3}{4}$ " meter) - \$11.21/month to \$11.77/month
- Water Meter Service Charge (1") - \$11.21/month to \$11.77/month
- Water Meter Service Charge (2") - \$52.97/month to \$55.62/month
- Water Meter Service Charge (3") - \$103.95/month to \$109.15/month
- Water Meter Service Charge (4") - \$162.18/month to \$170.29/month
- Water Meter Service Charge (6") - \$322.78/month to \$338.92/month
- Water Usage Rate - \$7.89/1,000 gallons to \$8.33/1,000 gallons
- Wholesale Water Rate - \$4.76/1,000 gallons to \$4.98/1,000 gallons

Change existing Commercial Water Rates

- Water Meter Service Charge ($\frac{3}{4}$ " meter) - \$11.21/month to \$11.77/month
- Water Meter Service Charge (1") - \$17.64/month to \$18.52/month
- Water Meter Service Charge (2") - \$52.97/month to \$55.62/month
- Water Meter Service Charge (3") - \$103.95/month to \$109.15/month
- Water Meter Service Charge (4") - \$162.18/month to \$170.29/month
- Water Meter Service Charge (6") - \$322.78/month to \$338.92/month
- Water Usage Rate - \$7.89/1,000 gallons to \$8.33/1,000 gallons

Change existing Residential Wastewater Rates

- Wastewater Service Charge (¾" meter) - \$14.56/month to \$16.02/month
- Wastewater Service Charge (1") - \$14.56/month to \$16.02/month
- Wastewater Service Charge (2") - \$70.40/month to \$77.46/month
- Wastewater Service Charge (3") - \$149.52/month to \$164.52/month
- Wastewater Service Charge (4") - \$216.42/month to \$238.13/month
- Wastewater Service Charge (6") - \$431.17/month to \$474.42/month
- Wastewater Usage Rate - \$5.84/1,000 gallons to \$6.68/1,000 gallons

Change existing Commercial Wastewater Rates

- Wastewater Service Charge (¾" meter) - \$14.56/month to \$16.02/month
- Wastewater Service Charge (1") - \$23.15/month to \$25.47/month
- Wastewater Service Charge (2") - \$70.40/month to \$77.46/month
- Wastewater Service Charge (3") - \$149.52/month to \$164.52/month
- Wastewater Service Charge (4") - \$216.42/month to \$238.13/month
- Wastewater Service Charge (6") - \$431.17/month to \$474.42/month
- Wastewater Usage Rate - \$5.84/1,000 gallons to \$6.68/1,000 gallons

Change existing Police Department related fees (changed per revised State Statute)

- Police Report – \$5.00 to No Fee Charged
- Copy of Video (Cloud Link) - \$10.00 to No Fee Charged

Change existing Parks and Recreation Department related fees

- Practice (Without Lights) -\$10.00/Hour to \$15.00 Per Field Per Hour
- Practice (With Lights) - \$25.00 Per Field/Per Hour
- Game – Category No Longer Used, Fee Eliminated
- Tournament (Without Lights) - \$100.00/Day to \$150.00 Per Field/Per Day
- Tournament (With Lights) – \$250.00 Per Field/Per Day
- Field Dragging and Chalking for Tournaments – Included in Tournament fee
- Softball League – \$500.00/Team to Fee Set on Annual Basis
- Volleyball League - \$200.00/Team to Fee Set on Annual Basis
- Kickball Tournament Fee – Fee Set on Annual Basis
- Gravel Grinder Bike Race (25 Miles) – \$25.00 to Fee Set on Annual Basis

- Gravel Grinder Bike Race (50 Miles) – \$30.00 to Fee Set on Annual Basis
- Gravel Grinder Bike Race (80 Miles) – \$40.00 to Fee Set on Annual Basis
- Gravel Grinder Bike Race (100 Miles) – \$60.00 to Fee Set on Annual Basis
- 5K Run – Run No Longer Held, Fee Eliminated
- 1 Mile Dog Run – Run No Longer Held, Fee Eliminated
- 5K Dog Run – Run No Longer Held, Fee Eliminated
- Heritage Parks and Smith's Fork Park Shelter Houses - \$50.00 Per Day
- Event Application Fee - \$25.00 Per Application
- City Staff Services Non-City 1 Day Events - Optional \$30.00/Hour
- City Staff Services Non-City Multi-Day Events - Mandatory \$30.00/Hour, 1 Hr. Min
- Public Use - Heritage Park Green Space (NE Corner) - \$100.00/Day + \$200.00 Deposit
- Public Use - Helvey Park Green Space (West Area) - \$100.00/Day + \$200.00 Deposit
- Public Use - Smith's Fork (N of Showers, S of Ballfields) - \$100.00/Day + \$200.00 Deposit
- Private Use - Heritage Park Green Space (NE Corner) - \$250.00/Day + \$200.00 Deposit
- Private Use - Helvey Park Green Space (West Area) - \$250.00/Day + \$200.00 Deposit
- Private Use - Smith's Fork (N of Showers, S of Ballfields) - \$250.00/Day + \$200.00 Deposit
- Smith's Fork Campground Nightly Site - \$35.00/night to \$40.00/night

Change other existing Utilities Department related fees (revised state fees effective during billing cycle for January 1, 2022 per notice from the Department of Natural Resources)

- Monthly State Fees ($\leq 1''$ Meter) With Sewer - \$0.31/month to \$0.50/month
- Monthly State Fees ($> 1''$ to $\leq 2''$ Meter) With Sewer - \$0.87/month to \$2.00/month
- Monthly State Fees ($> 2''$ to $\leq 4''$ Meter) With Sewer - \$4.26/month to \$9.41/month
- Monthly State Fees ($> 4''$ Meter) With Sewer - \$8.95/month to \$18.91/month
- Monthly State Fees ($\leq 1''$ Meter) Without Sewer - \$0.25/month to \$0.44/month
- Monthly State Fees ($> 1''$ to $\leq 2''$ Meter) Without Sewer - \$0.62/month to \$1.75/month
- Monthly State Fees ($> 2''$ to $\leq 4''$ Meter) Without Sewer - \$3.43/month to \$8.50/month
- Monthly State Fees ($> 4''$ Meter) Without Sewer - \$6.87/month to \$16.50/month

Change other existing Public Works Department related fees

- Monthly Residential Trash & Recycling Charge - \$19.90/month to \$18.37/month
- Increase of Additional Trash Cart Fee - \$5.00/month to \$10.00/month
- Senior Discount (Available to Ages 65 and Older) – 15% Discount Off Monthly Bill
-

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:

THAT the existing policies and procedures as amended are the policies and procedures which should be followed effective November 1, 2021 by the City.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 19th day of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



COMPREHENSIVE SCHEDULE OF FEES

Administration

Occupation License

Annual Gross Receipts (\$0 to \$100,000.00)	\$50.00
Annual Gross Receipts (\$100,000.01 to \$150,000.00)	\$75.00
Annual Gross Receipts (\$150,000.01 and Over)	\$100.00

Liquor Licenses

Temporary Permit — By the Drink	\$37.50
Tasting Permit	\$37.50
Malt Liquor — Original Package	\$75.00
Non-Intoxicating Beer — Original Package	\$22.50
Intoxicating Liquor — Original Package	\$150.00
Malt Liquor — By Drink	\$75.00
Malt Liquor and Light Wines — By Drink	\$75.00
Non-Intoxicating Beer — By Drink	\$37.50
Intoxicating Liquor (All Kinds) — By Drink	\$450.00
Sunday Sales (Additional Fees)	\$300.00

Adult Businesses

Adult Business License Fee	\$300.00/year
Manager's License Fee	\$20.00/year
Entertainer's License Fee	\$20.00/year
Server's License Fee	\$20.00/year

Other Licenses & Fees

Fireworks Sales Permit	\$1,500.00
Peddler/Solicitor Permit	\$50.00/30 Days
Festival and Non-Permanent Vendor	\$10.00
Notary Fee	\$2.00
Photocopies	\$0.10/Page + Cost

*Effective
November 1, 2021*

Police

Hourly Services — 4 Hours Minimum *

\$45.00/hour

* Excludes the Smithville School District

Fingerprints

\$15.00

Police Report ^

~~\$5.00~~ No Fee Charged

Copy of Video — Cloud Link ^

~~\$10.00~~ No Fee Charged

^ No charges for parties listed as victim on the police report

Development

Filing and Permits

Minor Plats	\$25.00
Single-Phase Subdivisions	\$350.00 + \$2.00/lot

Multiphase Subdivisions

Preliminary Plat	\$300 plus \$2.00/lot
Final Plat	\$150 plus \$2.00/lot
Street/Alley Vacation	\$250.00
Subdivision Variance	\$450.00
Infrastructure Construction Permit	2% of cost

Building Permits

Finished Building/Residential	\$0.60/ft ²
Unfinished Building/Residential	\$0.30/ft ²
Demolition	\$35.00
Grading	\$100.00
Deck	\$45.00
Outbuilding — Greater than 120 ft ²	\$45.00
In-Ground Pool	\$45.00
Above Ground Pool	\$25.00
Fence	\$25.00
Poultry Housing (Required Annually Before Sept 1st)	\$30.00
Miscellaneous	\$15.00

Mechanical Permits

New Residential Structure	\$65.00
Minimum/Origination Fee	\$30.00
Rough Inspection	\$10.00
Finish/Final Inspection	\$10.00
Extra Inspection	\$25.00
Fixtures — Each	\$5.00
Water Heater — Commercial	\$10.00
Boiler	\$5.00
Furnace	\$5.00
Forced Air	\$5.00

*Effective
November 1, 2021*

Development (con't)

Mechanical Permits (con't)

Fireplace	\$5.00
Air Conditioner	\$5.00
Oven/Range	\$5.00
Exhaust	\$5.00
Heat Pump	\$5.00

Plumbing Permits

New Residential Structure	\$67.00
Minimum/Origination Fee	\$30.00
Ground Rough Inspection	\$10.00
Rough Inspection	\$10.00
Finish/Final Inspection	\$10.00
Extra Inspection	\$25.00
Fixtures — Each	\$5.00
Water Heater — Residential	\$5.00
Lawn Irrigation	\$30.00
Backflow Devices	\$2.00

Electrical Permits

New Residential Structure	\$125.00
Minimum/Origination Fee	\$30.00
Rough Inspection	\$10.00
Finish/Final Inspection	\$10.00
Extra Inspection	\$25.00
Appliances — Each	\$10.00
Outlets — Each	\$0.25
Circuits — Each	\$2.00
Service (Up to 200 Amp)	\$15.00
Service (201 Amp to 400 Amp)	\$20.00
Service (401 Amp to 600 Amp)	\$40.00
Service (Over 600 Amp)	\$75.00
New Service	\$25.00

Development (con't)

Merchant Use of Downtown Sidewalk

Sidewalk Café Permit	\$50.00/year
Downtown Sidewalk Sign Deposit	\$50.00

Temporary Signs

Downtown Banners — Each	\$25.00
Flexible Materials	\$25.00
Rigid Materials	\$10.00
Relabeling Fee	\$5.00

Permanent Signs

Projecting or Wall	\$125.00
Ground or Roof	\$250.00
Pole	\$500.00
Replacement	\$25.00

Sign with Electronic/LED/Digital Functions

Single Color, Alphanumeric, Manual Change *	\$175.00
Single Color, Alphanumeric, Automatic Change *	\$275.00
Multiple Colors *	\$375.00

* In addition to Permanent Sign Fees

Parks and Recreation

Athletic Fields

Practice (Without Lights)	\$10.00/hour - \$15.00 Per Field/Per Hour
Practice (With Lights)	\$25.00 Per Field/Per Hour
Game	\$15.00/hour
Tournament (Without Lights)	\$100.00/day - \$150.00 Per Field/Per Day
Tournament (With Lights)	\$250.00 Per Field/Per Day
Field Dragging and Chalking for Tournaments	Included in Tournament Fee

Youth Recreation

Basketball League	\$65.00/child
Baseball League	\$55.00/child
Softball League	\$55.00/child
T-Ball League	\$35.00/child
Soccer League	\$55.00/child
Soccer Clinic	\$35.00/child
Volleyball League	\$55.00/child

Adult Recreation

Softball League	\$500.00/team Fee Set on Annual Basis
Volleyball League	\$200.00/team Fee Set on Annual Basis
Kickball Tournament Fee	Fee Set on Annual Basis
Gravel Grinder Bike Race — 25 Miles	\$25.00 Fee Set on Annual Basis
Gravel Grinder Bike Race — 50 Miles	\$30.00 Fee Set on Annual Basis
Gravel Grinder Bike Race — 80 Miles	\$40.00 Fee Set on Annual Basis
Gravel Grinder Bike Race — 100 Miles	\$60.00 Fee Set on Annual Basis
5K Run	\$30.00
1 Mile Dog Run	\$20.00
5K Dog Run	\$40.00

Parks

Heritage Parks Shelter House	\$50.00/day
Smith's Fork Park Shelter Houses	\$50.00/day
Shelter House Fee	\$50.00 Per Day
Smith's Fork Park Scout Camping Area	\$25.00/night

Parks and Recreation (Continued)

Event Application Fee & Staffing Service Fees

Event Application Fee (Tournament, Green Space, Courtyard Park)	\$25.00 Per Application
City Staff Services for Non-City 1 Day Events (Trash Service & Restroom Cleaning Services)	Optional \$30.00/hour Per City Staff Member (In Addition to Event Fee)
City Staff Services for Non-City Multi-Day Events (Trash Service & Restroom Cleaning Services)	Mandatory \$30.00/hour Per City Staff Member (1 Hour Per Day Minimum) (In Addition to Event Fee)

Courtyard Park

City or City Co-Sponsor	Free
Courtyard Park (Category II, Public Event)	\$100.00/Day + \$200.00 damage deposit
Courtyard Park (Category II, Private Event)	\$250.00/Day + \$200.00 damage deposit

Park Green Space Use (Public Event)

Heritage Park Green Space (NE Corner)	\$100.00/Day + \$200.00 damage deposit
Helvey Park Green Space (West Area)	\$100.00/Day + \$200.00 damage deposit
Smith's Fork (N of Restroom Showers, S of Ballfields)	\$100.00/Day + \$200.00 damage deposit

Park Green Space Use (Private Event)

Heritage Park Green Space (NE Corner)	\$250.00/Day + \$200.00 damage deposit
Helvey Park Lake Green Space (West Area)	\$250.00/Day + \$200.00 damage deposit
Smith's Fork (N of Restroom Showers, S of Ballfields)	\$250.00/Day + \$200.00 damage deposit

Smith's Fork Campground

Site	\$35.00/night \$40.00/night
Ice	\$2.00/bag
Firewood	\$5.00/bundle

Senior Center (Daily)

Weekday Evening (4 PM - 11 PM)	\$100.00 + \$200.00 damage deposit
Weekend Full Day (9 AM - 11 PM)	\$250.00 + \$200.00 damage deposit

Senior Center (Recurring Weekly)

Resident and Local Businesses	\$100.00/month
Non-Resident	\$250.00/month

Effective
November 1, 2021

Finance

Credit Card Processing Fee	2.50%
NSF and Returned Items	\$30.00
Meals on Wheels	\$3.35/day

Animal Control

Dog License

Spayed or Neutered	\$10.00
Unaltered	\$20.00
Replacement Tag	\$5.00

Impoundment

1st Occurance	\$25.00
2nd Occurance	\$50.00
3rd + Occurance	\$100.00
Surrender Fee (Chief of Police permission required)	\$150.00

Daily Caretaker Fee

Dogs at Large	\$20.00/day
Dogs Held For Observation	\$45.00/day

Adoption Fees

Dogs	\$200.00
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Utilities

Water Impact

5/8 x 3/4 or 1 Inch	\$2,400.00
2 Inch	\$4,800.00
3 Inch	\$7,200.00
4 Inch	\$9,600.00
6 Inch	\$14,400.00

Wastewater Impact

5/8 x 3/4 or 1 Inch	\$2,800.00
2 Inch	\$5,600.00
3 Inch	\$8,400.00
4 Inch	\$11,200.00
6 Inch	\$16,800.00

Water Service Connection Taps

3/4 Inch, 1 Inch or 2 Inch	\$75.00 + Meter Supplies Fee Upon Request
4 Inch	\$100.00 + Meter Supplies Fee Upon Request
6 Inch	\$120.00 + Meter Supplies Fee Upon Request
8 Inch	\$120.00 + Meter Supplies Fee Upon Request

Water Service Deposit

Residential	\$100.00
Commercial, Industrial, Homebuilder	\$150.00
Landlord	\$150.00
Temporary Hydrant Meter	\$1,500.00

Stormwater Fees

Stormwater Service Charge	\$20.00/month
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Miscellaneous Fees

Requested Services	\$30.00/hour
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Utilities (Continued)

Residential Water Fees

Water Meter Service Charge (¾" Water Meter)	\$11.21 \$11.77/month
Water Meter Service Charge (1" Water Meter)	\$11.21 \$11.77/month
Water Meter Service Charge (2" Water Meter)	\$52.97 \$55.62/month
Water Meter Service Charge (3" Water Meter)	\$103.95 \$109.15/month
Water Meter Service Charge (4" Water Meter)	\$162.18 \$170.29/month
Water Meter Service Charge (6" Water Meter)	\$322.78 \$338.92/month
Water Usage Rate	\$7.89 \$8.33/1,000 gallons
Wholesale Water Rate	\$4.76 \$4.98/1,000 gallons
Late Fee	10% of Past Due Amount
Reconnection Fee	\$50.00
Consumption Data Log	\$100.00

Residential Wastewater Fees

Wastewater Meter Service Charge (¾" Water Meter)	\$14.56 \$16.02/month
Wastewater Meter Service Charge (1" Water Meter)	\$14.56 \$16.02/month
Wastewater Meter Service Charge (2" Water Meter)	\$70.40 \$77.46/month
Wastewater Meter Service Charge (3" Water Meter)	\$149.52 \$164.52/month
Wastewater Meter Service Charge (4" Water Meter)	\$216.42 \$238.13/month
Wastewater Meter Service Charge (6" Water Meter)	\$431.17 \$474.42/month
Wastewater Usage Rate	\$5.84 \$6.68/1,000 gallons
Late Fee	10% of Past Due Amount

Utilities (Continued)

Commercial Water Fees

Water Meter Service Charge (¾" Water Meter)	\$11.21 \$11.77/month
Water Meter Service Charge (1" Water Meter)	\$17.64 \$18.52/month
Water Meter Service Charge (2" Water Meter)	\$52.97 \$55.62/month
Water Meter Service Charge (3" Water Meter)	\$103.95 \$109.15/month
Water Meter Service Charge (4" Water Meter)	\$162.18 \$170.29/month
Water Meter Service Charge (6" Water Meter)	\$322.78 \$338.92/month
Water Usage Rate	\$7.89 \$8.33/1,000 gallons
Late Fee	10% of Past Due Amount
Reconnection Fee	\$50.00
Consumption Data Log	\$100.00

Commercial Wastewater Fees

Wastewater Meter Service Charge (¾" Water Meter)	\$14.56 \$16.02/month
Wastewater Meter Service Charge (1" Water Meter)	\$23.15 \$25.47/month
Wastewater Meter Service Charge (2" Water Meter)	\$70.40 \$77.46/month
Wastewater Meter Service Charge (3" Water Meter)	\$149.52 \$164.52/month
Wastewater Meter Service Charge (4" Water Meter)	\$216.42 \$238.13/month
Wastewater Meter Service Charge (6" Water Meter)	\$431.17 \$474.42/month
Wastewater Usage Rate	\$5.84 \$6.68/1,000 gallons
Late Fee	10% of Past Due Amount

Utilities (Continued)

State Department of Natural Resources Fees

Monthly State Fees - Accounts With Sewer

Monthly State Fees (\leq 1" Meter)	\$0.31 \$0.50/Month (<i>Effective</i> 1/1/2022)
Monthly State Fees ($>$ 1" and \leq 2" Meter)	\$0.87 \$2.00/Month (<i>Effective</i> 1/1/2022)
Monthly State Fees ($>$ 2" and \leq 4" Meter)	\$4.26 \$9.41/Month (<i>Effective</i> 1/1/2022)
Monthly State Fees ($>$ 4" Meter)	\$8.95 \$18.91/Month (<i>Effective</i> 1/1/2022)

Monthly State Fees - Accounts Without Sewer

Monthly State Fees (\leq 1" Meter)	\$0.25 \$0.44/Month (<i>Effective</i> 1/1/2022)
Monthly State Fees ($>$ 1" and \leq 2" Meter)	\$0.62 \$1.75/Month (<i>Effective</i> 1/1/2022)
Monthly State Fees ($>$ 2" and \leq 4" Meter)	\$3.43 \$8.50/Month (<i>Effective</i> 1/1/2022)
Monthly State Fees ($>$ 4" Meter)	\$6.87 \$16.50/Month (<i>Effective</i> 1/1/2022)

Sanitation

Trash & Recycling Fees

Residential Trash & Recycling

~~\$19.90/month~~ \$18.37/month

Senior Discount (Available To Ages 65 and Older)

15% Discount Off Monthly Trash Bill

Additional Cart — Each

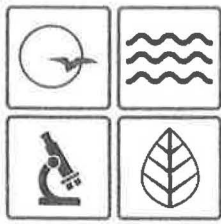
~~\$5.00/month~~ \$10.00/month

Residential Yard Waste (Resident Must Opt-In)

Included In Residential Trash Fee

Late Fee

10% of Past Due Amount



Missouri Department of dnr.mo.gov

NATURAL RESOURCES

Michael L. Parson, Governor

Dru Buntin, Director

September 3, 2021

Re: Revised Primacy Fee Structure for Systems on an Annual Schedule

Dear Public Water Supplier:

The Department is sending this letter to inform you that effective January 1, 2022, there will be a change to the Department's Primacy Fee structure that will affect the amount of the fee that your public water system is required to collect from your customers for remittance to the Department. This letter also provides some background information on the process undertaken by the Department to make this rule change as well as provides some guidance on actions you may need to take in preparation for this change.

The Department established the new fee rates by amending rule 10 CSR 60-16 Drinking Water Fees, consistent with the process outlined in 640.100 RSMo. The process included holding a series of stakeholder meetings to reach a consensus proposal, presenting the consensus proposal to the Safe Drinking Water Commission for approval, and promulgating the proposal through regulation. The rulemaking process also included a public comment period and a public hearing to give the public a chance to provide input prior to the Commission's adoption of the Order of Rulemaking. The final language of the rule will publish in the November 30, 2021, publication of the Code of State Regulations. You may find additional information on this process on the Department's Fee stakeholder webpage at the link below:

<https://dnr.mo.gov/water/business-industry-other-entities/permits-certification-engineering-fees/water-fees/public-drinking>

With the new fee rates to take effect on January 1, 2022, there are a few key actions you need to start planning for now in order to allow for a smooth transition to the new fee rates and ensure the proper collection and submittal of fees to the Department.

1. Your system is currently on an annual collection schedule. If there is any need to change this schedule because of the revision to the fee structure, you need to notify the Department in writing by January 1, 2022. A change in the frequency of collection to monthly or quarterly will also result in a change in your submittal frequency of the revenues to the Department to quarterly as well. With the effective date of the new fee structure quickly approaching, please coordinate with us as soon as possible if you are planning on making a collection schedule change.



Primacy Fee Revision Table for Systems on an Annual Collection Schedule

Number of Connections with Unmetered or Meter Size $\leq 1''$	Current Fee Amount	Revised Fee Amount Effective January 1, 2022	Prorated Fee Amount for 2022 Annual Period
1 to 10	\$3.24	\$50.00*	\$50.00*
11 to 1,000	\$3.24	\$5.28	\$4.60
1,001 to 4,000	\$3.00	\$5.28	\$4.52
4,001 to 7,000	\$2.76	\$5.28	\$4.44
7,001 to 10,000	\$2.40	\$5.28	\$4.32
10,001 to 20,000	\$2.16	\$4.80	\$3.92
20,001 to 35,000	\$1.92	\$4.80	\$3.84
35,001 to 50,000	\$1.56	\$4.80	\$3.72
50,001 to 100,000	\$1.32	\$4.20	\$3.24
> 100,000	\$1.08	\$3.48	\$2.68
Meter Size			
> 1" \leq 2"	\$7.44	\$21.00	16.48
> 2" \leq 4"	\$41.16	\$102.00	81.72
>4"	\$82.44	\$198.00	159.48

*For systems with 10 connections or less, the Department will assess their fee at the minimum amount for the system and not per connection. The minimum fee will not be prorated.

2. If you need to make any changes to your billing software, to accommodate the new fee rates or a new frequency, you may need start planning for those changes now so you collect the appropriate fee from your customers when the time comes to collect the revised amounts.
3. One important note related to the Primacy Fee is that the current annual period established in rule is September 1 through August 31. Since the first year of implementing the revised Primacy Fee structure, the annual period will overlap the January 1, 2021, effective date, the Department has determined it will be necessary to collect the fee on a prorated basis for the first year. When charging the annual fee for the annual period running from September 1, 2021, through August 31, 2022, you will need to use the applicable prorated fee amount located in the fourth column of the enclosed fee table. This amount was calculated using the current fee amount for the first four months of the annual period and the revised fee amount for the remaining 8 months. For the following annual collection period, you will begin collecting the full amount of the revised fee amount located in the third column of the table. For any fees paid for 2022 primacy fee period prior to January 1, 2022, your account will be reevaluated after January 1, 2022, and you will be invoiced for the prorated amount for the fee increase.
4. Finally, you should consider providing a notice to your customers regarding this rate increase and any potential change to your collection schedule.

Thank you for your attention to this matter and for your support of this change during the rulemaking process. If you have any questions regarding the new Primacy Fee structure or the information included in this letter, please contact the Water Protection Program's Fiscal Management Section at P.O. Box 176, Jefferson City, MO 65102, by phone at 573-751-6723, or via email at wppfees@dnr.mo.gov.

WATER PROTECTION PROGRAM



David J. Lamb, Chief
Public Drinking Water Branch

Enclosure



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration

AGENDA ITEM: Resolution 980 – Agreement with ETC Institute

REQUESTED BOARD ACTION:

Motion to approve Resolution 980, a resolution approving an agreement with ETC Institute to conduct a citizen satisfaction survey.

SUMMARY:

This action would authorize ETC Institute to conduct a DirectionFinder citizen satisfaction survey.

The FY 2022 budget includes \$14,000 to conduct a citizen satisfaction survey, which will provide an opportunity to obtain citizen input and provide and evaluation of city-provided services.

Attached is a proposal from ETC Institute to conduct a community survey. The survey is anticipated to be conducted in December 2021.

ETC was founded in 1982 to help local governments gather data from residents to enhance community planning and service delivery. Since that time, the firm has provided survey assistance to communities around the country, including many in the Kansas City metro area. Part of the services included in the scope benchmarks Smithville performance against other communities of similar size and characteristic, and others in Kansas City metro. A similar study was conducted by ETC Institute in 2019. Information obtained from this survey will be utilized to benchmark our own performance over time as well.

PREVIOUS ACTION:

The Board approved Resolution 652, Citizen Satisfaction Survey on December 4, 2018, which lead to the administration of the City's first DirectionFinder survey.

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

Funds for a survey are included in the FY2022 budget.

ATTACHMENTS:

- | | |
|---|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Proposal | |

RESOLUTION 980

A RESOLUTION TO ENTER INTO AN AGREEMENT WITH ETC INSTITUTE TO CONDUCT A CITIZEN SATISFACTION SURVEY.

WHEREAS, the Board of Aldermen have identified Community Engagement as an ongoing focus area for Smithville; and,

WHEREAS, funds for a citizen satisfaction survey are included in the FY2022 Budget; and,

WHEREAS, ETC Institute has conducted surveys for communities around the country for more than 30 years and has submitted a proposal to conduct a citizen satisfaction survey for Smithville.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:

THAT, a proposal from ETC Institute to conduct a citizen satisfaction survey is hereby authorized in an amount not to exceed \$14,000.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 19th day of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



ETC INSTITUTE

MARKETING RESEARCH, DEMOGRAPHY, STATISTICAL APPLICATIONS

725 W. FRONTIER CIRCLE, OLATHE, KANSAS 66061
(913) 829-1215 FAX: (913) 829-1591

September 20, 2021

Cynthia Wagner
City of Smithville
107 W Main Street
Smithville, MO 64089
(816) 532-3897
cwagner@smithvillemo.org

Subject: Proposal to Conduct a Community Survey for the City of Smithville

Dear Ms. Wagner:

ETC Institute is pleased to submit a scope of work and fees to conduct a community survey for the City of Smithville. If selected for this project, ETC Institute will provide the following services:

Task 1: Design the Survey and Prepare the Sampling Plan. Task 1 will include the following services:

- Working with City staff to develop the content of the survey. Although ETC Institute will tailor the survey to the City's needs, our firm will provide sample questions from other communities to make the development of the survey instrument as easy as possible. It is anticipated that 3-4 drafts of the survey will be prepared before the survey is approved by the City.
- Participating in meetings by phone to develop the survey.
- Conducting a pilot test of the survey to ensure the questions are understood by residents. Based on the results of the pilot test, ETC Institute will recommend changes (if needed) to the survey.
- Selecting a random sample of residents to be contacted for the survey. The sample will be address-based and will include residents with traditional land-lines and those that only have cell phones.

Deliverable Task 1. ETC Institute will provide a copy of approved survey instrument.

Task 2: Administer the Survey. Task 2 will include the following services:

- ETC Institute will administer the survey by a combination of mail, Internet and phone.
- ETC Institute will mail the survey and a cover letter (on City letterhead) to a random sample of households in the City. Only one survey per household will be sent. Postage-paid envelopes will be provided by ETC Institute for each respondent. The City will provide a cover letter for the mailed survey. The cover letter will contain a link to an online version of the survey. Residents who receive the survey will have the option of returning the printed survey by mail or completing it on-line.
- Approximately 7-10 days after the surveys are mailed, ETC Institute will follow-up via e-mail and/or phone with households that received a mailed survey. ETC Institute will continue following up with households until reaching the targeted number of completed surveys. Listed below is the sampling plan for your consideration:
 - A sample of 300 completed surveys will provide results that have a margin of error of +/-5.6% at the 95% level of confidence at the City level. This is the minimum sample size that is recommended. The results would be statistically valid City-wide. In addition, statistically valid analysis of the data could be provided for 2-3 sub areas within the City.
- ETC Institute will monitor the distribution of the sample to ensure that the sample reasonably reflects the demographic composition of the City with regard to age, geographic dispersion, gender, race/ethnicity and other factors.

Deliverable Task 2. ETC Institute will provide a copy of the overall results for each question on the survey.

Task 3: Analysis and Final Report. ETC Institute will submit a final report to the City. At a minimum, this report will include the following items:

- Formal report that includes an executive summary of the survey methodology and a description of major findings.
- Charts and graphs that show the overall results of each question on the survey.
- Benchmarking analysis showing how the City compares to residents in other communities.
- Importance-Satisfaction Analysis that will identify the areas where the greatest opportunities exist to enhance overall satisfaction with City services.
- GIS maps that show geocoded survey results for selected questions on the survey.

- Tabular data that shows the results for each question on the survey, including open ended questions.
- A copy of the survey instrument.

Deliverable Task 3: ETC Institute will submit the draft final report in an electronic format and 5 hard copies of the final report. ETC Institute will also provide the raw data in an Excel database, or other format as requested by the City.

Project Schedule

Listed below is ETC Institute's typical timeline for administering a community survey. Since the surveys will be administered entirely in-house, the completion date for the project is completely within our control. If desired, we can meet a more ambitious timeline and are available to start at a date most convenient for the City.

- **November 2021**

Design survey instrument
Finalize sampling plan

- **December 2021**

Administer the survey

- **January 2021**

Draft Report Submitted for review
Prepare and Deliver the Final Report

Fee/Invoicing

The table below shows a breakdown of the fees for the services described in this proposal. The total cost for a sample size of 300 surveys would be \$14,000. It will be invoiced at the amount of \$7,000 within 30 days of execution of this agreement and \$7,000 upon the completion and delivery of the survey to the City.

Task	300 Surveys	
Design Survey & Prepare Sampling Plan	\$	3,000.00
Administration of a 15-20 minute survey	\$	7,500.00
Formal report with summary and charts, and benchmarking analysis	Included	
Cross-tabulations	\$	1,000.00
Importance-Satisfaction Analysis	\$	1,000.00
GIS Maps	\$	1,500.00
TOTAL	\$	14,000.00

CLOSING: We appreciate your consideration of this proposal, and look forward to your decision. If you have any questions, please do not hesitate to call me at (816) 813-1011.

Sincerely,

Robert Heacock
Senior Project Manager
ETC Institute
725 W. Frontier Circle
Olathe, KS 66061
(816) 813-1011
robert.heacock@etcinstitute.com

City of Smithville Approval:

Mayor
Authorized Signature/Title

Total Services Cost

Date



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration

AGENDA ITEM: Resolution No. 981 - agreement with the Main Street District

REQUESTED BOARD ACTION:

Motion to approve Resolution 980, authorizing and directing the Mayor to enter into an agreement with the Main Street District.

SUMMARY:

During the Board of Aldermen Work Session on July 19, 2021, the Board directed staff to allocate funds to support the Smithville Main Street Association. Staff worked with the Main Street Board and membership to develop the contract.

Contractual services to be provided by Main Street include organization and support for all downtown businesses, marketing and tourism promotion, design assistance for downtown guidelines, and general economic vitality. All of these items will be completed on an ongoing basis by the Smithville Main Street Association for a total of \$75,000 over a four year time period. The first payment issued will be \$40,000, and decrease by 50% each year. The initial contract is for one year and includes three additional annual renewal periods.

This contract will also allow for an ex officio member from the City who is nominated by the mayor to sit on the Smithville Main Street board.

PREVIOUS ACTION:

Expenditure discussed during the July 19, 2021 Board work session, using unfund balance created by receipt of CARES funds for reimbursement of expenditures in 2020 related to response to COVID-19.

POLICY OBJECTIVE:

FINANCIAL CONSIDERATIONS:

Initial year funds are budgeted within the 2021-22 budget.

ATTACHMENTS:

- | | |
|--|--|
| <input type="checkbox"/> Ordinance | <input checked="" type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Agreement | |

RESOLUTION 981

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH SMITHVILLE MAIN STREET ASSOCIATION FOR THE PURPOSE OF PROVIDING SERVICES FOR THE DOWNTOWN AREA IN THE AMOUNT OF \$75,000 OVER FOUR YEARS.

WHEREAS, the City has identified a need for improved services for the downtown area; and

WHEREAS, the Smithville Main Street Association was created to provide marketing and educational support for the revitalization of Downtown Smithville; and

WHEREAS, the Board of Alderman has allocated funds for the Smithville Main Street Association to use for the completion of services; and

WHEREAS, the Smithville Main Street Association is willing to perform services as outlined in the agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:

THE MAYOR IS HEREBY AUTHORIZED AND DIRECTED TO EXECUTE AN AGREEMENT WITH SMITHVILLE MAIN STREET ASSOCIATION FOR THE PURPOSE OF PROVIDING SERVICES FOR THE DOWNTOWN AREA IN THE AMOUNT OF \$75,000 OVER FOUR YEARS.

PASSED AND ADOPTED by the Mayor and Board of Aldermen this 19th day of October, 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond
City Clerk

SERVICES CONTRACT

THIS AGREEMENT entered into this 19th day of October 2021 by and between the City of Smithville, Missouri, a political subdivision in the State of Missouri (hereinafter referred to as "City") and Smithville Main Street Association a Non- Profit Corporation doing business in Missouri (hereinafter referred to as "SMSA").

WITNESSETH:

WHEREAS, SMSA has received a Grant from Missouri Mainstreet Connection for the purposes of using and integrating its four point program (Organization, Economic Vitality, Design, and Promotion) into a practical downtown management strategy, by which SMSA will produce fundamental changes in a community's economic base, while preserving its historic commercial buildings and the community's unique heritage. The goal is to create a sustainable organization that functions as the revitalization leader in the community; and

WHEREAS, the City has authority to promote the general economic development of the City and believes that it serves a Public Purpose to use public funds to help revitalize the City's Downtown Area. For the purposes of this Agreement the City's "Downtown Area" shall be deemed to mean the approximate 13 blocks, with the boundaries of 169 Hwy to Heritage Park and from Meadow to Jefferson Hwy; and

WHEREAS, the Smithville Main Street Association was created to provide marketing and educational support for the revitalization of Downtown Smithville; and

WHEREAS, the City, by declaration in its fiscal year budget for 2021-22 did designate a portion of its budget for contracted services in support of downtown Smithville, to promote the general economic welfare of the Downtown Area; and

WHEREAS, the City has determined that it is in the best interests of the City, and important to the promotion of the general economic welfare of the City, to allocate a designated amount to Smithville Main Street Association as compensation of the performance of services pursuant to this agreement; and

NOW THEREFORE, in consideration of mutual covenants and promises contained herein the parties agree as follows:

1. **SCOPE OF WORK**: SMSA will provide the following services ("Services"):
 - a. SMSA Director – work jointly with the City to develop a job description and promote the position and conduct the search process.
 - b. Organization – provide like support and aid for all businesses in the Downtown Area.
 - c. Marketing and Tourism Promotion – develop and update a consistent

- promotion and advertising program for the Downtown Area.
- d. Design – work with the City to help initiate and develop design proposals for façade, signage, lighting, landscapes and the overall aesthetic look of the Downtown Area.
 - e. Economic Vitality – strengthen the existing economic asset of the Downtown Area while diversifying its economic base, including recruiting new businesses, marketing empty space and strengthening the management capabilities of Downtown Area merchants.

2. TERM AND TIME OF PERFORMANCE: The original term of this Agreement shall be from November 1, 2021, to October 31, 2022, and shall automatically renew for three (3) additional one (1) year terms, unless the Agreement is terminated as provided herein. Prior to each renewal, there shall be a review of performance by the City. To facilitate the review, SMSA shall submit a copy of its current budget by October 15 annually and provide a report of all activity to the City. The City shall inform SMSA by November 1 annually of the results of the City review. All compensation for the Services is subject to annual appropriation by the City of Smithville.

3. COMPENSATION AND METHOD OF PAYMENT: The purpose of payment is to act as seed funding to enable SMSA to grow and become self-sufficient. Following the date of signing of this agreement, the City agrees to pay \$40,000 for the first annual payment for “Services” during the fiscal year in a one-time payment. Following years payment will decrease by fifty percent (50%) each year as follows: year one - \$40,000; year two - \$20,000; year three - \$10,000; year four - \$5,000. All compensation for the Services is subject to the provision of Section II above.

4. AUDIT, INSPECTION OF RECORDS AND ANNUAL REVIEW: SMSA shall permit an authorized representative of the City to inspect and audit all data and records of SMSA related to their performance under this Agreement.

5. REQUEST OF EVENTS: SMSA shall submit a list of expected events each year by February 1 for the upcoming year. Additional information required will include the number of attendees expected, permits needed, street closures, and police presence needed.

6. SUBCONTRACT: SMSA and the City hereby agree that this Agreement shall not be assigned, transferred, conveyed, or otherwise disposed of without the prior consent of the other party to the Agreement.

7. REPRESENTATION ON BOARD: It is agreed that SMSA’s Executive Board has been created to oversee the operation of Smithville Main Street Association. A

representative of the City (as appointed by the Board of Aldermen upon nomination from the Mayor) will participate as an ex officio member of the Executive Board.

8. NON-DISCRIMINATION PROVISIONS: SMSA and its subcontractors will not discriminate against any employee or applicant for employment because of race, color, disability, age, religion, sex or national origin. SMSA will ensure that no person is excluded from participation in, denied the benefit of, or subjected to discrimination on the basis of race, color, or national origin under any programs provided, administered by SMSA (as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987).

Every effort will be made to ensure nondiscrimination in all of SMSA 's programs and activities, whether those programs and activities are federally funded or not. When SMSA distributes funds or aid it will include Title VI language in all written agreements and will monitor for compliance.

9. COMPLIANCE WITH THE LAW: All parties shall comply with all applicable federal, state and local laws, ordinances, codes and regulations.

10. INDEPENDENT CONTRACTOR: This agreement does not create an employee/employer relationship between the parties. It is the parties' intention that SMSA will be an independent contractor and not the City's employee for all purposes. SMSA shall retain sole and absolute discretion in the judgment of the manner and means of carrying out its activities and responsibilities hereunder. Further, the City shall not have any ability to dictate the management of SMSA as a Missouri non-profit corporation, nor shall the City have any ownership interest in SMSA.

11. INDEMNIFICATION: SMSA shall indemnify, release, defend, become responsible for and forever hold harmless the City, its officers, agents, employees, elected officials and attorneys, each in their official and individual capacities, subject to the provisions set forth in the Missouri Sovereign Immunity Statute, from and against all lawsuits, suits, actions, costs, claims, demands, damages, disability, losses, expenses, including reasonable attorney's fees and other defense costs or liabilities, of any character and from any cause whatsoever arising out of or resulting from any act, error, omission or intentional act of SMSA or its agents, employees or subcontractors, arising out of or in any way connected with the operations expressly authorized herein; provided, however, that SMSA need not save harmless the City from claims, demands, losses and expenses arising out of the sole negligence of the City, its employees or agents.

12. CANCEL, TERMINATION, OR SUSPENSION: This Agreement may be cancelled, terminated, or suspended at any time by written, mutual agreement of all parties, provided all applicable laws and regulations are complied with. The City may

terminate this Agreement at any time, with or without cause, by giving thirty (30) days written notice to SMSA. If either party is in default of this Agreement, the defaulting party shall be given notice in writing.

In the event of default, the defaulting party shall have thirty (30) calendar days to cure/remedy the default. The defaulting party will be sent the violation by certified mail a Notice Demand to Cure Default explaining the specific nature and extent of the default violation. Said violation or default will be cured or remedied within fifteen (15) working days after receipt of said Notice unless a longer time is agreed upon by both parties in writing. In the case that the default is not cured or remedied within the agreed upon time, the Agreement may be terminated with five (5) days written notice.

13. NOTICE: Any notice required by this contract is deemed to be given if it is mailed by United States certified mail, postage prepaid, and addressed as hereinafter specified.

Notice to the City shall be addressed to:

City Administrator, City of Smithville 107 W Main St. Smithville, MO 64089

Notice to Smithville Main Street Group shall be addressed to:

President, Smithville Main Street Group 107 E Main St. Smithville, MO 64089

14. AMENDMENTS: This Agreement, if necessary, may be modified by mutual agreement of the City of Smithville and SMSA. Changes to be affected by written form and incorporated into this Agreement as an amendment.

15. SEVERABILITY: It is mutually agreed that in case any provision of this Agreement is determined by a court of law to be unconstitutional, illegal, or unenforceable, it is the intention of all parties that the remaining provisions of this Agreement shall remain in full force and effect.

16. ENTIRE AGREEMENT: This Agreement constitutes the entire agreement between the parties with respect to its subject matter and any prior agreements, understanding or other matters, whether oral or written are hereby merged into and made a part hereof and are of no further force or affect.

IN WITNESS WHEREOF, the parties have set their hands and seals the date and year first above written. The parties represent that the signatories below have full authority and authorization to sign on behalf of the respective parties.

THE CITY OF SMITHVILLE:

By: _____

Name: Damien Boley, Mayor

SMITHVILLE MAIN STREET ASSOCIATION:

By: _____

Title _____



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration

AGENDA ITEM: Resolution 982 – Assignment of CID Board of Director Successors

REQUESTED BOARD ACTION:

Motion to approve Resolution 982, consenting to the appointment of directors for the governance of the Smithville Commons Community Improvement District.

SUMMARY:

The Smithville Commons Redevelopment Area Tax Increment Financing (TIF) district and Community Improvement District (CID) were approved in August 2017 as an economic development incentive to develop Smithville Commons. The CID is a separate legal entity that imposes a 1% additional sales and use tax imposed on sales within the district which will be reimbursed to the developer for authorized expenses.

This Resolution provides for the appointment of successor directors to the Board of Directors of the Smithville Commons Community Improvement District (CID) in accordance with the CID Act and the CID Petition approved by the City on August 1, 2017. CIDs are required to identify individuals to serve on an oversight board for the district. The responsibilities of the board include submittal of an annual budget and oversight of expenses. The developer often appoints several members and the City also appoints a member. The City's appointee is the Assistant City Administrator.

PREVIOUS ACTION:

Bill No. 2839-19, CID Cooperative Agreement, approved by the Board of Aldermen July 16, 2019. Resolution 862, Assignment of CID Board of Director Successors, approved December 15, 2020.

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input type="checkbox"/> Other: | |

RESOLUTION 982

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY SMITHVILLE, MISSOURI, CONSENTING TO THE APPOINTMENT OF DIRECTORS FOR THE GOVERNANCE OF THE SMITHVILLE COMMONS COMMUNITY IMPROVEMENT DISTRICT.

WHEREAS, on August 1, 2017, the Board of Aldermen after a public hearing, adopted Ordinance No. 2974-17 (the "Ordinance"), which approved a petition for and established the Smithville Commons Community Improvement District (the "District") pursuant to Sections 67.1401 to 67.1571 RSMo, 2000, as amended (the "CID Act"); and

WHEREAS, the Petition for Establishment of the Smithville Commons Community Improvement District (the "Petition") provides that the District shall be governed by a board of directors consisting of five (5) members; and

WHEREAS, pursuant to Section 5(e) of the Petition and Section 4 of the Ordinance, successor directors of the District shall be appointed by the Mayor with the consent of the Board of Aldermen; and

WHEREAS, the Mayor now desires to appoint, and the Board of Aldermen now desires to consent to the appointment of, individuals to serve as directors of the District as provided in the Petition.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI, as follows:

SECTION 1: That the following individuals are hereby appointed by the Mayor to serve as directors of the District for the respective terms specified below:

Justin Kaufmann – Director, 4 years

Jenny Kaufmann – Director, 4 years

SECTION 2: That the Board of Aldermen hereby consents to the Mayor's appointment of the foregoing individuals to serve as directors of the District.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 19th day of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration

AGENDA ITEM: Resolution 983 – Support of the Smithville Area Fire Protection District Smoke Detector Recycling Program

RECOMMENDED ACTION:

A motion to approve Resolution 983, a resolution supporting grant application by the Smithville Area Fire Protection District (SAFPD) for a smoke detector recycling program.

SUMMARY:

Grants for various programs are available to local units of government through Mid America Regional Council (MARC). SAFPD has been made aware of a smoke alarm recycling program grant and has determined a desire to lead an effort to encourage recycling of old/expired smoke alarms.

As part of the application process, project partners are required to be identified to collaborate on the process. SAFPD would be the grant applicant, administrator and reporting party, and would look to the City of Smithville for a letter of support for the grant and assistance with communication of the recycling effort.

PREVIOUS ACTION:

POLICY ISSUE:

[Click or tap here to enter text.](#)

FINANCIAL CONSIDERATIONS:

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ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input type="checkbox"/> Other: | |

RESOLUTION 893

A RESOLUTION OFFERING SUPPORT OF THE SMITHVILLE AREA FIRE PROTECTION DISTRICT'S APPLICATION FOR A SMOKE DETECTOR RECYCLING PROGRAM.

WHEREAS, the Smithville Area Fire Protection District (SAFPD) has been made aware of a smoke alarm recycling program grant and has determined a desire to lead an effort to encourage recycling of old or expired smoke alarms; and

WHEREAS, project partnerships are required as part of the application process; and

WHEREAS, the City of Smithville also recognizes the importance of recycling old equipment.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:

THE MAYOR IS HEREBY AUTHORIZED TO SIGN A LETTER OF SUPPORT FOR THE GRANT AND COORDINATE COMMUNICATION OF THE RECYCLING PROGRAM TO THE PUBLIC.

PASSED AND ADOPTED by the Mayor and Board of Aldermen this 19th day of October, 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration

AGENDA ITEM: Resolution 984 – Financial Services Agreement

REQUESTED BOARD ACTION:

Motion to approve Resolution 984, authorizing and directing the Mayor to enter into an agreement with Piper Sandler & Co. to provide financial services.

SUMMARY:

The City's current agreement with Piper Sandler & Co. for Financial Services was approved on May 15, 2018 and expires on December 31, 2021. The City has been satisfied with the financial advisory services provided by Piper Sandler & Co. and wishes to continue the working relationship via another financial services agreement. This agreement would expire December 31, 2025 as noted in section VIII "Term of Agreement".

BACKGROUND:

In FY2022, staff has planned to utilize services provided by Piper Sandler & Co. Staff to execute the process of planning and issuing Certifications of Participation to fund the construction of the 144th Street Lift Station capital improvement project and the 144th Street West Bypass capital improvement project.

The agreement outlines how compensation will be based upon a fixed fee, and once a plan of finance is determined, the fixed fee will be mutually agreed upon between Piper Sandler & Co. and the City. Compensation will be payable in immediately available funds at closing.

PREVIOUS ACTION:

The Board of Aldermen previously approved Resolution 599 directing the mayor to enter into an agreement with Piper Jaffray & Co. to provide financial services.

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

The agreement with Piper Sandler & Co. will help the City in the process of issuing a COP to fund the 144th Street Lift Station and West Bypass capital improvement projects.

ATTACHMENTS:

- | | |
|---|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Proposal | |

RESOLUTION 984

A RESOLUTION DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT WITH PIPER SANDLER & CO. FOR FINANCIAL SERVICES

WHEREAS, the City approved Resolution 599 on May 15, 2018, entering into an agreement with Piper Jaffray & Co. to provide Financial Services to the City;

WHEREAS, the current agreement terminates December 31, 2021;

WHEREAS, the City desires to extend its' working relationship with Piper Sandler & Co.;

WHEREAS, a new agreement will be financially advantageous for the city.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF
THE CITY OF SMITHVILLE, MISSOURI:**

THAT, the Mayor is hereby authorized to execute an agreement with Piper Sandler & Co., terminating on December 31, 2025.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 19th day of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

FINANCIAL SERVICES AGREEMENT

This Financial Services Agreement, (the Agreement) is entered into on October 19, 2021 by and between City of Smithville, Missouri (the Client) and Piper Sandler & Co. (Piper Sandler or the Financial Services Provider). This Agreement will serve as our mutual agreement with respect to the terms and conditions of our engagement as your financial services provider, effective on the date this Agreement is executed (the Effective Date).

I. Scope of Services.

(A) **Services to be provided.** Piper Sandler is engaged by the Client to provide services with respect to the planned issuance of the Client's bonds to be issued from time to time during the term of this Agreement (the Issue(s)).

(B) **Scope of Services.** The Scope of Services to be provided respecting the Issue(s) may consist of the following, if directed by the Client:

1. Evaluate options or alternatives with respect to the proposed new Issue(s),
2. Consult with and/or advise the Client on actual or potential changes in market place practices, market conditions or other matters that may have an impact on the Issues or Products.
3. Assist the Client in establishing a plan of financing
4. Assist the Client in establishing the structure, timing, terms and other similar matters concerning the Issue
5. Prepare the financing schedule
6. Provide assistance as to scheduling, coordinating and meeting procedural requirements relating to any required bond referendum
7. Consult and meet with representatives of the Client and its agents or consultants with respect to the Issue
8. Attend meetings of the Client's governing body, as requested
9. Advise the Client on the manner of sale of the Issue
10. In a competitive bid sale, prepare the bid package, obtain CUSIP numbers, assist the Client in collecting and analyzing bids submitted by underwriters and in connection with the Client's selection of a winning bidder
11. In a negotiated sale, coordinate pre-pricing discussions, supervise the sale process, advise the Client on matters relating to retail or other order periods and syndicate priorities, review the order book, and if directed by the Client, advise on the acceptability of the underwriter's pricing and offer to purchase
12. Assist the Client in identifying an underwriter in a negotiated sale or other deal participants such as an escrow agent, accountant, feasibility consultant, etc. to work on the Issue
13. Respond to questions from underwriters
14. Arrange and facilitate visits to, prepare materials for, and make recommendations to the Client in connection with credit ratings agencies, insurers and other credit or liquidity providers
15. Coordinate working group sessions, closing, delivery of the new Issue and transfer of funds
16. Prepare a closing memorandum or transaction summary

For Services Respecting Official Statement. Piper Sandler has not assumed responsibility for preparing or certifying as to the accuracy or completeness of any preliminary or final official statement, other than with respect to written information about Piper Sandler as the municipal advisor if provided by Piper Sandler in writing for inclusion in such documents.

II. Limitations on Scope of Services. In order to clarify the extent of our relationship, Piper Sandler is required under MSRB Rule G-42¹ to describe any limitations on the scope of the activities to be performed for you. Accordingly, the Scope of Services are subject to the following limitations:

The Scope of Services is limited solely to the services described herein and is subject to limitations set forth within the descriptions of the Scope of Services. Any duties created by this Agreement do not extend beyond the Scope of Services or to any other contract, agreement, relationship, or understanding, if any, of any nature between the Client and the Financial Services Provider.

Unless explicitly directed by you in writing, the Scope of Services does not include evaluating advice or recommendations received by you from third parties.

The Scope of Services does not include tax, legal, accounting or engineering advice with respect to any Issue or Product or in connection with any opinion or certificate rendered by counsel or any other person at closing and does not include review or advice on any feasibility study.

III. Amending Scope of Services. The Scope of Services may be changed only by written amendment or supplement. The parties agree to amend or supplement the Scope of Services promptly to reflect any material changes or additions to the Scope of Services.

IV. Compensation. Compensation is contingent on size of bond issue or nominal value of product and contingent on closing. Compensation is based on a fixed fee and is contingent on closing. Once the plan of finance is determined, the fixed fee will be mutually agreed to and provided in the Schedule of Sources and Uses of Funds, along with all other related issuance costs. Compensation is payable in immediately available funds at closing. Compensation is payable in immediately available funds at closing.

V. IRMA Matters. If the Client has designated Piper Sandler as its independent registered municipal advisor ("IRMA") for purposes of SEC Rule 15Ba1-1(d)(3)(vi) (the "IRMA exemption"), the extent of the IRMA exemption is limited to the Scope of Services and any limitations thereto. Any reference to Piper Sandler, its personnel and its role as IRMA in the written representation of the Client contemplated under SEC Rule 15Ba1-1(d)(3)(vi)(B) is subject to prior approval by Piper Sandler and Client agrees not to represent, publicly or to any specific person, that Piper Sandler is Client's IRMA with respect to any aspect of municipal financial products or the issuance of municipal securities, or with respect to any specific municipal financial product or any specific issuance of municipal securities, outside the Scope of Services without Piper Sandler's prior written consent.

VI. Piper Sandler's Regulatory Duties When Servicing the Client. MSRB Rule G-42 requires that Piper Sandler undertake certain inquiries or investigations of and relating to the Client in order for Piper Sandler to fulfill certain aspects of the fiduciary duty owed to the Client. Such inquiries generally are triggered: (a) by the requirement that Piper Sandler know the essential facts about the Client and the authority of each person acting on behalf of the Client so as to effectively service the relationship with the Client, to act in accordance with any special directions from the Client, to understand the authority of each person acting on behalf of the Client, and to comply with applicable laws, regulations and rules; (b) when Piper Sandler undertakes a determination of suitability of any recommendation made by Piper Sandler to the Client, if any or by others that Piper Sandler reviews for the Client, if any; (c) when making any representations, including with regard to matters pertaining to the Client or any Issue or Product; and (d) when providing any information in connection with the preparation of the preliminary or final official statement, including information about the Client, its financial condition, its operational status and its municipal securities or municipal financial products. Specifically, Client agrees to provide to Piper Sandler any documents on which the Client has relied in connection with any certification it may make with respect to the accuracy and completeness of any Official Statement for the Issue.

Client agrees to cooperate, and to cause its agents to cooperate, with Piper Sandler in carrying out these duties to inquire or investigate, including providing to Piper Sandler accurate and complete

¹ See MSRB Rule G-42(c)(v).

information and reasonable access to relevant documents, other information and personnel needed to fulfill such duties.

In addition, the Client agrees that, to the extent the Client seeks to have Piper Sandler provide advice with regard to any recommendation made by a third party, the Client will provide to Piper Sandler written direction to do so as well as any information it has received from such third party relating to its recommendation.

VII. Expenses. Piper Sandler will be responsible for all of Piper Sandler's out-of-pocket expenses. In the event a new issue of securities is contemplated by this Agreement, Client will be responsible for the payment of all fees and expenses commonly known as costs of issuance, including but not limited to: publication expenses, local legal counsel, bond counsel, ratings, credit enhancement, travel associated with securing any rating or credit enhancement, printing of bonds, printing and distribution of required disclosure documents, trustee fees, paying agent fees, CUSIP registration, and the like.

VIII. Term of Agreement. The term of this Agreement shall begin on the Effective Date and ends, unless earlier terminated as provided below, on December 31, 2025.

This Agreement may be terminated with or without cause by either party upon the giving of at least thirty (30) days prior written notice to the other party of its intention to terminate, specifying in such notice the effective date of such termination. All fees due to Piper Sandler shall be due and payable upon termination. Upon termination, the obligations of Piper Sandler under this Agreement, including any amendment shall terminate immediately and Piper Sandler shall thereafter have no continuing fiduciary or other duties to the Client. The provisions of Sections IV, VII, XII, XIV, XV and XVII shall survive termination of this Agreement.

IX. Independent Contractor. The Financial Services Provider is an independent contractor and nothing herein contained shall constitute or designate the Financial Services Provider or any of its employees or agents as employees or agents of the Client.

X. Entire Agreement/Amendments. This Agreement, including any amendments and Appendices hereto which are expressly incorporated herein, constitute the entire Agreement between the parties hereto and sets forth the rights, duties, and obligations of each to the other as of this date. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force and effect. This Agreement may not be modified except by a writing executed by both the Financial Services Provider and Client.

XI. Required Disclosures. MSRB Rule G-42 requires that Piper Sandler provide you with disclosures of material conflicts of interest and of information regarding certain legal events and disciplinary history. Such disclosures are provided in Piper Sandler's Disclosure Statement attached as Appendix A to this Agreement.

XII. Limitation of Liability. In the absence of willful misconduct, bad faith, gross negligence or reckless disregard of obligations or duties hereunder on the part of Piper Sandler or any of its associated persons, Piper Sandler and its associated persons shall have no liability to the Client for any act or omission in the course of, or connected with, rendering services hereunder, or for any error of judgment or mistake of law, or for any loss arising out of any issuance of municipal securities, any municipal financial product or any other investment, or for any financial or other damages resulting from the Client's election to act or not to act, as the case may be, contrary to any advice or recommendation provided by Piper Sandler to the Client. No recourse shall be had against Piper Sandler for loss, damage, liability, cost or expense (whether direct, indirect or consequential) of the Client arising out of or in defending, prosecuting, negotiating or responding to any inquiry, questionnaire, audit, suit, action, or other proceeding brought or received from the Internal Revenue Service in connection with any Issue or Product, if any or otherwise relating to the tax treatment of any Issue or Product if any, or in connection with any opinion or certificate rendered by counsel or any other party. Notwithstanding the foregoing, nothing contained in this paragraph or elsewhere in this Agreement shall constitute a waiver by Client of any of its legal rights under applicable U.S. federal securities laws or any other laws whose applicability is not permitted to be contractually waived, nor shall it

constitute a waiver or diminution of Piper Sandler's fiduciary duty to Client under Section 15B(c)(1), if applicable, of the Securities Exchange Act of 1934, as amended, and the rules thereunder.

XIII. Indemnification. Unless prohibited by law, the Client hereby indemnifies and holds harmless the Financial Services Provider, each individual, corporation, partnership, trust, association or other entity controlling the Financial Services Provider, any affiliate of the Financial Services Provider or any such controlling entity and their respective directors, officers, employees, partners, incorporators, shareholders, trustees and agents (hereinafter the "Indemnitees") against any and all liabilities, penalties, suits, causes of action, losses, damages, claims, costs and expenses (including, without limitation, fees and disbursements of counsel) or judgments of whatever kind or nature (each a "Claim"), imposed upon, incurred by or asserted against the Indemnitees arising out of or based upon (i) any allegation that any information in the Preliminary Official Statement or Final Official Statement contained (as of any relevant time) an untrue statement of a material fact or omitted (as of any relevant time) or omits to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading.

XIV. Official Statement. The Client acknowledges and understands that state and federal laws relating to disclosure in connection with municipal securities, including but not limited to the Securities Act of 1933 and Rule 10b-5 promulgated under the Securities Exchange Act of 1934, may apply to the Client and that the failure of the Financial Services Provider to advise the Client respecting these laws shall not constitute a breach by the Financial Services Provider or any of its duties and responsibilities under this Agreement. The Client acknowledges that any Official Statement distributed in connected with an issuance of securities are statements of the Client and not of Piper Sandler.

XV. Notices. Any written notice or communications required or permitted by this Agreement or by law to be served on, given to, or delivered to either party hereto, by the other party shall be in writing and shall be deemed duly served, given, or delivered when personally delivered to the party to whom it is addressed or in lieu of such personal services, when deposited in the United States' mail, first-class postage prepaid, addressed to the Client at:

City of Smithville
107 West Main Street
Smithville, MO 64089

Cynthia Wagner, City Administrator
816-532-3897
cwagner@smithvillemo.org

Or to the Financial Services Provider at:

Piper Sandler & Co.
11635 Rosewood Street
Leawood, KS 66211

Todd Goffoy, Managing Director
913-345-3373
Todd.Goffoy@psc.com

Hannah Draper, Associate
913-345-3302
Hannah.Draper@psc.com

With a copy to:

Piper Sandler & Co.
Legal Department
800 Nicollet Mall, Suite 900
Minneapolis, MN 55402

XVI. Consent to Jurisdiction; Service of Process. The parties each hereby (a) submits to the jurisdiction of any State or Federal court sitting in the state of Missouri for the resolution of any claim or dispute with respect to or arising out of or relating to this Agreement or the relationship between the parties (b) agrees that all claims with respect to such actions or proceedings may be heard and determined in such court, (c) waives the defense of an inconvenient forum, (d) agrees not to commence any action or proceeding relating to this Agreement other than in a State or Federal court sitting in the state of Missouri and (e) agrees that a final judgment in any such action or proceeding shall be conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.

XVII. Choice of Law. This Agreement shall be construed and given effect in accordance with the laws of the state of Missouri.

XVIII. Counterparts; Severability. This Agreement may be executed in two or more separate counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Any term or provision of this Agreement which is invalid or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining terms and provisions of this Agreement or affecting the validity or enforceability of any of the terms or provisions of this Agreement in any other jurisdiction.

XIX. Waiver of Jury Trial. THE PARTIES EACH HEREBY AGREES TO WAIVE ANY RIGHT TO A TRIAL BY JURY WITH RESPECT TO ANY CLAIM, COUNTERCLAIM OR ACTION ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY OR THE RELATIONSHIP BETWEEN THE PARTIES. PARTIES AGREE TO WAIVE CONSEQUENTIAL AND PUNITIVE DAMAGES.

XX. No Third Party Beneficiary. This Agreement is made solely for the benefit of the parties and their respective successors and permitted assigns. Nothing in this Agreement, express or implied, is intended to confer on any person, other than the parties and their respective successors and permitted assigns, any rights, remedies, obligations or liabilities under or by reason of this Agreement.

XXI. Authority. The undersigned represents and warrants that they have full legal authority to execute this Agreement on behalf of the Client. The following individual(s) at the Client have the authority to direct Piper Sandler's performance of its activities under this Agreement:

Cynthia Wagner, City Administrator

The following individuals at Piper Sandler have the authority to direct Piper Sandler's performance of its activities under this Agreement:

Todd Goffoy, Managing Director
Hannah Draper, Associate

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above written. By the signature of its representative below, each party affirms that it has taken all necessary action to authorize said representative to execute this Agreement.

PIPER SANDLER & CO.

By: Todd Goffoy
Todd Goffoy
Its: Managing Director
Date: _____

ACCEPTED AND AGREED:

CITY OF SMITHVILLE

By: _____
Cynthia Wagner
Its: City Administrator
Date: _____

Piper Sandler & Co. is registered with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board ("MSRB"). A brochure is posted on the website of the MSRB, at www.msrb.org that describes the protections that may be provided by MSRB rules and how to file a complaint with an appropriate regulatory authority.

APPENDIX A – DISCLOSURE STATEMENT

Municipal Securities Rulemaking Board Rule G-42 (the Rule) requires that Piper Sandler provide you with the following disclosures of material conflicts of interest and of information regarding certain legal events and disciplinary history. Accordingly, this Appendix A provides information regarding conflicts of interest and legal or disciplinary events of Piper Sandler required to be disclosed pursuant to MSRB Rule G-42(b) and (c)(ii).

(A) ***Disclosures of Conflicts of Interest.*** The Rule requires that Piper Sandler provide to you disclosures relating to any actual or potential material conflicts of interest, including certain categories of potential conflicts of interest identified in the Rule, if applicable. If no such material conflicts of interest are known to exist based on the exercise of reasonable diligence by us, Piper Sandler is required to provide a written statement to that effect.

Accordingly, we make the following disclosures with respect to material conflicts of interest in connection with the Scope of Services under the Agreement, together with explanations of how we address or intend to manage or mitigate each conflict. To that end, with respect to all of the conflicts disclosed below, we mitigate such conflicts through our adherence to our fiduciary duty to you in connection with municipal advisory activities, which includes a duty of loyalty to you in performing all municipal advisory activities for the Client. This duty of loyalty obligates us to deal honestly and with the utmost good faith with you and to act in your best interests without regard to our financial or other interests. In addition, as a broker dealer with a client oriented business, our success and profitability over time is based on assuring the foundations exist of integrity and quality of service. Furthermore, Piper Sandler's supervisory structure, utilizing our long-standing and comprehensive broker-dealer supervisory processes and practices, provides strong safeguards against individual representatives of Piper Sandler potentially departing from their regulatory duties due to personal interests. The disclosures below describe, as applicable, any additional mitigations that may be relevant with respect to any specific conflict disclosed below.

Compensation-Based Conflicts. The fees due under the Agreement are based on the size of the Issue and the payment of such fees is contingent upon the successful delivery of the Issue. While this form of compensation is customary in the municipal securities market, this may present the appearance of a conflict or the potential for a conflict because it could create an incentive for Piper Sandler to recommend unnecessary financings or financings that are disadvantageous to the Client, or to advise the Client to increase the size of the issue. We believe that the appearance of a conflict or potential conflict is mitigated by our duty of care and fiduciary duty and the general mitigations related to our duties to you, as described above.

Transactions in Client's Securities. As a municipal advisor, Piper Sandler cannot act as an underwriter in connection with the same issue of bonds for which Piper Sandler is acting as a municipal advisor. From time to time, Piper Sandler or its affiliates may submit orders for and acquire your securities issued in an Issue under the Agreement from members of the underwriting syndicate, either for its own trading account or for the accounts of its customers. Again, while we do not believe that this activity creates a material conflict of interest, we note that to mitigate any perception of conflict and to fulfill Piper Sandler's regulatory duties to the Client, Piper Sandler's activities are engaged in on customary terms through units of Piper Sandler that operate independently from Piper Sandler's municipal advisory business, thereby eliminating the likelihood that such investment activities would have an impact on the services provided by Piper Sandler to you under the Agreement.

(B) ***Disclosures of Information Regarding Legal Events and Disciplinary History.*** The Rule requires that all municipal advisors provide to their clients certain disclosures of legal or disciplinary events material to a client's evaluation of the municipal advisor or the integrity of the municipal advisor's management or advisory personnel. Accordingly, Piper Sandler sets out below required disclosures and related information in connection with such disclosures.

- I. **Material Legal or Disciplinary Event.** There are no legal or disciplinary events that are material to the Client's evaluation of Piper Sandler or the integrity of Piper Sandler's management or advisory personnel disclosed, or that should be disclosed, on any Form MA or Form MA-I filed with the SEC.
- II. **Most Recent Change in Legal or Disciplinary Event Disclosure.** Piper Sandler has not made any material legal or disciplinary event disclosures on Form MA or any Form MA-I filed with the SEC.

(C) **How to Access Form MA and Form MA-I Filings.** Piper Sandler's most recent Form MA and each most recent Form MA-I filed with the SEC are available on the SEC's EDGAR system at <http://www.sec.gov/edgar/searchedgar/companysearch.html>. The Form MA and the Form MA-I include information regarding legal events and disciplinary history about municipal advisor firms and their personnel, including information about any criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation. The SEC permits certain items of information required on Form MA or MA-I to be provided by reference to such required information already filed by Piper Sandler in its capacity as a broker-dealer on Form BD or Form U4 or as an investment adviser on Form ADV, as applicable. Information provided by Piper Sandler on Form BD or Form U4 is publicly accessible through reports generated by BrokerCheck at <http://brokercheck.finra.org>, and Piper Sandler's most recent Form ADV is publicly accessible at the Investment Adviser Public Disclosure website at <http://www.adviserinfo.sec.gov>. For purposes of accessing such BrokerCheck reports or Form ADV, Piper Sandler's CRD number is 665.

(D) **Future Supplemental Disclosures.** As required by the Rule, this Section 5 may be supplemented or amended, from time to time as needed, to reflect changed circumstances resulting in new conflicts of interest or changes in the conflicts of interest described above, or to provide updated information with regard to any legal or disciplinary events of Piper Sandler. Piper Sandler will provide you with any such supplement or amendment as it becomes available throughout the term of the Agreement.



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration

AGENDA ITEM: Resolution 985 – Employee COVID-19 Policy

REQUESTED BOARD ACTION:

Motion to approve Resolution 985, adopting amendments to the personnel policies handbook related to employee COVID-19 sick leave.

SUMMARY:

At the September 7, 2021, Board of Aldermen meeting, the Board directed staff to prepare information relating to current response to the COVID-19 pandemic for review and discussion. Specifically, the Board requested staff provide information to assist Board discussion relating to vaccine requirements for City employees.

The Board discussed this information at a work session on September 21, 2021 and directed staff to develop a policy which would provide paid sick time for employees who have been vaccinated for COVID-19.

The policy as presented provides 14 days of paid leave for employees who have been vaccinated, who have begun the vaccination process by receiving at least one dose or who have previously been granted a reasonable accommodation.

The Board also directed that staff explore a testing requirement for unvaccinated employees. Staff continues to work to provide information for review relating to this request.

PREVIOUS ACTION:

The Employee Handbook is reviewed and updated annually. The most recent changes were adopted by the Board on September 15, 2020, effective November 1, 2020. Additional changes to the handbook for 2022 may be recommended following completion of the Employee Compensation and Classification Study currently underway.

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input type="checkbox"/> Other: Policy | |

RESOLUTION 985

A RESOLUTION ADOPTING AMENDMENTS TO THE PERSONEL POLICIES HANDBOOK.

WHEREAS, the City of Smithville has adopted and set forth principles and procedures to be followed by the City in the administration of the City's personnel program. These principles and procedures were adopted to establish an efficient, equitable and functional system of personnel administration to govern the appointment, promotion, transfer, layoff, dismissal, discipline and other related conditions of employment; and,

WHEREAS, the Board has identified and recommended changes to the policy based on the current public health pandemic and response to COVID-19; and,

WHEREAS, addition of Section 11-6 Evaluation for and/or Absence from Work Sick Days Related to COVID-19 is recommended; and,

WHEREAS, the Board of Aldermen of the City of Smithville desires to adopt the changes to the existing policies and procedures as the principles and procedures which should be followed by the City in the administration of the City's personnel program; and,

WHEREAS, the Board of Aldermen of the City of Smithville states that each existing policy and procedure not specifically amended are hereby readopted in conjunction with the amendments set forth as the principles and procedures which should be followed by the City in the administration of the City's personnel program; and,

WHEREAS, the Board of Aldermen of the City of Smithville wish to restate that the policies and procedures as amended is not intended to be a contract between the City and its employees and does not crate contractual rights for employees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:

THAT, the existing policies and procedures as amended are the policies and procedures which should be followed effective October 22, 2021 by the City in the administration of the City's personnel program.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 19th day of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

Section 11-6 Evaluation for and/or Absence from Work Sick Days Related to COVID-19

Effective Dates: 10-22-21 until otherwise terminated by the Board of Aldermen

Employees should Remember, there are resources available to the Employee through the City Human Resources (HR) department.

A. Risk Analysis for COVID-19 Absences from Work or Eligibility to Report to Work

Employees need to immediately contact their supervisor if they experience any of the following:

- The employee or someone in their household is experiencing COVID-19 symptoms.
- They or someone in their household has undergone symptomatic testing for COVID-19.
- The employee thinks they have been exposed to someone with COVID-19.
- They have been in close contact with someone who has undergone symptomatic tested or has tested positive.
- They see indications that lead them to reasonably believe a coworker is showing symptoms of COVID-19.

Employee's failure to contact her/his supervisor is considered a violation of this policy. Any violation may lead to disciplinary action up to and including termination.

Employees must also report to their supervisor immediately if they believe that they have been exposed to a member of the public with COVID-19 while carrying out required and unavoidable job duties. This will be documented at the time of occurrence with employee's supervisor and the Assistant City Administrator.

Supervisors are responsible for contacting the Assistant City Administrator for a risk analysis. Supervisors can call the Assistant City Administrator or the City Administrator to evaluate the circumstances based on the most recent guidance available.

Employees may be requested to take (if there is a charge - at the City's expense) a city reasonably approved COVID-19 test. Employees will be given time from work for any such testing. The employee will be responsible for providing documentation of the results of the test to the City Administrator and the Assistant City Administrator.

To assist Clay County Public Health with timely and efficient contact tracing efforts, The City will provide said Health Department with limited contact information should the employee be identified as a close and direct contact of a positive COVID-19 case and/or tests positive. If the employee chooses to opt out of this notification process, the employee must notify the City Administrator. Opting out of this does not allow the employee to opt out of mandated quarantine nor does it allow the employee to opt out in the instance that the City of Smithville requires the employee to stay home to minimize the potential spread of COVID-19.

B. Types of Absence from Work Related to COVID-19

Qualifying absences are when an employee:

1. Is subject to a Federal, State, or local quarantine or isolation order related to COVID-19 (stay at home order is not considered quarantine).
2. Has been advised by a health care provider to self-quarantine related to COVID-19.
3. Is experiencing COVID-19 symptoms and is seeking a medical diagnosis – This may qualify as FMLA leave.
4. Is caring for an individual who is subject to an order described in (1) or is in self-quarantine as described in (2 above).
5. Is caring for a child whose school or place of care is **closed** (or childcare provider is unavailable) for reasons related to COVID-19.
6. Is experiencing symptoms and/or side effects within 72 hours after receiving a vaccine, or is experiencing any other substantially similar condition like a potential COVID-19 exposure
 - If an employee needs to be absent from work to receive the COVID-19 vaccine, employees may request reasonable paid time away from work to procure the vaccine (see Section D). It is requested that an employee schedule their vaccine either at the beginning of shift or end of shift to help with staffing.
 - If an employee experiences side effects from the vaccine and needs to miss work, the employee should contact the City Administrator and will be paid for reasonable time off after the City Administrator and the Assistant City Administrator have completed their risk assessment (see Section IV). If an employee calls in sick, supervisors will still need to contact the City Administrator or the Assistant City Administrator.
7. For full-time and part-time regular employees only: Are unable to work due to the City closing their work area and they are unable to work remotely or unable to gain a temporary assignment from their department or via risk management.

The Department of Labor encourages employers and employees to collaborate to achieve flexibility and meet mutual needs. Please consider this when requesting a leave of absence.

To continue to operate, there are essential positions that must be filled. Due to the nature of City work, some employees may be required to report to work even if they request to be absent. Supervisors will communicate with affected employees on a case-by-case basis as needed.

C. Call in Procedures for Absence from Work

For every absence from work:

- Employees should continue to use their regular division/department/City rules for calling in any absence from work.
- Supervisors should call the City Administrator and the Assistant City Administrator for assessment of any COVID-19 related issues.

D. Pay Options During Absence from Work

(COVID-19) Sick Pay – For Qualified Employees Only

(COVID-19) Sick Pay for Qualified Employees.

As used herein the Term “**Qualified Employees**” shall mean, (1) those Employees who have been vaccinated; or (2) those Employees who have begun the COVID-19 vaccination process by receiving at least one vaccine dose; or (3) those Employees who have previously been granted a Reasonable Accommodation (under 11-6, Section V below).

Effective 10-22-21 until terminated by the Board of Aldermen. HR maintains a file of submitted vaccination cards. All cards shall be submitted to the City Administrator or the Assistant City Administrator.

Effective 10-22-21, until otherwise terminated by the Board of Aldermen. the City will grant COVID-19 Sick leave for COVID-19 related issues to Qualified Employees as follows:

- Full-time and part-time **Qualified Employees**. The reason must fall into one of the reasons listed in 11-6 Section II above.
- All Full-time and part-time regular employees for whom City Administrator or the Assistant City Administrator authorizes sick COVID-19 Sick Pay due to a specific set of circumstances when quarantine or isolation occurs due to unavoidable documentable contact with the public in the performance of required job duties.
- Beginning 10-22-21 until further order of the Board of Aldermen, all use of the COVID-19 Sick Pay going forward will require the approval of City Administrator or the Assistant City Administrator. Employees must request such COVID-19 sick pay and provide any reasonably requested documentation to support the reason and submit a written request and supporting documentation to the City Administrator or the Assistant City Administrator.
- If verified by the City Administrator or the Assistant City Administrator that the employee is a Qualified Employee, said employee may apply for COVID-19 sick pay for up to a maximum total of fourteen (14) business days as reasonably necessary for absences necessitated under Section II above or approved by the City Administrator or the Assistant City Administrator. This COVID-19 sick pay is in addition to such full-time Employee's personal accumulated sick leave. If the

reason for the absence under Section B is greater than fourteen (14) business days, the full-time Qualified Employee may apply for and request shared leave pursuant to the terms and conditions of 11-5 of the Employee Handbook. Nothing herein shall be deemed to entitle such employee to any shared leave.

- Nothing herein should be construed as granting part-time employees any sick leave other than as herein set forth. Part-Time Qualifying Employees will be paid up to the maximum of fourteen (14) Business Days the average wages said employee would have otherwise reasonably earned but for absences necessitated under Section II above or approved by the City Administrator or the Assistant City Administrator. Part-Time Qualifying Employees shall remain ineligible to apply for or receive any shared leave under 11-5 of the Employee Handbook for any absence necessitated under Section II above as well as any other sick leave from the City.

E. Reasonable Accommodations

If an employee has an ADA qualifying disability or a sincerely held religious belief that prevents the employee from participating in the COVID-19 Vaccination program, the employee should request an accommodation, using the following process:

1. Make a request to the employee's Supervisor who will then contact Human Resources and the City Administrator for evaluation.
2. Employee will provide any documentation reasonably requested by the City concerning the requested accommodation.
3. Human Resources or the City Administrator will contact the employee and the Supervisor with the results of the evaluation.
4. Paperwork and documentation may be required for COVID-19 related accommodations.

F. COVID-19 sick pay is not available, and the employee will be required to use personal paid time off if:

- The employee is **NOT VACCINATED**; and/or,
- The employee has not begun the vaccination procedure by receiving at least one dose of vaccine; and/or,
- The employee has not received a Reasonable accommodation pursuant to Section V; and/or,
- School (or childcare provider) is open, and a choice is made by the parent/guardian to keep the child home; and/or
- School (or childcare provider) is closed for reasons other than COVID-19 related matters; and/or
- The absence does not fall into any of the categories from Section II above and the employee chooses to stay home if work is available.

If the employee is not eligible for COVID-19 sick pay as set out in 11-6 Section D above, the employee will have to use their own benefit time. Paid time off policies can be found under the balance of the Employee Handbook. Additionally, Section 11-5 of the Employee Handbook notwithstanding, an employee who is not a "**Qualified**

Employee" as defined above shall be ineligible to apply for or receive any Shared Leave (pursuant to Section 11-5 of the Employee Handbook) for any absence which would otherwise have entitled said employee to be eligible to receive COVID-19 Sick pay under 11-6 Section D.

The City will continue to monitor the situation. This policy is subject to change on short notice.



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Parks and Recreation

AGENDA ITEM: Resolution 986 – Special Event Permit and Sponsorship Request–
Smithville Main Street District – Wine and Walk

RECOMMENDED ACTION:

A motion to approve Resolution 986, approving a Special Event Permit Sponsorship Request for the Smithville Main Street District Wine and Walk on Saturday, November 13, 2021.

SUMMARY:

Approval of this item will issue a Special Event Permit to the Smithville Main Street District for the Wine and Walk to be held at Courtyard Park on November 13, 2021.

The requested permit will allow the participants to have alcohol (open container) at the event. The event coordinators have requested that the event run from 4:00 p.m. to 12:00 a.m. on Saturday, November 13. The committee has also requested closure of Main Street and Bridge Street from 3:00 p.m. to 7:00 p.m.

Per City Ordinance 600.070 (G &H) the Board of Aldermen may grant a Special Event Permit to allow drinking in public. Alcohol will be contained within the closed off area of the Square.

The event coordinators have applied for and obtained State Licensing. All businesses/committees selling alcohol are required to have City and State Alcohol Licenses.

Smithville Main Street District is also asking the Board to sponsor the event, which the event would waive the Courtyard event fee of \$100 and \$200 damage deposit.

PREVIOUS ACTION:

POLICY ISSUE:

Click or tap here to enter text.

FINANCIAL CONSIDERATIONS:

Click or tap here to enter text.

ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Event Application & Request | |

RESOLUTION 986

A RESOLUTION APPROVING A SPECIAL EVENT PERMIT AND SPONSORSHIP REQUEST FOR THE SMITHVILLE MAIN STREET DISTRICT WINE AND WALK IN THE DOWNTOWN COURTYARD ON SATURDAY NOVEMBER 13, 2021.

WHEREAS, the Smithville Main Street District has submitted an application with all required fees and documentation; and,

WHEREAS, licensed businesses will supply the food and beverages for a fee to the participants at the Courtyard Park using their state and city licenses to sell alcohol; and,

WHEREAS, the applicant has submitted a map of the area and will monitor the area that will allow open consumption of alcohol in accordance with city code; and,

WHEREAS, the Smithville Main Street District has submitted an Event Application and has requested the City sponsor their event; and,

WHEREAS, the Event will be at the Courtyard Saturday, November 13, 2021 from 4 p.m. to 12 a.m.; and,

WHEREAS, sponsoring the event would allow waiver the Courtyard event fee of \$100 and \$200 damage deposit.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI, AS FOLLOWS:

THAT A SPECIAL EVENT PERMIT BE ISSUED TO THE SMITHVILLE MAIN STREET DISTRICT WINE AND WALK IN THE DOWNTOWN COURTYARD ON SATURDAY NOVEMBER 13, 2021, IN ACCORDANCE WITH THE PLAN APPROVED BY THE CHIEF OF POLICE.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 19th day of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

600.070 (G & H)

G. Drinking In Public Places Prohibited.

1. For purposes of this Section, the term "public place" shall mean any public street, highway, alley, sidewalk, thoroughfare or other public way of the City, or any parking lot, except in those areas above granted a special event permit.
2. No person shall drink or ingest any intoxicating liquor or non-intoxicating beer in or on any public place.
3. No person shall possess or have under his/her control any unsealed glass, bottle, can or other open container of any type containing any intoxicating liquor or non-intoxicating beer while in or upon any public place.
4. No person shall possess or have under his/her control any unsealed glass, bottle, can or other open container of any type containing any intoxicating liquor or non-intoxicating beer while within or on any motor vehicle while the same is being operated upon, or parked or standing in or upon any public place. Any person operating a motor vehicle shall be deemed to be in possession of an open container contained within the motor vehicle he/she has control of whether or not he/she has actual physical possession of the open container.

H. Special Event Permit. The Board of Aldermen may grant a special event permit for purposes as identified in Section 600.070(G)(1), above, and under the following conditions:


1. An application must be filed with the Chief of Police that describes the applicant's name and business or interest in the event; the name(s) and contact information of any or all liquor license holders who will be involved in such event; the public street, highway, alley, sidewalk, thoroughfare or other public way of the City, or any parking lot to be included in the event area; the beginning and ending time of such event, and the telephone contact of the person in charge of and present at the event.
2. The estimated number of participants in the event shall be provided to the Chief of Police, and the applicant shall pay all costs of security needed as a result of the event to ensure compliance.

[1] Editor's Note: Former Section 600.070, which derived from RSMo. §§311.280, 311.340, 311.600, 311.330, 311.310, 312, 400; Ord. No. 2255-04 §1, 3-16-2004, was repealed 6-21-2011 by Ord. No. 2790-11 §1.

Public Facility Use Permit Application

REQUIRED INFORMATION	TODAY'S DATE 09/20/2021		APPLICANT NAME Smithville Main Street District	
	CATEGORY <input type="radio"/> I <input type="radio"/> II <input type="radio"/> III <input type="radio"/> IV <input type="radio"/> V		CONTACT NAME Alicia Neth	
	ADDRESS 107 E Main St			
	CITY Smithville	STATE MO	ZIP 64089	
	PHONE (816) 419-2951		ALTERNATE PHONE	
FACILITY INFORMATION	E-MAIL ADDRESS Smithvillemainstreetdistrict@gmail.com			
	PERMIT TYPE <input type="radio"/> INDOOR <input checked="" type="radio"/> OUTDOOR <input type="radio"/> PARADE <input type="radio"/> SPECIAL EVENT <input type="radio"/> SPORTS FIELD <input type="radio"/> BLOCK PARTY			
	FACILITY Courtyard Park		EVENT DATE 11/13/2021	
	EXPECTED ATTENDANCE 400	START TIME 03:00	END TIME 07:00	
	OTHER REQUIREMENTS <input type="checkbox"/> ADVERTISING <input checked="" type="checkbox"/> ALCOHOL <input type="checkbox"/> CONCESSIONS <input checked="" type="checkbox"/> INSURANCE <input checked="" type="checkbox"/> STREET CLOSINGS <input checked="" type="checkbox"/> SECURITY <input checked="" type="checkbox"/> VENDORS			
SIGNATURE	I, the undersigned, both individually and on behalf of the above named applicant, certify that we have received and read the rules, regulations and requirements outlined in the Public Facilities Use Policy. I do hereby agree that we will abide by the policies governing the use of this facility and will be responsible for any damages to the facility, furniture, or equipment caused by our occupancy of the premises. I understand that falsification of any information related to this application will result in immediate termination of our event.			
	SIGNATURE <i>Alicia Neth</i>		DATE 9/20/21	
	PRINTED NAME AND TITLE (IF APPLICABLE) Alicia Neth, President - Smithville Main Street District			
OFFICE USE ONLY	PERMIT #		DEPOSIT	
	APPROVAL		RENTAL FEE	
	RELEASE		OTHER FEES	
	REFUND		TOTAL	

Public Facility Use Permit Application
Attachment A – Category Application

CONTACT	CATEGORY CONTACT		
	Alicia Neth		
	PHONE	ALTERNATE PHONE	ALTERNATE PHONE
	(816) 419-2951		
CATEGORY	<input type="radio"/> Category I B – City co-sponsor		
	Attach fully executed Joint Use Agreement		
	<input type="radio"/> Category II Other governmental entities		
	Attach a Letter of Authorization on letterhead from the governmental entity responsible for the event.		
	<input checked="" type="radio"/> Category III Smithville-incorporated non-profit entities		
	Attach a copy of State of Missouri certification of good standing, a copy of tax-exempt IRS 501(c)(3) letter, and a Letter of Authorization on letterhead from the organization responsible for the event.		
	<input type="radio"/> Category IV Smithville-incorporated for-profit entities, residents		
	If a business, attach a Letter of Authorization on letterhead from the entity responsible for the event. If a resident, provide photo identification to provide proof of resident status.		
SIGNATURE	SIGNATURE		DATE
			09/20/2021
	PRINTED NAME AND TITLE (IF APPLICABLE)		
	Alicia Neth, President - Smithville Main Street District		

**Public Facility Use Permit Application
Attachment B – Parade Application**

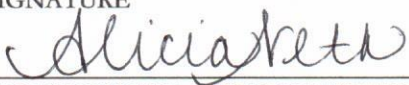
CHAIR	PARADE CHAIR RESPONSIBLE FOR CONDUCT OF PARADE			
	PHONE	ALTERNATE PHONE		ALTERNATE PHONE
PARADE INFORMATION	NAME OF EVENT			
	DATE OF EVENT			
	START TIME		END TIME	
	PARADE START POINT		PARADE TERMINATION POINT	
	# OF SPECTATORS	# OF PARTICIPANTS	# OF ANIMALS	# OF VEHICLES
ROUTE	ROUTE TO BE TRAVELED (DESCRIBE IN DETAIL AND DRAW OR ATTACH A MAP)			
	N/A			
SIGNATURE	SIGNATURE			DATE
	PRINTED NAME AND TITLE (IF APPLICABLE)			

**Public Facility Use Permit Application
Attachment C – Special Event Application**

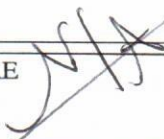
CHAIR	SPECIAL EVENT CHAIR RESPONSIBLE FOR CONDUCT OF EVENT			
	Alicia Neth			
	PHONE 8164192951	ALTERNATE PHONE	ALTERNATE PHONE	

SPECIAL EVENT INFORMATION	NAME OF EVENT			
	Wine & Walk with Christmas on the Courtyard			
	DATE OF EVENT			
	11/13/21			
	START TIME		END TIME	
0300		0700		
# OF SPECTATORS		# OF PARTICIPANTS	# OF ANIMALS	# OF VEHICLES
		400	0	0

SITE PLAN	EVENT ORGANIZATION (DESCRIBE IN DETAIL AND DRAW OR ATTACH A MAP)	
	<p>Smithville Main Street District wishes to host the yearly fall Wine Walk and add to it a "Christmas Vendor Market" on the square. We would like to reserve the courtyard as well as barricade the streets from S. Bridge at Meadow going north on N. Bridge to Church St. and Main St and Bridge St. going east to Commercial Ave. The Wine Walk typically sells around 200-300 tickets and we would plan for 50 vendor booths (size 10x10) on the brick area of the courtyard. Smithville Main Street would handle the liquor permits for the participating wineries and would need one off-duty officer if possible.</p> <p>**We are still in the process of acquiring vendors and wineries but we wished to get started on the event application to be sure it is on the Board of Alderman Agenda prior to the date of the event.</p>	

SIGNATURE	SIGNATURE	DATE
		09/20/2021
PRINTED NAME AND TITLE (IF APPLICABLE)		
Alicia Neth, President - Smithville Main Street District		

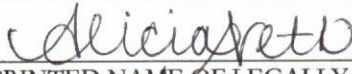
**Public Facility Use Permit Application
Attachment D – Sports Field Application**

CONTACT	CONTACT AVAILABLE DAY OF EVENT		
	PHONE	ALTERNATE PHONE	ALTERNATE PHONE
	E-MAIL		
INFORMATION	FIELD(S)		
	EVENT DATE(S)	DAY(S) OF THE WEEK	
		SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY	
	EXPECTED ATTENDANCE	START TIME	END TIME
SIGNATURE	SIGNATURE 		DATE
	PRINTED NAME AND TITLE (IF APPLICABLE)		

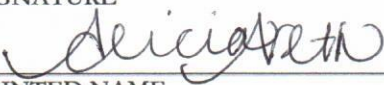
**Public Facility Use Permit Application
Attachment E – Concession Stand Application**

CONTACT	LICENSED INDIVIDUAL OR COMPANY PROVIDING SERVICE		PHONE
	NAME OF ON-SITE CONTACT		PHONE
	ADDRESS		
	CITY	STATE	ZIP
INFORMATION	CONCESSION STAND		
	EVENT DATE(S) -OR-	DAY(S) OF THE WEEK	
		SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY	
	EXPECTED ATTENDANCE	START TIME	END TIME
SIGNATURE	SIGNATURE		DATE
	PRINTED NAME AND TITLE (IF APPLICABLE)		

**Public Facility Use Permit Application
Attachment F – Insurance**

CONTACT	NAME OF SPONSORING ORGANIZATION Smithville Main Street District		PHONE 8164192951
	ADDRESS 107 E. Main St		
	CITY Smithville	STATE mo	ZIP 64089
SIGNATURE	<p>THE UNDERSIGNED is an authorized representative of the event sponsor (hereinafter Name of Event Sponsor referred to as "the Sponsor Organization") IN CONSIDERATION of being given the opportunity to sponsor this event (hereinafter referred to as "the Event"), THE SPONSOR ORGANIZATION:</p> <p>1. HEREBY COVENANTS NOT TO SUE AND RELEASES, WAIVES, DISCHARGES AND INDEMNIFIES the Releasees ("Releasees" are defined as the City of Smithville and its respective officials, agents and employees) from all liability against any and all claims and causes of action for injury, death, disease, related in any manner to the Event;</p> <p>2. IN THE ABSENCE OF PROVIDING PROOF OF INSURANCE COVERAGE, the Sponsor Organization further acknowledges that the City of Smithville is not sponsoring nor otherwise involved in the administration of the Event, and the Sponsor assumes responsibility for claims associated with its operation or administration.</p> <p>THE SPONSOR ORGANIZATION expressly agrees that the foregoing Special Event Release and Hold Harmless Agreement is intended to be as broad and inclusive as is permitted by the law of the State of Missouri and that if any portion of this Special Event Release and Hold Harmless Agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.</p> <p>THE UNDERSIGNED, ON BEHALF OF THE SPONSOR ORGANIZATION, HAS CAREFULLY READ AND VOLUNTARILY SIGNS THE SPECIAL EVENT RELEASE AND HOLD HARMLESS AGREEMENT, and further agrees that no oral representations, statements or inducements apart from the foregoing written agreement have been made.</p>		
	SIGNATURE OF LEGALLY AUTHORIZED REPRESENTATIVE 		DATE 09/20/2021
	PRINTED NAME OF LEGALLY AUTHORIZED REPRESENTATIVE Alicia Neth, Smithville Main Street District		TITLE President

**Public Facility Use Permit Application
Attachment G – Alcohol Application**

CONTACT	LICENSED INDIVIDUAL OR COMPANY PROVIDING SERVICE Sarah Ulledahl - Chop's BBQ		PHONE 8168773570
	NAME OF ON-SITE CONTACT Sarah Ulledahl		PHONE 8168773570
	ADDRESS 109 E. Main St		
	CITY Smithville	STATE mo	ZIP 64089
EVENT INFORMATION	EXPECTED ATTENDANCE 400		NUMBER OF SERVERS
	AREA WHERE ALCOHOL WILL BE SERVED (DESCRIBE IN DETAIL AND DRAW OR ATTACH A MAP) Participating Smithville Main Street District businesses will have wine from a participating winery and pour samples to ticketholders for the event. We expect to have 4 wineries in attendance including LaDoga Winery.		
SIGNATURE	SIGNATURE 		DATE 9/20/21
	PRINTED NAME Alicia Neth		TITLE President

**Public Facility Use Permit Application
Attachment H – Security Application**

CONTACT	LICENSED INDIVIDUAL OR COMPANY PROVIDING SERVICE		PHONE
	NAME OF ON-SITE CONTACT		PHONE
	ADDRESS		
	CITY	STATE	ZIP
SIGNATURE	EXPECTED ATTENDANCE		NUMBER OF SECURITY PERSONNEL
	DESCRIPTION OF SECURITY PERSONNEL ATTIRE		
	SIGNATURE OF LEGALLY AUTHORIZED REPRESENTATIVE		
PRINTED NAME OF LEGALLY AUTHORIZED REPRESENTATIVE			TITLE

**Public Facility Use Permit Application
Attachment I – Street Closing Application**

CONTACT	PERSON/TRAFFIC CONTROL COMPANY RESPONSIBLE FOR STREET CLOSINGS		
	Johnny Viebrock		
	PHONE	ALTERNATE PHONE	ALTERNATE PHONE
	816		

STREET INFORMATION (ATTACH ADDITIONAL SHEETS IF NECESSARY)	DESCRIBE STREET CLOSINGS IN DETAIL AND DRAW OR ATTACH A MAP

STREET TO BE CLOSED BETWEEN	CROSS STREET 1	AND CROSS STREET 2
North Bridge Street	Main Street	Church Street
REASON FOR CLOSING		
Alcohol/pedestrian traffic		
# OF TRAFFIC LANES CLOSED	# OF SIDEWALKS CLOSED	# OF STREET BLOCKS CLOSED
2	0	1
DATE/TIME STREET CLOSED		DATE/TIME STREET REOPENED
0300		0800

STREET TO BE CLOSED BETWEEN	CROSS STREET 1
South Bridge Street	Main & Meadow
REASON FOR CLOSING	
alcohol/pedestrian traffic	
# OF TRAFFIC LANES CLOSED	# OF SIDEWALKS CLOSED
2	0
# OF STREET BLOCKS CLOSED	
1	
DATE/TIME STREET CLOSED	
0300	
DATE/TIME STREET REOPENED	
0800	

SIGNATURE	SIGNATURE	DATE
		9/20/21
PRINTED NAME AND TITLE (IF APPLICABLE)		
Alicia Neth, President - Smithville Main Street District		

**Public Facility Use Permit Application
Attachment J – Block Party Street Closing Application**

Complete the details and then have all adjacent property & business owners/managers complete the petition below.

[illegible]

**Public Facility Use Permit Application
Attachment K – Festival Vendor Application**

If an event will have vendors present, the vendors must be listed below.

[illegible]

Dear Council,

The Smithville Main street district is requesting a waiver of fee for the use of the courtyard and stage in the downtown for the purpose of hosting Wine Walk & Christmas Market as a fundraiser for Smithville Main Street District. This event will be held on November 13th.

The Smithville Main Street district is registered as a 501c3 and we are excited to host this fundraiser. Please let me know if you have any questions.

Alyssa Sanders

Executive Director

Smithville Main Street District

816-516-7963



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Public Works - Utilities

AGENDA ITEM: Res 987 - Authorization 94 – West Force Main Bypass Project Design

REQUESTED BOARD ACTION:

A motion to approve Resolution 987, authorizing and directing the Mayor to execute Authorization No. 94 with HDR Engineering, Inc. or engineering services for the West Force Main Bypass Project.

SUMMARY:

At the Board meeting on May 18, 2021, the Board of Alderman received a report and update on the status of the 144th Street Lift Station and the South Interceptor (also referred to as the Rocky Branch Interceptor/Forrest Oaks interceptor). It was reported that the pressure needed for the 144th Street to overcome the elevation head and friction losses would cause several smaller existing lift stations to become inoperable.

On August 3, 2021, the Board reviewed two alternatives and selected Alternate 1, the West Force Main Bypass, which would allow the 144th Street Lift Station to be constructed and the Hills of Shannon force main could be converted to gravity eliminating the lift station. Alternate 1 will also open up land for potential development of the area along the alignment and with the construction of the 144th Street Lift Station the south area could be opened based on development extending a line south. Some of the alignment of Alternate 1 follows a utility easement. Staff has contacted Evergy and are discussing the City's usage of a portion of this easement.

The plans are nearly complete for the 144th Street Lift Station with an estimated construction cost of \$1.5 million. Alternate 1 (West Interceptor) is estimated to cost approximately \$2.5 million including engineering, easements and construction.

PREVIOUS ACTION:

None

POLICY ISSUE:

Infrastructure Maintenance

FINANCIAL CONSIDERATIONS:

This project is included in the Combined Water and Wastewater Utility Fund in the 2022 CIP

ATTACHMENTS:

- | | |
|--|--|
| <input type="checkbox"/> Ordinance | <input checked="" type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Figures | |

RESOLUTION 987

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AUTHORIZATION NO. 94 WITH HDR ENGINEERING, INC. FOR ENGINEERING SERVICES FOR THE WEST FORCE MAIN BYPASS OF 144TH STREET PUMP STATION

WHEREAS, on August 3, 2021, the Board reviewed alternatives for a new force main that would provide for additional areas for development and allow the Hills of Shannon Force Main to be converted to gravity; and

WHEREAS, HDR has submitted Authorization No. 94, an engineering services agreement for the design of the force main in an amount of \$346,050.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:

THAT the Mayor is hereby authorized to execute Authorization No. 94 with HDR Engineering, Inc. to complete the design of the West Force Main Bypass of 144th St. Pump Station in an amount not to exceed \$346,050.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 19th day of October 2021

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

AUTHORIZATION No. 94
TO
AGREEMENT BETWEEN
CITY OF SMITHVILLE, MISSOURI
AND
HDR ENGINEERING, INC. (FORMALLY E.T. ARCHER CORPORATION)
FOR
PROFESSIONAL ENGINEERING SERVICES

FORCE MAIN BYPASS OF 144TH STREET PUMP STATION

The City has identified the need for a regional pump station in the southeast portion of the City. A regional pump station will be sized to serve future growth in the southern portion of the City and allow for the decommissioning of the existing Hills of Shannon pump station. It will also be sized to accommodate the future rerouting of wastewater flow from the Forest Oaks Subdivision away from Kansas City's Rocky Branch Wastewater Treatment Facility. The pump station will be installed on 144th Street east of HWY 169. Its design is being completed under the previously Authorization 65. The work to be performed for the current project will include the approximately 11,900 LF of force main pipe to be installed from 144th Street to the existing Every transmission line easement and continue northwest to an existing manhole near Cliff Drive. Additional pump station scope not originally anticipated includes odor control measures and required emergency storage. In addition, the aerial topographic survey for the force main alignment will be included under Authorization 65.

In accordance with Section 1.A. of the December 18, 2003 Agreement, ENGINEER is hereby authorized to assist the City with the topographic survey, environmental survey, site investigation, design, preparation of construction documents, bidding assistance, and construction administration for the project.

The Scope of Services will more specifically include the following project improvements & tasks.

SCOPE OF SERVICES

Task 1. Topographic Survey

1. Project research, preparation, and management
2. Safety plan coordination and review
3. Control and benchmark survey
4. Supplemental topographic and utility survey
5. Property boundary and right of way survey
6. Utility Coordination/meetings
7. Easement descriptions and exhibits (19 properties included)
8. Base mapping
9. MoDOT ROW access permitting

Task 1 Deliverables:

-Topographic and Boundary Survey

-Easement description and exhibits

Task 2. Environmental Survey

1. Field work/wetland delineation/threatened & endangered review
2. Delineation Report
3. Section 404 Permit Application
4. Internal Meetings
5. T&E and Cultural Review
6. USACE Coordination

Task 2 Deliverables:
-404 Permit Submittal

Task 3. Site Investigation, Data Collection, and Records Research

1. Internal Safety Plan and PARR QA/QC Review
2. Collect and review City data
3. Conceptual site layout and force main alignment (~11,900 LF)
4. Coordinate with Evergy for easement access and power service
5. Coordinate with MoDOT for crossing permit
6. Hydraulic system modeling and sizing for the force main and air relief valves
7. Evaluate alternatives for potential storage requirements
8. Perform geotechnical investigations (9 bores, 15' minimum depth)
9. Client coordination meeting (1 meeting)
10. Project management, schedule/cost control, and invoicing

Task 3 Deliverables:
-Conceptual force main alignment for City/Evergy/MoDOT review
-Geotech Report

Task 4. Preliminary Design

1. Title page
2. Force main plan and profiles
3. Pump Station Storage
4. Technical specifications
5. Cost estimate
6. Draft technical memorandum for pump station and force main
7. Internal QC review
8. Client coordination meeting (1 meeting)
9. Finalize tech memo based upon City comments and submit to MDNR
10. Utility Coordination
11. Right of way/easement descriptions and exhibits to City
12. Project management, schedule/cost control, and invoicing

Task 4 Deliverables:
-60% design force main plan and profiles
-Technical memo

Task 5. Final Design

1. Title page, general layout, and survey control plans
2. Erosion control plans
3. Traffic control plans
4. Force main plan and profiles
5. Restoration plans
6. Pump Station Storage and Odor Control
7. Sewer and miscellaneous details
8. Project manual/technical specifications
9. Final cost estimate
10. Internal QC review
11. 90% plans and specs to City
12. Submit MDNR construction permit
13. SWPPP and submit MDNR land disturbance permit
14. Submit MoDOT crossing pre-approval
15. Floodplain development permit
16. Utility Coordination
17. Project coordination meeting (1 meeting)
18. Finalize plans and specs based upon City and MDNR comments
19. Project management, schedule/cost control, and invoicing

Task 5 Deliverables:

- 90% plans and specs
- MDNR construction permit submittal
- MDNR land disturbance permit,
- MoDOT crossing pre-approval
- Floodplain development permit
- 100% plans and specs

Task 6. Bidding Phase

1. Prepare bid package (submit electronic to City and Drexel)
2. Assist the City in conducting a pre-bid conference
3. Address prospective bidder's questions during bidding
4. Prepare up to two (2) addenda during bidding
5. Bid opening, bid tabulation, and award recommendation
6. Bid award, notice to proceed, conformed to bid drawings/specs

Task 6 Deliverables:

- Project advertisement
- Bid tabulation and recommendation
- Conformed to Bid drawings/specs

Task 7. Construction Phase

1. Attend pre-construction meeting (prepare agenda/meeting notes)
2. Review up to twenty-five (25) Contractor submittals
3. Address up to 5 RFI's

4. Issue up to 5 change orders/change proposal requests
5. Review Contractor's application for payment (10 total)
6. Attend monthly progress/coordination meeting (10 meetings)
7. Engineer site visits (7 total)
8. Substantial completion inspection, O&M, and punch list
9. Final completion inspection and documentation
10. Record drawing completion
11. Project management, schedule/cost control, invoicing, and project closeout

Task 7 Deliverables:

- Submittal reviews
- Change orders,
- Pay app reviews
- Substantial completion punch list
- Final completion documentation
- Record drawings

Project Assumption

1. The City will coordinate with owners of private property to provide access for consultant's staff.
2. The City will attain any appraisals and negotiate with and obtain easements from the property owners.
3. The City will provide construction observation and will review results of any testing during construction.
4. The project will only be bid one time.
5. There will be no fee for the City issued floodplain development permit.

Project Schedule

- | | |
|----------|--|
| 12/10/21 | Conceptual site layout and force main alignment to the City, Evergy, and MoDOT |
| 12/17/21 | Client Meeting |
| 12/31/21 | 404 Permit Application |
| 02/11/22 | Preliminary plans, cost estimate, and draft tech memorandum to the City |
| 02/18/22 | Client Meeting |
| 02/25/22 | Tech memorandum to MDNR |
| 03/11/22 | Easement descriptions and exhibits to the City |
| 05/06/22 | 90% Plans and Specs to the City, MDNR, and MoDOT |
| 05/13/22 | Client Meeting |
| 05/27/22 | Advertisement for Bid |
| 06/22/22 | Bid Opening |
| 06/2023 | Construction Substantial Completion (estimated 300 calendar days from NTP) |

FEE

The CITY shall compensate ENGINEER for the Force Main Bypass of 144th Street Pump Station in an amount not to exceed \$346,050.00.

This AUTHORIZATION shall be binding on the parties hereto only after it has been duly executed and approved by the CITY and ENGINEER.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this AGREEMENT in duplicate on the respective dates indicated below.

CITY: SMITHVILLE, MISSOURI

By: _____

Damien Boley

Type or Print Name

Title Mayor

Date October 19, 2021

ENGINEER: HDR Engineering, Inc. (formally
E.T. ARCHER CORPORATION)

By: 
Joseph Drimmel (Oct 1, 2021 15:37 CDT)

Joseph Drimmel, P.E.

Type or Print Name

Title Senior Vice President

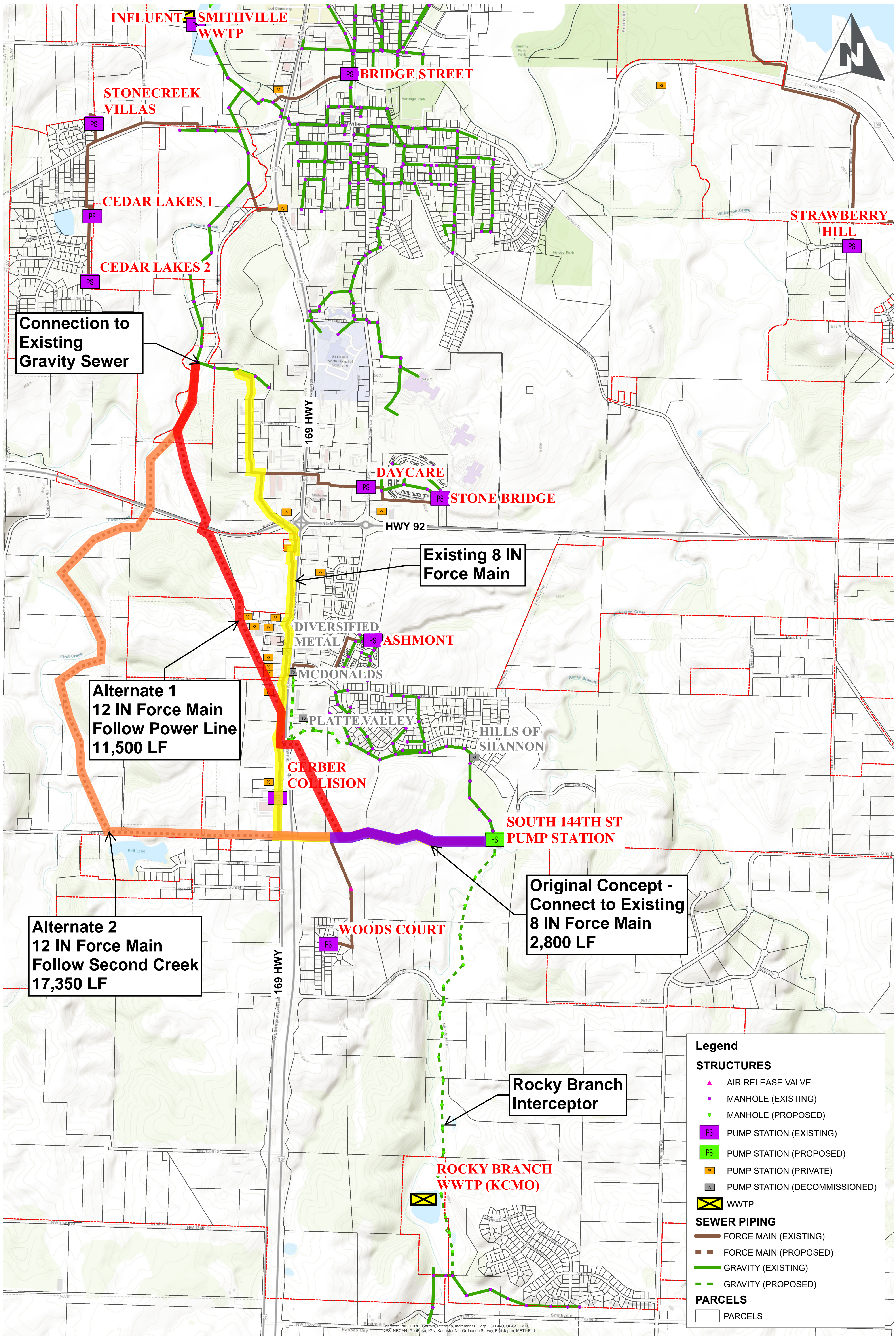
Date 10/1/2021

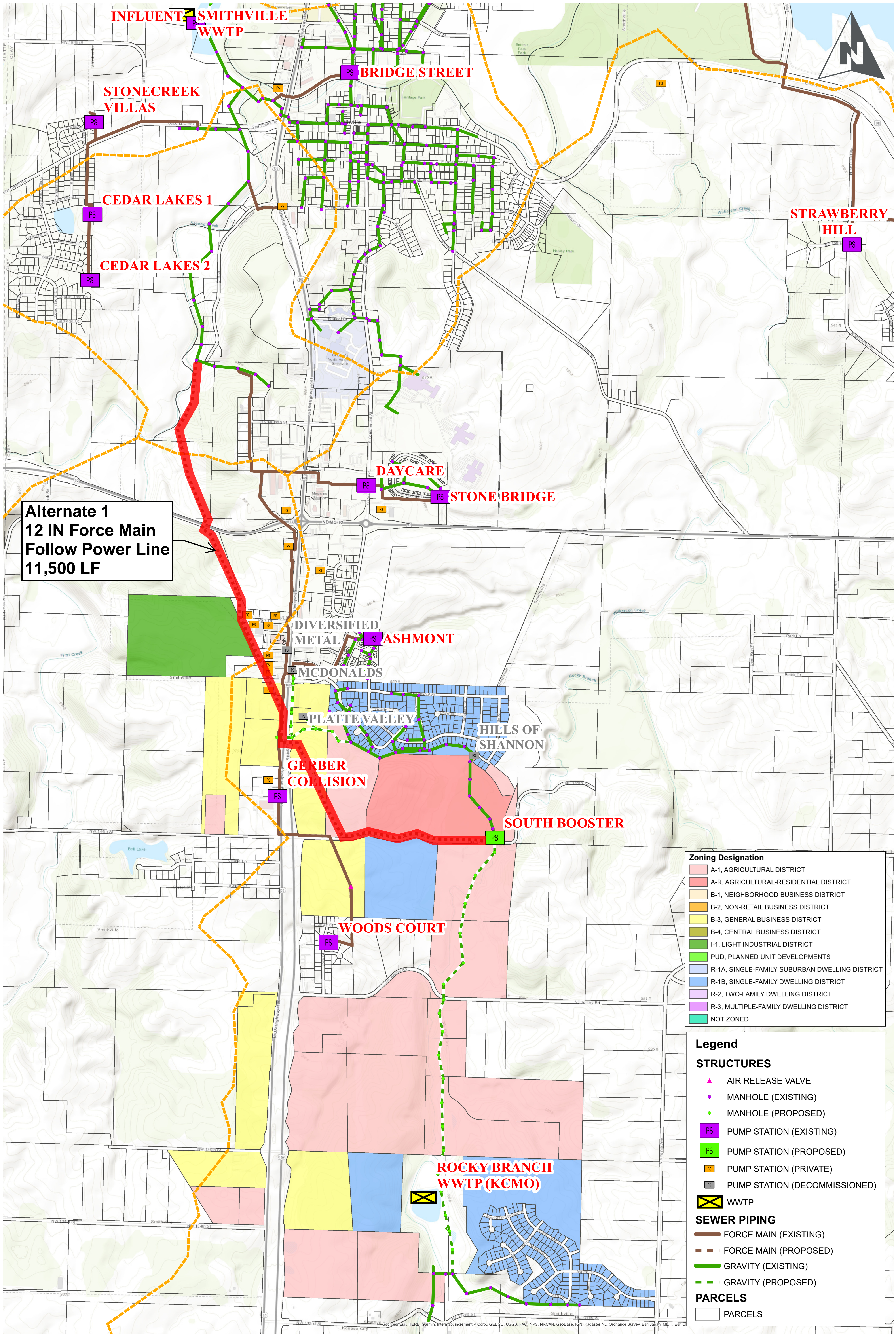
Smithville Auth 94 W Bypass
Scope and Fee

	Staff Name	Bresette Project Principle	Wiebelhaus Project Manager	Newport Process Engineer	Coleman QA/QC	Hess Design EIT	Sherman Sr. CADD Tech	Boyd Controls Engineer	Reuss Elect. CADD Tech	Wiseman Sr. Struct. Engineer	McCann Structural Engineer	Fobes Senior Scientist	Bell Wetland Scientist	Waters Junior Scientist	Berne Admin Assistant	Mynatt Project Assistant	Karst Project Accountant	Yakle Surveyor	Jasper Survey CADD Tech.	Ly Survey Technician	Lytle Survey Technician			
	Project Role																							
Billing Rate		\$230.00	\$165.00	\$195.00	\$275.00	\$110.00	\$140.00	\$135.00	\$110.00	\$250.00	\$110.00	\$200.00	\$135.00	\$110.00	\$80.00	\$95.00	\$95.00	\$165.00	\$125.00	\$125.00	\$85.00	HDR Expenses	Subconsultants	Total
TASKS																								
A. Task 1 - Topographic Survey																								
1 Project research, preparation, and management																		10						\$1,650
2 Safety plan coordination and review																		1	1	1	1			\$500
3 Control and benchmark survey																				20	20			\$4,200
4 Topographic and utility survey																				32	32	\$900		\$7,620
5 Property boundary and right of way survey																		30	60	60	60			\$25,050
6 Utility Coordination/meetings																		6						\$990
7 Easement descriptions and exhibits (19 properties assumed)																		95	38			\$9,500		\$29,925
8 Base mapping																		4	15			\$55		\$2,590
9 MoDOT permitting																		3						\$495
Subtotal Hours		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	149	114	113	113			
Subtotal Dollars		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,585	\$14,250	\$14,125	\$9,605	\$10,455	\$0	\$73,020
Total Task 1																								\$73,020
B. Task 2 - Environmental Permitting																								
1 Field Work/Wetland Delineation/T&E Review												2	24	28									\$500	\$7,220
2 Delineation Report												6	20	52										\$9,620
3 Section 404 Permit Application			4			4						8	16	6										\$5,520
4 Internal Meetings												4	4	4										\$1,780
5 T&E and Cultural Review												8	4	10										\$3,240
6 USACE Coordination												6	4											\$1,740
Subtotal Hours		0	4	0	0	4	0	0	0	0	0	34	72	100	0	0	0	0	0	0	0			
Subtotal Dollars		\$0	\$660	\$0	\$0	\$440	\$0	\$0	\$0	\$0	\$0	\$6,800	\$9,720	\$11,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$0	\$29,120
Total Task 2																								\$29,120
C. Task 3 - Site Investigation, Data Collection, and Records Research																								
1 Internal Safety Plan and PARR QA/QC Review		4	4	4	4	4		1			1	1	1	1		4								\$4,970
2 Collect and review City data		1	2	2		4																		\$1,390
3 Conceptual site layout and force main alignment (~11,900 LF)		2	8	4		8	16																	\$5,680
4 Coordinate with Evergy for easement access and power service			4			4																\$50		\$1,150
5 Coordinate with MoDOT for crossing permit			4			4																\$50		\$1,150
6 Hydraulic system modeling and sizing for the force main and air relief valves				8		20																		\$3,760
7 Evaluate alternatives for potential storage requirements			4	4		16																		\$3,200
8 Perform geotechnical investigations (9 bores, 15' minimum depth)			4							2						2	2						\$7,000	\$8,540
9 Client coordination meeting (1 meeting)		4	4	4																		\$55		\$2,415
10 Project management, schedule/cost control, and invoicing			3													3	3							\$1,065
Subtotal Hours		11	37	26	4	60	16	1	0	2	1	1	1	1	0	9	5	0	0	0	0			
Subtotal Dollars		\$2,530	\$6,105	\$5,070	\$1,100	\$6,600	\$2,240	\$135	\$0	\$500	\$110	\$200	\$135	\$110	\$0	\$855	\$475	\$0	\$0	\$0	\$0	\$155	\$7,000	\$33,320
Total Task 3																								\$33,320
D. Task 4 - Preliminary Design																								
1 Title page			1				2																	\$445
2 Force main plan and profiles		4	20				60																	\$12,620
3 Pump Station Storage			8	8			16																	\$5,120
4 Technical specifications		2	2	2		4		2		2	2				20									\$4,210
5 Cost estimate		2	8	4				2		2	2													\$3,550
6 Draft technical memorandum for pump station and force main				20		20	8	2		2					4									\$8,310
7 Internal QC review					4																			\$1,100
8 Client coordination meeting (1 meeting)		4	4	4																		\$55		\$2,415
9 Finalize tech memo based upon City comments and submit to MDNR				4											4									\$1,100
10 Utility Coordination			8																					\$1,320
11 Right of way/easement descriptions and exhibits to City		4	4																					\$1,580
12 Project management, schedule/cost control, and invoicing			4													4	4							\$1,420
Subtotal Hours		16	59	42	4	24	86	6	0	6	4	0	0	0	28	4	4	0	0	0	0			
Subtotal Dollars		\$3,680	\$9,735	\$8,190	\$1,100	\$2,640	\$12,040	\$810	\$0	\$1,500	\$440	\$0	\$0	\$0	\$2,240	\$380	\$380	\$0	\$0	\$0	\$0	\$55	\$0	\$43,190
Total Task 4																								\$43,190

Smithville Auth 94 W Bypass
Scope and Fee

	Staff Name	Bresette Project Principle	Wiebelhaus Project Manager	Newport Process Engineer	Coleman QA/QC	Hess Design EIT	Sherman Sr. CADD Tech	Boyd Controls Engineer	Reuss Elect. CADD Tech	Wiseman Sr. Struct. Engineer	McCann Structural Engineer	Fobes Senior Scientist	Bell Wetland Scientist	Waters Junior Scientist	Berne Admin Assistant	Mynatt Project Assistant	Karst Project Accountant	Yakle Surveyor	Jasper Survey CADD Tech.	Ly Survey Technician	Lytle Survey Technician			
	Project Role																							
Billing Rate		\$230.00	\$165.00	\$195.00	\$275.00	\$110.00	\$140.00	\$135.00	\$110.00	\$250.00	\$110.00	\$200.00	\$135.00	\$110.00	\$80.00	\$95.00	\$95.00	\$165.00	\$125.00	\$125.00	\$85.00	HDR Expenses	Subconsultants	Total
TASKS																								
E. Task 5 - Final Design																								
1 Title page, general layout, and survey control plans			4				8																	\$1,780
2 Erosion control plans			8				16																	\$3,560
3 Traffic control plans			2				8																	\$1,450
4 Force main plan and profiles		4	30	4			80																	\$17,850
5 Restoration plans		1	4				16																	\$3,130
6 Pump Station Storage and Odor Control				8			40	8	8		4													\$9,560
7 Sewer and miscellaneous details		1	12	10			16			4	16													\$9,160
8 Project manual/technical specifications		8	20	16		16		24		6	6				40									\$18,620
9 Final cost estimate		2	4	4				2		2	2													\$2,890
10 Internal QC review					8					4														\$3,200
11 90% plans and specs to City			4	2			4																	\$1,610
12 Submit MDNR construction permit		2	4	2		8																\$300		\$2,690
13 SWPPP and submit MDNR land disturbance permit			8			8																\$750		\$2,950
14 Submit MoDOT crossing pre-approval			4			4																		\$1,100
15 Floodplain development permit			4			4																		\$1,100
16 Utility Coordination			4																					\$660
17 Project coordination meeting (1 meeting)		4	4	4																				\$2,360
18 Finalize plans and specs based upon City and MDNR comments			4	4			12																	\$3,120
19 Project management, schedule/cost control, and invoicing			4													4	4							\$1,420
Subtotal Hours		22	124	54	8	40	200	34	8	16	28	0	0	0	40	4	4	0	0	0	0			
Subtotal Dollars		\$5,060	\$20,460	\$10,530	\$2,200	\$4,400	\$28,000	\$4,590	\$880	\$4,000	\$3,080	\$0	\$0	\$0	\$3,200	\$380	\$380	\$0	\$0	\$0	\$0	\$1,050	\$0	\$88,210
Total Task 5																								\$88,210
F. Task 6 - Bidding																								
1 Prepare bid package (submit electronic to City and Drexel)			2				2															\$100		\$710
2 Assist the City in conducting a pre-bid conference		4	4	4		2																\$60		\$2,640
3 Address prospective bidder's questions during bidding		1	6	4		4		2		1	2													\$3,180
4 Prepare up to two (2) addenda during bidding			6	4		4	8	2	4	1	2													\$4,510
5 Bid opening, bid tabulation, and award recommendation			8	2																		\$50		\$1,760
6 Bid award, notice to proceed, conformed to bid drawings/specs			8			4	8																	\$2,880
Subtotal Hours		5	34	14	0	14	18	4	4	2	4	0	0	0	0	0	0	0	0	0	0			
Subtotal Dollars		\$1,150	\$5,610	\$2,730	\$0	\$1,540	\$2,520	\$540	\$440	\$500	\$440	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$210	\$0	\$15,680
Total Task 6																								\$15,680
G. Task 7 - Construction																								
1 Attend pre-construction meeting (prepare agenda/meeting notes)		4	4	4		4																\$50		\$2,850
2 Review up to twenty-five (25) Contractor submittals		5	12	16		40		24		4	12													\$16,210
3 Address up to 5 RFI's			5	5		10		4		2	2													\$4,160
4 Issue up to 5 change orders/change proposal requests			10	5		10	10	2	2	2	2													\$6,335
5 Review Contractor's application for payment (10 total)			10			20																		\$3,850
6 Attend monthly progress/coordination meeting (10 meetings)			30	20		30																\$500		\$12,650
7 Engineer site visits (7 total)			3	3				3			16											\$200		\$3,445
8 Substantial completion inspection, O&M, and punch list		2	8	8		8		4		2	4													\$5,700
9 Final completion inspection and documentation			4			4																		\$1,100
10 Record drawing completion			4	2			12	2	4		2													\$3,660
11 Project management, schedule/cost control, invoicing, and project closeout			10													10	10							\$3,550
Subtotal Hours		11	100	63	0	126	22	39	6	10	38	0	0	0	0	10	10	0	0	0	0			
Subtotal Dollars		\$2,530	\$16,500	\$12,285	\$0	\$13,860	\$3,080	\$5,265	\$660	\$2,500	\$4,180	\$0	\$0	\$0	\$0	\$950	\$950	\$0	\$0	\$0	\$0	\$750	\$0	\$63,510
Total Task 7																								\$63,510
Total Hours		65	358	199	16	268	342	84	18	36	75	35	73	101	68	27	23	149	114	113	113			2,277
Total Billing Amount		\$14,950	\$59,070	\$38,805	\$4,400	\$29,480	\$47,880	\$11,340	\$1,980	\$9,000	\$8,250	\$7,000	\$9,855	\$11,110	\$5,440	\$2,565	\$2,185	\$24,585	\$14,250	\$14,125	\$9,605	\$13,175	\$7,000	\$346,050





Zoning Designation	
	A-1, AGRICULTURAL DISTRICT
	A-R, AGRICULTURAL-RESIDENTIAL DISTRICT
	B-1, NEIGHBORHOOD BUSINESS DISTRICT
	B-2, NON-RETAIL BUSINESS DISTRICT
	B-3, GENERAL BUSINESS DISTRICT
	B-4, CENTRAL BUSINESS DISTRICT
	I-1, LIGHT INDUSTRIAL DISTRICT
	PUD, PLANNED UNIT DEVELOPMENTS
	R-1A, SINGLE-FAMILY SUBURBAN DWELLING DISTRICT
	R-1B, SINGLE-FAMILY DWELLING DISTRICT
	R-2, TWO-FAMILY DWELLING DISTRICT
	R-3, MULTIPLE-FAMILY DWELLING DISTRICT
	NOT ZONED

Legend

STRUCTURES

- ▲ AIR RELEASE VALVE
- MANHOLE (EXISTING)
- MANHOLE (PROPOSED)
- PS PUMP STATION (EXISTING)
- PS PUMP STATION (PROPOSED)
- PS PUMP STATION (PRIVATE)
- PS PUMP STATION (DECOMMISSIONED)
- WWTP

SEWER PIPING

- FORCE MAIN (EXISTING)
- - - FORCE MAIN (PROPOSED)
- GRAVITY (EXISTING)
- - - GRAVITY (PROPOSED)

PARCELS

- PARCELS

ULTIMATE SERVICE AREA
CITY OF SMITHVILLE, MO

FIGURE 3

SOUTH 144TH ST. PUMP STATION EVALUATION



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Development

AGENDA ITEM: Resolution 988, Fireworks Display Approval 815 East 92 Highway – White Iron Ridge

REQUESTED BOARD ACTION:

A Motion to approve Resolution 988, Approving a Fireworks Display at 815 East 92 Highway on November 6, 2021.

SUMMARY:

The White Iron Ridge Event Center at 815 East 92 Highway seeks approval to discharge fireworks in the evening of November 6, 2021 as a part of a wedding celebration. The City Code, Section 205.2210.B.5. states, in relevant part: "Fireworks may only be discharged in accordance with the following: . . . 5. In an approved fireworks display." Without specific instructions in the Code only the Board of Alderman may approve such a request.

The request is for approval to discharge small aerial "Class A" fireworks, (now known as 1.4G Consumer Fireworks) at the sendoff of the bride and groom. The anticipated time of the display from 9:45-10:00 p.m. lasting approximately seven to ten minutes. The type of fireworks is standard consumer level fireworks, so no certified shooter is required. The Smithville Area Fire Protection District has indicated that they have no regulatory authority over this class of Fireworks.

PREVIOUS ACTION:

This is the seventh request for a fireworks display. The Board approved Resolution 861 on December 1, 2020 for a wedding at White Iron Ridge and directed that future requests be reviewed for adoption by the Board of Aldermen on a case-by-case basis.

The Board approved Resolution 902 on March 23, 2021 for a wedding at White Iron Ridge and directed staff review the approval process and bring a policy forward for Board review, comment and action. Staff is currently in the process of developing information for Board review.

POLICY ISSUE:

Current code does not describe any specifics other than Board approval.

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input type="checkbox"/> Other: | |

RESOLUTION 988

A RESOLUTION APPROVING A FIREWORKS DISPLAY AT 815 EAST 92 HIGHWAY (WHITE IRON RIDGE) ON NOVEMBER 6, 2021

WHEREAS, City Code Section 205.2210 restricts the discharge of fireworks to certain days and/or under certain conditions, and

WHEREAS, one such condition that allows fireworks to be discharged is in Section 205.2210.B.5. which states, "In an approved fireworks display.", and

WHEREAS, without further description in the code, only the Board of Aldermen may grant such approval, and

WHEREAS, the applicant seeks to discharge 1.4G consumer fireworks on November 6, 2021 as a sendoff to the bride and groom from 9:45-10:00 p.m. lasting approximately seven to ten minutes.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI, AS FOLLOWS:

THAT WHITE IRON RIDGE EVENT CENTER IS HEREBY APPROVED TO DISCHARGE FIREWORKS ON NOVEMBER 6, 2021 FOR APPROXIMATELY 7-10 MINUTES AND TO BE COMPLETED BY 10:00PM.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 19th day of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Public Works

AGENDA ITEM: Resolution No. 989 – 2022 Agreement with Mid America Regional Council (MARC) for the Household Hazardous Waste (HHW) Collection Program

REQUESTED BOARD ACTION:

A motion to approve Resolution 989 to continue the City's relationship with MARC for HHW disposal opportunities for Smithville residents.

SUMMARY:

Since 2002 the City has participated in the household hazardous waste collection program coordinated by MARC. This program allows residents to safely dispose of household hazardous waste, including: automotive by-products, cleaners, paint products, solvents, chemicals, acids and alkalis, etc. at no cost. Residents can go to any mobile outreach, or the permanent sites in Kansas City or Lee's Summit.

In order to provide residents with a responsible way to dispose of household hazardous waste, the participating cities, along with a grant from Missouri Department of Natural Resources, pay a per-capita fee. The 2022 fee is 1.09 per-capita using 2020 population estimates. Smithville's 2022 contribution of \$11,342.54 is based on an estimated population of 10,406.

PREVIOUS ACTION:

Participation in the 2021 HHW Program was approved by the Board of Aldermen on November 17, 2020.

POLICY OBJECTIVE:

N/A

FINANCIAL CONSIDERATIONS:

The FY22 budget includes funds for this expenditure.

ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Agreement | |

RESOLUTION 989

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE MID-AMERICA REGIONAL COUNCIL FOR PARTICIPATING IN THE REGIONAL HOUSEHOLD HAZARDOUS WASTE PROGRAM FOR 2022

WHEREAS, the Mid-America Regional Council (MARC) has established a Household Hazardous Waste (HHW) collection program; and

WHEREAS, there are currently no affordable options available to Smithville residents to dispose of their household hazardous waste (including automotive by-products, cleaners, paint products, solvents, chemicals, acids & alkalis, etc.); and

WHEREAS, the improper disposal of HHW creates a significant risk to the environment and the water supply of the residents of Smithville; and

WHEREAS, the HHW program provides for the safe disposal of hazardous material by residents at a lower cost than any other available option; and

WHEREAS, participation in the HHW program allows residents several options of disposing of their household hazardous waste to include the use of the Lee's Summit facility, Kansas City facility, and/or other mobile HHW outreach sites, between January and December of 2022.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI AS FOLLOWS:

THAT the Mayor of the City of Smithville is hereby authorized and directed to enter in an agreement with the Mid-American Regional Council (MARC) for participating in the 2021 Regional Household Hazardous Waste Program in an amount not to exceed \$11,342.54.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri this 19th day of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

2022

Intergovernmental Agreement between the MARC Solid Waste Management District and Smithville, Missouri relating to the Regional Household Hazardous Waste Collection Program

This Agreement is entered into pursuant to Missouri Revised Statutes Section 70.210 *et seq.*

Whereas, Cass, Clay, Jackson, Platte, and Ray Counties and the City of Kansas City have formed the MARC Solid Waste Management District (SWMD) pursuant to Sections 260.300 through 260.345 of the Revised Statutes of Missouri (1986 & Cum. Supp. 1990) and the members of the SWMD include most cities within the member counties; and

Whereas the City of Kansas City, Missouri (Kansas City) operates a permanent Household Hazardous Waste facility located at 4707 Deramus, Kansas City, Missouri, and operates outreach sites for collection of Household Hazardous Waste (HHW) at various locations and on various dates; and

Whereas, the City of Lee's Summit, Missouri operates a permanent Household Hazardous Waste Facility located at 2101 SE Hamblen Road, Lee's Summit; and

Whereas, Kansas City and Lee's Summit have made these HHW collection facilities available for use by members of the SWMD and the SWMD, Kansas City and Lee's Summit have agreed to create a regional household hazardous waste program for the benefit of all members of the SWMD; and

Whereas Smithville, Missouri (sometimes referred to in this Agreement as the "Participating Member") intends to participate in the Regional HHW Collection Program;

Therefore, the SWMD and the Participating Member agree that participation in the Regional HHW Collection Program shall be on the following terms and conditions:

I *Definitions*

Household Hazardous Waste (HHW) shall mean waste that would be classified as hazardous waste by 40 CFR 261.20 through 261.35 but that is exempt under 40 CFR 261.4 (b) (1) (made applicable in Missouri by 10 CSR 25-4.261) because it is generated by households. Examples include paint products, household cleaners, automotive fluids, pesticides, batteries, and similar materials. A determination of whether any material meets this definition shall be made by Kansas City.

II *Effective Date*

Smithville, Missouri agrees to participate in the Regional HHW Collection Program for a one-year period beginning on **January 1, 2022**.

III *Termination*

A. Budget Limitations. This Agreement and all obligations of the Participating Member and the SWMD arising therefrom shall be subject to any limitation imposed by budget law. The parties represent that they have within their respective budgets sufficient funds to discharge the obligations and duties assumed and sufficient funds for the purpose of maintaining this Agreement. This Agreement shall be deemed to terminate by operation of law on the date of expiration of funding.

B. Termination of regional program. If the regional household hazardous waste program is terminated prior to the expiration of this Agreement, the SWMD shall refund the amount paid by the participating member, less the cost of services provided prior to termination of the regional program. The cost of services shall be assessed at seventy-five dollars (\$75.00) for each vehicle belonging to a resident of the participating member that has been served prior to the termination of the program, not to exceed the amount paid by the participating member.

C. Each participating member will be required to notify the SWMD, Kansas City and Lee's Summit in writing of its intention to renew the annual agreement for the following year no later than December 15. In the event that notification is not provided in advance or the final decision is made to not rejoin the program for the upcoming year, the participating member is responsible for any costs incurred by Kansas City and/or Lee's Summit to serve residents after December 31. Kansas City and SWMD reserve the right to invoice the member city or county for any waste disposal costs incurred as a result of late notification.

IV Duties of Participating Member

- A. *Fees.* **Smithville, Missouri** agrees to pay the sum of **\$11,342.54** to participate in the 2022 Regional HHW Collection Program for the period from January 1 to December 31. The program participation fee is based on a per capita rate of \$1.09 applied to 2020 U.S. Census and/or Population Estimate figures as shown in Attachment One. At least one-half of this amount shall be paid within thirty (30) days upon receiving the district invoice. Payment of any remaining balance shall be paid within the following six months.
- B. *Payment.* The Participating Member shall be obligated for payment of the amount shown in Paragraph IV(A) irrespective of the participation of its citizens, or of any actual expenses incurred by the SWMD, Kansas City, or Lee's Summit attributable to the Participating Member, except in the event of termination of the regional program, as reflected in III(B) above. Payment by the Participating Member of the agreed upon amount shall not be contingent upon renewal of this Agreement or renewal of the Agreement between the SWMD and Kansas City or Lee's Summit.

Annual Renewal. The agreement between the SWMD and the Participating Member will be subject to renewal each year. To assure community information is included in the printed promotional material, agreements will be due no later than February 1, 2022. No pro ration of fees is applicable under this agreement.

- C. *Contact Person.* The Participating Member agrees to notify the SWMD and Kansas City, on or before the date of this Agreement, of the name of an individual who will serve as its contact person with respect to the Regional HHW Collection Program.

V Services Provided by the SWMD

A. *Permanent Collection Facilities.* HHW collection services shall be provided by Kansas City and Lee's Summit pursuant to agreements entered into between the SWMD and Kansas City, and the SWMD and Lee's Summit. Pursuant to those agreements, residents of the Participating Member may deliver HHW, by appointment, if required, and during normal hours of operation, to the Kansas City permanent HHW facility and to the Lee's Summit permanent HHW facility.

B. *Outreach Collections.* Pursuant to the agreement between the SWMD and Kansas City, Kansas City has also agreed to provide contractor services for the collection of HHW at outreach collection sites throughout the SWMD area. Residents of the Participating Member will be able to deliver HHW to outreach collection sites, the dates and locations of which will be negotiated by the SWMD and Kansas City. If, at the request of a Participating Member, an outreach collection is held within its boundaries, the Participating Member agrees that Kansas City or the contractor shall have overall control of the collection activities but the Participating Member shall provide the following:

- adequate and safe sites with unobstructed public access;
- access to restroom facilities and drinking water
- adequate publicity of the date and location of the mobile collection;
- a means for the collection, removal and disposal of any wastes that do not meet the definition of hazardous waste;
- volunteers or workers to conduct traffic control, survey participating residents, stack latex paint and automotive batteries, and assist with non-hazardous waste removal and bulking of motor oil;

- means of limiting the vehicles to a number negotiated by Kansas City and the SWMD (estimated to be either 200, 300, or 400 vehicles per outreach collection);
- a forklift and forklift operator available at the opening and closing of the event; and
- access to residents of any city or county that is also a participating member.

VI *Reports*

The SWMD will provide to the Participating Member quarterly reports on the operations of the Kansas City and Lee's Summit permanent facilities and on the operations of the outreach collections, based on information provided to the SWMD by Kansas City and Lee's Summit. The quarterly reports shall include the following information:

- Total number vehicles using each facility (permanent or mobile) on a quarterly basis;
- Number of vehicles from each participating member using the facility;
- An end-of-the-year summary report including waste composition and disposition.
- Each program year the district will provide brochures which include facility hours of operation, mobile event schedule, and contact information

VII *Insurance*

A. *Insurance.* The SWMD agrees that, pursuant to the terms of its Agreement with Kansas City, Kansas City shall maintain liability insurance related to the outreach collection sites under which the community where the site is located shall be named as an additional insured.

VIII *Legal Jurisdiction*

Nothing in this Agreement shall be construed as either limiting or extending the legal jurisdiction of the parties.

MARC Solid Waste Management District:

Participating Member:

_____ Date: _____

_____ Date: _____

Doug Wylie, Chair

Print Name

Print Title



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Public Works

AGENDA ITEM: Resolution 990 – Authorization for the Purchase of Winter Materials

REQUESTED BOARD ACTION:

Motion to approve Resolution 990, authorizing the Public Works Streets Division to purchase winter materials for the 2021-2022 season.

SUMMARY:

In an effort to prepare for the upcoming winter season, the Streets Division would like to receive approval to purchase road salt and salt/sand mix. Currently, our salt is well stocked in case there is a winter event. This authorization would be for future material purchases.

The Street Division would like to receive authority from the Board of Aldermen to purchase winter materials in the future as materials are depleted.

Staff received three quotes for materials.

Company	Salt Price	Salt/Sand Mix Price
Central Salt, L.L.C.	\$71.02 per ton	N/A
Dale Brothers	\$90 per ton	\$82 per ton
Pavlich, Inc	\$79 per ton	\$64 per ton

Staff recommends using Central Salt L.L.C. as the salt provider. This provider is part of the Mid-America Regional Council's (MARC) Cooperative Agreement. The City's purchasing policy allows the City to participate in cooperative purchasing agreements. The City of Smithville has been approved to be added to the contract.

Staff recommends using Pavlich, Inc. for the salt/sand mix provider. Pavlich, Inc. has been the City's winter material provider in FY20 and FY21.

Staff anticipates needing an additional 350 tons of material for this winter season, since our winter materials are nearly full.

PREVIOUS ACTION:

N/A

POLICY OBJECTIVE:

N/A

FINANCIAL CONSIDERATIONS:

This expense is accounted for in the FY22 Budget funded by the Transportation Sales Tax at an amount of \$25,000.

ATTACHMENTS:

☐ Ordinance

☒ Resolution

☐ Staff Report

☐ Other:

☐ Contract

☐ Plans

☐ Minutes

RESOLUTION 990

A RESOLUTION AUTHORIZING THE PURCHASE OF WINTER MATERIALS FROM CENTRAL SALT, L.L.C. AND PAVLICH, INC. FOR THE 2021-2022 WINTER SEASON.

WHEREAS, City Staff has received three quotes for Winter Materials as outlined in the City Purchasing Policy; and

WHEREAS, the City's Purchasing Policy allows the City to participate in Cooperative Purchasing agreements; and

WHEREAS, Central Salt, L.L.C. has provided the most responsive bid through the Mid America Regional Council's Cooperative Agreement for salt.

WHEREAS, Pavlich, Inc. has provided the lowest quote for the salt/sand mix.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:

THAT the purchase of salt is hereby awarded to Central Salt, L.L.C. in an amount of \$71.02 per ton and the purchase of salt/sand mix is hereby awarded to Pavlich, Inc. in amount of \$64.00 per ton.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 19th of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Public Works

AGENDA ITEM: Resolution 991, Bid No. 21-19 Residential Snow Removal

RECOMMENDED ACTION:

A motion to approve Resolution 991, awarding Bid No. 21-19 to R&S Lawn Service for residential snow and ice control services in an amount of \$175 per hour.

SUMMARY:

Last year Lotus was awarded Bid No. 21-01 for residential snow and ice control services at an amount of \$150.00 per hour. However, they were not interested in renewing the agreement this winter season.

Proposals for Residential Snow Removal Services, RFP 21-19, were received and opened on October 1, 2021. The work to be completed includes the contractor providing all equipment, fuel and personnel to operate the equipment for snow removal services. The City will provide the deicing materials and services.

The contractor will report with the Street Division and will be dispatched to the two identified areas: Harborview and Rollins Landing. The contractor will solely be responsible for snow removal in these two areas. Upon completion, the contractor will notify the Street Division Manager and the area will be inspected before releasing the contractor's personnel.

The City reached out to 10 local firms and placed the bid proposal on the City's web site.

The City received two proposals for this work:

R&S Lawn Service	\$175/hour
Beshears Tree & Lawn	\$275/hour

Staff recommends proceeding with R&S Lawn Service for the Residential Snow Removal for the 2021-2022 Winter Season.

Staff intended to expand the contracted efforts to include more neighborhoods, however the bids would exceed the FY2022 budget. Staff will continue to review options to improve this operation.

The Street Division will have a training day to review safety, routes and equipment checks. The contractor will also participate in this training day and meet with the Streets Superintendent.

PREVIOUS ACTION:

N/A

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

Snow removal expenses are included in the Street Division Maintenance Budget.

ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: RFP Agreement | |

RESOLUTION 991

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH R&S LAWN SERVICE FOR RESIDENTIAL SNOW REMOVAL.

WHEREAS, the FY2022 Budget includes funds to provide residential snow removal, and

WHEREAS, staff has conducted a bid process as outlined in the City Purchasing Policy, and

WHEREAS, after review of the bids, staff has made the recommendation to accept the lowest and best bid received as being the most advantageous to the City.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI:

THAT Bid #21-19 is hereby awarded to R&S Lawn Service and the Mayor is authorized and directed to enter an agreement with R&S Lawn Service for a snow and ice control services in an amount not to exceed \$175 per hour.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, this 19th day of October 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

(It is preferred that the Bid Response use this Form, however, the City reserves the right to accept Bids which provide the necessary information without using this form. Bid Responders must also fill out Exhibit 1.)

RFP # 21-19 RESIDENTIAL SNOW REMOVAL

I, Scott Hulen, hereby representing

(Agent Submitting RFP)

R+S Lawn Service, have read and reviewed the attached specifications.

(Firm or Company)

I state the hereby offer meets or exceeds all requirements. Please note that Exhibit 1 and all other required information must be attached.

R+S Lawn Service

Company Name

106 James St

Address

Smithville, Mo. 64089

City/State/Zip

816-532-4999

Telephone

43-1945718

Tax ID No.

EIN

Scott Hulen

Authorized Person (Print)

[Signature]

Signature

J.P.

Title

9/30/21

Date

info@RSLAWNSPRINKLER.COM

E-Mail Address

State the name, address and telephone number of not less than three (3) customers for whom the Contractor has performed similar Service within the last two (2) years:

The above said Company shall provide the materials and services clean up, and insurance requested for the goods and services of RFP #21-19 for a cost to the City of Smithville as follows:

Item Description	Bid Price
Hourly Rate	<u>175⁰⁰</u>

Preferred Routes (Check all that apply):

- ☒ Route 1 – Harborview #1
☒ Route 2 – Hills of Shannon #3
☒ Route 3 – Rollins Landing #2
☒ Route 4 – Forest Oaks #4

Preferences

Equipment to be used:

FORD F250 + F350 w/ BOSS FLIP PLOWS
LARGE BOSS SALT SPREADER IN BED OF TRUCKS

Snow Removal Method (i.e. plowing, salt spreading) please specify if the City will need to treat the roads with salt:

Plowing

NO WE CAN SALT IF
SALT IS PROVIDED AS PART
of the hourly RATE

NOTES : WE CAN DO :

ROCKIES + HARBORVIEW

OR
ROCKIES + HILLS of SHANNON

OR ANY 1

SINGLE

BUT WE DO NOT WANT TO
DO MORE THAN 2 AREAS

* Most of our TRUCK ARE EQUIPPED w/
BY the MINUTE G.P.S.

EXHIBIT 1

STATE OF MISSOURI)
)
ss COUNTY OF CLAY)

AFFIDAVIT

(As required by Section 285.530, Revised Statutes of Missouri) As used in this Affidavit, the following terms shall have the following meanings:

EMPLOYEE:

Any person performing work or service of any kind or character for hire within the State of Missouri.

FEDERAL WORK AUTHORIZATION PROGRAM:

Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

KNOWINGLY:

A person acts knowingly or with knowledge,

(a) With respect to the person's conduct or to attendant circumstances when the person is aware of the nature of the person's conduct or that those circumstances exist; or

(b) With respect to a result of the person's conduct when the person is aware that the person's conduct is practically certain to cause that result.

UNAUTHORIZED ALIEN:

An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority, personally appeared Scott Hulien, who, being duly sworn, states on his oath or affirmation as follows:

1. My name is Scott Hulien and I am currently ^{Vice} President of R + S Lawn Service (hereinafter "Contractor"), whose business address is 106 James St. Smithville, MO 64089, and I am authorized to make this Affidavit.
2. I am of sound mind and capable of making this Affidavit, and am personally acquainted with the facts stated herein.
3. Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the following services contracted between Contractor and the City of Smithville, Missouri.
 1. Contractor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.

2. Attached hereto is documentation affirming Contractor's enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Further, Affiant saith not.


[Signature]

Scott Hulén
[Printed name]

Affiant Subscribed and sworn to before me this 30th day of September, 2021.



BRANDI J SCHUERGER
My Commission Expires
September 16, 2022
Clay County
Commission #18463243


[Notary Public]

My Commission Expires 9/16/22

Commissioned in Clay County

Commission # 18463243

PLEASE NOTE:

Acceptable enrollment and participation documentation consists of the following two (2) pages of the E-Verify Memorandum of Understanding:

1. A valid, completed copy of the first page identifying the Contractor; and
2. A valid copy of the signature page completed and signed by the Contractor, and the Department of Homeland Security - Verification Division



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Finance

AGENDA ITEM: Resolution 992, A Resolution Approving A Water and Wastewater Leak Adjustment Request

REQUESTED BOARD ACTION:

Motion to approve Resolution 992, approving a water and wastewater leak adjustment request.

SUMMARY:

The City has received notice from David Hoerz, a residential utility billing customer, of a repaired water and wastewater leak adjustment. All requirements set forth in Ordinance 2989-18 have been met.

On or about August 28, 2021, the Utilities Division obtained electronic reads of water usage for the month of August. Those reads were uploaded to the billing system later and in the same day, the system provided warnings for customers with no, little, or high usage. Following the August billing cycle, Mr. Hoerz had started the cycle with a read of 4,968 and finished the August cycle with a read of 5,834, which resulted in consumption of 86,600 gallons. In addition, following the September billing cycle, Mr. Horez started the month with a read of 5,834 and finished with a read of 6,406, which resulted in consumption of 57,200 gallons. In both months, this amount was more than twice his monthly average.

David Hoerz called the City to report the leak issued. The issue included a broken 1" waterline from his house to the yard hydrant which resulted in excessive water usage over the course of the two months. The leak was reported to be deep underground as well. Mr. Hoerz has submitted the necessary paperwork and proof of repair from Legacy 1 Plumbing. He has also submitted the signed leak adjustment request.

If approved, the leak adjustment would issue a credit of \$399.17.

PREVIOUS ACTION:

The Board has approved previous leak adjustments in this fiscal year when conditions have been met.

POLICY OBJECTIVE:

FINANCIAL CONSIDERATIONS:

Reduce utility revenues by \$399.17

ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input type="checkbox"/> Other: | |

RESOLUTION 992

A RESOLUTION APPROVING A WATER AND WASTEWATER LEAK ADJUSTMENT REQUEST.

WHEREAS, the City approved Ordinance No. 2989-18 amending Section 705.110 of the Code of Ordinances on February 6, 2018; and,

WHEREAS, Daniel Hoerz, a residential utility billing customer with account 05-000710-00, has notified the City of a water leak and is requesting a leak adjustment; and,

WHEREAS, the conditions set forth in Section 705.110 of the Code of Ordinances as amended have been met; and,

WHEREAS, the adjustment calculation set forth in 705.110 of the Code of Ordinances as amended has been determined to be \$399.17;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SMITHVILLE, MISSOURI, AS FOLLOWS:

A water and wastewater leak adjustment in the amount of \$399.17 shall be credited to account 05-000710-00 of residential utility billing customer Daniel Hoerz.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 19th day of October, 2021.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Water and Wastewater Leak Adjustment Request

Utility Customer Name: Dan Hoerz

Utility Service Address: 908 Spelman Drive

Utility Account Number: 05-000710-00

The residential utility billing customer referenced above has notified City staff of a water leak and is requesting a leak adjustment. City staff has verified the water consumption of the month(s) in question is more than two (2) times the monthly average for this property, no other leak adjustment has occurred in the previous thirty-six (36) month period, covers a single event and repair receipts have been provided.

In accordance with the Leak Adjustment Ordinance No. 705.110, the Board of Alderman may consider a leak adjustment calculated to be \$ 399.17 at the Board of Alderman meeting on 10/19/21.

I, Dan Hoerz, agree to attend the Board of Alderman meeting referenced above, and understand that my failure to be present is cause for the Board of Alderman to deny my request.

Upon resolution by the Board of Alderman, I, Dan Hoerz, shall make payment in full or make formal payment arrangements with City staff no later than ten days (10) following the Board of Alderman consideration. I understand that failure to do so will result in imposition of late fees and/or disconnection of service.

[Signature]
Customer's Signature

10-13-2021
Date

danhoerzberryfarm@live.com

Legacy 1 Plumbing

1201 Lakeview Circle
Smithville, MO 64089

816-529-1702

legacy1plumbing@hotmail.com

Invoice

Date	Invoice #
10/6/2021	2444

Bill To

Duncan Berry Farm
Smithville, Mo 64089

Ship To

Duncan Berry Farm
Smithville, MO 64089

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			10/6/2021			
Quantity	Item Code	Description			Price Each	Amount
	14 Plumbing	Replaced 1" water line from house to yard hydrant			2,500.00	2,500.00



Water and Wastewater Leak Adjustment Calculation

Utility Customer Name: **Dan Hoerz**

Utility Service Address: **908 Spelman Drive**

Utility Account Number: **05-000710-00**

Breaking down key figures in Ordinance 2989-18(C), Adjustment Calculations

1. The adjusted bill(s) shall charge the City's normal water rate on all water volume used up to two (2) times the average monthly water use for this property.

City's normal water rate (per 1,000 gallons): **\$7.89**
 Average monthly water usage for this property: **4,067** gallons

2. Adjusted bill(s) shall also charge the City's wholesale water rate on all water volume used greater than two (2) times the average monthly water use for this property.

City's wholesale water rate (per 1,000 gallons): **\$4.76**

3. If the leak is inside the home, the wastewater bill(s) shall not be adjusted because the water volume used will have drained into the sanitary system of the home.

If the leak is outside the home, the wastewater bill(s) will be adjusted to reflect the average monthly wastewater usage for this property.

City's normal wastewater rate (per 1,000 gallons): **\$5.84**
 Average monthly wastewater usage for this property: **0** gallons
 Was the leak inside or outside the home: **outside**
 Was the wastewater billed winter average or actual usage: **winter average**

Calculating the adjustment amount using Ordinance 705.110(C), Adjustment Calculations

MONTH 1	
Original Water Bill Amount	
86,600 gallons @ 7.89 per 1,000 gallons =	683.27
Adjusted Water Bill Amount	
8,134 gallons @ 7.89 per 1,000 gallons =	64.18
+ 78,466 gallons @ 4.76 per 1,000 gallons =	373.50
	437.68
Water Discount =	
	245.59
Original Wastewater Bill Amount	
0 gallons @ 5.84 per 1,000 gallons =	0.00
Adjusted Wastewater Bill Amount	
0 gallons @ 5.84 per 1,000 gallons =	0.00
Wastewater Discount =	
	0.00

MONTH 2 (if applicable)	
Original Water Bill Amount	
57,200 gallons @ 7.89 per 1,000 gallons =	451.31
Adjusted Water Bill Amount	
8,134 gallons @ 7.89 per 1,000 gallons =	64.18
+ 49,066 gallons @ 4.76 per 1,000 gallons =	233.55
	297.73
Water Discount =	
	153.58
Original Wastewater Bill Amount	
0 gallons @ 5.84 per 1,000 gallons =	0.00
Adjusted Wastewater Bill Amount	
0 gallons @ 5.84 per 1,000 gallons =	0.00
Wastewater Discount =	
	0.00

Total Discount = 399.17



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration

AGENDA ITEM: Appointment of Economic Development Committee Member

REQUESTED BOARD ACTION:

Motion to approve the nomination of Jason Hoyt to the Economic Development Committee.

SUMMARY:

The Board of Aldermen appoints members to the Economic Development Committee. Committee Chair Alicia Neth and Assistant City Administrator Anna Mitchell interviewed Mr. Hoyt and recommend appointment. This appointment replaces a vacant position with applicant Jason Hoyt. His experience in finance as well as his long list of community involvement experience will be of great value to the Economic Development Committee.

PREVIOUS ACTION:

N/A

POLICY ISSUE:

Section 155.100 of the Code of Ordinances requires the Board of Aldermen to appoint representative to the Economic Development Committee.

FINANCIAL CONSIDERATIONS:

None

ATTACHMENTS:

- | | |
|---|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Application and Resume | |



Boards, Commissions and Committee Volunteer Application

Board, Commission or Committee of Interest:

- ☐ Planning & Zoning Commission
☒ Economic Development Committee
☐ Parks & Recreation Committee
☐ TIF Commission

Applicant Information:

Name: Jason S. Hoyt Phone: 816-651-5223

Address: 1603 S. 169 Hwy, Smithville, MO 64089

e-mail: jason.hoyt@centralbank.net

Background: See Résumé

Reason for Volunteering: I have a passion for helping communities and cities grow in the right direction by using the correct tools. I also enjoy working on teams of like minded individuals.

Additional Experience or information which a City Board, Commission or Committee might benefit from: See Résumé

Submit to: Linda Drummond, City Clerk
107 W. Main Street
Smithville, MO 64089
ldrummond@smithvillemo.org

JASON S. HOYT

1603 S 169 Hwy, Smithville, Missouri 64089
Phone: (816) 651-5223 jason.hoyt@centralbank.net

A highly creative, Relationship Manager with a proven track record of building long term customer relations, formulating market penetration strategies, and meeting tight deadlines while delivering superior performance. An extensive knowledge of loan analysis and production in commercial, small business, agricultural, residential, and consumer lending. A proven background in the development and implementation of sales campaigns tied directly to strategic goals. Established leadership qualities in management positions with capacity to adapt and interact with diverse individuals.

Core competencies include:

Project Management · Market Analysis · Credit & Risk Analysis · Customer Service Customer Focus · Integrates Executive Direction · Critical Thinker · Business Strategy Problem Resolution

Professional Experience

**Central Bank of the Midwest,
A division of The Central Trust Bank**

December 2019 – Present

Vice President/Commercial Relationship Manager

Self-Source and meet/exceed an annual loan goal of \$7.5MM inside the commercial, small business, and agricultural scope. Self-source and meet annual Commercial/Ag Operating Deposit and Business Solutions goals. Help establish new relationships around the northland community while utilizing Retail Operations teams in general geographic areas. Grow and maintain a positive community awareness/image for both Central Bank and myself.

Bank Midwest, a division of NBH Bank

2015 – 2019

Community President/Business Banking Officer

NBH Executive Leadership Council – Member

Self-Source and meet/exceed an annual loan goal of \$7.5MM inside the small business scope. Self-source and meet annual small business deposit and treasury management goals. Train and mentor Business Banking Center Managers in loan sourcing, credit analysis, documentation management, and the closing of loans while monitoring and helping these managers to meet and exceed individual small business loan goals. Currently oversees the small business loan activity for 15 banking centers while mentoring 12 Business Banking Center Managers.

First Missouri Bank

2005 – 2015

Vice President/Loan Officer/Branch Manager

Managed all operations for bank branch located in Kearney, MO. Successfully led team through a complete core software conversation. Grew branch from \$0 to \$25MM in deposits. Personally managed a \$25MM loan portfolio. Self-sourced, interviewed, and analyzed loan customers in the Kansas City market area. Handled work outs, legal proceedings, and collections for substandard loan accounts. Developed, pitched, and implemented all market penetration strategies for the Kearney market area, as well as for the entire bank footprint. Developed sales, marketing, and public relations materials. Managed bank's property in Kearney including premises and 11 tenants.

Waddell & Reed Financial, Inc.

2000 – 2005

National Accounts Sales Support, Ivy Funds

Supported three National Account Directors by designing client specific pitch books, data analysis, and initiating talks on selling and networking agreements. Assisted the marketing department with planning and facilitating of due diligence, marketing/sales, and wholesaler motivation meetings.

Problem Resolution Specialist/Sr. Client Service Rep

Assisted clients and advisors with issues involving proprietary accounts as well as new and existing investment products offered by Waddell & Reed. Assisted unaffiliated representatives with understanding Waddell & Reed products and helped them troubleshoot problems on accounts. Attended multiple training seminars to increase knowledge of new industry and market developments.

Education

Masters of Business Administration, Baker University · Overland Park, Kansas

Bachelor of Science in Business Administration, Missouri Western State University
St. Joseph, Missouri

Doniphan Leadership Academy, William Jewell College · Liberty, Missouri

Technical Skills

Proficient in Microsoft Office Suite: Excel, Word, PowerPoint, Publisher, FiServ,
FIS Insight/Sales Management, Capital Stream, Cardinal, ARTA, Compliance One,
TOTO, Adobe Creative Suite/Banking Systems, Accu Account Management Systems

Community Involvement

Kearney Enrichment Council – Board President

Kearney Downtown Revitalization Group, MO Mains Streets – Board President

Kearney Chamber of Commerce – Past Board Member/Past President

Kearney Planning and Zoning – Past Board Member

Kearney School District Education Foundation

Liberty Chamber of Commerce

Liberty Rotary Club

Clay County Economic Development Council



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Parks and Recreation

AGENDA ITEM: Appointment of Parks and Recreation Committee Member

REQUESTED BOARD ACTION:

The Mayor will make the nomination of Kyle Squires to the Parks and Recreation Committee and the Board will vote.

SUMMARY:

The Board of Aldermen appoints members to the Parks and Recreation Committee. Matt Denton, Parks Director interviewed Mr. Squires and recommend appointment. This appointment replaces a vacant position. His experience as a volunteer coach as well as his community involvement will be of great value to the Parks and Recreation Committee.

PREVIOUS ACTION:

N/A

POLICY ISSUE:

Section 155.100 of the Code of Ordinances, requires the Board of Aldermen to nominate and appoint a representative to the Parks and Recreation Committee.

FINANCIAL CONSIDERATIONS:

None

ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Application | |

A Board Application was submitted through your website.

Board, Commission or Committee of Interest:	Parks & Recreation Committee;
Name:	Kyle Squires
Address:	201, Surrey CT
Phone:	816-617-7403
Email Address:	kylesquires@outlook.com
Background:	Lived in the community for three years. Work for UPS for 16 years. Married with three daughters. Missouri Western Alum with a Sports and Recreation Management degree.
Reason for Volunteering:	Would like to help and support the Parks Department.
Additional experience or information which a City Committee might benefit from:	Recreation and Sports Management degree.



Board of Alderman Request for Action

MEETING DATE: 10/19/2021

DEPARTMENT: Administration

AGENDA ITEM: Adjournment to Executive Session Pursuant to Section 610.021(3) RSMo.

REQUEST BOARD ACTION:

A motion to close the regular session for the purpose of discussing personnel matters pursuant to Section 610.021(3) RSMo.

SUMMARY:

To allow the Board of Aldermen to adjourn to Executive Session to discuss personnel matters.

PREVIOUS ACTION:

N/A

POLICY ISSUE:

The Board of Alderman will vote to close the Board of Alderman Regular Session Pursuant Section 610.021(3) RSMo. This Executive Session will be conducted via videoconference.

FINANCIAL CONSIDERATIONS:

ATTACHMENTS:

- | | |
|---------------------------------------|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input type="checkbox"/> Other: | |