



City of Smithville, Missouri
Board of Aldermen – Regular Session Agenda
7:00 p.m. Tuesday, October 15, 2024
City Hall Council Chambers and Via Videoconference

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](#).

Public Comment can be made in person or via Zoom, if by Zoom please email your request to the City Clerk at ldrummond@smithvillemo.org prior to the meeting to be sent the meeting Zoom link.

Join Zoom Meeting
<https://us02web.zoom.us/j/89018932232>

Meeting ID: 890 1893 2232
Passcode: **350470**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Proclamation**
National Youth Substance Use Prevention Month
4. **Public Hearing – Sewer Rates**
5. **Consent Agenda**
 - **Minutes**
 - September 24, 2024, Board of Aldermen Special Session Minutes
 - September 24, 2024, Board of Aldermen Work Session Minutes
 - September 24, 2024, Board of Aldermen Regular Session Minutes
 - October 1, 2024, Board of Aldermen Regular Session Minutes
 - **Finance Report**
 - Financial Report for September
 - **Resolution 1409, Leak Adjustment**
A Resolution approving the water and wastewater leak adjustment for Michael Newman in the amount of \$145.25.

REPORTS FROM OFFICERS AND STANDING COMMITTEES

6. **Committee Reports**
 - Planning and Zoning Commission
7. **City Administrator's Report**

ORDINANCES & RESOLUTIONS

8. **Bill No. 3041-24, Amending Chapter 400 and Chapter 425 – 2nd Reading**
An Ordinance amending sections of Chapter 400 of the Zoning Code and Chapter 425 of the Subdivision Code pertaining to fees and costs. 2nd reading by title only.
9. **Bill No. 3042-24, Amending Business License Fees – 2nd Reading**

An Ordinance amending the business license regulations of the City of Smithville, Missouri. 2nd reading by title only.

- 10. Bill No. 3043-24, Adopt the FY2025 Operating Budget – 2nd Reading**
An Ordinance adopting the Fy2025 Annual Operating Budget for the City of Smithville, Missouri, and authorizing the expenditures of funds for municipal services. 2nd reading by title only.
- 11. Resolution 1410, Amending the City's Policy Manual**
A Resolution amending the City's Policy Manual and adding the policy for Record Management.
- 12. Resolution 1411, Amending the Schedule of Fees**
A Resolution adopting amendments the City's Schedule of Fees.
- 13. Resolution 1412, Amending the Employee Compensation Plan**
A Resolution amending the Employee Compensation Plan.
- 14. Resolution 1413, Temporary Liquor License – Smithville Main Street District**
A Resolution issuing a Temporary Liquor License to Smithville Main Street District for the Winter Wine Walk and Market to be held Saturday, November 9, 2024 .
- 15. Resolution 1414, Authorizing Agreement with USACE for 144th Street Pump Station Funding**
A Resolution authorizing and directing the Mayor to execute an agreement with the Department of the Army Corps of Engineers for design and construction assistance for sanitary sewer improvements.
- 16. Resolution 1415, Site Plan – Fairview Crossing Townhomes**
A Resolution authorizing site plan approval for construction of 16 4-unit townhomes at 14601 North Fairview Drive.
- 17. Resolution 1416, Fairview Crossing Final Plat First Plat**
A Resolution approving the Final Plat for Fairview Crossing First Plat.
- 18. Resolution 1417, Assignment of the CID Board of Director Successor**
A Resolution approving the Board of Aldermen of the City Smithville, Missouri, consenting to the appointment of Director for the Governance of the Smithville Commons Community Improvement District.

OTHER MATTERS BEFORE THE BOARD

- 19. 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.
- 20. 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.
- 21. Adjournment to Executive Session Pursuant to Section 610.021(3)RSMo.**





Proclamation

OCTOBER IS NATIONAL YOUTH SUBSTANCE USE PREVENTION MONTH

WHEREAS, every day, thousands of young Americans try drugs or alcohol for the first time, and for many, this decision will have a profound impact on their health and well-being; and

WHEREAS, every day, far too many young Americans are hurt by alcohol and drug use. From diminished achievement in our schools, to greater risks on our roads and in our communities, to the heartache of lives cut tragically short, the consequences of substance use are profound; and

WHEREAS, preventing substance use before it begins is the most effective way to eliminate the damage caused by drugs and alcohol. Together, we can make sure children have the opportunity to pursue happy, fulfilling and productive lives; and

WHEREAS, adult role models play an integral role in preventing youth substance use, we must lead by example, adopt positive behaviors, and talk to our kids about living substance-free. This month, we stand with local coalitions and community organizations as they advance their drive to keep the young people in our community free from drug and alcohol use; and

WHEREAS, substance use affects everyone, and each of us can play a part in helping the next generation make choices that support physical, mental, behavioral and emotional health. Parents, mentors, and community members can model a healthy lifestyle. During National Youth Substance Use Prevention Month, we recognize all those who work to prevent substance use in our community.

THEREFORE, I, the Damien Boley, Mayor of the City of Smithville do hereby officially proclaim the month of October

Youth Substance Use Prevention Month

in the City of Smithville, Missouri. Furthermore, I invite all our citizens to duly note this occasion by doing all we can to support all community prevention and education programs and make youth substance use prevention a priority.

Dated this 15th day of October 2024.

Damien Boley, Mayor

	<div style="display: inline-block; background-color: #76923c; color: white; padding: 5px 10px; font-weight: bold;">STAFF</div> <div style="display: inline-block; background-color: #00557c; color: white; padding: 5px 10px; font-weight: bold; margin-left: 10px;">REPORT</div>
Date:	October 15, 2024
Prepared By:	Rick Welch
Subject:	Utility Rate Increases – Public Hearing

The Board of Aldermen has asserted that it would like to move forward with implementing recommended rate increases from the August 6, 2024, Work Session. These rates would be effective for the November 2024 utility bills, which would be mailed to utility customers in early December 2024. This includes a 15% increase to the monthly water base charge and volumetric charge and a 15% increase to the monthly wastewater base charge and volumetric charge. RSMo 250.233 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 – Water & Wastewater Charges

The following charts compare the proposed water and sewer structure and rates with water and sewer structure and rate history dating back to November 1, 2021. 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	November 1, 2021	November 1, 2022	November 1, 2023	November 1, 2024
3/4" Meter	\$11.77	\$12.78	\$14.70	\$16.91
1" Meter	\$11.77 / \$18.52	\$12.78 / \$20.09*	\$14.70 / \$23.10	\$16.91 / \$26.57
2" Meter	\$55.62	\$60.35	\$69.40	\$79.81
3" Meter	\$109.15	\$118.43	\$136.19	\$156.62
4" Meter	\$170.29	\$184.77	\$212.49	\$244.36
6" Meter	\$338.92	\$368.82	\$424.14	\$487.76

Water Usage Rate by Volume	November 1, 2021	November 1, 2022	November 1, 2023	November 1, 2023
Per 1,000 Gallons	\$8.33	\$9.04	\$10.40	\$11.96

Wastewater Service Charge	November 1, 2021	November 1, 2022	November 1, 2023	November 1, 2024
3/4" Meter	\$16.02	\$18.43	\$21.19	\$24.37
1" Meter	\$16.02 / \$25.47*	\$18.43 / \$29.29*	\$21.19 / \$33.68	\$24.37 / \$38.73
2" Meter	\$77.46	\$89.08	\$102.44	\$117.81
3" Meter	\$164.52	\$189.20	\$217.58	\$250.22
4" Meter	\$238.13	\$273.85	\$314.93	\$362.17
6" Meter	\$474.42	\$545.59	\$627.43	\$721.55

Wastewater Usage Rate by Volume	November 1, 2021	November 1, 2022	November 1, 2023	November 1, 2024
Per 1,000 Gallons	\$6.68	\$7.69	\$8.84	\$10.17

Rate Adjustments – Impact on 5,000 Gallon Residential User

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**. This comparison table shown below does not include the monthly trash charge.

Projected Utility Bill for 5,000 Gallon User (Excludes Monthly Trash Charge)	November 1, 2021	November 1, 2022	November 1, 2023	November 1, 2024
3/4" Meter - Water Service Charge	\$11.77	\$12.78	\$14.70	\$16.91
Water Usage Charge - 5,000 Gallons	\$41.65	\$45.20	\$52.00	\$59.80
Residential Water Sales Tax (1.000%)	\$0.53	\$0.58	\$0.67	\$0.77
DNR Fee for 3/4" Meter	\$0.31	\$0.50	\$0.50	\$0.50
3/4" Meter Wastewater Service Charge	\$16.02	\$18.43	\$21.19	\$24.37
Wastewater Usage Charge - 5,000 Gallons	\$33.40	\$38.45	\$44.20	\$50.85
Grand Total	\$103.68	\$115.94	\$133.26	\$153.20

Rate Adjustment Impact – Contracted User’s Monthly Bill (PWSD #8)

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 2, 2016, and runs through November 2, 2031. The current rate is **\$6.21** 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 15%. Therefore, the proposed rate for this contract would increase to **\$7.14** per 1,000 gallons (an increase of 15%). A projected bill for PWSD #8 is provided below.

Projected Utility Bill for PWSD #8 (188th Street)- Tax Exempt, Water Only	November 1, 2021	November 1, 2022	November 1, 2023	November 1, 2024
Water Usage Charge - 3,434,395 Gallons*	\$17,103.29	\$18,580.08	\$21,327.59	\$24,526.73
4" Meter (No Sewer) - DNR Fee	\$3.43	\$8.50	\$8.50	\$8.50
Grand Total	\$17,106.72	\$18,588.58	\$21,336.09	\$24,535.23

Rate Adjustments – Impact on Commercial User’s Monthly Bill

Projected utility bills for several of the City’s largest remaining customers are provided throughout the rest of the staff report. The following tables show the impact of the last three rate adjustments on businesses and includes the most recently proposed increase.

Clay County Parks – DD Highway Meter

Projected Utility Bill for Clay County Parks DD Hwy - Tax Exempt, Water Only	November 1, 2021	November 1, 2022	November 1, 2023	November 1, 2024
Water Usage Charge - 765,826 Gallons*	\$6,379.33	\$6,923.07	\$7,961.53	\$9,155.76
6" Meter (No Sewer) - DNR Fee	\$6.87	\$16.50	\$16.50	\$16.50
Grand Total	\$6,386.20	\$6,939.57	\$7,978.03	\$9,172.26

Clay County Parks – F Highway Meter

Projected Utility Bill for Clay County Parks F Hwy - Tax Exempt, Water Only	March 1, 2021	November 1, 2021	November 1, 2022	November 1, 2024
Water Usage Charge - 202,021 Gallons*	\$1,682.84	\$1,826.27	\$2,101.02	\$2,415.24
4" Meter (No Sewer) - DNR Fee	\$3.43	\$8.50	\$8.50	\$8.50
Grand Total	\$1,686.27	\$1,834.77	\$2,109.52	\$2,423.74

St. Luke's Northland Hospital

Projected Utility Bill for St. Lukes Northland Hospital - Tax Exempt	November 1, 2021	November 1, 2022	November 1, 2023	November 1, 2024
4" Meter - Water Service Charge	\$170.29	\$184.77	\$212.49	\$244.36
Water Usage Charge - 378,347 Gallons*	\$3,151.63	\$3,420.26	\$3,934.81	\$4,525.07
4" Meter - DNR Fee	\$4.26	\$9.41	\$9.41	\$9.41
4" Meter - Wastewater Service Charge	\$238.13	\$273.85	\$314.93	\$362.17
Wastewater Usage Charge - 378,347 Gallons*	\$2,527.36	\$2,909.49	\$3,344.59	\$3,847.82
Grand Total	\$6,091.67	\$6,797.78	\$7,816.23	\$8,988.83

Pro Car Wash – Park Drive Location

Projected Utility Bill for Pro Car Wash (Located on Park Drive)	November 1, 2021	November 1, 2022	November 1, 2023	November 1, 2024
3" Meter - Water Service Charge	\$109.15	\$118.43	\$136.19	\$156.62
Water Usage Charge - 215,474 Gallons*	\$1,794.90	\$1,947.88	\$2,240.93	\$2,577.02
Business Water Sales Tax (8.475%)	\$161.37	\$175.12	\$201.46	\$231.68
3" Meter - DNR Fee	\$4.26	\$9.41	\$9.41	\$9.41
3" Meter - Wastewater Service Charge	\$164.52	\$189.20	\$217.58	\$250.22
Wastewater Usage Charge - 215,474 Gallons*	\$1,439.36	\$1,656.99	\$1,904.79	\$2,191.33
Grand Total	\$3,673.56	\$4,097.03	\$4,710.36	\$5,416.28

Pro Car Wash – W Second Street Location

Projected Utility Bill for Pro Car Wash (Located on W Second Street)	November 1, 2021	November 1, 2022	November 1, 2023	November 1, 2024
2" Meter - Water Service Charge	\$55.62	\$60.35	\$69.40	\$79.81
Water Usage Charge - 146,911 Gallons*	\$1,223.76	\$1,328.07	\$1,527.87	\$1,757.04
Business Water Sales Tax (8.475%)	\$108.42	\$117.67	\$135.37	\$155.67
2" Meter - DNR Fee	\$0.87	\$2.00	\$2.00	\$2.00
2" Meter - Wastewater Service Charge	\$77.46	\$89.08	\$102.44	\$117.81
Wastewater Usage Charge - 146,911 Gallons*	\$981.36	\$1,129.74	\$1,298.69	\$1,494.07
Grand Total	\$2,447.49	\$2,726.91	\$3,135.77	\$3,606.40

Smithville Housing Authority

Projected Utility Bill for Smithville Housing Authority - Tax Exempt	November 1, 2021	November 1, 2022	November 1, 2023	November 1, 2024
2" Meter - Water Service Charge	\$55.62	\$60.35	\$69.40	\$79.81
Water Usage Charge - 152,831 Gallons*	\$1,273.08	\$1,381.59	\$1,589.44	\$1,827.85
2" Meter - DNR Fee	\$0.87	\$2.00	\$2.00	\$2.00
2" Meter - Wastewater Service Charge	\$77.46	\$89.08	\$102.44	\$117.81
Wastewater Usage Charge - 152,831 Gallons*	\$1,020.91	\$1,175.27	\$1,351.02	\$1,554.28
Grand Total	\$2,427.94	\$2,708.29	\$3,114.30	\$3,581.75

AFFIDAVIT OF PUBLICATION

COURIER-TRIBUNE
PO BOX 1283
HUTCHINSON, KS 67504-1283

STATE OF MISSOURI }
COUNTY OF CLAY } SS

Account Number: 119173
Ad Number: 2639520
Description: Hearing - Sewer Rates
Ad Cost: \$26.48

Sandra Ridings, being first duly sworn, says:

That she is the Agent of the the Courier-Tribune, a weekly newspaper of general circulation, printed and published in Liberty, Clay County, Missouri; that the publication, a copy of which is attached hereto, was published in said newspaper on the following dates:

September 5, 2024

That said newspaper was regularly issued and circulated on those dates.
SIGNED:

Kellie Houx for Sandra Ridings

Agent

Subscribed to and sworn to me this 2nd day of October 2024.

Rhonda Sue Lindbergh

Notary Public
Clay County *Missouri*
ID#: *21823222*
My commission expires: *6-16-2025*

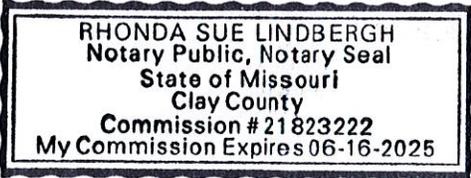
(Published in the Courier-Tribune
Thurs. 9/05/24)

**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 7:00 PM Tuesday, October 15, 2024**, 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: 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, you can attend in person or send a request to the City Clerk at ldrummond@smithvillemo.org prior to the meeting to attend via Zoom.



JACK HENDRIX
CITY OF SMITHVILLE
107 W. MAIN
SMITHVILLE, MO 64089
bschuenger@smithvillemo.org



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Administration/Finance

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**
 - September 24, 2024, Board of Aldermen Special Session Minutes
 - September 24, 2024, Board of Aldermen Work Session Minutes
 - September 24, 2024, Board of Aldermen Regular Session Minutes
 - October 1, 2024, Board of Aldermen Regular Session Minutes
- **Finance Report**
 - Financial Report for September
- **Resolution 1409, Leak Adjustment**

A Resolution approving the water and wastewater leak adjustment for Michael Newman in the amount of \$145.25.

SUMMARY:

Voting to approve would approve the Board of Aldermen minutes, finance report and Resolutions.

PREVIOUS ACTION:

N/A

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 checked="" type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Finance Report | |

**SMITHVILLE BOARD OF ALDERMEN
SPECIAL SESSION**

September 24, 2024 5:00 p.m.
City Hall Council Chambers

1. Call to Order

Mayor Boley called the meeting to order at 5:01 p.m. A quorum of the Board was present: Marvin Atkins, Melissa Wilson, Leeah Shipley, Kelly Kobylski and Dan Hartman. Ronald Russell was absent.

Staff present: Cynthia Wagner, Gina Pate, Chief Lockridge and Linda Drummond.

2. Adjournment to Executive Session Pursuant to Section 610.021(1,2&3) RSMo.

Alderman Atkins moved to adjourn to Executive Session Pursuant to Section 610.021(1,2&3) RSMo. Alderman Kobylski seconded the motion.

Upon roll call vote:

Alderman Russell – Absent, Alderman Hartman – Aye, Alderman Kobylski – Aye, Alderman Atkins – Aye, Alderman Shipley – Aye, Alderman Wilson – Aye.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared the special session adjourned to the Executive Session at 5:01 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

**SMITHVILLE BOARD OF ALDERMEN
WORK SESSION**

September 24, 2024 5:30 p.m.
City Hall Council Chambers and Via Videoconference

1. Call to Order

Mayor Boley, present, called the meeting to order at 5:41 p.m. A quorum of the Board was present: Marv Atkins, Melissa Wilson, Kelly Kobylski, Leeah Shipley, Dan Hartman and Ronald Russell.

Staff present: Cynthia Wagner, Gina Pate, Chief Lockridge, Chuck Soules, Rick Welch, Jack Hendrix, Matt Denton and Linda Drummond.

2. Smithville Main Street District Update

Alicia Neth, President of the Smithville Main Street District, provided the [memo](#) that was in the packet and was present to answer the Boards questions.

Mayor Boley noted that Alicia's memo was well put together and thanked her. He added that Smithville Main Street District would be hosting Junkville downtown this weekend.

Alderman Hartman asked what their top three goals are for Smithville Main Street District moving forward over this next year.

Alicia said to try to continue the momentum that they have, try and focus on the community aspects of the events and encompassing the entire community and continue to bring people downtown and show everything that is going on and build off of the excitement. She noted that there are a lot of new businesses, and she thinks that will help bring people downtown.

Alderman Shipley added that one thing that they have altered this year was to create some family friendly events that they have added and are hoping to continue into next year. One event they added is the scavenger hunts around town.

Alderman Russell asked if they were working on a new City logo.

Alicia said that they were working on the Smithville Main Street District logo. They worked with a marketing company and a long-time Smithville resident who volunteered her time as the liaison between them and the marketing company. They came up with the color scheme, the logo design and provided it in different files so they can put it on the website and all social media.

Alderman Wilson asked about partnership with other city groups and if there were specific groups that they were targeting to partner with.

Alicia said that they would partner with all of them. She added that they have always partnered with the Chamber with Junkville taking place the same day as the BBQ Bash. Alicia noted that this is the eighth year for Junkville. She also said that they have partnered with Parks and Recreation with a lot of events, the scavenger hunt and the fall

and Christmas decorations that go up downtown. Alicia said that they would partner with any of the civic groups that wanted to team up with them.

3. Discussion of Business Licenses

Jack Hendrix, Development Director, noted that on August 6 the Finance Department presented the Schedule of Fees. As part of that discussion, staff recommended that we make some changes to the Codes to remove the fees and put them into the Schedule of Fees. Jack explained that we have been slowly moving all of the fees to the Schedule of Fees. The zoning fees provision Ordinance was the most recent one done. We are trying to make the change so that it coincides with the budget.

Jack explained that when staff started looking into this after the August 6 discussion they identified numerous other issues regarding business licenses and the recommendations are in the [staff memo](#). Jack noted that the [draft Ordinance](#) was provided and some Aldermen had contacted him about changing some of the language to make it clearer and consistent.

Alderman Wilson asked Jack to explain why the City requires a business license.

Jack explained that there are a couple of reasons and the most significant is sales tax. We receive our sales tax through the Department of Revenue. If a business gets shut down by the state, they send a notice to the city and we are obligated to go and shut down the business with our enforcement tools. It also allows us to compare our sales tax dollars by vendor.

Jack explained that contractors are required to provide us with Worker's Compensation Insurance, or the exemption required by state law and Electrical and Mechanical businesses have to provide us with their Master Licenses also. They will not be issued permits until we have that information on file.

Alderman Wilson thanked Jack for the explanation.

Cynthia noted that some businesses may not have a business license because we just are not aware of the existence of the business. One of the things the review of this Ordinance is helping us with is being able to make this a more user friendly process and a more automated process. The new system will give us more checks and balances and an ability to ensure that businesses are licensed.

Alderman Wilson added that once the transition is complete and the new system is fully automated and it is working she would like to see the business license renewal aligned with the City's fiscal year on November 1.

Jack explained that the business licenses are from November 1 to October 31.

Cynthia noted that it might be better if it was January 1 to December 31 and have it on the calendar year.

Alderman Wilson said that might make it easier for the businesses.

Mayor Boley said that making it available online is going to make it easier for the businesses especially with the mail still having a lot of delivery issues.

Jack explained that all departments are still training on the new system because it has a lot of new features and functions.

Mayor Boley asked with it, we will have the ability to upload the required insurance and master licenses.

Jack said that with the permits we have the ability to pull in the application, master's license, certificate of insurance and no tax due statement. He explained that with the new system if you do not have all of the documents required, it will not allow you to complete the application process. Jack said it is his understanding that the program will inform you what documents are missing. Once the application and required documents are submitted, staff will then check that all of the documents are correct then the invoice is sent for payment.

Mayor Boley noted that at the Missouri Municipal League (MML) training they learned that homebased businesses are not going to be required to get businesses licenses.

Jack noted that there are massive restrictions on what cities can enforce.

Alderman Russell asked if the current list could be taken off or redo the list. He noted that some of the businesses are archaic and other ones look to have been added here and there.

Jack explained that his understanding of the origins of the business license system was that list came from a state law from 1919. Missouri is set up with classification of city and the classifications have different rules as to what they can and cannot do. A charter city can do anything that any class of city can do. We are a fourth class city so we are limited to what the laws will allow us to do. Jack added that if this were something the Board would want to pursue it would have to go through legal.

Alderman Hartman left the meeting at 5:56 p.m.

Jack explained that one change that was made to the state law was RSMo. Section 71.620, the exemption of certain businesses, engineers, doctors, surveyors, real estate professionals if they do not have an office in the city, etc. Our Ordinance was changed to require all businesses to have a business license except those listed as exempt in the state law. Jack explained that with the way our Ordinance is written if the state makes changes, ours automatically follows the state and we do not have to make any changes.

Cynthia noted that staff will bring this forward for approval in the coming weeks so it can be added to the Schedule of Fees. She noted that there may be additional changes that may need to happen and if the Board would like staff to look at getting rid of the archaic language staff can follow up with the City Attorney.

Jack explained that he will make the changes in the redlined Ordinance that was in the packet, and it will be brought forward at the October 15 meeting for the first reading.

4. Discussion of the FY2025 Operating Budget

Rick presented the second discussion of the proposed FY2025 Operating Budget and the Five-Year CIP.

Budget Development Process

- Department Budget Requests Done – May 2024
- Management Review – June 2024
- Board Retreat – June 2024
- Budget Work Session – August and September 2024
- Board Approves Operating Budget and Capital Improvement Budget – October 2024

Rick noted that since the discussion in the August meeting, staff was able to have another month of financials to analyze the revenues and expenses that were still coming in. He explained that the revenue from sales tax came in pretty strong in September and he was able to revise that revenue for FY2025. Interest rates dropped a half percentage point, so staff will keep the estimates for FY2025 where there were originally.

FY2025 Proposed General Fund Key Operating Budget Assumptions

- Health Insurance Premiums: 15% Increase
- Fuel Assumption: \$3.55 / Gallon
- Propane Assumption: \$2.00 / Gallon
- City Facility Electricity: 5% Increase
- Confinement Fees – 100% increase based on current hybrid model
- ERP Pro 10 Tyler Technologies User Fee: 31% Increase
- Property and Liability Insurance: 11% Increase
- Worker's Compensation Rate Changes: 9% Increase

Rick noted that today we had an update on the health insurance premiums. They are projected to increase less than we have budgeted.

Cynthia noted that staff recommends we leave the increase for health insurance for budgeting purposes, and we will work within that dollar amount on the structural changes. She added that in the six years that she has been here, health insurance premiums have increased at or above the amount that we had budgeted.

FY2025 Proposed General Fund Necessary Operating Increases

- Annual VEF (Vehicle and Equipment Replacement Fund) Financial Support (\$390,000)
- IT Services increase with new Allo contract (\$39,150)
- Smith's Fork Park Lease Payment to Corp of Engineers: Annual Cost Increase from \$53,335 to \$56,002
- Police Overtime: \$44,379 Increase from FY2024 Adopted Budget to FY2025 Proposed Budget

Financial Profile – FY2024 Outstanding Debt

Outstanding General Obligation Debt of \$5,075,000

Funds Delivered – August 2018

Final Payment – March 2038

Outstanding COP Debt of \$7,195,000
 Funds Delivered – August 2018
 Final Payment – September 2038

Financial Profile – Bond Rating
 Rating of “AA-” Assigned by S&P Global in February 2019

Rating Based Upon the Following Criteria:

- City Economy
- Debt Structure
- Financial Condition
- Demographic Factors
- Management Practices of Governing Body & Administration

Cynthia noted that we are only rated when we go out to issue debt and the last time was in 2019 for COPs. This is a bond rating that is a rating of our capacity to repay that debt

FY2025 Funded Highlights – General Fund

Operational Budget Item	Estimated Cost	Considerations
Chamber Contract	\$10,000	Second year of four year contract.
Additional City-Wide Department Training	\$5,000 (Average Annual Addition)	Additional funding has been budgeted for department training resulting from Employee Development Program discussions.
Employee Wellness Program	\$3,500 (Annually)	Identified funding for employee health & wellness initiatives
Police Ballistic Vests Replacement (4)	\$6,000 (Annual Replacement Program)	Replacement of 4 ballistic vests
Replacement of Four Mobile Data Terminals	\$13,000 (Replacement Program)	Second round of replacing in-car Police MDTs (computers)
City/County Shared Road	\$100,000 (One-Time)	Shared road improvements on 176th
ID Badge Machine	\$2,500 (One-Time)	Use for employees, peddlers license, etc.
9' Boss Plow Attachments (Streets)	\$15,000 (One-Time)	Plow will replace 2011 8' 6" and a 2007 (2 total)
Glock Handgun Replacement	\$18,000 (One-Time)	Replacement of handguns, sights and holsters. Upgrades to red dot sights.
Holding Cell Benches	\$3,500 (One-Time)	Benches for City holding cells.

Cont.

Operational Request	Estimated Cost	Considerations
Analytic Data Software	\$7,000	The budget currently includes \$5,000 to continue with Replica agreement. Staff is recommending an upgrade, which could require additional funding.
Marketing	\$3,000	Funding to address marketing opportunities that come up throughout the year.
2024 Direction Finder Survey	\$15,000	Staff requests Board direction. Last survey was conducted in FY2022.
Campground Road Repair	\$150,000 (One-Time)	Thickened road overlay. Option would be patch repairs at \$25,000.
Campground Sewer Video	\$10,000 (One-Time)	Assess damage to sewer system
Northland Career Center	\$2,500 (One-Time)	Board donation on behalf of the City of Smithville

Rick noted that \$2,500 was added for the Northland Career Center per direction from the Board. The Direction Finder Survey cost of \$15,000 is budgeted but we do not have a reboot of the strategic planning process budgeted.

Alderman Russell asked how many people and how many survey that covers and if we up it or lower it what it does to the cost.

Mayor Boley explained that changing it messes up the statistical relevance. You have to survey the same number of people based on population.

Alderman Russell said that the population has gone up since the last survey.

Cynthia noted when staff does bring this forward for discussion we will talk about the survey and what the process looks like. Since the population has changed we will work with ETC Institute on the number of surveys they recommend go out to get the statistical significance that they are looking for. Cynthia explained that the good thing about working with ETC Institute is they do this in multiple communities around the country and they know the numbers that are needed to be able to achieve the level of confidence with that statistical significance.

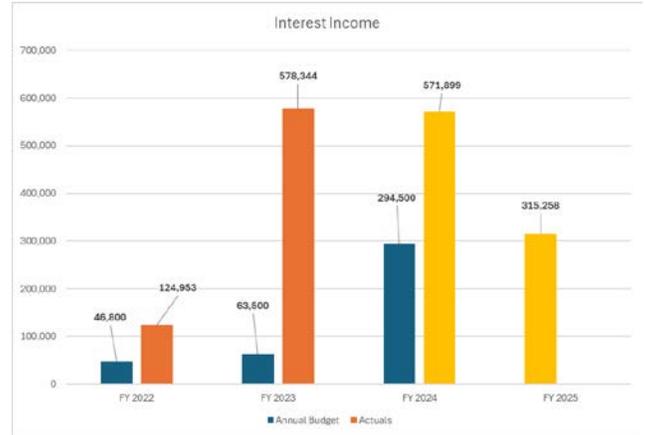
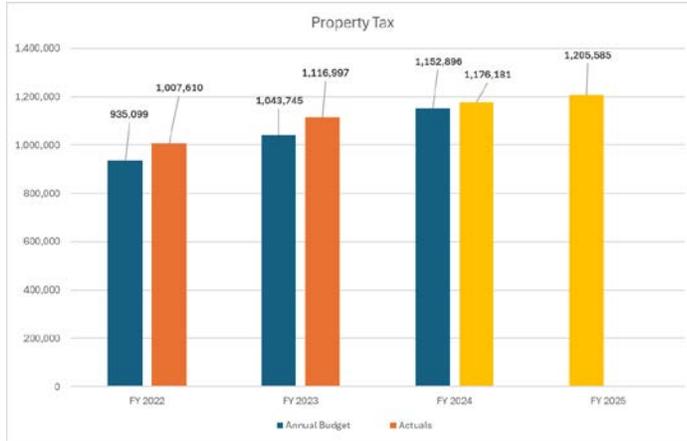
FY2025 Compensation Scenarios

Department	Base	6% All	8% Directors / 6% Frontline	8% All	10% Directors / 8% Frontline	8% Directors / 10% Frontline	10% All
Administration	470,761	509,253	511,455	511,455	513,658	511,455	513,658
Public Works	797,761	838,187	839,625	851,663	853,100	863,700	865,138
Police	1,900,238	1,913,425	1,923,521	1,925,130	1,934,398	1,931,611	1,934,398
Development	456,439	480,602	483,003	488,657	491,057	494,311	496,711
Finance	369,950	389,007	391,442	395,359	397,794	399,276	401,711
Parks & Rec	540,448	568,640	570,943	578,037	580,340	585,131	587,434
Elected Officials	16,337	16,337	16,337	16,337	16,337	16,337	16,337
General Fund	4,551,934	4,715,451	4,736,326	4,766,638	4,786,685	4,801,822	4,815,388
\$ Difference Over Base		163,517	184,392	214,704	234,751	249,888	263,454

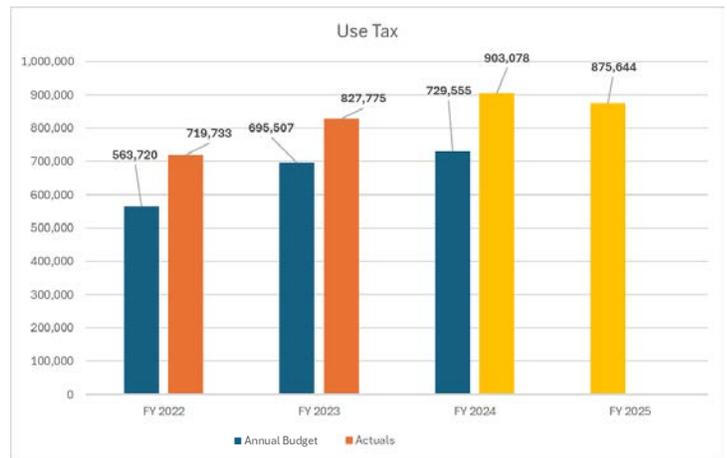
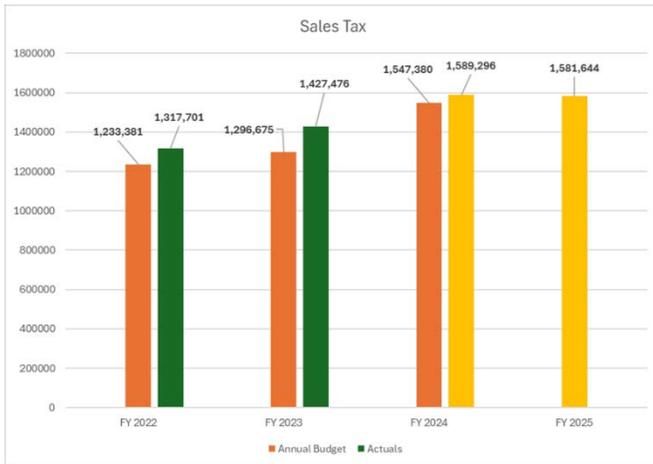
Current FY25 projections are based off the 10% Directors / 8% Frontline Scenario as directed by Board of Alderman on July 16, 2024.

Cynthia noted that staff will need direction from the Board tonight on the desired scenario so the budget can be completed.

Property Tax and Interest Rate Budget History



Sales and Use Tax Budget History

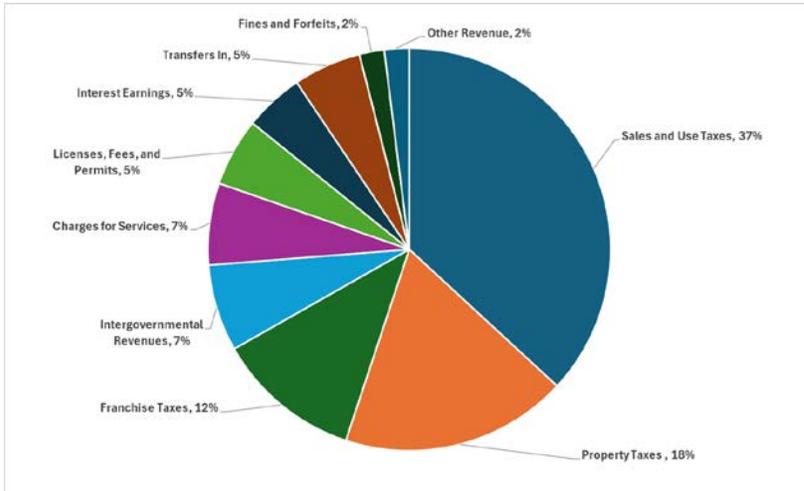


Proposed FY2025 General Fund Revenue Summary

General Fund Revenues	Actual FY2023	FY2024 Budget	Projected FY2024	FY2025 Proposed Budget
Property Taxes	1,116,997	1,152,896	1,176,181	1,205,585
Sales and Use Taxes	2,362,749	2,360,105	2,575,544	2,550,738
Franchise Taxes	810,659	759,740	768,246	784,370
Licenses, Fees, and Permits	329,842	351,900	234,455	365,246
Intergovernmental Revenues	494,990	481,675	488,236	501,119
Charges for Services	446,065	411,180	420,689	474,025
Fines and Forfeits	113,519	113,120	82,441	116,652
Interest Earnings	578,344	294,500	571,899	315,258
Other Revenue	68,803	51,820	67,226	110,164
Transfers In	247,651	290,050	290,050	320,500
Total Revenues	\$ 6,569,620	\$ 6,266,986	\$ 6,674,967	\$ 6,743,657

Rick noted that due to the increase in sales and use tax we were able to increase the General Fund Revenue.

Proposed FY2025 General Fund Revenues by Category



Approximately 55% of the general fund revenue budget is comprised of:

- Sales Tax
- Use Tax
- Property Tax

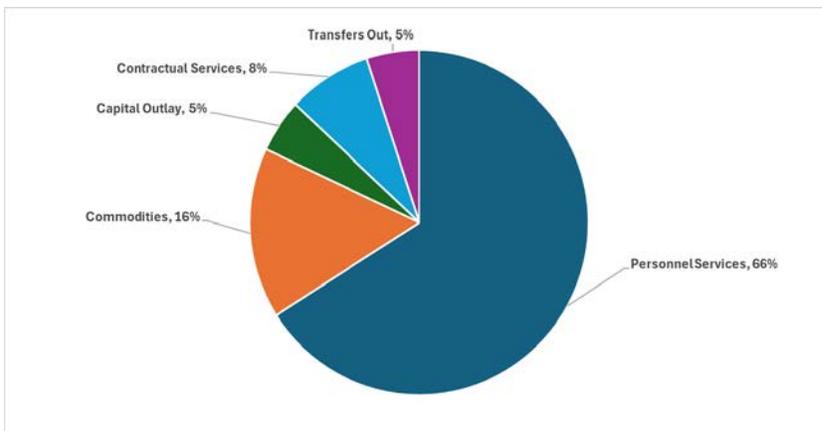
Proposed FY2025 General Fund Expenditure Summary

General Fund Expenditures	Actual FY2023	FY2024 Budget	Projected FY2024	FY2025 Proposed Budget
Personnel Services	4,242,935	4,564,970	4,661,649	4,900,774
Commodities	1,057,603	1,091,460	1,161,730	1,180,357
Capital Outlay	255,609	725,850	897,359	372,600
Contractual Services	452,401	521,510	489,074	635,171
Transfers Out	35,000	197,000	197,000	383,000
Total Expenditures	\$ 6,043,548	\$ 7,100,790	\$ 7,406,812	\$ 7,471,902

5.23% increase in total expenditures from Budgeted FY2024 to Proposed FY2025.

Rick noted that the expenditures did increase by \$31,000. He explained that with the increase of sales tax revenue by \$50,000, and the increase of \$31,000 in expenditures, we have an increase of \$19,000 in our ending fund balance.

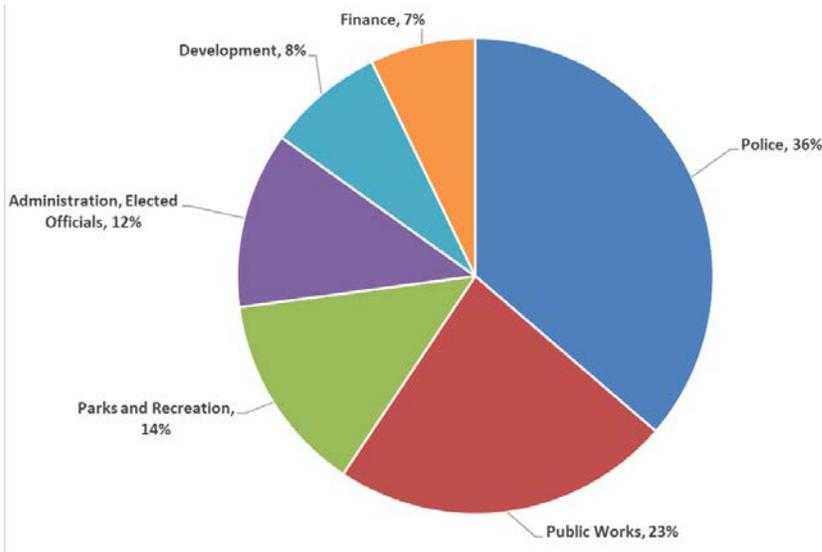
FY2025 Proposed General Fund Expenditures by Category



Personnel Services constitutes 66% of the general fund expenditures, and includes the following expenses:

- Full and Part Time Salaries
- Health Insurance Premiums
- FICA
- LAGERS Employer Contributions
- Worker's Compensation

FY2025 Proposed General Fund Expenditures by Department



The Police Dept, Parks & Recreation Dept, and Public Works Dept compose 74% of the General Fund budget, which fund these important municipal services:

- Public Safety
- Road Maintenance
- Recreational Amenities and Parks

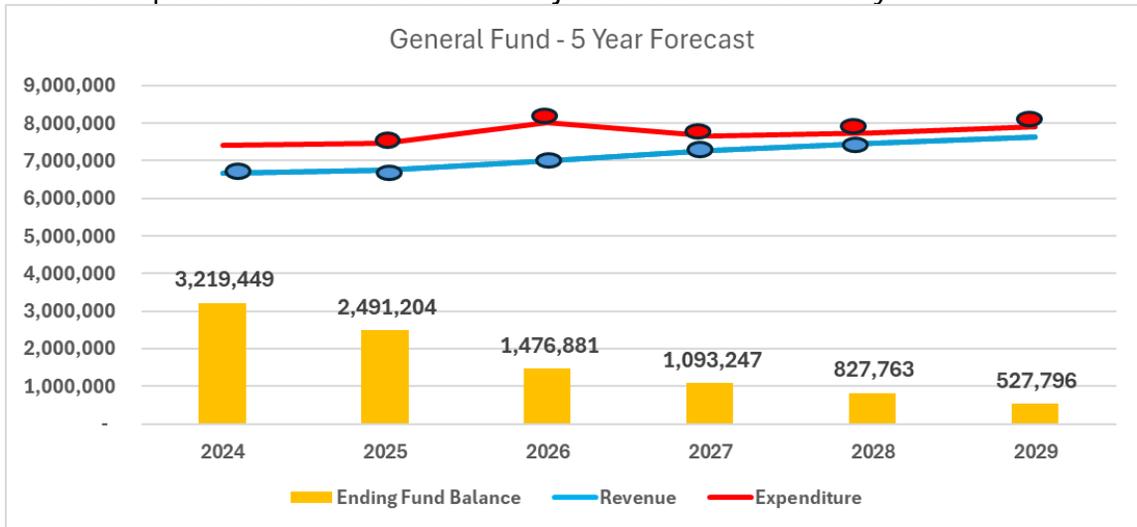
Proposed 5 Year CIP (FY2025 – FY 2029) General Fund

Capital Improvement Projects	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Annual Wayfinding Signage Installation	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Annual Wayfinding Signage Installation (Grant)	-\$100,000	\$ -	\$ -	\$ -	\$ -
1 st & Bridge Street Round-A-Bout (Engineering)	\$ -	\$ -	\$ -	\$ -	\$ -
Additional Annual Asphalt Overlay Program Funding	\$ -	\$ -	\$ -	\$ -	\$ -
Additional Sidewalk Replacement Program Funding	\$ -	\$ -	\$ -	\$ -	\$ -
2 nd Creek Bridge Sidewalks (30% of Construction)	\$ -	\$ 250,000	\$ -	\$ -	\$ -
Riverwalk Park & Trail (10% of Construction)	\$ -	\$ 200,000	\$ -	\$ -	\$ -
Grand Total	\$0	\$550,000	\$100,000	\$100,000	\$100,000

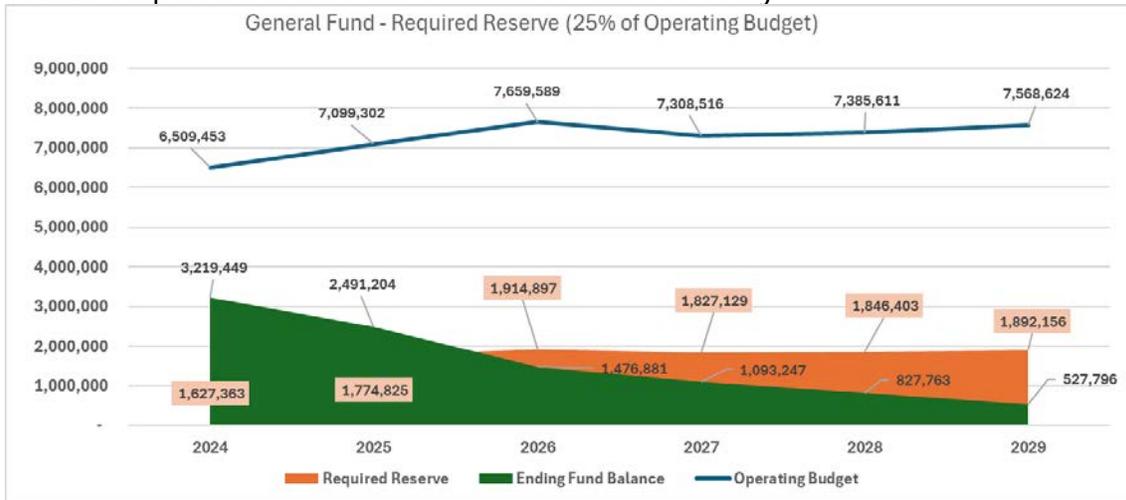
FY2025 Proposed General Fund Net Change in Fund Balance

	Actual FY2023	Projected FY2024	Proposed FY2025
Beginning Fund Balance	3,425,221	3,951,294	3,219,449
Total Revenues	6,569,620	6,674,967	6,743,657
Total Expenses	6,043,547	7,406,812	7,471,902
Net Change in Fund Balance	526,073	(731,845)	(728,245)
Ending Fund Balance	3,951,294	3,219,449	2,491,204

FY2025 Proposed General Fund 5 Year Projected Cashflow Summary

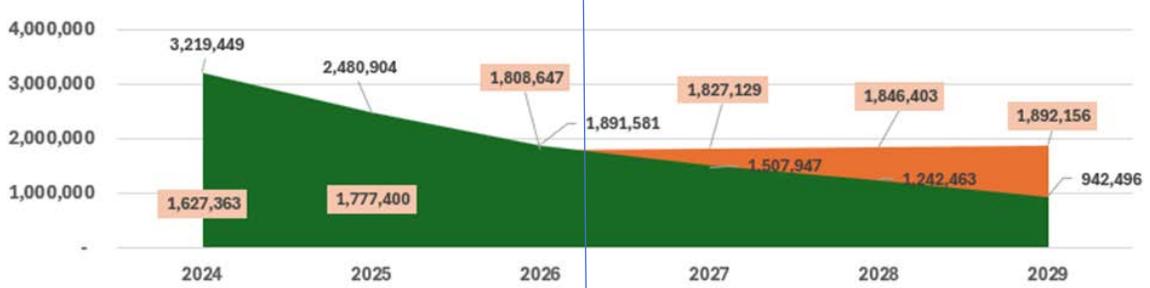


FY2025 Proposed General Fund Cashflow vs. Reserve Policy

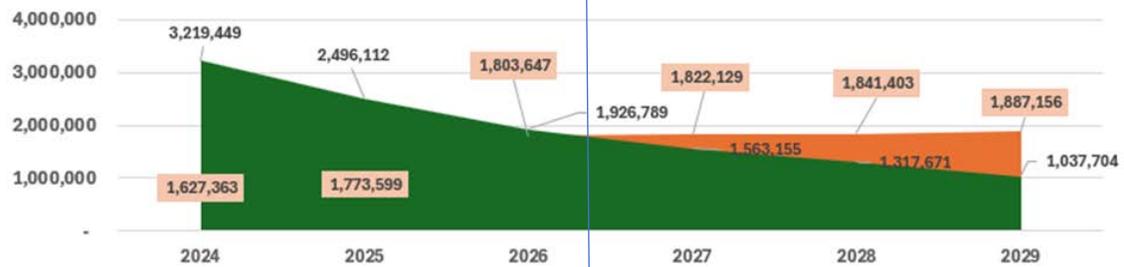


FY2025 General Fund Compensation Scenarios

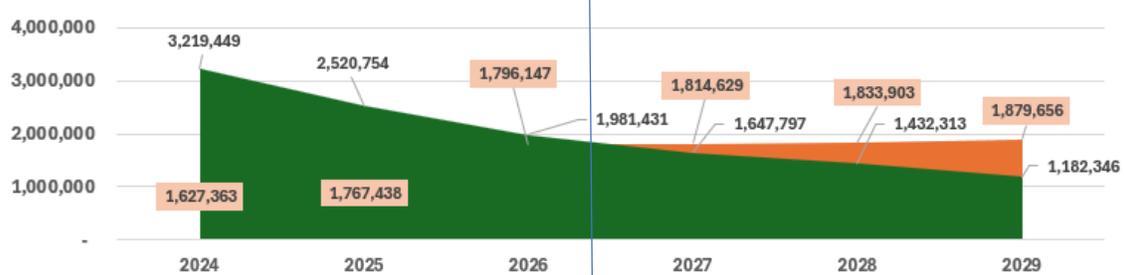
Director: 10% Frontline: 8%



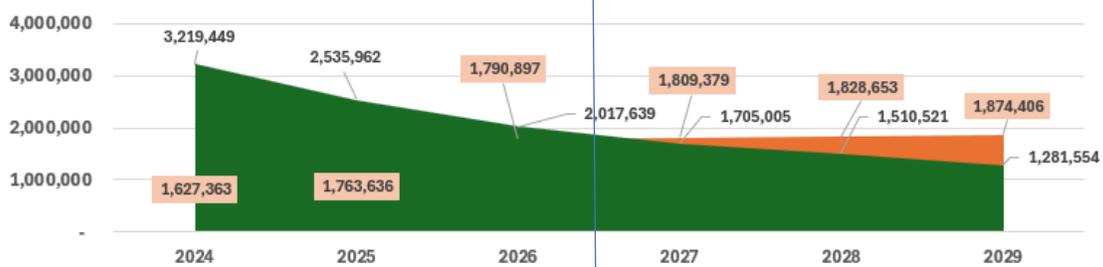
Director: 8% Frontline: 8%



Director: 8% Frontline: 6%



Director: 6% Frontline: 6%



Required Reserve Ending Fund Balance

Cynthia noted that the amount of expenditures is what the required reserve fund balance is based on. The amount the amount of fund balance required goes down slightly when you spend less and that is what affects that trend line. Cynthia noted that the 8% and 6% salary increase is what staff originally brought to the Board at the retreat based on comparative data of other communities in the northland.

Alderman Atkins asked if compensations have adjusted or went up since the retreat.

Cynthia explained that staff had not done another comparative data study or changed the information.

Mayor Boley asked if the reserve included the capital improvement projects.

Rick explained the reserve in the operating budget does not include capital improvement projects. He added that if we were in the scenario of getting close to the reserves the capital improvement projects are typically not going to happen. This is based on what does it take day in and day out to operate.

The Board's Choices

Director: 10% Frontline: 8% Director: 10% Frontline: 10%
Alderman Shipley Alderman Russell
Alderman Wilson
Alderman Kobylski
Alderman Atkins

Combined Water and Wastewater Fund

Cynthia noted that performance in a lot of areas has improved over the years. The Combined Water and Wastewater systems fund is an area that we need to monitor. She explained that since she started with the City we have completed the Water Master Plan and the Wastewater Master Plan within a couple of years of each other. Both plans outline a need for new infrastructure as soon as 2023. Our growth projections have pushed that timing back. We know we still need to make several millions of dollars of improvements to both our water and wastewater systems. We also know that we have significant work that needs done on our existing infrastructure because we had not made the investment in infrastructure that we probably should have been doing.

Cynthia explained that the charts presented show some real imbalances and a need for continued focus on review of the fund. The first rate study was done in 2018 and have done double digit increase since in order to continue to maintain the existing system and expand for the community's growth and needs.

Proposed Water and Wastewater Rate Increases

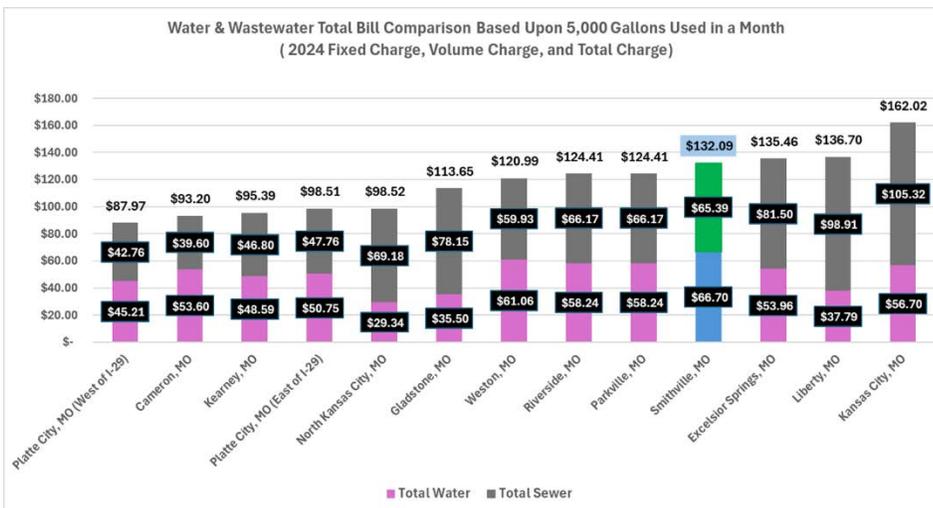
Water Rates	FY2025 (Proposed)
Monthly Water Base Charge & Volume Charge (3/4" and 1" Residential Meter)	15% Increase
Monthly Wastewater Base Charge & Volume Charge (3/4" and 1" Residential Meter)	15% Increase

Proposed FY2025 CWWS Fund

	Actual FY2023	Projected FY2024	Proposed FY2025
Beginning Fund Balance	7,123,744	6,589,526	7,271,428
Total Revenues	6,104,757	6,618,941	7,143,660
Total Expenses	6,638,976	5,937,039	10,526,218
Net Change in Fund Balance	(534,218)	681,902	(3,382,558)
Ending Fund Balance	6,589,526	7,271,428	3,888,870

* Reserve requirement is 20% of revenue. For FY2025, the reserve requirement would be \$1,428,732.

City Comparison – Utility Bills



Parkville

Water – Missouri American Water
Wastewater - Parkville Sewer Department

Cameron

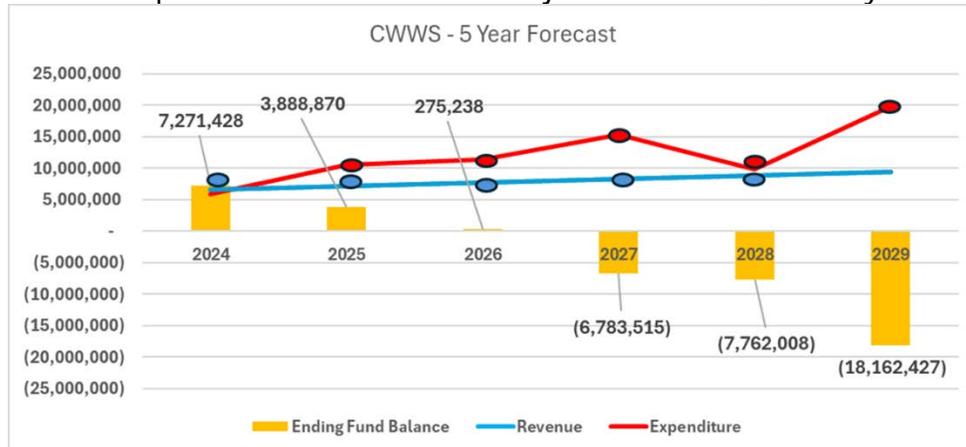
Water - City of Cameron
Wastewater - City of Cameron

* Managed by Alliance *

Riverside

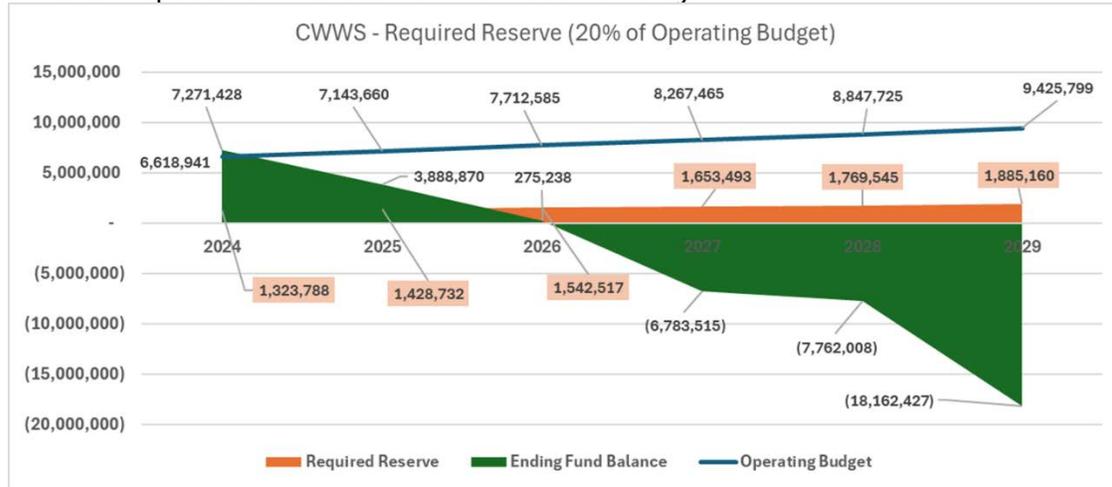
Water – Missouri American Water
Wastewater - Missouri American Water

FY2025 Proposed CWWS Fund 5 Year Projected Cashflow Summary



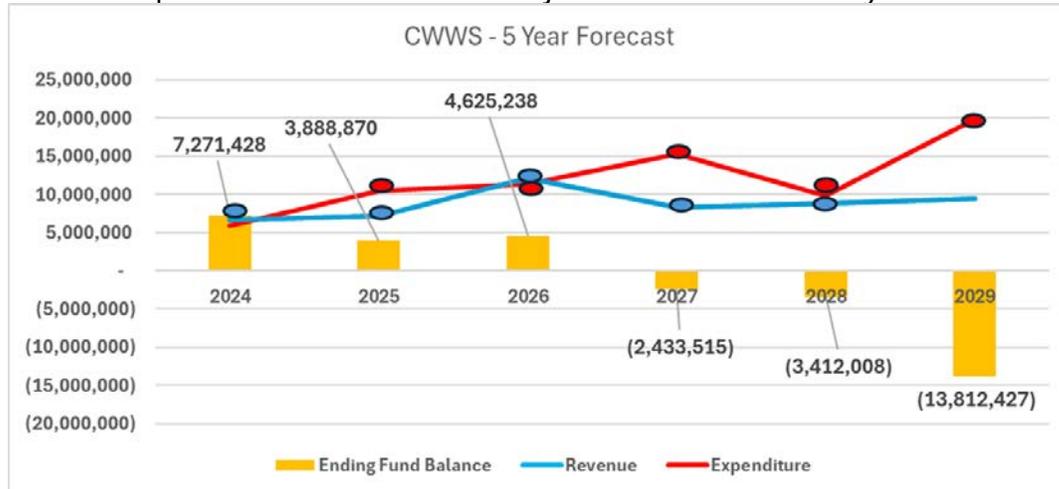
CWWS Fund 5 Year projected cashflow summary does not include COP issuance.

FY2025 Proposed CWWS Cashflow vs. Reserve Policy



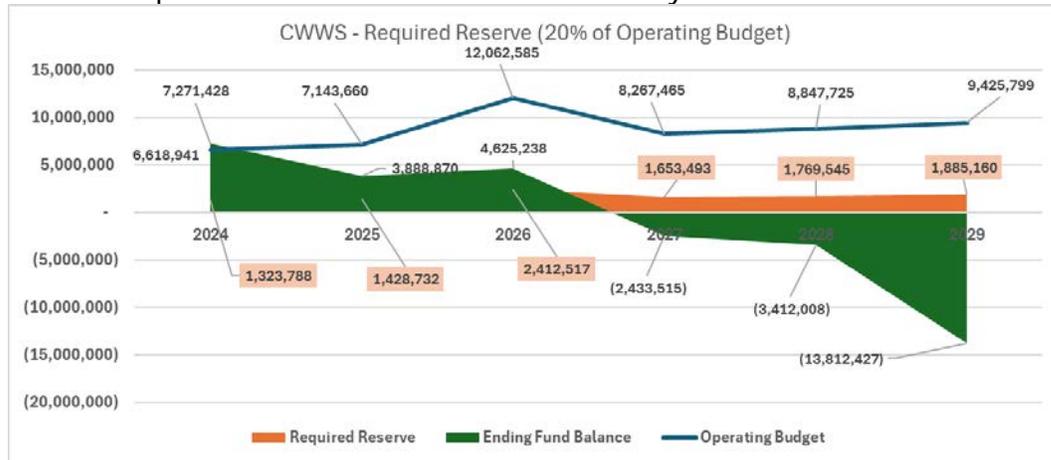
CWWS Fund 5 Year projected cashflow summary does not include COP issuance.

FY2025 Proposed CWWS Fund 5 Year Projected Cashflow Summary



CWWS Fund 5 Year projected cashflow summary does include COP issuance.

FY2025 Proposed CWWS Cashflow vs Reserve Policy



CWWS Fund 5 Year projected cashflow summary does include COP issuance.

Proposed Five Year CIP (FY2025 – FY2029) CWWS Fund

Capital Improvement Project	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
West Bypass of the 144th Street Lift Station (Construction)	\$1,610,000	\$690,000	-	-	-
144 th Street Lift Station Federal Earmark	-\$1,050,000	-\$450,000	-	-	-
Smith's Fork Force Main (Construction)	\$600,000	-	-	-	-
Owens Branch Gravity Line Phase #1, Line #1 (Engineering)	\$200,000	-	-	-	-
Maple Ave & River Crossing (12" Waterline) (50% of Construction)	\$490,000	\$210,000	-	-	-
Stonebridge Lift Station (Engineering)	\$30,000	-	-	-	-
Stonebridge Lift Station (Construction With SSD Cost Sharing)	\$1,300,000	-	-	-	-
Water Plant Improvements (Construction)	\$980,000	\$420,000	-	-	-
McDonalds/Central Bank Lift Station (Engineering)	\$100,000	-	-	-	-
Grand Total (Net Cost)	\$4,260,000	\$870,000	\$0	\$0	\$0

Proposed Five Year CIP (FY2025 – FY2029) CWWS Fund Continued

Capital Improvement Project	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Interconnect Mains at 144 th /169 Highway/Major Mall (S2, Engineering)	-	\$56,000	-	-	-
Highway 92 & Commercial Waterline (Engineering)	-	\$150,000	-	-	-
Smith's Fork Park Waterline (Construction)	-	\$170,000	-	-	-
Owens Branch Gravity Line Phase #1, Line #1 (Construction)	-	\$1,150,000	-	-	-
Highway 92 & Commercial Waterline (Construction)	-	\$300,000	-	-	-
Owens Branch Gravity Line Phase #1 and #3, Line #2 (Engineering)	-	\$1,000,000	-	-	-
McDonalds/Central Bank Lift Station (Construction)	-	\$500,000	-	-	-
Grand Total (Net Cost)	\$4,260,000	\$4,195,000	\$0	\$0	\$0
Capital Improvement Project	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Owens Branch Gravity Line Phase #1, Line #3 (Construction)	-	-	\$2,000,000	-	-
Wastewater Treatment Plant Expansion (Engineering)	-	-	\$1,050,000	-	-
Owens Branch Gravity Line Phase #1, Line #2 (Construction)	-	-	\$2,500,000	-	-
Interconnect Mains at 144 th /169 Highway/Major Mall (S2, Construction)	-	-	\$150,000	-	-
Water Plant Expansion (Engineering)	-	-	\$2,100,000	-	-
Additional Water and Wastewater Project Funding	-	-	-	\$2,000,000	-
Wastewater Treatment Plant Expansion (Construction)	-	-	-	-	\$3,000,000
Water Plant Expansion, Phase I (Construction)	-	-	-	-	\$7,500,000
Additional Water and Wastewater Project Funding	-	-	-	-	\$2,000,000
Grand Total (Net Cost)	\$4,260,000	\$4,195,000	\$7,800,000	\$2,000,000	\$12,500,000

*Projects with a GREEN background are new to the 5-Year CIP

*Projects with a RED background are expenditures past the 5-Year CIP

Proposed Five Year CIP (FY2025 – FY2029) CWWS Fund - Impact Projects
Water Impact Fees

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Maple Ave & River Crossing (12" Waterline) (50% of Construction)	-	\$700,000	-	-	-
Grand Total	-	\$700,000	-	-	-

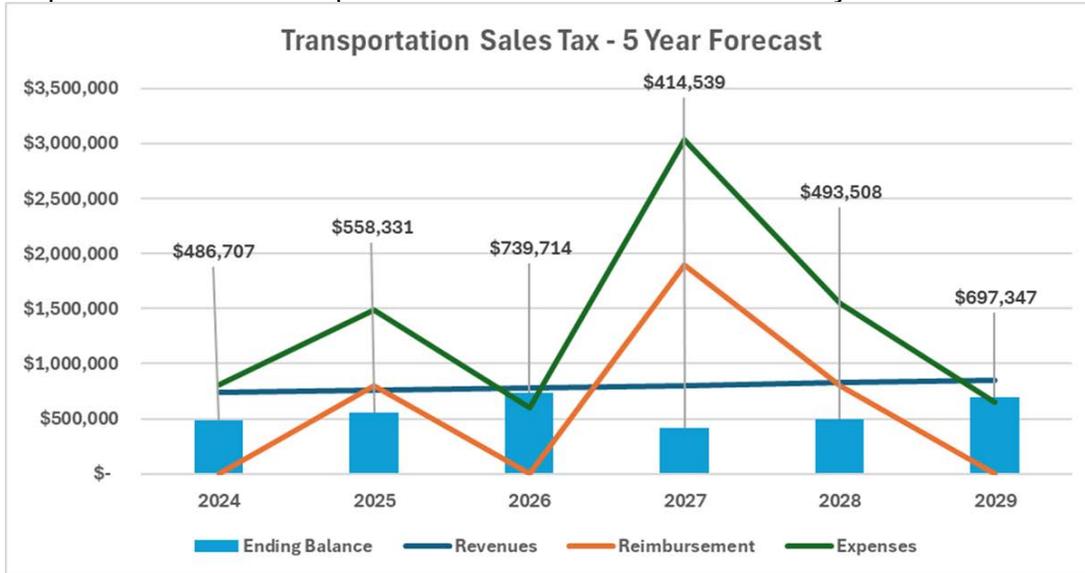
Wastewater Impact Fees

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Owens Branch Phase #1, Line #3 (construction)	-	-	\$1,150,000	-	-
Grand Total	-	-	1,150,000	-	-

Proposed Five Year CIP (FY2025 – FY2029)
Transportation Sales Tax Fund

Transportation Sales Tax Fund	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Annual Asphalt Overlay Program (Projects TBD)	\$300,000	\$500,000	\$300,000	\$300,000	\$300,000
Annual Sidewalk Replacement Program	\$50,000	\$100,000	\$50,000	\$50,000	\$50,000
Commercial Street Sidewalks (Construction)	\$1,000,000	-	-	-	-
Commercial Street Sidewalks (MARC Reimbursement)	-\$800,000	-	-	-	-
1st & Bridge Street Round-A-Bout (Engineering)	\$137,000				
1 st & Bridge St Round-A-Bout Construction (80% of Project Expense)	-	-	\$2,380,000	-	-
1 st & Bridge Street Round-A-Bout (MARC Reimbursement)	-	-	-\$1,900,000	-	-
Richardson St / 169 Signal (Engineering)	-	-	\$300,000	-	-
Richardson St / 169 Signal (Construction)	-	-	-	\$1,200,000	-
Richardson St / 169 Signal (Construction) MODOT 50% Cost Share	-	-	-	-\$600,000	-
Richardson St / 169 Signal (Construction) Developments Share	-	-	-	-\$200,000	-
180th & Eagle Round-A-Bout Construction (25% of Project Expense)	-	-	-	-	\$300,000
Grand Total (Net Cost)	\$687,000	\$600,000	\$1,130,000	\$750,000	\$650,000

Proposed FY2025 – Transportation Sales Tax Fund Five Year Projected Cashflow



Reimbursement line may include grants, Federal earmarks, and/or state reimbursements.

Proposed Five Year CIP (FY2025 – FY2029) Capital Improvement Sales Tax Fund

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Annual Transfer to Debt Service	\$364,875	\$367,920	\$373,420	\$376,420	\$382,420
Riverwalk & Trail (Engineering)	\$150,000	-	-	-	-
2 nd Creek Sidewalks (Engineering)	\$100,000	-	-	-	-
Downtown Streetscape Phase III	\$1,828,000	-	-	-	-
Downtown Streetscape Phase III (MARC)	-\$1,488,000	-	-	-	-
1st & Bridge Street Round-A-Bout (80% of Engineering)	\$500,000	-	-	-	-
1st & Bridge Street Round-A-Bout (Engineering)	\$100,000	-	-	-	-
2 nd Creek Sidewalks (70% of Construction)	\$695,000	-	-	-	-
2 nd Creek Sidewalks (MARC Reimbursement)	-\$600,000	-	-	-	-
Riverwalk & Trail Construction (60% of Construction)	\$480,000	\$670,000	-	-	-
Riverwalk & Trail (MARC Reimbursement)	-\$480,000	-\$420,000	-	-	-
1 st & Bridge Street - Round-A-Bout (20% of Construction)	-	\$120,000	-	-	-
Grand Total (Net Cost)	\$1,649,875	\$737,920	\$373,420	\$376,420	\$382,420

Continued

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Maple Lane Sidewalks (Engineering)	-	-	\$50,000	\$50,000	-
180 th & Eagle Parkway Round-A-Bout (Engineering)	-	-	-	\$250,000	-
Maple Lane Sidewalks (Construction)	-	-	-	-	\$600,000
Maple Lane Sidewalks (MARC Reimbursement)	-	-	-	-	-\$480,000
Pope Lane Round-a-Bout/Connection (80% of Engineering)	-	-	-	-	\$400,000
180 th & Eagle Parkway Round-A-Bout (75% of Construction)	-	-	-	-	\$1,000,000
180 th & Eagle Parkway Round-A-Bout (MARC Reimburse)	-	-	-	-	-\$700,000
Grand Total (Net Cost)	\$1,549,875	\$737,920	\$423,420	\$676,420	\$1,202,420

Proposed FY2025 – Capital Improvement Sales Tax Fund
Five Year Projected Cashflow

Reimbursement line may include grants, Federal earmarks, and/or state reimbursements.

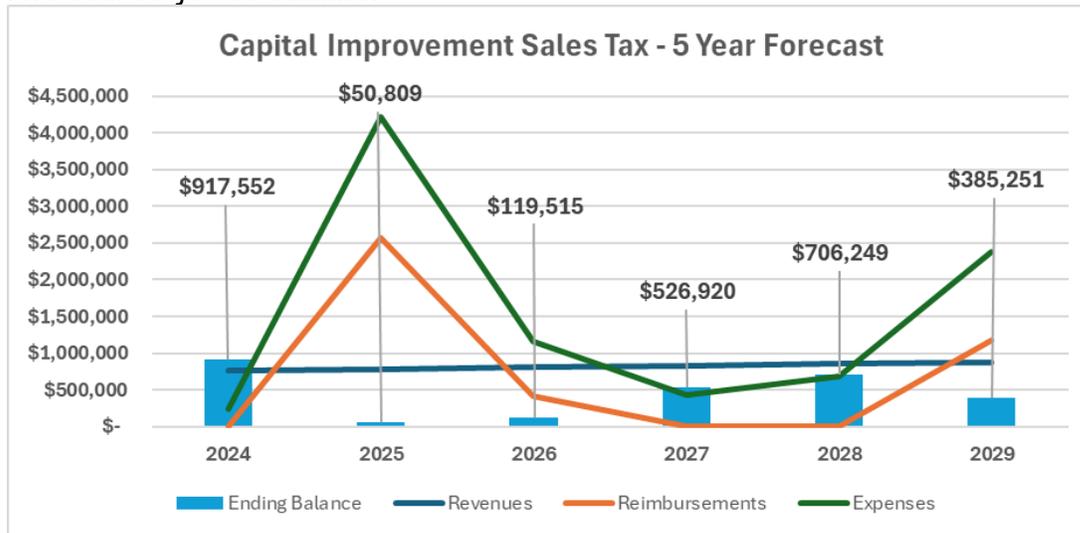
Proposed Five Year CIP (FY2025 – FY2029) Parks and Stormwater Sales Tax Fund

Park and Stormwater Sales Tax Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
OK Railroad Trail - Phase I (Construction)	\$281,000	-	-	-	-
OK Railroad Trail - Phase I (Grant)	-\$184,000	-	-	-	-
Dundee Road Stormwater Improvements (Engineering)	\$50,000	-	-	-	-
Dundee Road Stormwater Improvements (Construction)	\$150,000	-	-	-	-
Riverwalk & Trail Construction (30% of Construction)	\$600,000	-	-	-	-
Grand Total (Net Cost)	\$897,000	\$0	\$0	\$0	\$0

Continued

Park and Stormwater Sales Tax Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Forest Oaks Stormwater Improvements (Engineering)	-	\$50,000	-	-	-
Forest Oaks Stormwater Improvements (Construction)	-	\$300,000	-	-	-
Cedar Lakes Stormwater Improvements (Engineering)	-	-	\$25,000	-	-
Cedar Lakes Stormwater Improvements (Construction)	-	-	\$100,000	-	-
Smith's Fork Park Complex (Engineering & Design)	-	-	\$640,000	-	-
Maple Lane Stormwater Improvements (Engineering)	-	-	-	\$50,000	-
Maple Lane Stormwater Improvements (Construction)	-	-	-	\$250,000	-
Smith's Fork Park Complex (Construction, Phase I)	-	-	-	\$2,240,000	-
Grand Total (Net Cost)	\$897,000	\$350,000	\$765,000	\$2,540,000	\$0

Proposed FY2025 – Parks and Stormwater Sales Tax Fund
Five Year Projected Cashflow



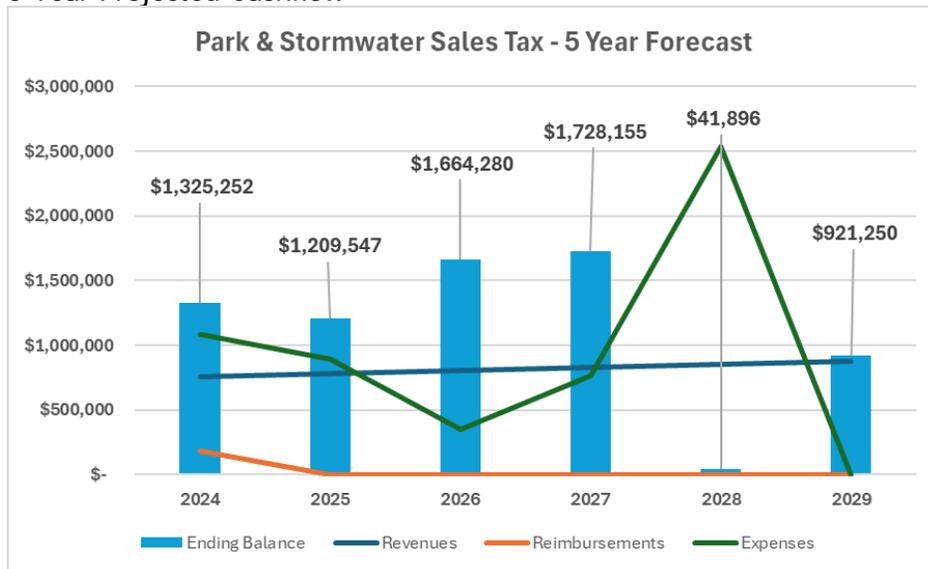
Proposed Five Year CIP (FY2025 – FY2029)
Parks and Stormwater Sales Tax Fund

Park and Stormwater Sales Tax Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
OK Railroad Trail - Phase I (Construction)	\$281,000	-	-	-	-
OK Railroad Trail - Phase I (Grant)	-\$184,000	-	-	-	-
Dundee Road Stormwater Improvements (Engineering)	\$50,000	-	-	-	-
Dundee Road Stormwater Improvements (Construction)	\$150,000	-	-	-	-
Riverwalk & Trail Construction (30% of Construction)	\$600,000	-	-	-	-
Grand Total (Net Cost)	\$897,000	\$0	\$0	\$0	\$0

Proposed Five Year CIP (FY2025 – FY2029)
 Parks and Stormwater Sales Tax Fund - continued

Park and Stormwater Sales Tax Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Forest Oaks Stormwater Improvements (Engineering)	-	\$50,000	-	-	-
Forest Oaks Stormwater Improvements (Construction)	-	\$300,000	-	-	-
Cedar Lakes Stormwater Improvements (Engineering)	-	-	\$25,000	-	-
Cedar Lakes Stormwater Improvements (Construction)	-	-	\$100,000	-	-
Smith's Fork Park Complex (Engineering & Design)	-	-	\$640,000	-	-
Maple Lane Stormwater Improvements (Engineering)	-	-	-	\$50,000	-
Maple Lane Stormwater Improvements (Construction)	-	-	-	\$250,000	-
Smith's Fork Park Complex (Construction, Phase I)	-	-	-	\$2,240,000	-
Grand Total (Net Cost)	\$897,000	\$350,000	\$765,000	\$2,540,000	\$0

Proposed FY2025 – Park & Stormwater Sales Tax Fund
 5 Year Projected Cashflow



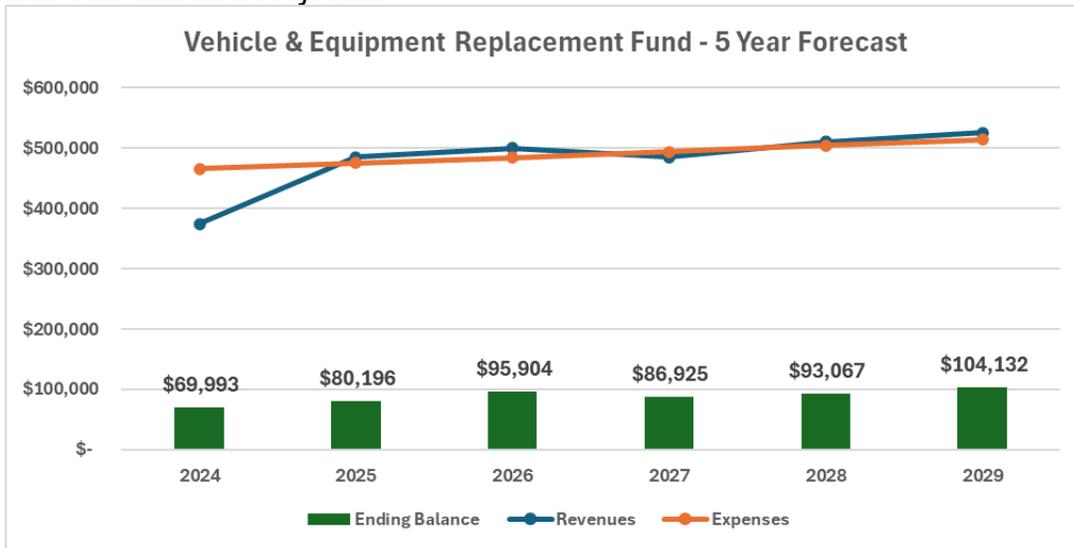
Reimbursement line may include grants, Federal earmarks, and / or state reimbursements.

* Increases in fund balance is for Smith's Fork Park Complex, currently project in FY2028.

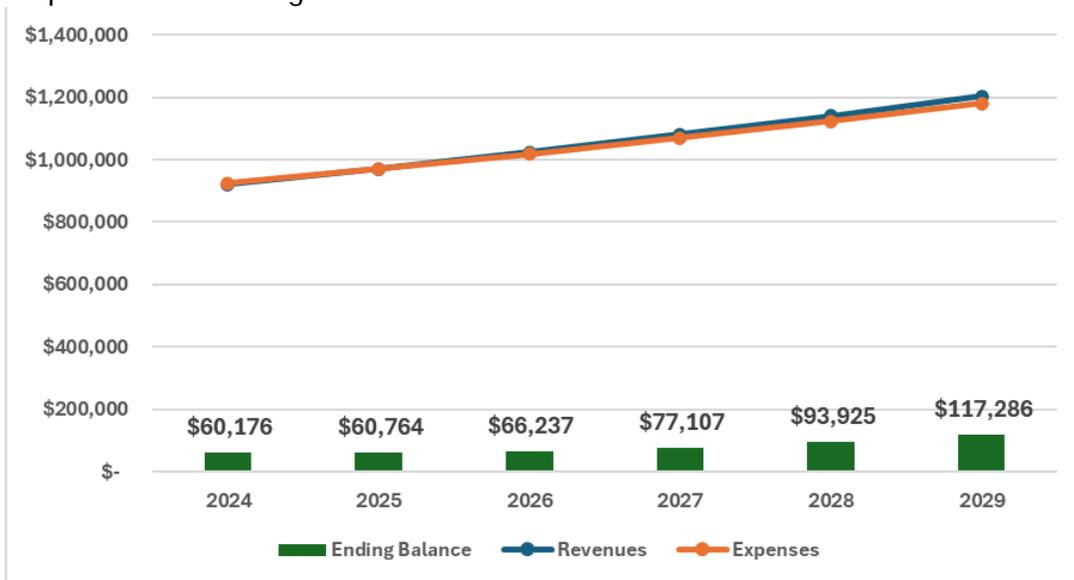
Proposed FY2025 Budget Vehicle and Equipment Replacement Fund (VERF)

- The City of Smithville is currently leasing 38 vehicles from Enterprise.
- Staff has begun monitoring the reduction in maintenance costs associated with patrol vehicle repair, as well as the overall impact pre and post Enterprise.
- The general fund and utilities fund will be transferring more financial resources into the VERF in the next five years to offset costs associated with rising vehicle lease expenses.

Vehicle and Equipment Replacement Fund (VERF)
Five Year Cashflow Projection



Proposed FY2025 Budget Sanitation Fund



Summary of the Sanitation Fund

- As of July 2024, the City of Smithville contracts with GFL to service just over 3,152 regular trash accounts and service just over 552 senior rate trash accounts (available for account holders ages 65 and older). Senior rate trash accounts make up nearly 15% of total accounts.
- GFL will increase the regular (non-senior) City contracted trash rates by 3.66%.
- Monthly trash rate to increase by 4.5% from \$20.16 per month to \$21.07 per month.
- The senior trash rate will have a discount of 15% of regular monthly trash rate (\$17.91).

Alderman Russell asked with the GFL increase of 3.66% and the total increase being 4.5% what does the .84% difference go towards.

Rick noted that in in FY2024 the discount senior rate did not get reflected in the GFL contract and brought down the fund balance, so that difference will bring the fund balance back up. Rick explained that we have to pay GFL even if someone does not pay their utility bill so that fund balance needs to be roughly \$70,000 to \$80,000 to be comfortable. Anything above that amount will go towards extra trash and recycling events for the City.

Alderman Russell asked if the Household Hazardous Waste event comes out of it.

Rick said that it is part of it.

Cynthia noted that with the trash billing we have a fluctuation in the customer numbers and need to ensure that we have funds available in the fund balance incase people pay their bills late we have the revenue to be able to pay for the services.

Proposed FY2025 – FY2029 Five Year CIP All Funds Total

Capital Improvement Projects - All Funds	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
General Fund	\$0	\$550,000	\$100,000	\$100,000	\$100,000
Combined Water & Wastewater Fund - Non Impact Projects	\$4,260,000	\$4,195,000	\$7,800,000	\$2,000,000	\$12,500,000
Combined Water & Wastewater Fund - Water Impact Projects	\$0	\$700,000	\$0	\$0	\$0
Combined Water & Wastewater Fund - Wastewater Impact Projects	\$0	\$0	\$1,150,000	\$0	\$0
Transportation Sales Tax Fund	\$687,000	\$600,000	\$1,130,000	\$750,000	\$650,000
Capital Improvement Sales Tax Fund	\$1,649,875	\$737,920	\$423,420	\$676,420	\$1,202,420
Parks & Stormwater Sales Tax Fund	\$897,000	\$350,000	\$765,000	\$2,540,000	\$0
Grand Total	\$7,493,875	\$7,132,920	\$11,368,420	\$6,066,420	\$14,452,420

5 Year Grand Total for All Funds: \$46,514,055

Proposed FY2025 – All Funds Summary

	2025 Projected Beginning Balance	2025 Proposed Revenues	2025 Proposed Expenditures	2025 Projected Ending Balance
General Fund	3,219,449	6,696,827	7,520,757	2,395,519
Capital Improvement Sales Tax Fund	917,552	3,351,132	4,117,875	150,809
Capital Projects Fund	110,625	12,100	-	122,725
Combined Water/Wastewater Fund	7,271,428	7,143,660	10,276,241	4,138,847
Debt Service Fund	267,740	354,000	354,000	267,740
Park and Stormwater Sales Tax Fund	1,325,252	781,294	897,000	1,209,546
Sanitation Fund	60,176	971,205	970,617	60,764
Special Allocation Fund	2,556,132	856,224	1,136,542	2,275,814
Commons CID Fund	242,632	324,559	362,752	204,439
Transportation Sales Tax Fund	486,707	1,718,624	1,750,000	455,331
Vehicle and Equipment Replacement Fund	69,993	469,000	474,794	64,199
Donation Fund	23,550	14,950	-	38,500
Judicial Education Fund	2,645	-	975	1,670
Technology Upgrade Fund	-	-	-	-
DWI Recovery Fund	13,699	3,650	800	16,549
Police Training Fund	12,333	1,300	3,450	10,183
Grand Total	\$ 16,579,914	\$ 22,698,525	\$ 27,865,803	\$ 11,412,636

The FY2025 Proposed Budget features 16 Budgeted Funds totaling \$22.7 million in revenues and just over \$27.9 million in expenditures.

FY2025 Budget Process Schedule

- FY2025 Operating Budget and 5 Year CIP Review: 2nd Discussion (September 24)
- FY2025 Operating Budget on 1st Reading (October 1)
- Public Hearing for Sewer Rates as Required by Missouri State Statute (October 15)
- Adopt Water & Wastewater Utility Rates by Board Resolution (October 15)
- Adopt the FY2025 Operating and Capital Budget on 2nd Reading (October 15)

Cynthia thanked staff and the Board for all of the time taken to put this together.

Alderman Russell asked about \$200,000 that was budgeted for redoing a couple of plans.

Chuck Soules, Public Works Director, explained that it was for the water and wastewater facility plans, but we took water out. The wastewater facility plan is still in the budget and is on the agenda for approval this evening.

5. Adjourn

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:46 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

SMITHVILLE BOARD OF ALDERMEN REGULAR SESSION

September 24, 2024 7:00 p.m.
City Hall Council Chambers and Via Videoconference

1. Call to Order

Mayor Boley, present, called the meeting to order at 7:00 p.m. following the Work Session. A quorum of the Board was present: Marv Atkins, Melissa Wilson, Kelly Kobylski, Leeah Shipley, Dan Hartman and Ronald Russell.

Staff present: Cynthia Wagner, Gina Pate, Chuck Soules, Chief Lockridge, Rick Welch, Jack Hendrix, Matt Denton and Linda Drummond.

2. Pledge of Allegiance lead by Mayor Boley

3. Proclamation

- September is Senior Center Month
- Falls Awareness Week – September 23-29



Mayor Boley presented the Proclamations to Amy Alexander, Senior Services Coordinator.

4. Public Hearing – Property Tax Levy

Mayor Boley called the public hearing for the Property Tax Levy to order 7:04 p.m.

No Public Comment.

Mayor Boley declared the public hearing adjourned at 7:04 p.m.

5. Consent Agenda

- Minutes
 - August 20, 2024, Board of Aldermen Work Session Minutes
 - August 20, 2024, Board of Aldermen Regular Session Minutes

- **Finance Report**
 - Finance Report for August 2024
- **Resolution 1397, Temporary Liquor License**
A Resolution issuing a temporary liquor license to Smithville Main Street District for Junkville to be held in the downtown courtyard on Saturday, September 28, 2024.
- **Resolution 1398, Temporary Liquor License**
A Resolution issuing a temporary liquor license to Eric Craig Real Estate team for Festi-ville to be held in the downtown courtyard on Saturday, October 5, 2024.
- **Resolution 1399, Special Event Permit**
A Resolution approving a special event permit for Eric Craig Real Estate Team for Festiville In the downtown courtyard on Saturday, October 5, 2024.
- **Resolution 1400, Liquor License – Dustin Racen, Gromet Entertainment**
A Resolution issuing a Liquor License to Dustin Racen, Gromet Entertainment dba Gizmo's Tavern located at 111 North Bridge Street.
- **Resolution 1401, Leak Adjustment**
A Resolution approving a water and wastewater leak adjustment request for Dan Rowe Properties, LLC.

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

No discussion.

Ayes – 5, Noes – 0, Abstained – 1 (Alderman Shipley), motion carries. Mayor Boley declared the consent agenda approved.

REPORTS FROM OFFICERS AND STANDING COMMITTEES

6. Committee Reports

Alderman Shipley reported on the August 22 Parks and Recreation Committee meeting. She noted that a couple of their agenda items were included in the City Administrator's Report. The restroom was delivered to Diamond Crest Park on September 13, and they are working on installation. They broke ground September 2 on the Emerald Ridge Park and playground. They had an Eagle Scout present his project. He built a giant destination or tourism chair and was looking for a location for it. Alderman Shipley noted that the committee is working with him to come up with a location for it.

Mayor Boley added that they are looking at an October date to install for the chair.

Alderman Hartman reported on the August 28 Economic Development Committee meeting. They had a guest speaker, Matt Pezold, Field Specialist in Labor and Workforce Development, with the University of Missouri Extension. He presented information on development for the state, specifically Clay County and Smithville and nationally.

7. City Administrator's Report

Cynthia Wagner noted that there was a lot of information in her [report](#).

Alderman Russell asked about the timing for the four police officer recruits.

Cynthia explained that we currently have four recruits enrolled in the Kansas City Regional Police Academy. Two will graduate on September 26, 2024, another on January 9, 2025, and the fourth will graduate in March 2025. Cynthia explained that the recruits are in the academy for six months and then they are assigned to 16 weeks of field training.

Alderman Russell asked if there a projected timing for the School Resource Officers being place back in the schools.

Cynthia explained that it will depend on staffing.

Alderman Russell noted that he had heard that the School District were hiring security guards.

Cynthia explained that the School District is looking to hire additional security officers and staff is working to try to set up a meeting to discuss their plan with Dr. Maus and school staff. Cynthia noted that whenever we are having staffing issues, we keep in communication with the School District, and they have been good to work with. She added that she meets with the Superintendent on a monthly basis and they discuss a number of items and the City's staffing of police has been on ongoing discussion.

Alderman Russell asked if there would be an issue if the security officers were armed.

Cynthia explained that we are in discussions with the School District from a legal perspective with regard to how that relationship would work with the City's Police Department.

Mayor Boley noted that the School District has had security guard for a couple of years now and with this year's school budget added two more.

ORDINANCES & RESOLUTIONS

8. Bill No 3038-24, Setting the 2024 Property Tax Rate – Emergency Ordinance – Sponsored by Mayor Boley – 1st and 2nd Reading

Alderman Atkins moved to approve Bill No. 3038-24, fixing the annual rate of levy on all taxable property within the city of Smithville, Missouri, for the year 2024 pursuant to 67.110 RSMo. 1st reading by title only. Alderman Hartman seconded the motion.

Alderman Russell noted that the County recommended a slight decrease, and the City increased it .001 mill, which is not a big increase. He asked why staff came up with the reasoning for the increase instead of leaving it the same or lowing it.

Cynthia explained that the numbers are based on the state calculations that all entities use. That is the allowable amount that the City can tax. Cynthia noted that for a number of years our assessments have gone up and we have rolled that number back. There is an allowable inflationary increase and that is what is included. The assessed valuation on personal property did go down slightly and that is why there is an increase.

Upon roll call vote:

Alderman Hartman - Aye, Alderman Kobylski - Aye, Alderman Atkins – Aye,
Alderman Wilson - No, Alderman Shipley – Aye, Alderman Russell - No.

Ayes – 4, Noes – 2, motion carries. Mayor Boley declared Bill No. 3038-24 approved first reading.

Alderman Atkins moved to approve Bill No. 3038-24, fixing the annual rate of levy on all taxable property within the city of Smithville, Missouri, for the year 2024 pursuant to 67.110 RSMo. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

Alderman Atkins - Aye, Alderman Wilson - No, Alderman Kobylski – Aye,
Alderman Russell - No, Alderman Hartman – Aye, Alderman Shipley - Aye.

Ayes – 4, Noes – 2, motion carries. Mayor Boley declared Bill No. 3038-24 approved.

**9. Bill No. 3039-24, FY2024 Budget Amendment No. 4 – Emergency Ordinance
Sponsored by Mayor Boley – 1st and 2nd Reading**

Alderman Atkins moved to approved Bill No. 3039-24, amending the FY2024 Budget. 1st reading by title only. Alderman Hartman seconded the motion.

Alderman Russell had a question concerning the three dollar amounts that were left in last years budget. He asked if there were any other projects that were outstanding and was any other money left in the FY2023 budget.

Cynthia explained that the budget that was reviewed in the work session was for the FY2025 budget. The FY2023 budget we are done with, the FY2024 budget there are projects that are not completed and are now reflected in the FY2025 budget. This project was thought to be completed in FY2023 but was not and we had not moved the funds from the FY2023 budget to the FY2024 budget. Cynthia noted that we have seen a lot of delays in projects being completed in the last few years.

Chuck Soules, Public Works Director, explained these projects are complicated because we originally bid the Streetscape project back in February, but the bids came in too high and had to rebid it. Then we had to get MoDOT's approval to award the bid. This month we had a meeting with the neighbors and next Monday we will close the road and start the project. Chuck noted that Streetscape was a FY2024 project but most of it is going to move to FY2025. Unfortunately, we do not know how much of the project will move to FY2025, the contractor will order materials and then bill us for the materials, but we do not know if that will be before or after November 1. He explained that staff does their best to try to estimate it but if the estimate is off that is when we have to do the budget amendments. Chuck noted that the same thing happened with Commercial Street Sidewalk, it was bid in May, and we are just now getting the contracts through MoDOT, and we should be able to issue the notice to proceed October 1 and will not complete the project by November 1. Staff has tried to anticipate how much of that is going to be spent from the FY2024 budget and move the remainder of the funds to FY2025.

Upon roll call vote:

Alderman Wilson - Aye, Alderman Shipley- Aye, Alderman Russell – Aye,
Alderman Hartman- Aye, Alderman Kobylski – Aye, Alderman Atkins - Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3039-24 approved first reading.

Alderman Atkins moved to approved Bill No. 3039-24, amending the FY2024 Budget. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

Alderman Kobylski - Aye, Alderman Wilson - Aye, Alderman Atkins – Aye,
Alderman Russell - Aye, Alderman Hartman – Aye, Alderman Shipley - Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3039-24 approved.

10. Bill No. 3040-24, Rezoning Corner of 169 and W Highway – 1st Reading

Alderman Atkins moved to approve Bill No. 3040-24, changing the zoning classifications or districts of certain lands located in the City of Smithville, Missouri located at the southeast corner of 169 and W Highways. 1st reading by title only. Alderman Hartman seconded the motion.

Mik Kellam and Lindsey Vogt, representing the engineering firm to answer any questions.

Alderman Wilson asked why Clay Creek was included on the calculation on the density.

Jack Hendrix, Development Director, explained that he kept Clay Creek in it because if you look at the [Comp Plan's Future Land Use Map](#), the entire area is orange, so he included it as the possible limits on the dwelling units per acre.

Alderman Wilson asked if the 26.79 acres holds the number of units that are being built there without including Clay Creek.

Jack said that it will.

Alderman Wilson made the comment that she did not catch this during the Comprehensive Planning process. She took it as this area was just a suggestion for multi-family dwellings. She noted that a lot of people involved with the creation of those plans, the north character area, that the overall consensus was a hope that this area would stay single-family detached. Alderman Wilson said on a positive note that she appreciated the developers taking into account some of the suggestions and questions they had during the Planning and Zoning Commission meeting.

Alderman Hartman noted that this is fulfilling the housing need we have had in Smithville for some time.

Upon roll call vote:

Alderman Shipley - Aye, Alderman Kobylski- Aye, Alderman Wilson – No
Alderman Hartman - Aye, Alderman Atkins – Aye, Alderman Russell - No.

Ayes – 4, Noes – 2, motion carries. Mayor Boley declared Bill No. 3040-24 approved.

11. Resolution 1402, Award Bid 24-15 for Snow Removal

Alderman Atkins moved to approve Resolution 1402, authorizing and directing the Mayor to execute an agreement with R & S Lawn Services for residential snow removal in an amount not to exceed \$185 per hour. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1402 approved.

12. Resolution 1403, Change Order No. 2 – Quincy Boulevard

Alderman Atkins moved to approve Resolution 1403, approving Change Order No. 2 with Amino Brothers in the amount of \$122,733.44 for additional asphalt for the Quincy Boulevard Improvements. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1403 approved.

13. Resolution 1404, Engineering Authorization No. 102

Alderman Atkins moved to approve Resolution 1404, authorizing and directing the Mayor to execute Authorization No. 102 with HDR for the Wastewater Treatment Plant Facility Plan. Alderman Hartman seconded motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1404 approved.

14. Resolution 1405, Amendment No. 2 to Authorization No. 94

Alderman Atkins moved to approve Resolution 1405, authorizing and directing the Mayor to execute Amendment 2 to Authorization No. 94 with HDR Engineering for an environmental evaluation. Alderman Hartman seconded motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1405 approved.

OTHER MATTERS BEFORE THE BOARD

15. Public Comment

Kristine Bunch, 402 4th Terrace, spoke to the Board about her concerns about businesses without business licenses with the City or the state.

16. Appointment

The Mayor nominated Jeff Arnold for the Housing Authority Commission, and the Board will vote:

Upon roll call vote:

Alderman Atkins – Aye, Alderman Wilson – Aye, Alderman Shipley – Aye,
Alderman Ulledahl – Aye, Alderman Russell – Aye, Alderman Hartman – Aye.

Ayes – 6, Noes – 0, motion carries. The Mayor declared Jeff Arnold the Board Commissioner to the Housing Authority Board.

17. New Business from the Floor

Mayor Boley brought up the possibility of having the Economic Development Committee be independent of the City boards and able to operate similar to the Chamber of Commerce.

Alderman Hartman said that he believed this is something they should consider and discuss as a Board.

Alderman Kobylski agreed.

Alderman Russell asked what the benefit of it was to have it operate separately.

Mayor Boley explained that city committee can not go after funding and other things like the chamber can do. The Economic Development Committee now is just an advisory to the Board of Aldermen.

Alderman Kobylski asked if it could be on a future work session.

Mayor Boley said that staff can look into it.

18. Adjourn.

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the regular session adjourned at 7:29 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

**SMITHVILLE BOARD OF ALDERMEN
REGULAR SESSION**

October 1, 2024 7:00 p.m.
City Hall Council Chambers and Via Videoconference

1. Call to Order

Mayor Boley, present, called the meeting to order at 6:57 p.m. A quorum of the Board was present: Marv Atkins, Melissa Wilson, Kelly Kobylski, Leeah Shipley, Dan Hartman and Ronald Russell.

Staff present: Cynthia Wagner, Chief Lockridge, Rick Welch, Jack Hendrix and Linda Drummond. Gina Pate and Matt Denton were present via Zoom.

2. Pledge of Allegiance lead by Mayor Boley

REPORTS FROM OFFICERS AND STANDING COMMITTEES

3. City Administrator's Report

Cynthia Wagner noted that in the [City Administrator's Report](#) contains information on three construction projects associated with detours. She explained that we are in construction season just like most of the metro area.

Cynthia provided an update on a meeting that occurred last Thursday afternoon, Gina Pate, Assistant City Administrator, Jack Hendrix, Development Director and Will Stubbs, Building Inspector, met with Snyder and Associates, who are doing our South Overlay District Project. They reviewed the survey results from the joint Planning and Zoning Commission and the Economic Development Committee engagement session held on August 26. Based on the results of the information, staff and Snyder and Associates worked to launch an online feedback platform for the public. Staff plans to have that information posted by mid-October and allow two weeks for public comment on the project. Following the public engagement, the Board of Aldermen will have the opportunity to review the draft plan for feedback. This timeline allows for the South Overlay District project to be completed by the end of the year.

ORDINANCES & RESOLUTIONS

4. Bill No. 3040-24, Rezoning Corner of 169 and W Highway – 2nd Reading

Alderman Atkins moved to approve Bill No. 3040-24, changing the zoning classifications or districts of certain lands located in the City of Smithville, Missouri located at the southeast corner of 169 and W Highways. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

Alderman Shipley - Aye, Alderman Kobylski- Aye, Alderman Wilson – No,
Alderman Hartman - Aye, Alderman Atkins – Aye, Alderman Russell - No.

Ayes – 4, Noes – 2, motion carries. Mayor Boley declared Bill No. 3040-24 approved.

5. Bill No 3041-24, Amending Chapter 400 and Chapter 425 – 1st Reading

Alderman Atkins moved to approve Bill No. 3041-24, amending sections of Chapter 400 of the Zoning Code and Chapter 425 of the Subdivision Code pertaining to fees and costs. 1st reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

Alderman Hartman - Aye, Alderman Atkins - Aye, Alderman Russell – Aye,
Alderman Kobylski - Aye, Alderman Shipley – Aye, Alderman Wilson - Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3041-24 approved first reading.

6. Bill No. 3042-24, Amending Business License Fees – 1st Reading

Alderman Atkins moved to approved Bill No. 3042-24, amending the business license regulations of the City of Smithville, Missouri. 1st reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

Alderman Wilson - Aye, Alderman Shipley- Aye, Alderman Russell – Aye,
Alderman Hartman- Aye, Alderman Kobylski – Aye, Alderman Atkins - Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3042-24 approved first reading.

7. Bill No. 3043-24, Adopt the FY2025 Operating Budget – 1st Reading

Alderman Atkins moved to approve Bill No. 3043-24, c adopting the FY2025 Annual Operating Budget for the City of Smithville, Missouri, and authorizing the expenditures of funds for municipal services. 1st reading by title only. Alderman Hartman seconded the motion.

Mayor Boley thanked Rick Welch, Finance Director, and the rest of the staff for putting this together to help address the needs of the community.

Alderman Russell asked if the proposed 15% increase for utilities and increase for taxes was included in this budget.

Cynthia noted that the budget incorporates everything that was discussed in the work sessions. The assessed valuation mill rate that the Board set last week as well as the water and sewer rate increases. She explained that there is a public hearing for sewer rates scheduled for the October 15 meeting.

Alderman Russell asked for clarification that they were voting on a Bill when they haven't approved the funding yet for the rate increases.

Cynthia explained that this incorporates the rate increases as part of the budget. It will not be approved until the second reading, after the public hearing.

Upon roll call vote:

Alderman Atkins - Aye, Alderman Wilson - Aye, Alderman Kobylski – Aye,
Alderman Russell - No, Alderman Hartman – Aye, Alderman Shipley - Aye.

Ayes – 5, Noes – 1, motion carries. Mayor Boley declared Bill No. 3043-24 approved first reading.

8. Resolution 1406, Leak Adjustment

Alderman Atkins moved to approve Resolution 1406, approving a water and wastewater leak adjustment for Francis Collier in the amount of \$49.02. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1406 approved.

9. Resolution 1407, Temporary Liquor License

Alderman Atkins moved to approve Resolution 1407, issuing a temporary liquor license to Eric Craig Real Estate Team for Festiville to be held in the downtown courtyard on October 5, 2024. Alderman Hartman seconded the motion.

No discussion.

Ayes – 5, Noes – 0, Abstained – 1 (Alderman Kobylski) motion carries. Mayor Boley declared Resolution 1407 approved.

10. Resolution 1408, Preliminary Plat for Clay Creek Meadows Subdivision

Alderman Atkins moved to approve Resolution 1408, approving a preliminary plat for Clay Creek Meadows Subdivision and authorizing the Mayor to execute a Development Agreement. Alderman Hartman seconded motion.

Doug Cirricione, 728 Spellman Drive, noted that this type of higher density housing is needed here in Smithville. He spoke to the Board about his concerns about the preliminary plat not showing any green space in the development. He said that in the plans it shows that the development will have a trail that will connect to the OK Trail. He would like to see the fourplex on lot 24 eliminated to create a green space at the head of the trail where it will connect to the OK Trail. Mr. Cirricione also questioned the sewer capacity for that many units.

Ayes – 4, Noes – 2, motion carries. Mayor Boley declared Resolution 1408 approved.

OTHER MATTERS BEFORE THE BOARD

11. Public Comment

None

12. Appointment

The Mayor will nominate Rob Scarborough re-appointment to the Planning and Zoning Commission, and the Board will vote:

Upon roll call vote:

Alderman Russell – Aye, Alderman Wilson – Aye, Alderman Shipley – Aye,
Alderman Kobylski – Aye, Alderman Atkins – Aye, Alderman Hartman – Aye.

Ayes – 6, Noes – 0, motion carries. The Mayor declared Rob Scarborough re-appointed member of the Planning and Zoning Commission.

The Mayor will nominate John Wallace to the Planning and Zoning Commission, and the Board will vote:

Upon roll call vote:

Alderman Shipley – Aye, Alderman Kobylski – Aye, Alderman Wilson – Aye,
Alderman Hartman – Aye, Alderman Atkins – Aye, Alderman Russell – Aye.

Ayes – 6, Noes – 0, motion carries. The Mayor declared John Wallace a member of the Planning and Zoning Commission.

13. New Business from the Floor

None.

14. Adjourn.

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the regular session adjourned at 7:09 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

FY 2024 BUDGET - FINANCIAL UPDATE

9/30/2024

REVENUES, BY FUND	FYE 2023 ACTUAL	FYE 2024 BUDGET	FYE 2024 YTD	FYE 2024 PROJECTION	
GENERAL FUND	6,569,620	6,266,986	6,365,248	6,674,967	101.57%
CAPITAL IMPROVEMENT SALES TAX FUND	760,910	1,240,750	717,281	760,322	57.81%
DEBT SERVICE FUND	354,845	357,830	-	357,830	0.00%
TRANSPORTATION SALES TAX FUND	667,453	1,168,950	662,860	736,529	56.71%
COMBINED WATER/WASTEWATER SYSTEMS FUND	6,104,757	10,683,600	5,958,209	6,618,941	55.77%
SOLID WASTE FUND (FORMALLY SANITATION FUND)	869,446	938,757	842,082	920,573	89.70%
SPECIAL ALLOCATION FUND	822,525	868,446	824,683	868,446	94.96%
PARK & STORMWATER SALES TAX FUND	760,303	933,750	715,439	758,538	76.62%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	290,443	374,398	373,851	373,851	99.85%
COMMONS CID FUND	400,909	396,592	343,951	396,592	86.73%
AMERICAN RESCUE PLAN ACT FUND	19,959	-	-	-	
	17,621,171	23,230,059	16,803,603	18,466,589	72.34%

EXPENDITURES, BY FUND	FYE 2023 ACTUAL	FYE 2024 BUDGET	FYE 2024 YTD	FYE 2024 PROJECTION	
GENERAL FUND	6,043,547	7,100,790	6,601,746	7,406,812	92.97%
CAPITAL IMPROVEMENT SALES TAX FUND	479,629	1,906,340	396,787	450,000	20.81%
DEBT SERVICE FUND	343,040	351,333	351,333	351,333	100.00%
TRANSPORTATION SALES TAX FUND	534,904	1,699,140	581,300	811,778	34.21%
COMBINED WATER/WASTEWATER SYSTEMS FUND	6,638,976	15,704,620	4,403,510	5,937,039	28.04%
SOLID WASTE FUND (FORMALLY SANITATION FUND)	857,468	931,805	841,927	924,397	90.35%
SPECIAL ALLOCATION FUND	760,675	1,179,800	522,246	1,179,800	44.27%
PARK & STORMWATER SALES TAX FUND	105,968	1,021,000	569,823	618,577	55.81%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	311,047	423,547	428,245	465,487	101.11%
COMMONS CID FUND	212,186	413,916	260,788	413,916	63.01%
AMERICAN RESCUE PLAN ACT FUND	711,474	-	141,689	141,689	
	16,998,914	30,732,291	15,099,393	18,700,828	49.13%



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Finance

AGENDA ITEM: Resolution 1409, Approving a Water and Wastewater Leak Adjustment Request

REQUESTED BOARD ACTION:

Motion to approve Resolution 1409, approving a water and wastewater leak adjustment request for Michael Newman in the amount of \$145.25.

SUMMARY: The City has received notice from Michael Newman, a residential utility billing customer, of a repaired water leak and his request for a water leak adjustment. All requirements set forth in Ordinance 2989-18 have been met.

On or about August 29, 2024, the Utilities Division obtained electronic reads of water usage for the month of August. Those reads were uploaded to the billing system and staff was alerted to the accounts that had no, little or high usage.

Following the month of the August billing cycle, Michael Newman had started the cycle with a read of 4258 and finished the August cycle with a read of 4593, which resulted in consumption of 33,500 gallons. This amount was more than twice the established monthly average. As required by Ordinance 2989-18, Michael Newman has provided proof of repair/maintenance of the service line leak which caused the high usage during the August billing cycle.

On or about September, 30, 2024, the Utilities Division obtained electronic reads of water usage for the month of September. Those reads were uploaded to the billing system and staff was alerted to the accounts that had no, little or high usage.

Following the month of the September billing cycle, Michael Newman had started the cycle with a read of 4593 and finished the September cycle with a read of 4730, which resulted in consumption of 13,700 gallons. This amount was more than twice the established monthly average. As required by Ordinance 2989-18, Michael Newman has provided proof of repair/maintenance of the service line leak which caused the high usage during the September billing cycle.

If approved, the leak adjustment would issue a credit of \$145.25 to Michael Newman's utility account.

PREVIOUS ACTION:

The Board has approved previous leak adjustments in this fiscal year when conditions have been met.

POLICY OBJECTIVE:

Click or tap here to enter text.

FINANCIAL CONSIDERATIONS:

Reduce utility revenues by \$145.25.

ATTACHMENTS:

- Ordinance
- Resolution
- Staff Report
- Other: Repair Documentation
- Contract
- Plans
- Minutes

RESOLUTION 1409

**A RESOLUTION APPROVING A WATER AND WASTEWATER
LEAK ADJUSTMENT REQUEST FOR MICHAEL NEWMAN IN
THE AMOUNT OF \$145.25**

WHEREAS, the City approved Ordinance No. 2989-18 amending Section 705.110 of the Code of Ordinances on February 6, 2018; and

WHEREAS, Michael Newman, a residential utility billing customer with account 02-002160-02, 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 \$145.25.

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

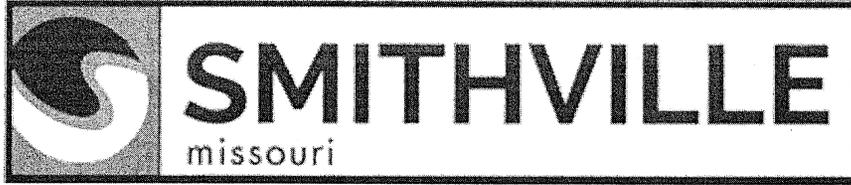
A water and wastewater leak adjustment in the amount of \$145.25 shall be credited to account 02-002160-02 of residential utility billing customer Michael Newman.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 15th day of October, 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Water and Wastewater Leak Adjustment Request

Utility Customer Name: Michael Newman

Utility Service Address: 519 Kindred Dr

Utility Account Number: 02-002160-02

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 \$145.25 at the Board of Alderman meeting on 10/15/2024.

Upon resolution by the Board of Alderman, I, Michael Newman, 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.

Michael Newman
Customer's Signature

10/18/24
Date



Water and Wastewater Leak Adjustment Calculation

Utility Customer Name: **Michael Newman**

Utility Service Address: **519 Kindred Drive**

Utility Account Number: **02-002160-02**

Breaking down key figures in Ordinance 2989-18(C), Adjustment Calculations

- 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): \$10.40
 Average monthly water usage for this property: **3,133** gallons

- 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): \$6.21

- 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): \$8.84
 Average monthly wastewater usage for this property: **3,133** 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	
33,500 gallons @ 10.4 per 1,000 gallons =	348.40
Adjusted Water Bill Amount	
6,266 gallons @ 10.4 per 1,000 gallons =	65.17
+ 27,234 gallons @ 6.21 per 1,000 gallons =	169.12
	234.29
Water Discount =	114.11
Original Wastewater Bill Amount	
3,133 gallons @ 8.84 per 1,000 gallons =	27.70
Adjusted Wastewater Bill Amount	
3,133 gallons @ 8.84 per 1,000 gallons =	27.70
Wastewater Discount =	0.00

MONTH 2 (if applicable)	
Original Water Bill Amount	
13,700 gallons @ 10.4 per 1,000 gallons =	142.48
Adjusted Water Bill Amount	
6,266 gallons @ 10.4 per 1,000 gallons =	65.17
+ 7,434 gallons @ 6.21 per 1,000 gallons =	46.17
	111.34
Water Discount =	31.14
Original Wastewater Bill Amount	
3,133 gallons @ 8.84 per 1,000 gallons =	27.70
Adjusted Wastewater Bill Amount	
3,133 gallons @ 8.84 per 1,000 gallons =	27.70
Wastewater Discount =	0.00

Total Discount = 145.25



Plumbing Services, Inc.
 400 Park Drive Smithville, MO 64089
 (816) 532-0737

Work Order/Invoice

19805

TO:

Michael Newman
 519 W. 1st St.
 Smithville

DATE OF ORDER <i>11/3/24</i>	HOME TEL.
ORDER TAKEN BY <i>[Signature]</i>	WORK TEL.
PAID BY <input type="checkbox"/> CHECK <input type="checkbox"/> CASH <input type="checkbox"/> C.C.	
C.C. #	
<input type="checkbox"/> 10 DAY BILLING <input type="checkbox"/> 30 DAY BILLING	AUTH. BY
INVOICE DATE	JOB TEL.

CHECKMARKS DENOTE: <input type="checkbox"/> WORK TO BE DONE <input type="checkbox"/> WORK COMPLETED	TERMS: DUE UPON RECEIPT																				
NO WATER BURST PIPE(S) THAW PIPE(S) BLOCKAGE - MAIN DRAIN BLOCKAGE - DRAINS KITCHEN SINK INSTANT HOT WATER FILTER DISPOSAL FAUCET BATH (1) (2) (3) LAVATORY WATER CLOSET BATH TUB SHOWER STALL / HEAD FAUCET LAUNDRY FAUCET(S) SILL COCK SUPPLY LINE(S) TRAP(S) / DRAIN(S) GATE / BALL VALVE(S) WATER LINE(S) PRESSURE TANK SUMP / EFFLUENT PUMP BACKFLOW PREVENTER WATER HEATER SAFETY VALVE VENT PIPES	JOB LOCATION / INSTRUCTIONS <i>3/4 Poly line split, cut out & replace block in front yard.</i>																				
	REMARKS <i>[Handwritten notes and signatures]</i>																				
	<table border="1"> <thead> <tr> <th>QTY.</th> <th>ITEM #</th> <th>DESCRIPTION</th> <th>UNIT</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>Service Call</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td><i>For B.d</i></td> <td></td> <td><i>2000.00</i></td> </tr> <tr> <td></td> <td></td> <td><i>2000.00</i></td> <td></td> <td></td> </tr> </tbody> </table>	QTY.	ITEM #	DESCRIPTION	UNIT	AMOUNT			Service Call					<i>For B.d</i>		<i>2000.00</i>			<i>2000.00</i>		
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		<i>For B.d</i>		<i>2000.00</i>																	
		<i>2000.00</i>																			

I certify that the water pressure measured to be _____ psi. I do hereby state that the above work has been installed in a workmanlike manner. <i>[Signature]</i> Technician Signature Date: <i>9/11/24</i>	WORK ORDERED BY <input checked="" type="checkbox"/> AUTHORIZED SIGNATURE _____ DATE _____	SUBTOTAL DIAGNOSTIC CHARGE TRIP CHARGE PERMIT FEE TAX TOTAL
	<h2>Thank You!</h2> <p>A service charge of 2% per month will be added on overdue accounts. Minimum \$2.00. WWW.TAYLORPLUMBINGSERVICESINC.COM</p>	



City Administrator's Report

October 10, 2024

Commercial Avenue Road Closure to Accommodate Pedestrian Improvements and Utility Relocation

Utility relocation work by AT&T continues. Please be reminded that the northbound lane of Commercial Avenue (from Walker Street to East Meadow Street) is closed. The southbound lane remains open. (See map below.)

Please note that when traveling south, only right turns are allowed to Hospital Drive.



Streetscape Phase III

North Bridge Street will be closed from Church Street to East 1st Street for construction of this project. Access to businesses and residences will be maintained.



Stonebridge Stormwater Improvements

Work on this project has necessitated closure of the road at Stonebridge Lane. A detour route will maintain access to residences (see map below).



Photo Contest

We are conducting a photo contest where the selected photos will be highlighted by the City for marketing and/or promotional purposes. Our mission is to encourage community involvement. Participants may submit photographs taken of landscapes, cityscapes, artwork or landmarks that are unique to Smithville and the Smithville community. The original end date for the contest was August 30, 2024 but we have extended the deadline to October 31, 2024 to give applicants the opportunity to submit fall photos.



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Development

AGENDA ITEM: Bill No. 3041-24, Zoning Code Amendment - 2nd Reading

REQUESTED BOARD ACTION:

A motion to approve Bill No. 3041-24, amending sections of Chapter 400 of the Zoning Code and Chapter 425 of the Subdivision Code pertaining to fees and costs. Second reading by title only.

SUMMARY:

The ordinance would change the zoning and subdivision codes to update provisions concerning the fees and costs of zoning and subdivision items and moving those fees and costs into the Schedule of Fees.

BACKGROUND:

The zoning and subdivision codes have several provisions related to fees and costs identified within the ordinance. While preparing the FY2025 budget, several items were recommended to be changed by the Board of Aldermen. As with many other code provisions on fee changes, staff has drafted provisions that instead of changing the actual fees per the Board's direction, will change the code to place all fees into the Board's Comprehensive Schedule of Fees. This will allow the Board to have full control of all its' fees and costs, and to be able to annually review those fees and costs within the Schedule of Fees discussions that occur every budget year. The Planning Commission held a public hearing on August 13 and following the hearing, recommended the included changes to the codes.

PREVIOUS ACTION:

The code provisions that include specific fees have been moved to the Schedule of Fees for several different code items.

POLICY ISSUE:

Improves the control and timing of future fee evaluations to solely be within the Board of Aldermen's authority.

FINANCIAL CONSIDERATIONS:

None

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 type="checkbox"/> Other: Planning and Zoning meeting is available for viewing online . | |

BILL NO. 3041-24

ORDINANCE 32XX-24

**AN ORDINANCE AMENDING SECTIONS OF CHAPTER 400 OF THE
ZONING CODE AND CHAPTER 425 OF THE SUBDIVISION CODE
PERTAINING TO FEES AND COSTS**

WHEREAS, the Planning Commission advertised and held a public hearing on August 13, 2024 related to proposed changes to various provisions of the zoning and subdivision codes that pertain to the amount of fees and costs; and

WHEREAS, following the public hearings, the Planning and Zoning Commission approved the changes based upon the desire to incorporate all fees for zoning and subdivision matters be identified in the City's Schedule of Fees and to be addressed by the Board of Aldermen on an annual financial basis; and

WHEREAS, the Planning Commission has provided its' statement required by §400.560.B of the Code, which is attached as Exhibit A;

WHEREAS, the Smithville Board of Aldermen deems it to be in the best interest of the City of Smithville to adopt said amendments to provide for consistent oversight of the costs of each application and the overall financial stability of the City.

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

SECTION 1. Chapter 400 of the Code of Ordinance is amended by deleting Section 400.440 regarding Site Plan Review Fees in its' entirety and replacing it with the following new Section 400.400:

Section 400.400 Application and Fees.

A site plan application, together with a site plan application fee in an amount determined by the Board of Aldermen and contained in its' Schedule of Fees shall be submitted to the Development Director. In addition to the application fee, the applicant shall pay for all costs associated with any required technical studies and the City's review of such studies, as well as reimburse the City for all expenses associated with any notices and/or mailings provided because of any application herein.

SECTION 2. Chapter 400 of the Code of Ordinance is amended by deleting Section 400.550.E regarding Rezoning Application Fees in its' entirety and replacing it with the following new Section 400.550.E:

400.550 General Provisions

E. Fees. An application fee in an amount determined by the Board of Aldermen and contained in its' Schedule of Fees shall be submitted with the application. In addition to the application fee, the applicant shall pay for all costs associated with any required technical studies and the City's review of such studies, as well as reimburse the City for all expenses associated with public notices, certified letters, map reprinting, as well as engineering and legal costs incurred in reviewing and approving the applicant's request.

SECTION 3. Chapter 400 of the Code of Ordinance is amended by deleting Section 400.570.B regarding Conditional Use Permit Application Fees in its' entirety and replacing it with the following new Section 400.570.B

B. Procedure. The consideration of a Conditional Use permit application shall be handled in the same manner as a zoning amendment regarding the requirement for public hearing, notices, protests and action by the Planning Commission and Governing Body. The application shall include a fee in an amount determined by the Board of Aldermen and contained in its' Schedule of Fees.

SECTION 4. Chapter 425 of the Code of Ordinances is amended by deleting Section 425.090 Filing and Permit Fees in its' entirety and replacing it with the following new Section 425.090.

Section 425.090 Filing and Permit Fees.

For all applications in this Chapter 425, a fee in an amount determined by the Board of Aldermen and contained in its' Schedule of Fees shall be paid. In addition to the application fee, the applicant shall pay for all costs associated with any required technical studies and the City's review of such studies, as well as reimburse the City for all expenses associated with any notices and/or mailings provided because of any application herein.

SECTION 5. This ordinance shall be in full force from and after the date of its passage and approval.

BE IT REMEMBERED that the above was read two times, by title only, **PASSED AND APPROVED** by a majority of the Smithville Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri this 15th day of October, 2024.

Damien Boley, Mayor

ATTEST

Linda Drummond, City Clerk

First Reading: 10/01/2024

Second Reading 10/15/2024

EXHIBIT A

STATEMENT OF PLANNING COMMISSION ON FEES CODE AMENDMENTS

In accordance with 400.560.B, the Planning Commission recommends approval of the foregoing ordinance changes and makes the following statements:

1. These changes are consistent with the intent and purpose of these regulations.
2. The areas of the city which are most likely to be directly affected by these changes are all zoning districts as it relates to the fees to be paid to make amendments or changes to the zoning or subdivision status of the property.
3. This amendment is made necessary to provide consistent and regular Board of Aldermen review of all fees and costs charged for zoning and subdivision changes.



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Development

AGENDA ITEM: Bill No. 3042-24 Business License Fees – 2nd Reading

REQUESTED BOARD ACTION:

A motion to approve Bill No. 3042-24, amending the Business License Regulations of the City of Smithville, Missouri. Second Reading by Title Only.

SUMMARY:

The proposed ordinance would amend the business license fees from the ordinance itself into the Schedule of Fees document and make several other changes to reflect the best practices of the entire program in accordance with the new software systems.

PREVIOUS ACTION:

The business license ordinance has been amended numerous times since its inception in 1967. These changes reflect the Board's direction from its August 6 and September 24, 2024 worksessions.

POLICY OBJECTIVE:

To increase transparency and automate programs for businesses.

FINANCIAL CONSIDERATIONS:

No financial impact is anticipated.

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 type="checkbox"/> Other: | |

**AN ORDINANCE AMENDING THE BUSINESS LICENSE REGULATIONS
OF THE CITY OF SMITHVILLE, MISSOURI**

WHEREAS, the City of Smithville, Missouri enacted Ordinance Number 287-67 setting forth business regulations; and,

WHEREAS, the Mayor and Board of Aldermen of the City of Smithville, Missouri have updated the provisions numerous times since it was enacted; and,

WHEREAS, the Board of Aldermen have sought to consolidate all of the City's fees and charges into its' annual Comprehensive Schedule of Fees, including those contained in this ordinance; and

WHEREAS, that a review of the ordinance while preparing for the changes to the fee structure changes, several other changes became necessary in order to simplify and improve the efficiency of the business licensing program for all businesses; and,

WHEREAS, the Board of Aldermen believe the best interests of all affected parties to delete the prior ordinances in their entirety and replace them with a comprehensive, updated ordinance regulating business licenses in the City of Smithville;

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

Section 1. That Sections 610.010 through 610.140 of the Code of Ordinance be deleted in their entirety, and replaced and renumbered as follows:

Section 610.010 Definitions.

For the purposes of this Article, the following words and phrases shall have the meanings respectively ascribed to them by this Section:

CITY FINANCE DIRECTOR

The City FINANCE DIRECTOR and his or her duly authorized deputies and agents.

CONTRACTORS

Every individual, including all building crafts and enterprises, which shall engage in the business of building, erecting, repairing, remodeling or otherwise constructing or reconstructing houses, buildings, bridges, stonework, sewers, streets, sidewalks, parking lots or other structures or any parts thereof or contracting with others for the performance of any such work.

FESTIVAL ORGANIZERS

Persons or entities that sponsor a festival within the city limits with Festival Vendors

FESTIVAL VENDORS

For-profit and not-for-profit vendors selling at festivals within the City limits.

NON-PERMANENT VENDOR

A business operation with no permanent physical structure attached to real estate within the city limits that operates less than eleven (11) months of each year.

Section 610.020 Licenses Required — Fees To Be Paid.

Every person, firm or corporation who shall maintain, operate or conduct any of the businesses or trades listed in Section 610.130 or exercise any of the privileges specified in this Section shall obtain a license to do so and pay the license fee or tax prescribed in Section 610.130. All license taxes or fees required in this Section shall be due and payable on the first day of December of each year and shall be delinquent on the 31st day of December each year. A late payment fee equal to ten percent (10%) of the required fee shall also be required for all payments received after the due date and shall additionally accrue additional penalties in the amount of one percent (1%) per month for each month or part thereof for payments received after such fees become delinquent.

Section 610.030 Terms Of Licenses — Prorating Of Fees.

The regular license period for the City of Smithville is from December 1 through November 30 of the following year and when any person shall apply for a new license from the City after December 1st and the remaining period for which the business may be operated shall be less than twelve (12) months, the license fee shall be as follows: If such license shall run more than one (1) month and less than four (4) months, then the license fee charged shall be one-third (1/3) the license fee charged for the full twelve (12) months. If such period be more than four (4) months and less than eight (8) months, then the license fee charged shall be two-thirds (2/3) of the license fee charged for the full twelve (12) months. If such period is for more than eight (8) months, then the license fee shall be the same as for twelve (12) months.

Section 610.040 Applications For Occupation License.

A. No license shall be issued under the terms of this Article unless the applicant provides the following information:

1. A completed application for a license, or renewal application, upon the forms provided by the City Finance Director, or designated representative, for each application.

2. A copy of a retail sales license from the Missouri Department of Revenue, or an affidavit from the applicant that no retail sales license is required for the type of business intended to be performed under the occupation license.
 3. A copy of a statement, issued by the Missouri Department of Revenue, stating that no tax is due in accordance with the requirements of Section 144.083, RSMo., that is dated no longer than ninety (90) days before the date of submission of the application.
 4. A zoning occupancy statement from the Planning and Zoning Director that the intended location of the business is in conformance with the zoning requirements of the City of Smithville, unless the business is one that in common practice would not necessarily have a business location in the City. In such a case the business must provide the address of its business location on its application and must provide the City with notice of any change of address within a reasonable time after the change.
 5. A certificate of insurance for Workers' Compensation Insurance Coverage. The applicant shall have the affirmative responsibility to provide the City with additional certificates throughout the term of the license sufficient to show that such coverage is in effect during the entire term of the occupation license. Nothing in this Section shall be construed to create or constitute a liability to or a cause of action against the City in regard to the issuance or non-issuance of any license for failure to provide such certificates.
 6. If the business is food service related, a preopening food service establishment inspection report from the Clay County Health Department must be submitted.
 7. If the business is a plumbing, electrical, or mechanical contractor, the applicant shall also provide a copy of a valid master's license issued by any City that proctors a nationally recognized exam for such purpose prior to the issuance of such master's license.
 8. If the business requires any special license issued by the State of Missouri, the applicant shall provide a copy of such license, along with a certification from the issuer that the license is currently valid. If the license expires during the term of the license granted herein, the applicant is required to supplement its initial application with a copy of such license renewal prior to the expiration date of the previous State license.
- B. It shall be unlawful to provide fraudulent documents or fraudulent information on the application required herein.

Section 610.050 Requirements For Issuance Of License.

No license shall be issued to any applicant who is in arrears of payment of any debt to the City of Smithville, including, but not limited to, real estate taxes, personal property taxes, special assessments, special tax bills, water usage bills, fines, fees or expenses related to any other approvals from the City, unless a payment plan has been approved by the City of Smithville. It shall not be a defense to the requirements of this provision that any such real estate taxes are owed by the owner of the real estate in which the applicant is merely a tenant. Licenses shall be signed by the City Finance Director and contain the City's logo.

Section 610.060 City Finance Director To Classify — Appeal From City Finance Director's Decision.

The City Finance Director, or designated representative, shall classify all applicants for licenses and issue the appropriate license. In performing these duties, the City Finance Director, or designated representative, may request the applicant provide evidence to support any of the classifications. Any such information provided for this classification shall be considered personal and confidential records and will be returned to the applicant upon completion of any review. Any person aggrieved by the Director of Finance's, or designated representative's, decision may pay such fee under protest and appeal to the Board of Aldermen within thirty (30) days of such payment. The Board shall have the power to order the license canceled, the fee repaid and a new and more appropriate license or licenses issued.

Section 610.070 Non-Transferability Of Licenses.

All licenses issued by the City shall be deemed to be mere personal privileges and shall not be transferable or assignable.

Section 610.080 Display Of Licenses.

All licenses issued hereunder, and State-issued licenses of any employee required to be maintained for the work performed at the business, shall be posted in a conspicuous place for all members of the public to view. No person shall refuse to exhibit such license(s) to any City Official upon demand.

Section 610.090 Separate Licenses For Each Business.

A separate license shall be obtained for each place of business conducted, operated, maintained or carried on by every person engaged in any occupation, trade or enterprise for which a license is required under this Article. Whenever any applicant for a license under this Article is engaged in more than one (1) occupation or business at the same address, such applicant shall make a separate application and pay the required fee for each of such separate businesses, occupations or enterprises conducted on said premises.

Section 610.100 Two Licenses For One Business Not Required.

If, by the provisions of any other Code Section, a separate license is required for conducting business in the City of Smithville, then no such fee shall be due under this provision.

Section 610.110 Festival, Non-Permanent And Fireworks Vendors.

A. All Festival Organizers shall be required to provide the following information in order to obtain a license:

1. The name of the festival organizer or contact person.
2. The booth number or location assigned to each vendor.
3. If a food-service-related operation, a Clay County Health Department approval letter.

B. All non-permanent vendors shall be subject to the fees required under Section 610.130 and must provide the information required under Section 610.040, as well as the following additional information:

1. Evidence of authorization to operate at the proposed location from the owner of the real estate. Such proof must be signed by the owner.
2. Evidence that adequate required utility services, including, but not limited to, water and sewer facilities, are available.

C. All fireworks vendors shall obtain a permit for the sale of fireworks as described herein and be subject to a fee as determined by the Board of Aldermen and contained in its' annual Schedule of Fees for such permit.

1. Applicants for a fireworks vendor permit shall submit an application in which they agree to the following:
 - a. They shall adhere to the laws of the State of Missouri regulating the sale of fireworks, including, but not limited to, Chapter 320, RSMo., as amended.
 - b. They shall indemnify and hold harmless the City of Smithville in any way for the action or damages resulting from the operation of their fireworks stand or from the sale of their fireworks.
 - c. They shall agree to abide by all other ordinances of the City.
2. All applications must be submitted between the days of May 1 and June 6 of the year in which a permit is requested, and such application shall include: the specifications of the firework stand or tent; its location; written approval of the owner of the property upon which the stand will be located; a certificate of liability insurance covering the sale of fireworks for accident or damages caused from the operation of the fireworks stand, with the City of Smithville named as an additional insured on the policy in an amount not less than the municipal sovereign immunity limit imposed by the Statutes of the State of Missouri; and the required fee herein.
3. Before any permit is issued herein, the applicant shall pass a background check conducted by the Chief of Police or his or her designee and the location and specifications of firework stand or tent shall be approved, in writing, by the Chief of the Fire District.
4. Any fireworks stand permitted as required above shall also meet the following requirements:
 - a. The sale of fireworks shall be limited to the hours of 9:00 A.M. and 10:00 P.M. on the following days: June 20 until July 5, as well as December 20 until January 2 of the year following the year in which the permit was issued, and no other sales outside those dates and times shall be permitted.

b. The applicant must prominently post signs that read: "Fireworks For Sale — Keep Open Flames Away — No Smoking Allowed."

5. The sale of fireworks not in accordance with the timeframes included in Subsection (C)(4) above shall result in the immediate revocation of the permit issued herein, as well as may constitute a violation of Section 205.680 of the City Code.

Section 610.120 Building Contractors — License.

No building permit shall be issued to any contractor who has not obtained a license as required in this Article.

Section 610.130 License Fee.

A. Every person, firm, corporation, partnership or association engaged in the following listed businesses shall pay the City Finance Director a license fee as determined by the Board of Aldermen and contained in its' annual Schedule of Fees.

Abstracting business	Chair rental concern
Abstracting agency	Collection agency
Adding machine company	Contractor
Addressing business	Confectioner
Advertising agency	Dairy products dealer
Advertising company	Druggist, retail and wholesale
Auction house	Dye house
Automobile accessory dealer	Dance hall or house
Automobile dealer or agency	Dancing school
Automobile rental or leasing company	Delivery truck or auto
Automobile repair shop	Drummer
Automobile washing and oiling concern	Electric battery or changing station
Accountant	Florist
Adjustor or adjusting company	Flour mill
Ambulance company	Foreign coffee and tea dealer and agent
Architect, engineer or draftsman	Foundry
Baker, retail or wholesale	Groceries, retail and wholesale
Ball or bowling alley	Grain elevator
Bathhouse	Hat cleaner
Blueprint maker	Hay merchant
Bookbinder	Hospital, private
Bottling works	Hotel and motel
Butcher, retail and wholesale	Hothouse
Bakery delivery wagon or truck	Ice dealer
Bank or trust company	Ice plant
Barbershop	Ice plant agency
Beauty parlor	Ice cream parlor

Bicycle repair shop
Blacksmith shop
Bondsman and agent
Building or housecleaning company
Building mover or wrecking company
Business licenses
Business or correspondence school
Cafe
Cigar and tobacco stand
Clothes cleaner
Clothes presser and dyer
Clothes rental concern
Coal dealers, retail and wholesale
Cold storage house or locker plant
Cash register agency
Caterer
Masseur
Merchants, retail and wholesale
Monument dealer or agency
Moving picture show
Machine shop
Manufacture agent
Merchant delivery company
Messenger or delivery service
Milk wagon or truck
Miniature golf course
Newspaper, advertising
Nursery
Oil station, retail or wholesale
Piano and organ dealer or agent
Popcorn stand or peanut stand
Printing business
Produce dealer
Poultry dealer
Publishing business
Patent right dealer
Pawnbroker
Photographer, business or studio
Pool hall and pool tables
Ready to wear clothing agency
Restaurant
Radio or television station, commercial
Real estate loan or rental company
Renovating or repair business
Ice cream stand
Ice truck or wagon
Insurance broker
Insurance company or agency
Investment company
Job wagon or truck
Junk dealer or auto yard
Land title — guarantor of
Land title insurance
Laundry
Laundry wagon or truck
Laundry branch or agency
Lumber dealer
Lunch stand or counter
Mail order merchant or house
Manufacturer
Theaters
Wholesale house or merchant
Towel supply agency
Trade school
Trailers, business
Tree surgeons and trimmers
Trucker and transfer company
Typewriter agency
Upholsterer
Vacuum cleaner sales or rental business
Vermin exterminator
Waste paper company
Welding business
Well driller
Window cleaning business
Wood dealer

Sand plant
Secondhand business
Soft drink stand or vendor
Safe deposit company
Sale of unclaimed goods
Sales agent or agency
Sewing machine
Shoeshine parlor
Shoe repair shop
Sign hanger
Sign maker
Skating rink, ice or roller
Storage warehouse
Tailor-made clothing agency
Tailors

B. The fees referenced herein may be limited pursuant to Section 71.620, RSMo.

Section 610.140 Violations And Penalties.

It shall be unlawful for any person to violate any of the provisions of this Article and, upon conviction, shall be subject to a fine as set out in Section 100.220 of this code. Each day that a violation of the provisions of this Article occurs shall constitute a separate offense.

BE IT REMEMBERED that the above was read two times, by title only, **PASSED AND APPROVED** by a majority of the Smithville Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri this 15th day of October, 2024.

Damien Boley, Mayor

ATTEST

Linda Drummond, City Clerk

First Reading: 10/01/2024

Second Reading 10/15/2024



Board of Aldermen Request for Action

MEETING DATE: 10/1/2024

DEPARTMENT: Administration/Finance

AGENDA ITEM: Approve Bill No. 3043-24 Adopt FY2025 Annual Operating Budget – 2nd Reading.

REQUESTED BOARD ACTION:

A motion to approve Bill No. 3043-24, adopting the FY2025 Annual Operating Budget for the City Of Smithville, Missouri, and authorizing the expenditures of funds for municipal services. Second reading by title only.

SUMMARY:

City staff have worked collectively since February 2024 to determine the needs, and eventually propose recommendations, for the FY2025 Budget. In June of 2024, the Board of Aldermen, Department Directors, and other key department staff met in a retreat/financial summit to review organizational workplans and priorities identified through recent processes to outline community goals. Various goals were outlined in the retreat. The FY2025 proposed budget:

- Continues to place focus on employee recruitment and retention.
 - Salary increases reflect an organizational goal to being market competitive across all positions.
 - Departmental budgets include enhanced funding for employee training and development.
- Continues to focus on investment in infrastructure.
- Assures the maintenance and acquisition of appropriate work equipment.
- Includes \$7.5 million in capital improvements across all funds.
- Includes \$100,000 for a City / County shared road improvement of 176th Street.
- Includes \$150,000 for Campground Road repairs.
- Includes funds to conduct a DirectionFinder citizen satisfaction survey.
- Expands senior services using funds from a Clay County Senior Services grant.
- Includes a \$2,500 for the Northland Career Center contribution.

FY2024 Budget “Rollovers”

Each year, the Finance Department adjusts the upcoming budget based upon the remaining amounts in current engineering and construction contracts. These amounts are rolled over as a part of the newly proposed budget. This year, Public Works and Finance staff have worked together to determine the budget rollovers needed for FY2025. This includes projects that have not yet been completed. These rollovers will be noted in the FY2025 – FY2029 Proposed Five Year Capital Improvement Plan. The rollover amounts included in the FY2025 budget are as follows:

Combined Water and Wastewater Fund

- The City has contracted With Richards Construction Company to complete the Lagoon Cleaning project. The total contract amount for this project was established at \$188,000. Of this amount, \$188,000 will be rolled in the FY2025 budget.
- The City has contracted with Ross Construction for the completion of Water Plant Improvements. The total contract amount for this project was established at \$1,463,800. Of this amount, \$1,463,800 will be rolled in the FY2025 budget.
- The City has contracted with HDR Engineering for the completion of engineering for the West Bypass of 144th Street Lift Station in the amount of \$346,050. Of this amount, \$70,000 will be rolled in the FY2025 budget.
- The City has contracted with HDR Engineering for the completion of engineering for the Smith's Fork Pump Station in the amount of \$285,800. Of this amount, \$10,000 will be rolled in the FY2025 budget.
- The City has contracted with HDR Engineering for the completion of engineering for the Water Plant Residuals in the amount of \$255,000. Of this amount, \$60,000 will be rolled in the FY2025 budget.
- The City has contracted with HDR Engineering for Water Plant operations in the amount of \$121,000. Of this amount, \$85,000 will be rolled in the FY2025 budget.
- The City has contracted with HDR Engineering for the completion of engineering for the Stonebridge Pump Station in the amount of \$275,000. Of this amount, \$85,000 will be rolled in the FY2025 budget.
- The City has contracted with HDR Engineering for the completion of engineering for the Wastewater Facilities Plan in the amount of \$150,000. Of this amount, \$150,000 will be rolled in the FY2025 budget.
- The City has contracted with HDR Engineering for the completion of engineering for the River Crossing & Maple Lane Waterline Improvements in the amount of \$178,560. Of this amount, \$75,000 will be rolled in the FY2025 budget.
- The City has contracted with HDR Engineering for the completion of engineering for the Owens Branch Sanitary Sewer, Line #1, Phase #1 in the amount of \$321,950. Of this amount, \$220,000 will be rolled in the FY2025 budget.

Capital Improvement Sales Tax Fund

- The City has contracted with Mega KC to complete Downtown Streetscape Phase III. The total contract amount for this project was established at \$1,746,100. Of this amount, \$1,746,100 will be rolled in the FY2025 budget.

Transportation Sales Tax Fund

- The City has contracted with Legacy Underground to complete Commercial Street Sidewalk program. The total contract amount for this project was established at \$998,658. Of this amount, \$998,658 will be rolled in the FY2025 budget.
- The City has contracted with HDR to complete Downtown Streetscape Phase III plan, which has been completed, in the amount of \$45,000. Of this amount, \$45,000 will be rolled in the FY2025 budget.

Parks and Stormwater Sales Tax Fund

- The City has contracted with Tunks Construction for the completion of the storm sewer for Stonebridge Stormwater Improvement project in the amount of \$127,243.18. Of this amount, \$100,000 will be rolled in the FY2025 budget.

Shared / Multiple Funds

- The City has contracted with GBA to complete Riverwalk and 2nd Creek Sidewalk engineering. The total contract amount for these two projects were established at \$400,000. Split between Capital Improvement Sales Tax Fund and Parks and Stormwater Sales Tax Fund. Of this amount, \$380,000 will be rolled in the FY2025 budget.
- The City has contracted with GBA to complete 1st and Bridge Street Round-A-Bout engineering. The total contract amount for this project was established at \$440,085. Split between Capital Improvement Sales Tax Fund and General Fund (\$50,000). Of this amount, \$440,085 will be rolled in the FY2025 budget.

2025 Budget Summary

The Total Proposed FY2025 Budget includes the aggregate use of fund balance across sixteen budgeted funds. The use in fund balance can be attributed to several high-profile capital improvement projects within the General Fund, CWWS (Combined Water & Wastewater) Fund, Transportation Sales Tax Fund, and Capital Improvement Sales Tax Fund. This includes completion of the following projects:

- 144th Street Lift Station and West Interceptor – Construction
- Smith's Fork Force Main – Construction
- Downtown Streetscape Phase III – Construction
- Stonebridge Lift Station – Engineering & Construction
- 2nd Creek Sidewalks – Engineering and Construction
- Commercial Street Sidewalks – Construction
- Riverwalk & Trail Construction – Construction

	2025 Projected Beginning Balance	2025 Revenues	2025 Expenditures	2025 Projected Ending Balance
General Fund	3,219,449	6,743,657	7,482,202	2,480,904
Capital Improvement Sales Tax Fund	917,552	3,351,132	4,217,875	50,809
Capital Projects Fund	110,625	12,100	-	122,725
Combined Water/Wastewater Fund	7,564,457	7,143,660	10,276,241	4,431,876
Debt Service Fund	267,740	354,000	354,000	267,740
Park and Stormwater Sales Tax Fund	1,325,252	781,294	897,000	1,209,546
Sanitation Fund	60,176	971,205	970,617	60,764
Marketplace TIF (Allocation) Fund	2,556,132	856,224	1,136,542	2,275,814
Commons CID Fund	242,632	324,559	362,752	204,439
Transportation Sales Tax Fund	486,707	1,718,624	1,750,000	455,331
Vehicle And Equipment Replacement Fund	69,993	469,000	474,794	64,199
Donation Fund	23,550	14,950	-	38,500
Judicial Education Fund	2,645	-	975	1,670
Technology Upgrade Fund	-	-	-	-
DWI Recovery Fund	13,699	3,650	800	16,549
Police Training Fund	12,333	1,300	3,450	10,183
Grand Total	16,872,943	22,745,355	27,927,248	11,691,050

PREVIOUS ACTION:

As a part of the budget process, the Board held a Financial Retreat on June 13, 2024. Following the retreat, the Board reviewed Compensation Scenarios proposed by staff on July 16, 2024. On August 28, 2024 and September 24, 2024, the Board formally reviewed the FY2025 Proposed Operating Budget and Five-Year Capital Improvement plan.

POLICY OBJECTIVE:

Approval of operating and capital budget to provide funds to support Board of Aldermen goals in FY2025

FINANCIAL CONSIDERATIONS:

Adopting expenditure and revenue budget for FY2025 which establishes spending and receipting authority for the City in FY2025.

ATTACHMENTS:

- Ordinance
- Resolution
- Staff Report
- Other: [FY2025 Budget Book](#)
- Contract
- Plans
- Minutes

BILL NO. 3043-24

ORDINANCE NO. 32XX-24

**AN ORDINANCE ADOPTING THE FY2025 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, 2024, and ending October 31, 2025 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.

PASSED by the Board of Aldermen, and **APPROVED** by the Mayor, of the City of Smithville, Missouri, this 15th day of October, 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 10/01/2024

Second Reading: 10/15/2024



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Administration/Finance

AGENDA ITEM: Resolution 1411, Adopting Amendments to the Schedule of Fees

REQUESTED BOARD ACTION:

Motion to approve Resolution 1411, adopting amendments to the City's Schedule of Fees.

SUMMARY:

As a part of the FY2025 Budget Process, staff presented proposed changes to the FY2024 Comprehensive Schedule of Fees. The proposed Schedule of Fees and proposed Utility Rates were presented on August 6, 2024, to the Board of Alderman for review, evaluation, and staff direction.

The proposed Schedule of Fees reflect the direction provided by the Board of Aldermen. Unless otherwise specified, these fees will be effective November 1, 2024. These revisions to the Schedule of Fees include adjusted water and wastewater rates as outlined in the materials for the public hearing earlier in the agenda.

PREVIOUS ACTION:

The Board of Alderman approved changes to the Schedule of Fees as a part of the FY2024 Budget process in Resolution 1277 on October 17, 2023.

POLICY ISSUE:

FY2025 budgeted revenues include updated fee assumptions as a part of the Schedule of Fees process.

FINANCIAL CONSIDERATIONS:

Schedule of Fees revisions, which include rate adjustments to Utility rates, will provide necessary revenue support for program expenditures.

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: Schedule of Fees | |

RESOLUTION 1411

A RESOLUTION ADOPTING AMENDMENTS TO THE CITY'S 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 outlines fees and charges pertaining to Water and Wastewater Utility Rates, Police Department Fees, Development Department Fees, Park and Recreation Fees, Public Works (Street Division) Fees, and Monthly Solid Waste Fees; and

WHEREAS, the City engaged Raftelis Financial Consultants for a utility rate study to provide recommendations on proposed utility rates and rate structure changes and staff use the rate model to update and propose rate adjustments on an annual basis; and

WHEREAS, the City held a Public Hearing on wastewater rates on October 15, 2024; 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:

Changes to Utility Customer Residential Water Rates

- Water Meter Service Charge ($\frac{3}{4}$ " Meter) - **\$14.70** / Month to **\$16.91** / Month
- Water Meter Service Charge (1" Meter) - **\$14.70** / Month to **\$16.91** / Month
- Water Meter Service Charge ($\frac{3}{4}$ " Meter) *Senior Rate* - **\$14.38** / Month
- Water Meter Service Charge (1" Meter) *Senior Rate* - **\$14.38** / Month
- Water Meter Service Charge (2" Meter) - **\$69.40** / Month to **\$79.81** / Month
- Water Meter Service Charge (3" Meter) - **\$136.19** / Month to **\$156.62** / Month
- Water Meter Service Charge (4" Meter) - **\$212.49** / Month to **\$244.36** / Month
- Water Meter Service Charge (6" Meter) - **\$424.14** / Month to **\$487.76** / Month
- Water Usage Rate - **\$10.40** / 1,000 Gallons to **\$11.96** / 1,000 Gallons
- Wholesale Water Rate - **\$6.21** / 1,000 Gallons to **\$7.14** / 1,000 Gallons

- Water Only (Outside City Limit) Customers - **\$22.05** / Month to **\$25.37** / Monthly and **\$15.60** / 1,000 Gallons to **\$17.94** / 1,000 Gallons.
- Water Only (Outside City Limit) Customers *Senior Rate*- **\$21.56** / Monthly and **\$17.94** / 1,000 Gallons.

Changes to Utility Customer **Commercial Water Rates**

- Water Meter Service Charge ($\frac{3}{4}$ " Meter) - **\$14.70** / Month to **\$16.91** / Month
- Water Meter Service Charge (1" Meter) - **\$23.10** / Month to **\$26.57** / Month
- Water Meter Service Charge (2" Meter) - **\$69.40** / Month to **\$79.81** / Month
- Water Meter Service Charge (3" Meter) - **\$136.19** / Month to **\$156.62** / Month
- Water Meter Service Charge (4" Meter) - **\$212.49** / Month to **\$244.36** / Month
- Water Meter Service Charge (6" Meter) - **\$424.14** / Month to **\$487.76** / Month
- Water Usage Rate - **\$10.40** / 1,000 Gallons to **\$11.96** / 1,000 Gallons

Changes to Utility Customer **Residential Wastewater Rates**

- Wastewater Service Charge ($\frac{3}{4}$ " Meter) - **\$21.19** / Month to **\$24.37** / Month
- Wastewater Service Charge (1" Meter) - **\$21.19** / Month to **\$24.37** / Month
- Wastewater Meter Service Charge ($\frac{3}{4}$ " Meter) *Senior Rate* - **\$20.71** / Month
- Wastewater Meter Service Charge (1" Meter) *Senior Rate* - **\$20.71** / Month
- Wastewater Service Charge (2" Meter) - **\$102.44** / Month to **\$117.81** / Month
- Wastewater Service Charge (3" Meter) - **\$217.58** / Month to **\$250.22** / Month
- Wastewater Service Charge (4" Meter) - **\$314.93** / Month to **\$362.17** / Month
- Wastewater Service Charge (6" Meter) - **\$627.43** / Month to **\$721.55** / Month
- Wastewater Usage Rate - **\$8.84** / 1,000 Gallons to **\$10.17** / 1,000 Gallons
- Sewer Only (Non-Water) Customers Outside City Limits - **\$81.68** / Month to **\$92.61** / Month.

Changes to Utility Customer **Commercial Wastewater Rates**

- Wastewater Service Charge ($\frac{3}{4}$ " Meter) - **\$21.19** / Month to **\$24.37** / Month
- Wastewater Service Charge (1" Meter) - **\$33.68** / Month to **\$38.73** / Month
- Wastewater Service Charge (2" Meter) - **\$102.44** / Month to **\$117.81** / Month
- Wastewater Service Charge (3" Meter) - **\$217.58** / Month to **\$250.22** / Month

- Wastewater Service Charge (4" Meter) - **\$314.93** / Month to **\$362.17** / Month
- Wastewater Service Charge (6" Meter) - **\$627.43** / Month to **\$721.55** / Month
- Wastewater Usage Rate - **\$8.84** / 1,000 Gallons to **\$10.17** / 1,000 Gallons

Changes to **Public Works** Related Fees

- Stonebridge Connection Fee: **\$3,900** Per GPM (total, no additional Fees)

Changes to **Occupational License** Related Fees

- Annual Fee: **\$75.00** / License / and Elimination of Tiered Annual Fee

Changes to **Police Department** Related Fees

- Sergeant Hourly Services: 4 Hours Minimum (Excludes School Districts): **\$80.00** / Hour

Changes to **Development Department** Related Fees

- Rezoning - Residential: **\$250.00** / Hour
- Rezoning – All Others: **\$250.00** / Hour
- Site Plan Review Application: **\$250.00** / Hour
- Conditional Use Permit: **\$500.00** + Individual Projection Requirements
- Minor Plats - **\$25.00** to **\$35.00**
- Single-Phase Subdivisions - **\$350.00** + **\$2.00** / Lot to **\$500.00**

Changes to **Parks and Recreation Department** Related Fees

- New Fee: Little Hoopster League - **\$55.00** / Child
- New Fee: Pickleball – Fee Set on Annual Basis
- New Fee: Adult Non-Sport Programming – Fee Set on Annual Basis
- Removed: Gravel Grinder Bike Race (all Tiers)

Changes to **Sanitation** Related Fees

- Monthly Residential Trash & Recycling Charge - **\$20.16** / Month to **\$21.07** / Month
- Monthly Residential Trash & Recycling Charge *Senior Rate* - **\$16.40** / Month to **\$17.91** / Month

Changes to **Finance Department** Related Fees

- Online Credit Card Processing Fee – 2.50% + \$1.25

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, 2024, by the City.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 15th day of October 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



FY2025 Proposed Comprehensive Listing Schedule of Fees



Prepared by the Finance and Administration Departments



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COMPREHENSIVE SCHEDULE OF FEES

Administration

Occupational License

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

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 Day Permit
Festival and Non-Permanent Vendor	\$10.00
Notary Fee	\$2.00
Photocopies	\$0.10 / Page + Cost

Police Department

Officer Hourly Services — 4 Hours Minimum	\$60.00 / Hour
* Excludes School Districts	
Sergeant Hourly Services — 4 Hours Minimum **	\$80.00 / Hour

* Excludes School Districts

Fingerprinting Card	\$10.00 / Per Card
Police Report***	\$10.00 / Report
Copy of Video — Cloud Link****	\$10.00 / Video**

*School District exception is the 4 hour minimum, not the rate.

**Sergeant is mandatory when officer needs of 5 or more are required

***Exception to Charge: If the charge carries the possibility of fifteen (15) days or more in jail/confinement, the defendant shall not be charged any fee for obtaining a police report or any video relevant to the traffic stop or arrest. In addition, the \$10.00 fee is waived for victims listed in any report.

****Due to video upload constraints and cost, video provision via external storage (i.e. USB/DVD) is not available.

Development Department

Zoning

Rezoning - Residential	\$250.00
Rezoning - All Others	\$250.00
Site Plan Review Application	\$250.00
Conditional Use Permit	\$500.00 + Individual Projection Requirements

Multiphase Subdivisions

Preliminary Plat	\$300 + \$2.00 / Lot
Final Plat	\$150 + \$2.00 / Lot
Street/Alley Vacation	\$250.00
Subdivision Variance	\$450.00
Infrastructure Construction Permit	2% of Cost
Minor Plats	\$35.00 \$25.00
Single-Phase Subdivisions	\$500.00 \$350.00 + \$2.00 / Lot

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

Development (Continued)

Mechanical Permits (Continued)

Fixtures — Each	\$5.00
Water Heater — Commercial	\$10.00
Boiler	\$5.00
Furnace	\$5.00
Forced Air	\$5.00
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

Development (Continued)

Electrical Permits (Continued)

Service (401 Amp to 600 Amp)	\$40.00
Service (Over 600 Amp)	\$75.00
New Service	\$25.00

Plan Review Fees - Residential (New Structures & Additions)

0 - 2,000 Square Feet	\$100.00
2,001 - 4,000 Square Feet	\$125.00

4,001+ Square Feet \$150.00

Plan Review Fees - Residential (Alterations/Basement Finish)

Non-Structural \$50.00
Structural Changes & Egress Changes \$65.00
Structural/Decks \$25.00

Plan Review Fees - Commercial (New Structures & Additions, Non-Industrial)

0 - 2,500 Square Feet \$385.00
2,501 - 4,500 Square Feet \$650.00
4,501 - 10,000 Square Feet \$1,300.00
10,001 - 50,000 Square Feet \$1,850.00
50,001 - 100,000 Square Feet \$3,250.00
100,001+ Square Feet Actual Hours Worked

Plan Review Fees - Commercial (New Structures & Additions, Industrial)

0 - 100,000 Square Feet \$600.00
100,001+ Square Feet Actual Hours Worked

Plan Review Fees - Commercial Tenant Finish

Non-Structural Finish \$150.00
Structural Finish \$200.00

Merchant Use of Downtown Sidewalk

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

Development (Continued)

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 Field Rental Fees

Practice (Without Lights)	\$15.00 Per Field / Per Hour
Practice (With Lights)	\$25.00 Per Field / Per Hour
Tournament (Without Lights)	\$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 Program Fees

Basketball League	\$75.00 / Child
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Baseball League	\$75.00 / Child
Softball League	\$75.00 / Child
T-Ball League	\$55.00 / Child
Soccer League	\$75.00 / Child
Soccer Clinic	\$55.00 / Child
Volleyball League	\$75.00 / Child
Little Hoopster League	\$55.00 / Child

Adult Recreation Program Fees

Softball League	Fee Set on Annual Basis
Volleyball League	Fee Set on Annual Basis
Kickball Tournament Fee	Fee Set on Annual Basis
Pickleball	Fee Set on Annual Basis
Adult Non-Sport Programming	Fee Set on Annual Basis
Gravel Grinder Bike Race — 25 Mile Length	Fee Set on Annual Basis
Gravel Grinder Bike Race — 50 Mile Length	Fee Set on Annual Basis
Gravel Grinder Bike Race — 100 Mile Length	Fee Set on Annual Basis
Gravel Grinder Bike Race — 200 Mile Length	Fee Set on Annual Basis

Park Amenities

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)
Parade Fee (Paid By Parade Organizer)*	\$100.00/Parade + \$200.00 Damage Deposit

*Parade and special event fees are waived for the Smithville R-II School District and Smithville Main Street

District. The \$200.00 damage deposit must still be paid for all parade applicants.

Courtyard Park/Downtown Space

City or City Co-Sponsor	Free
Courtyard Park Tier 1 (Category II, Public Event)	\$100.00/Day + \$200.00 Damage Deposit
Courtyard Park Tier 1 (Category II, Private Event)	\$250.00/Day + \$200.00 Damage Deposit
Street Closure (Adjacent Streets - Courtyard Park, Public)	\$125.00/Day + \$200.00 Damage Deposit
Street Closure (Adjacent Streets - Courtyard Park, Private)	\$275.00/Day + \$200.00 Damage Deposit
Street Closure (Entire Downtown, Public)	\$150.00/Day + \$200.00 Damage Deposit
Street Closure (Entire Downtown, Private)	\$300.00/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

Parks and Recreation (Continued)

Smith's Fork Campground - Items For Purchase

Campsite Rental	\$40.00 Per Night
Ice	\$4.00 Per Bag
Firewood	\$8.00 Per Bundle

Senior Center (Weekend Rental)

Half Day Morning (9:00 AM - 3:00 PM)	\$125.00 + \$200.00 Damage Deposit
Half Day Evening (4:00 PM - 11:00 PM)	\$125.00 + \$200.00 Damage Deposit
Weekend Full Day (9:00 AM - 11:00 PM)	\$250.00 + \$200.00 Damage Deposit

Senior Center (Weekday Rental)

Half Day Evening (4:00 PM - 11:00 PM) \$100.00 + \$200.00 Damage Deposit

Senior Center (Reoccurring Weekly Rental)

Resident and Local Businesses (Monday - Thursday) \$100.00 / Month + \$200.00 Damage Deposit

Non-Resident (Monday - Thursday) \$250.00 / Month + \$200.00 Damage Deposit

Facility Rental Discounts

City Employee Rental (facilities and programs) ~~City Employee Rental (Senior Center, Shelters, Green Spaces: During Non-Peak Rental Times)~~ 50% Discount + Required Deposit

Finance Department

Service Fees and Charges

Credit Card Processing Fee 2.50%

Online Credit Card Processing Fee 2.50% + \$1.25

Non Sufficient Funds (NSF) and Returned Items \$30.00

Miscellaneous

Meals on Wheels \$3.35 / Day

Animal Control

Dog Licenses

Annual Spayed or Neutered	\$10.00
Annual Unaltered	\$20.00
Two-Year Spayed or Neutered*	\$20.00
Two-Year Unaltered*	\$40.00
Three-Year Spayed or Neutered*	\$30.00
Three-Year Unaltered*	\$60.00
Replacement Dog Tag	\$5.00

*Multi-year dog licenses shall only be issued to applicants who also have a valid multi-year vaccine certificate. Consult your veterinarian for details on the availability of a multi-year vaccine.

Impoundment

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

Daily Caretaker Fee - Dog Pound

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

Adoption Fees

Dogs	\$200.00 / Dog
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Public Works (Utilities)

Water Impact Fee

5/8 x 3/4 or 1 Inch Meter	\$3,100.00
2 Inch Meter	\$9,900.00
3 Inch Meter	\$21,660.00
4 Inch Meter	\$38,980.00
6 Inch Meter	\$86,610.00

Wastewater Impact Fee

5/8 x 3/4 or 1 Inch Meter	\$2,800.00
2 Inch Meter	\$8,960.00
3 Inch Meter	\$19,600.00
4 Inch Meter	\$35,280.00
6 Inch Meter	\$78,400.00

Other Impact/Connection Fees

North Force Main Connection Fee

\$279.00 Per Lot (in addition to impact fees)

Stonebridge Connection Fee

\$3,900.00 Per GPM (total, no additional impact fees)

Water Service Connection Taps

¾ Inch, 1 Inch or 2 Inch Meter

\$75.00 + Meter Supplies Fee On Request

4 Inch Meter

\$100.00 + Meter Supplies Fee On Request

6 Inch Meter

\$120.00 + Meter Supplies Fee On Request

8 Inch Meter

\$120.00 + Meter Supplies Fee On Request

Utility Billing Services Deposit ~~Water Services~~

Residential Account

\$100.00

Commercial, Industrial, Homebuilder Account

\$150.00

Landlord Account

\$150.00

Temporary Hydrant Meter Deposit

Current Meter Replacement Cost

Temporary Hydrant Meter Deposit (Fire Hydrant)

\$500.00

Service Fee - Hydrant Meter (3 Weeks of Use)

\$50.00

Public Works (Utilities) (Continued)

Stormwater Fees & Miscellaneous Fees

Stormwater (Sump Pump) Service Charge

\$20.00 / Month

Misc Fees - Requested Services

\$30.00 / Hour

Residential Water Fees

Water Meter Service Charge (¾" Meter)

\$16.91 ~~\$14.70~~ / Month

Water Meter Service Charge (1" Meter)

\$16.91 ~~\$14.70~~ / Month

Water Meter Service Charge (¾" Meter) - Senior Rate

\$14.38 ~~\$12.50~~ / Month

Water Meter Service Charge (1" Meter) - Senior Rate

\$14.38 ~~\$12.50~~ / Month

Water Meter Service Charge (2" Meter)

\$79.81 ~~\$69.40~~ / Month

Water Meter Service Charge (3" Meter)

\$156.62 ~~\$136.19~~ / Month

Water Meter Service Charge (4" Meter)

\$244.36 ~~\$212.49~~ / Month

Water Meter Service Charge (6" Meter)

\$487.76 ~~\$424.14~~ / Month

Water Usage Rate

\$11.96 ~~\$10.40~~ / 1,000 Gallons

Wholesale Water Rate*

\$7.14 ~~\$6.21~~ / 1,000 Gallons

Late Penalty	10% of Past Due Amount
Reconnection Fee (Following Disconnection of Service)	\$50.00
Reconnection Fee (Snowbird Applicants)	\$50.00
Consumption Data Log	\$100.00

*Water is sold to PWSD #8 at the Rate Per 1,000 Gallons Listed Above (Per the Most Current Contract With PWSD #8).

Residential Wastewater Fees

Wastewater Meter Service Charge (¾" Meter)	\$24.37	\$21.19 / Month
Wastewater Meter Service Charge (1" Meter)	\$24.37	\$21.19 / Month
Wastewater Meter Service Charge (¾" Meter) - Senior Rate	\$20.71	\$18.01 / Month
Wastewater Meter Service Charge (1" Meter) - Senior Rate	\$20.71	\$18.01 / Month
Wastewater Meter Service Charge (2" Meter)	\$117.81	\$102.44 / Month
Wastewater Meter Service Charge (3" Meter)	\$250.22	\$217.58 / Month
Wastewater Meter Service Charge (4" Meter)	\$362.17	\$314.93 / Month
Wastewater Meter Service Charge (6" Meter)	\$721.55	\$627.43 / Month
Wastewater Usage Rate	\$10.17	\$8.84 / 1,000 Gallons
Late Penalty	10% of Past Due Amount	

Public Works (Utilities) (Continued)

Non-Resident (Outside City Limit) Customers*

Sewer Only (Outside City Limit) Customers	\$92.61 / Month	\$81.68 / Month
Water Only (Outside City Limit) Customers	\$25.37 / Monthly + \$17.94 / 1,000 Gallons	\$22.05 / Monthly + \$15.60 / 1,000 Gallons
Water Only (Outside City Limit) Customers - Senior Rate	\$21.56 / Monthly + \$17.94 / 1,000 Gallons	

*This Rate is Set By City Ordinance No. 3208-23, Section 705.040.

Commercial Water Fees

Water Meter Service Charge (¾" Water Meter)	\$16.91	\$14.70 / Month
Water Meter Service Charge (1" Water Meter)	\$26.57	\$23.10 / Month
Water Meter Service Charge (2" Water Meter)	\$79.81	\$69.40 / Month
Water Meter Service Charge (3" Water Meter)	\$156.62	\$136.19 / Month
Water Meter Service Charge (4" Water Meter)	\$244.36	\$212.49 / Month
Water Meter Service Charge (6" Water Meter)	\$487.76	\$424.14 / Month
Water Usage Rate	\$11.96	\$10.40 / 1,000 Gallons

Late Penalty	10% of Past Due Amount
Reconnection Fee (Following Disconnection)	\$50.00
Consumption Data Log Request	\$100.00

Commercial Wastewater Fees

Wastewater Meter Service Charge (¾" Water Meter)	\$24.37	\$21.19 / Month
Wastewater Meter Service Charge (1" Water Meter)	\$38.73	\$33.68 / Month
Wastewater Meter Service Charge (2" Water Meter)	\$117.81	\$102.44 / Month
Wastewater Meter Service Charge (3" Water Meter)	\$250.22	\$217.58 / Month
Wastewater Meter Service Charge (4" Water Meter)	\$362.17	\$314.93 / Month
Wastewater Meter Service Charge (6" Water Meter)	\$721.55	\$627.43 / Month
Wastewater Usage Rate	\$10.17	\$8.84 / 1,000 Gallons
Late Penalty	10% of Past Due Amount	

Public Works (Utilities) (Continued)

State Department of Natural Resources Fees

Monthly State Fees - Accounts With Sewer

Monthly State Fees (≤ 1" Meter)	\$0.50 / Month
Monthly State Fees (> 1" and ≤ 2" Meter)	\$2.00 / Month
Monthly State Fees (> 2" and ≤ 4" Meter)	\$9.41 / Month
Monthly State Fees (> 4" Meter)	\$18.91 / Month

Monthly State Fees - Accounts Without Sewer

Monthly State Fees (≤ 1" Meter)	\$0.44 / Month
Monthly State Fees (> 1" and ≤ 2" Meter)	\$1.75 / Month
Monthly State Fees (> 2" and ≤ 4" Meter)	\$8.50 / Month
Monthly State Fees (> 4" Meter)	\$16.50 / Month

Public Works (Streets)

Excavation Fees

One Time (Non-Franchise) ROW Excavation Permit

\$20.00 Permit + Calculated Cost of Street Cut*,
Curb Cut, and Sidewalk Cut

Annual Excavation Permit (Paid By Franchises of Facilities
Within the ROW)

\$250.00 Permit + Calculated Cost of Street Cut*,
Curb Cut, and Sidewalk Cut

*\$20.00 Minimum Cost for Any Size Street Cut

Sanitation Fees

Trash & Recycling Fees

Regular Residential Trash & Recycling	\$21.07 \$20.16 / Month
Senior Discount (Available To Ages 65 and Older)	\$17.91 \$16.40 / Month
Additional Cart — Each	\$10.00 / Month
Residential Yard Waste (Resident Must Opt-In)	Included In Residential Trash Fee
Extra Trash Bag Tags - Each Tag	\$1.50 Per Tag
Extra Trash Bag Tags - Sheet of 5 Tags	\$6.50 Per Sheet
Late Penalty	10% of Past Due Amount



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Administration

AGENDA ITEM: Resolution 1412, Approval of the Employee Compensation Plan Amendment

REQUESTED BOARD ACTION:

Approval of Resolution 1412, amending the Employee Compensation Plan.

SUMMARY:

The Employee Compensation Plan sets the pay scale and includes job descriptions for all city positions.

Included in the packet is an updated pay grade schedule to be implemented in the first full pay period of the 2025 fiscal year. Based on Board direction, the approval of the amended pay grade schedule will include a 6% increase to the minimum and maximum salaries for pay grades 5 – 55 and an 8% increase to the minimum and maximum salaries for pay grades 60-65.

Based on Board direction, employees will receive an 8% adjustment for all current permanent employees in pay grades 10-55 and a 10% adjustment for current permanent employees in pay grades 60-65.

One addition to the Compensation Plan is an Assistant City Clerk Pay of 6%. This rate of pay will be added to the employee assigned to the role of Assistant City Clerk.

Additionally, staff has removed the following unfilled positions from the FY2025 Compensation Plan: Finance Analyst and Utilities Superintendent. Staff has also removed Police Sergeants from the Compensation Plan due to contract negotiations, there will be a separate pay scale for the unit upon ratification.

This compensation plan is effective November 1, 2024 and will remain in effect until such time a subsequent compensation plan supersedes it. It is the policy of the City of Smithville to maintain fair and competitive salary ranges consistent with the economic constraints of the City and the labor market in which we compete to attract and retain qualified personnel at all levels of the organization.

PREVIOUS ACTION:

The Plan is revised annually for adjustments and changes. The Plan was last revised in 2023. A comprehensive review of the compensation and benefits plans of the City was completed implemented in 2021.

POLICY OBJECTIVE: Recruitment & Retention

FINANCIAL CONSIDERATIONS: This compensation plan is included in the FY2025 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: Employee Compensation Plan | |

RESOLUTION 1412

A RESOLUTION ADOPTING AMENDMENTS TO THE EMPLOYEE COMPENSATION PLAN

WHEREAS, the City of Smithville has adopted and set forth the compensation in the City of Smithville for regular employees hereby known as the Employee Compensation Plan;

WHEREAS, City staff, in open and public discussions with the Board of Aldermen, has made recommendations to the Board regarding the modifications for the following items of the existing Employee Compensation Plan:

- 6% increase in range adjustments for pay grades 5 – 55, and an 8% increase in pay rate for current employees in pay grades 5 – 55.
- 8% increase in range adjustments for pay grades 60-65, and a 10% increase in pay rate for current employees in pay grade 60-65.
- Implementation of an Assistant City Clerk pay of 6% for the employee assigned to that position.
- Removal of unfilled positions: Finance Analyst and Utilities Superintendent.
- Removal of police sergeants: will have separate pay scale upon ratification of an agreement.

WHEREAS, the Board of Aldermen of the City of Smithville desires to adopt the changes to the existing Employee Compensation Plan 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 plan as amended is not intended to be a contract between the City and its employees and does not create 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 November 1, 2024 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 15th day of October 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

Smithville Employee Salary Schedule

Revised November 1, 2024

Pay Grade	Recommended Title	Department	SALARY RANGE		
			Minimum	Market	Maximum
5			\$ 16.22	\$ 18.65	\$ 22.71
			\$ 33,733.44	\$ 38,793.46	\$ 47,226.82
10			\$ 18.11	\$ 20.82	\$ 25.35
	Maintenance Worker I - Parks Maintenance Worker I - Public Works Administrative Assistant I - Public Works	Parks and Recreation PW PW	\$ 37,669.01	\$ 43,313.74	\$ 52,736.61
15			\$ 19.56	\$ 22.49	\$ 27.39
	Permit Technician Finance Specialist I Administrative Assistant II- Utilities O&M Technician/ Plant Operator I Senior Services Coordinator	Development Finance PW PW Parks and Recreation	\$ 40,682.53	\$ 46,777.04	\$ 56,964.54
20			\$ 20.53	\$ 23.61	\$ 28.75
	Police Administrative Assistant/Prosecutor Assistant Maintenance Worker II - Parks Maintenance Worker II- Public Works O&M Technician/ Plant Operator II Recreation Coordinator	Police Parks and Recreation PW PW Parks and Recreation	\$ 42,706.54	\$ 49,115.89	\$ 59,798.14
25			\$ 21.56	\$ 24.79	\$ 30.19
	Police Recruit	Police	\$ 44,842.99	\$ 51,567.19	\$ 62,789.18
30			\$ 22.86	\$ 26.28	\$ 32.00
	Code Inspector I Finance Specialist II	Development Finance	\$ 47,541.66	\$ 54,670.66	\$ 66,567.32
35			\$ 24.23	\$ 27.86	\$ 33.92
	Building Inspector I Code Inspector II O&M Technician/ Plant Operator III Crew Leader -Public Works Crew Leader -Parks Engineering Technician I	Development Development PW PW Parks and Recreation PW	\$ 50,397.76	\$ 57,954.05	\$ 70,547.87
40			\$ 25.68	\$ 29.53	\$ 35.95
	Building Inspector II Water Treatment Plant Shift Supervisor	Development Public Works	\$ 53,411.28	\$ 61,417.35	\$ 74,775.79
45			\$ 28.25	\$ 32.49	\$ 39.55
	Building Inspector III Recreation Manager Engineering Technician II	Development Parks and Recreation PW	\$ 58,763.65	\$ 67,579.32	\$ 82,264.62
50			\$ 29.95	\$ 34.45	\$ 41.93
	Assistant to the Public Works Director	PW	\$ 62,294.42	\$ 71,649.83	\$ 87,212.19
55			\$ 32.94	\$ 37.89	\$ 46.12
	Streets Superintendent Water Treatment Plant Manager Utilities Operations Manager	PW PW PW	\$ 68,523.86	\$ 78,801.32	\$ 95,937.90
60			\$ 38.60	\$ 44.39	\$ 54.04
	Police Captain	Police	\$ 80,288.13	\$ 92,340.52	\$ 112,412.55
65			\$ 44.39		\$ 66.59
	Assistant City Administrator Development Director Finance Director Parks and Recreation Director Police Chief Public Works Director	Administration Development Finance Parks and Recreation Police PW	\$ 92,340.52		\$ 138,510.78

Assistant City Clerk Pay: 6%



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Parks, Police

AGENDA ITEM: Resolution 1413 – Temporary Liquor License – Smithville Main Street District

REQUESTED BOARD ACTION:

A motion to approve Resolution 1413, issuing a Temporary Liquor License to Smithville Main Street District for Winter Wine Walk and Market to be held Saturday, November 9, 2024

SUMMARY:

Approval of this item would issue a Temporary Liquor License to Smithville Main Street District, to be part of the Special Event Permit for Winter Wine Walk and Market to be held Saturday, November 9, 2024.

Per City Ordinance 600.070 (G &H) the Board of Aldermen may grant a Special Event Permit to allow drinking in public.

The event coordinators may utilize the following businesses as food and alcohol vendors:

- Chops BBQ and Catering
- Smithville Main Street District
- Fountain City Winery

Requested Licenses: Temporary Permit

This license will be effective November 9, 2024 (pending all state license requirements).

PREVIOUS ACTION:

A special event permit was approved by Resolution 1201 on April 3, 2023, approving all temporary liquor license permits for Main Street District's 2023 events.

POLICY ISSUE:

n/a

FINANCIAL CONSIDERATIONS:

n/a

ATTACHMENTS:

- Ordinance
- Resolution
- Staff Report
- Other: Ord. 600.070
- Contract
- Plans
- Minutes

RESOLUTION 1413

A RESOLUTION ISSUING A TEMPORARY LIQUOR LICENSE TO SMITHVILLE MAIN STREET DISTRICT FOR WINTER WINE WALK AND MARKET TO BE HELD SATURDAY, NOVEMBER 9, 2024

WHEREAS, Smithville Main Street District has submitted an event application with all required fees and documentation; and,

WHEREAS, local and outside businesses will supply the food and beverages for a fee to the participants in a vendor location using their State and City licenses to sell food and 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, Smithville police officers will assist in providing security at the event.

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

THAT A TEMPORARY LIQUOR LICENSE BE ISSUED TO SMITHVILLE MAIN STREET DISTRICT FOR WINTER WINE WALK AND MARKET TO BE HELD SATURDAY, NOVEMBER 9, 2024. 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, on the 15th day of October 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



SMITHVILLE

missouri

THRIVING AHEAD

107 W Main St • Smithville, MO 64089

P:(816)532.3897

October 9, 2024

Cynthia Wagner:

I have reviewed the Temporary Liquor application submitted by Melissa Pietkiewicz (Fountain City Winery) for the Wine Walk event in November. I have reviewed Ms. Pietkiewicz's background as well as public records and found nothing that would disqualify her from being issued a liquor permit.

I would recommend that Ms. Pietkiewicz be issued a city liquor permit pursuant to her request. If you have any questions or concerns, feel free to contact me.

Respectfully,

Chief Jason Lockridge



107 W. Main St • Smithville, MO 64089

P: (816) 532-3897

October 7, 2024

Cynthia Wagner:

I have reviewed the Temporary Liquor application submitted by Sarah Ulledahl (Main Street District) for the Wine Walk event in November. I have reviewed Mrs. Ulledahl's background as well as public records and found nothing that would disqualify her from being issued a liquor permit.

I would recommend that Mrs. Ulledahl be issued a city liquor permit pursuant to her request. If you have any questions or concerns, feel free to contact me.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Jason Lockridge', written in a cursive style.

Chief Jason Lockridge



SMITHVILLE
missouri

THRIVING AHEAD

107 W Main St • Smithville, MO 64089

P:(816)532.3897

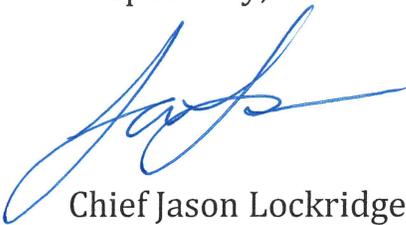
October 7, 2024

Cynthia Wagner:

I have reviewed the Temporary Liquor application submitted by Sarah Ulledahl (Chop's BBQ) for the Wine Walk event in November. I have reviewed Mrs. Ulledahl's background as well as public records and found nothing that would disqualify her from being issued a liquor permit.

I would recommend that Mrs. Ulledahl be issued a city liquor permit pursuant to her request. If you have any questions or concerns, feel free to contact me.

Respectfully,



Chief Jason Lockridge



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Public Works

AGENDA ITEM: Res 1414 - authorizing the Mayor to execute an agreement with the Department of the Army for design and construction assistance for sanitary sewer improvements

REQUESTED BOARD ACTION:

A motion to approve Resolution 1414, authorizing the Mayor to execute an agreement with the Department of the Army for design and construction assistance for sanitary sewer improvements.

SUMMARY:

In May 2024, the City received notice from the US Army Corps of Engineers (USACE) that we would be receiving approximately \$1.8 million in federal funding from the Water Resources Development Act (WRDA) for assistance in funding the construction of the 144th Street Pump Station and Force Main. This agreement outlines the responsibility of the City and USACE in administration of the funds.

All easements have been secured. Plans are complete and DNR permit for construction has been approved. On September 17, the Board approved Amendment 2 with HDR to complete the Environmental Assessment (EA) that is required for Federal funding assistance. This work is estimated to take 90 days. Bid is anticipated in early 2025, with award in February and notice to proceed in spring 2025. A spring 2026 project completion is expected.

Currently staff is working with the Corps to schedule a signing ceremony.

PREVIOUS ACTION:

POLICY ISSUE:

Infrastructure Maintenance

FINANCIAL CONSIDERATIONS:

This project is included in the Combined Water and Wastewater System (CWWS) 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: agreement | |

RESOLUTION 1414

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH THE DEPARTMENT OF THE ARMY CORPS OF ENGINEERS FOR DESIGN AND CONSTRUCTION ASSISTANCE FOR SANITARY SEWER IMPROVEMENTS

WHEREAS, the City received notice of funding assistance under the Water Resources Development Act (WRDA) for the design and construction of sanitary sewer improvements; and

WHEREAS, the City has identified the 144th Street Pump Station and force main to receive this Federal Funding; and

WHEREAS, the total amount of Federal funds available for the Federal share of project costs under this Agreement is \$1,822,000; and

WHEREAS, the U.S. Army Corps of Engineers will administer expenditure of funds.

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 the Department of the Army Corps of Engineers for design and construction assistance for sanitary sewer improvements.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 15th day of October, 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

AGREEMENT
BETWEEN
THE DEPARTMENT OF THE ARMY
AND
The City of Smithville, Missouri
FOR
DESIGN AND CONSTRUCTION ASSISTANCE
FOR THE
City of Smithville Sanitary and Storm Sewer Improvements Project

THIS AGREEMENT is entered into this ___ day of _____, _2024_, by and between the Department of the Army (hereinafter the “Government”), represented by the District Commander for Kansas City District (hereinafter the “District Commander”) and the City of Smithville, Missouri (hereinafter the “Non-Federal Sponsor”), represented by its Mayor.

WITNESSETH, THAT:

WHEREAS, the Government is authorized to provide design and construction assistance for publicly owned, non-Federal water-related environmental infrastructure and resource protection and development projects in Northern Missouri, including projects for wastewater treatment and related facilities, water supply and related facilities, and surface water resource protection and development pursuant to Section 8353 of the Water Resources Development Act of 2022, Public Law 117-263 (hereinafter “Section 8353”);

WHEREAS, Section 8353(d)(3) provides that the Federal share of project costs under each agreement entered into under Section 8353 shall be 75 percent, which may be in the form of reimbursements;

WHEREAS, as of the effective date of this Agreement, the total amount of Federal funds available for the Federal share of project costs under this Agreement is \$ _1,822,000_____ ;
and

WHEREAS, the Government and the Non-Federal Sponsor have the full authority and capability to perform in accordance with the terms of this Agreement and acknowledge that this Agreement shall be enforceable in the appropriate district court of the United States.

NOW, THEREFORE, the parties agree as follows:

ARTICLE I - DEFINITIONS

The term “Project” means improvements of the sanitary and storm sewers, as generally described in the Pre-Agreement Letter Report City of Smithville Sanitary and Storm Sewer Improvements Project, dated August 2024, and approved by the Division Commander for Northwestern Division on [Month Day, Year].

B. The term “HTRW” means hazardous, toxic, and radioactive wastes, which includes any material listed as a “hazardous substance” (42 U.S.C. 9601(14)) regulated under the Comprehensive Environmental Response, Compensation, and Liability Act (hereinafter “CERCLA”) (42 U.S.C. 9601-9675) and any other regulated material in accordance with applicable laws and regulations.

C. The term “project costs” means all costs incurred by the Government and the Non-Federal Sponsor in accordance with the terms of this Agreement that are directly related to design and construction of the Project and cost shared. The term includes the Government’s costs for conducting environmental compliance activities, providing management oversight and technical assistance, as needed, preparing monthly financial reports, reviewing design work, appraisals, and invoices provided by the Non-Federal Sponsor, conducting periodic inspections during construction, and any other costs incurred by the Government pursuant to the provisions of this Agreement; the Non-Federal Sponsor’s eligible costs for engineering, design, construction, and supervision and administration; the Non-Federal Sponsor’s eligible costs for providing real property interests and relocations, and performing permit work; and the costs of historic preservation activities except for data recovery for historic properties, if any. The term does not include any costs for operation and maintenance; HTRW cleanup and response; dispute resolution; audits; betterments; or the Non-Federal Sponsor’s cost to negotiate this Agreement.

D. The term “real property interests” means lands, easements, and rights-of-way, including those required for relocations and borrow and dredged material placement areas. Acquisition of real property interests may require the performance of relocations.

E. The term “relocation” means the provision of a functionally equivalent facility to the owner of a utility, cemetery, highway, railroad, or public facility when such action is required by applicable legal principles of just compensation. Providing a functionally equivalent facility may include the alteration, lowering, raising, or replacement and attendant demolition of the affected facility or part thereof.

F. The term “betterment” means a difference in the design or construction of an element of the Project that results from applying standards that the Government determines exceed those that the Government would otherwise apply to design or construction of that element.

ARTICLE II - OBLIGATIONS OF THE PARTIES

A. As of the effective date of this Agreement, the total amount of Federal funds available for the Federal share of project costs under this Agreement is limited to \$_1,822,000.-

Notwithstanding any other provision of this Agreement, the Non-Federal Sponsor shall be responsible for all costs in excess of this amount.

B. The Non-Federal Sponsor shall design and construct the Project in accordance with all requirements of applicable Federal laws and implementing regulations, including but not limited to, if applicable, Section 601 of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d), and Department of Defense Directive 5500.11 issued pursuant thereto; the Age

Discrimination Act of 1975 (42 U.S.C. 6102); and the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Army Regulation 600-7 issued pursuant thereto and the following:

1. In accordance with Article III, the Non-Federal Sponsor shall provide the real property interests and relocations required for construction and operation and maintenance of the Project. The Non-Federal Sponsor hereby gives the Government a right to enter, at reasonable times and in a reasonable manner, upon property that the Non-Federal Sponsor now or hereafter owns or controls for the purpose of performing inspections pursuant to Article II.D.

2. The Non-Federal Sponsor shall afford the Government the opportunity to review and comment on all design work, including relevant plans and specifications, and related contract solicitations, prior to the Non-Federal Sponsor's issuance of such solicitations. In addition, until the Government has provided written confirmation that environmental compliance has been completed, the Non-Federal Sponsor shall not issue the solicitation for the first construction contract for the Project or commence construction of the Project using its own forces.

3. The Non-Federal Sponsor is responsible for obtaining all permits and licenses necessary for design, construction, and operation and maintenance of the Project and for ensuring compliance with all requirements of such permits and licenses.

4. The Non-Federal Sponsor shall establish and maintain such legal and institutional structures as necessary to ensure the effective long-term operation of the Project at no cost to the Government.

5. Upon completion of design, the Non-Federal Sponsor shall furnish the Government with copies of the completed design.

6. The Non-Federal Sponsor shall operate and maintain the Project at no cost to the Government. The Non-Federal Sponsor shall furnish the Government with a copy of the as-built drawings for the completed work.

7. No more frequently than every 30 calendar days, the Non-Federal Sponsor shall provide the Government an invoice with the documentation required by Article V for the Government to determine whether costs incurred by the Non-Federal Sponsor are eligible for inclusion in project costs. Following completion of the Project, the Non-Federal Sponsor shall notify the Government, which shall conduct a final inspection of the Project. No later than 60 calendar days after the Government conducts the final inspection, the Non-Federal Sponsor shall provide its final invoice, unless an extension is requested by the Non-Federal Sponsor in writing and approved by the Government.

C. Using information developed and provided by the Non-Federal Sponsor, the Government shall ensure environmental compliance activities necessary to achieve compliance with all applicable environmental laws and regulations for design and construction of the Project are completed prior to initiation of construction. The Government will notify the Non-Federal Sponsor in writing when such compliance has been completed.

D. The Government may perform periodic inspections to verify the progress of construction and that work is being performed in a satisfactory manner. In addition, the Government may provide technical assistance to the Non-Federal Sponsor on an as-needed basis during design and construction of the Project. Further, the Government shall perform a final inspection to verify satisfactory completion of the Project.

E. Subject to the limitation on available Federal funds identified in Article II.A. for the Federal share of project costs under this Agreement, the Government shall be responsible for 75 percent of project costs, with reimbursement for costs incurred by the Non-Federal Sponsor determined in accordance with this paragraph. The Government shall review each invoice provided by the Non-Federal Sponsor and, based on the procedures, requirements, and conditions provided in Article V, shall determine the costs, or portion thereof, that are eligible for inclusion in project costs. To the maximum extent practicable, within 30 calendar days of receipt of each invoice, the Government, subject to the availability of Federal funds, shall reimburse the Non-Federal Sponsor for 75 percent of the Non-Federal Sponsor's eligible costs included in each invoice, less 25 percent of the costs incurred by the Government during that same invoice period. The Government shall provide a written explanation to the Non-Federal Sponsor for costs it determines are not eligible for inclusion in project costs.

F. The Government shall ensure compliance with the National Historic Preservation Act (NHPA) of 1966, as amended (54 U.S.C. 300101-307108), prior to initiation of construction. All costs incurred by the Government and the Non-Federal Sponsor for actions associated with historic preservation, including the identification and treatment of historic properties as those properties are defined in the NHPA and the mitigation of adverse effects other than data recovery, as the Government determines necessary and subject to audit in accordance with Article X.B. to determine reasonableness, allocability, and allowability of such costs, shall be included in project costs and shared in accordance with the provisions of this Agreement. If historic properties are discovered during construction and the effect(s) of construction are determined to be adverse, strategies shall be developed to avoid, minimize, or mitigate these adverse effects. In accordance with 54 U.S.C. 312507, up to 1 percent of the total amount available for the Project may be applied toward data recovery of historic properties and such costs shall be borne entirely by the Government. In the event that costs associated with data recovery of historic properties exceed 1 percent of the total amount authorized to be appropriated for the Project, in accordance with 54 U.S.C. 312508, the Government will seek a waiver from the 1 percent limitation under 54 U.S.C. 312507 and upon receiving the waiver, will proceed with data recovery at full Federal expense. Nothing in this Agreement shall limit or otherwise prevent the Non-Federal Sponsor from voluntarily contributing costs associated with data recovery that exceed 1 percent.

G. The Non-Federal Sponsor shall not use Federal program funds to meet any of its obligations under this Agreement unless the Federal agency providing the funds verifies in writing that the funds are authorized to be used for the Project. Federal program funds are those funds provided by a Federal agency, plus any non-Federal contribution required as a matching share for such work.

H. The Non-Federal Sponsor and the Government, in consultation with appropriate Federal and State officials, shall develop a facilities or resource protection and development plan, including appropriate engineering plans and specifications.

I. If the Non-Federal Sponsor elects to include betterments in the design or construction of the Project, the Non-Federal Sponsor shall notify the Government in writing and describe the betterments it intends to design and construct. The Non-Federal Sponsor shall be solely responsible for all costs due to betterments, including costs associated with obtaining permits for such work, without reimbursement by the Government.

ARTICLE III - REAL PROPERTY INTERESTS AND RELOCATIONS

A. The Government and the Non-Federal Sponsor shall jointly determine the real property interests required for construction, operation, and maintenance of the Project, and the Non-Federal Sponsor shall provide the Government with general written descriptions, including maps as appropriate, of such real property interests. Prior to the Non-Federal Sponsor initiating acquisition of such real property interests or initiating construction on real property interests it already owns or controls, the Non-Federal Sponsor, in accordance with Article IV.A., shall investigate to verify that HTRW does not exist in, on, or under the real property interests required for the construction, operation, and maintenance of the Project. Subject to the requirements in Article IV.B., the Non-Federal Sponsor shall acquire such real property interests and notify the Government in writing when such interests have been acquired. The Non-Federal Sponsor shall ensure all such real property interests required for the Project are retained in public ownership.

B. The Government and the Non-Federal Sponsor shall jointly determine the relocations required for construction, operation, and maintenance of the Project, and the Non-Federal Sponsor shall provide the Government with general written descriptions, including maps and plans and specifications, as appropriate, for such relocations. Upon written confirmation by the Government, the Non-Federal Sponsor shall perform or ensure performance of such relocations and notify the Government in writing when such relocations have been accomplished.

C. In acquiring the real property interests for the Project, the Non-Federal Sponsor assures the Government that it will comply with the following:

(1) fair and reasonable relocation payments and assistance shall be provided to or for displaced persons, as are required to be provided by a Federal agency under 42 U.S.C. 4622, 4623 and 4624;

(2) relocation assistance programs offering the services described in 42 U.S.C. 4625 shall be provided to such displaced persons;

(3) within a reasonable period of time prior to displacement, comparable replacement dwellings will be available to displaced persons in accordance with 42 U.S.C. 4625(c)(3);

(4) in acquiring real property, the Non-Federal Sponsor will be guided, to the greatest extent practicable under State law, by the land acquisition policies in 42 U.S.C. 4651 and the provisions of 42 U.S.C. 4652; and

(5) displaced persons will be paid or reimbursed for necessary expenses as specified in 42 U.S.C. 4653 and 4654.

ARTICLE IV - HTRW

A. The Non-Federal Sponsor shall be responsible for undertaking any investigations to identify the existence and extent of any HTRW regulated under applicable law, that may exist in, on, or under real property interests required for construction, operation, and maintenance of the Project.

B. In the event the Non-Federal Sponsor discovers that HTRW exists in, on, or under any of the real property interests needed for construction, operation, and maintenance of the Project, the Non-Federal Sponsor shall provide written notice to the Government within 15 calendar days of such discovery, in addition to providing any other notice required by applicable law. If HTRW is discovered prior to acquisition, the Non-Federal Sponsor shall not proceed with the acquisition of such real property interests until the parties agree that the Non-Federal Sponsor should proceed. If HTRW is discovered in, on, or under real property interests the Non-Federal Sponsor owns or controls or after acquisition of the real property interests, no further Project activities within the contaminated area shall proceed until the parties agree on an appropriate course of action.

1. If the Non-Federal Sponsor initiates or continues construction, the Non-Federal Sponsor shall be responsible, as between the Government and the Non-Federal Sponsor, for the performance and costs of HTRW cleanup and response, including the costs of any studies and investigations necessary to determine an appropriate response to the contamination. The Non-Federal Sponsor shall pay such costs without reimbursement or credit by the Government.

2. In the event the Non-Federal Sponsor fails to discharge its responsibilities under this Article, the Government may suspend or terminate future performance under this Agreement, including reimbursements pursuant to Article II.E.

C. As between the Government and the Non-Federal Sponsor, the Non-Federal Sponsor shall be considered the owner and operator of the Project for purposes of CERCLA liability or other applicable law.

D. Any decision made pursuant to this Article shall not relieve any third party from any HTRW liability that may arise under applicable law.

ARTICLE V - DETERMINATION OF ELIGIBLE NON-FEDERAL SPONSOR COSTS

A. The Government and the Non-Federal Sponsor agree that the Non-Federal Sponsor's costs that are eligible for inclusion in project costs shall be determined in accordance with the following procedures, requirements, and conditions and subject to audit in accordance with Article X.B. to determine reasonableness, allocability, and allowability of costs.

1. Real Property Interests.

a. General Procedure. The Government shall include in project costs the value of required real property interests acquired from private owners after the effective date of this Agreement except that the value of real property interests donated to the Non-Federal Sponsor are not eligible for inclusion in project costs. The Non-Federal Sponsor shall obtain for each required real property interest acquired from private owners an appraisal of the fair market value of such interest that is prepared by a qualified appraiser who is acceptable to the parties. Subject to valid jurisdictional exceptions, the appraisal shall conform to the Uniform Standards of Professional Appraisal Practice. The appraisal must be prepared in accordance with the applicable rules of just compensation, as specified by the Government.

(1) Date of Valuation. The fair market value of real property interests acquired from private owners by the Non-Federal Sponsor shall be the fair market value of such real property interests at the time the interests are acquired.

(2) Except for real property interests acquired through eminent domain proceedings, the Non-Federal Sponsor shall submit an appraisal for each real property interest to the Government for review and approval no later than, to the maximum extent practicable, 60 calendar days after the Non-Federal Sponsor concludes the acquisition of the interest. If, after coordination and consultation with the Government, the Non-Federal Sponsor is unable to provide an appraisal that is acceptable to the Government, the Government shall obtain an appraisal to determine the fair market value of the real property interest for valuation purposes.

(3) The Government shall include in the project costs the appraised amount approved by the Government. Where the amount paid or proposed to be paid by the Non-Federal Sponsor exceeds the approved appraised amount, the Government, at the request of the Non-Federal Sponsor, shall consider all factors relevant to determining fair market value and, in its sole discretion, after consultation with the Non-Federal Sponsor, may approve in writing an amount greater than the appraised amount.

b. Eminent Domain Procedure. For real property interests acquired by eminent domain proceedings, the Non-Federal Sponsor shall notify the Government in writing of its intent to institute such proceedings and submit the appraisals of the specific real property interests to be acquired for review and approval by the Government. If the Government provides written approval of the appraisals, the Non-Federal Sponsor shall use the amount set forth in such appraisals as the estimate of just compensation for the purpose of instituting the eminent domain proceeding. If the Government provides written disapproval of the appraisals, the

Government and the Non-Federal Sponsor shall consult to promptly resolve the issues that are identified in the Government's written disapproval. In the event the issues cannot be resolved, the Non-Federal Sponsor may use the amount set forth in its appraisal as the estimate of just compensation for purpose of instituting the eminent domain proceeding. The fair market value for valuation purposes shall be either the amount of the court award for the real property interests taken or the amount of any stipulated settlement or portion thereof that the Government approves in writing.

c. Waiver of Appraisal. Except as required by paragraph A.1.b. of this Article, the Government may waive the requirement for an appraisal pursuant to this paragraph if, in accordance with 49 C.F.R. Section 24.102(c)(2):

(1) the Non-Federal Sponsor determines that an appraisal is unnecessary because the valuation problem is uncomplicated and the anticipated value of the real property interest proposed for acquisition is estimated at \$25,000 or less, based on a review of available data. When the Non-Federal Sponsor determines that an appraisal is unnecessary, the Non-Federal Sponsor shall prepare the written waiver valuation required by 49 C.F.R. Section 24.102(c)(2) and submit a copy thereof to the Government for approval. The Government may approve exceeding the \$15,000 threshold, up to an amount of \$35,000, if the Non-Federal Sponsor offers the owner the option of having the Non-Federal Sponsor appraise the real property interest.

(2) if the Non-Federal Sponsor determines that the acquisition is uncomplicated, has a low fair market value, and the Non-Federal Sponsor offers the owner the option to have the property appraised, the Non-Federal Sponsor may request in writing approval to use a waiver valuation for properties with estimated values of more than \$35,000 and up to \$50,000. If use of a waiver valuation is approved by the Government, the Non-Federal Sponsor shall provide a report measuring the cost and time benefits, condemnation rate, settlement rate, and other relevant metrics to document the administrative savings, accuracy, and efficacy of the use of the waiver valuation.

d. Incidental Costs. The Government shall include in project costs eligible incidental costs, documented to the satisfaction of the Government, that the Non-Federal Sponsor incurs after the effective date of this Agreement in acquiring required real property interests from private owners. Such incidental costs include closing and title costs, appraisal costs, survey costs, attorney's fees, plat maps, mapping costs, actual amounts expended for payment of any relocation assistance benefits provided in accordance with Article III.C., and other payments by the Non-Federal Sponsor for items that are generally recognized as compensable, and required to be paid, by applicable state law due to the acquisition of required real property interests.

e. Except for permit work pursuant to Article V.A.4., any publicly owned real property interests required for the Project will be provided by the Non-Federal Sponsor at no cost to the Government.

2. Relocations. The Government shall include in project costs eligible costs of required relocations performed by the Non-Federal Sponsor after the effective date of this Agreement.

a. For a relocation other than a highway, eligible costs shall be only that portion of relocation costs that the Government determines is necessary to provide a functionally equivalent facility, reduced by depreciation, as applicable, and by the salvage value of any removed items.

b. For a relocation of a highway, which is any highway, roadway, or street, including any bridge thereof, that is owned by a public entity, eligible costs shall be only that portion of relocation costs that would be necessary to accomplish the relocation in accordance with the design standard that the State of Missouri would apply under similar conditions of geography and traffic load, reduced by the salvage value of any removed items.

c. Relocation costs, as determined by the Government, include actual costs of performing the relocation; planning, engineering, and design costs; and supervision and administration costs. Relocation costs do not include any costs associated with betterments, as determined by the Government, nor any additional cost of using new material when suitable used material is available.

3. Design and Construction Work. The Government shall include in project costs eligible costs of the design and construction work performed by the Non-Federal Sponsor after the effective date of this Agreement.

a. The Non-Federal Sponsor shall provide documentation, satisfactory to the Government, for the Government to determine the amount of eligible costs. Appropriate documentation includes invoices and certification of specific payments to contractors, suppliers, and the Non-Federal Sponsor's employees.

b. The following costs are not eligible for inclusion in project costs: interest charges, or any adjustment to reflect changes in price levels after completion of the design or construction work; costs that exceed the Government's estimate of the cost for such design and construction work; design or construction work obtained at no cost to the Non-Federal Sponsor; or any construction work initiated prior to completion of environmental compliance.

4. Permit Work. The Government shall include in project costs eligible costs of permit work performed by the Non-Federal Sponsor after the effective date of this Agreement. Eligible costs shall be equivalent to the direct costs, documented to the satisfaction of the Government, that the Non-Federal Sponsor incurs in obtaining all permits and licenses necessary for design and construction of the Project, including the permits necessary for construction, operation, and maintenance of the Project on publicly owned or controlled real property interests. Appropriate documentation includes invoices and certification of specific payments to contractors, suppliers, and the Non-Federal Sponsor's employees involved in obtaining such permits. Failure to comply with these permits and licenses may result in the Government

denying, in whole or part, inclusion of the Non-Federal Sponsor's costs for design and construction of the Project in project costs.

5. Compliance with Federal Labor Laws. In undertaking construction and relocations, the Non-Federal Sponsor shall comply with applicable Federal labor laws covering non-Federal construction, including, but not limited to, 40 U.S.C. 3141-3148 and 40 U.S.C. 3701-3708 (labor standards originally enacted as the Davis-Bacon Act, the Contract Work Hours and Safety Standards Act, and the Copeland Anti-Kickback Act). The Non-Federal Sponsor's failure to comply with these laws may result in the Government denying, in whole or part, inclusion of the Non-Federal Sponsor's costs for relocations and construction of the Project in project costs.

B. Notwithstanding any other provision of this Agreement, the Non-Federal Sponsor shall not be entitled to credit or reimbursement for any costs it incurs for real property interests, relocations, and permit work that exceed 25 percent of project costs, and any such excess amount cannot be applied towards the non-Federal cost share for another project; and for any costs incurred by the Non-Federal Sponsor prior to the effective date of this Agreement.

ARTICLE VI - ACCOUNTING

A. As of the effective date of this Agreement, project costs are projected to be \$ 4,492,710 _____, with the amount of Federal funds available for such work limited to \$ 1,822,000 _____. Costs incurred by the Government are projected to be \$ 182,200 _____. Costs incurred by the Non-Federal Sponsor are projected to be \$ 4,492,710 _____, which includes eligible design and construction work after the effective date of this Agreement projected to be \$4,492,710 _____, eligible real property interests projected to be \$0 _____, eligible relocations projected to be \$0 _____, and eligible permit work projected to be \$0 _____. Reimbursements pursuant to Article II.E. for eligible costs incurred by the Non-Federal Sponsor are projected to be \$1,639,800 _____. These amounts are estimates only that are subject to adjustment by the Government and are not to be construed as the total financial responsibilities of the Non-Federal Sponsor.

B. The Government shall provide the Non-Federal Sponsor with monthly financial reports setting forth the estimated project costs and the Government's and Non-Federal Sponsor's estimated shares of such costs; costs incurred by the Government to date; costs incurred by the Non-Federal Sponsor to date; the total amount of reimbursements made to the Non-Federal Sponsor to date; and the balance of the Federal funds available for the Project.

C. After the Non-Federal Sponsor has provided its final invoice to the Government, the Government shall conduct a final accounting and furnish the Non-Federal Sponsor with the written results of such final accounting. As a part of the final accounting, the Government will determine the total reimbursable amount by taking 75 percent of eligible costs incurred by the Non-Federal Sponsor, less 25 percent of the costs incurred by the Government for the Project. Should the final accounting determine that funds in excess of the total reimbursable amount have

been reimbursed to the Non-Federal Sponsor, the Non-Federal Sponsor, within 60 calendar days of receipt of written notice from the Government, shall provide the Government with the full amount of such excess reimbursement by delivering a check payable to “FAO, USAED, Kansas City (G5)” to the District Commander, or by providing an Electronic Funds Transfer of such funds in accordance with procedures established by the Government. Should the final accounting determine that the reimbursements provided to the Non-Federal Sponsor are less than the total reimbursable amount, then subject to the limitation on available Federal funds identified in Article II.A. for the Federal share of project costs under this Agreement, the Government shall reimburse the Non-Federal Sponsor for the amount equal to such difference.

ARTICLE VII - TERMINATION OR SUSPENSION

If at any time the Non-Federal Sponsor fails to fulfill its obligations under this Agreement, the Government may suspend or terminate this Agreement. If the Government determines that the Federal funds available for the Project will be exhausted prior to completion of the Project, the Government shall notify the Non-Federal Sponsor and the Non-Federal Sponsor may continue with design and construction of the Project, at no cost to the Government, and with no further participation in the Project by the Government.

ARTICLE VIII - HOLD AND SAVE

The Non-Federal Sponsor shall hold and save the Government free from any and all damages arising from design, construction, or operation and maintenance of the Project, except for damages due to the fault or negligence of the Government or its contractors.

ARTICLE IX - DISPUTE RESOLUTION

As a condition precedent to a party bringing any suit for breach of this Agreement, that party must first notify the other party in writing of the nature of the purported breach and seek in good faith to resolve the dispute through negotiation. If the parties cannot resolve the dispute through negotiation, they may agree to a mutually acceptable method of non-binding alternative dispute resolution with a qualified third party acceptable to the parties. Each party shall pay an equal share of any costs for the services provided by such a third party as such costs are incurred. The existence of a dispute shall not excuse the parties from performance pursuant to this Agreement.

ARTICLE X - MAINTENANCE OF RECORDS AND AUDITS

A. The parties shall develop procedures for the maintenance by the Non-Federal Sponsor of books, records, documents, or other evidence pertaining to costs and expenses for a minimum

of three years after the final accounting. The Non-Federal Sponsor shall assure that such materials are reasonably available for examination, audit, or reproduction by the Government.

B. The Government may conduct, or arrange for the conduct of, audits. Government audits shall be conducted in accordance with applicable Government cost principles and regulations. The Government's costs of audits shall not be included in project costs.

C. To the extent permitted under applicable Federal laws and regulations, the Government shall allow the Non-Federal Sponsor to inspect books, records, documents, or other evidence pertaining to costs and expenses maintained by the Government, or at the Non-Federal Sponsor's request, provide to the Non-Federal Sponsor or independent auditors any such information necessary to enable an audit of the Non-Federal Sponsor's activities under this Agreement. The Non-Federal Sponsor shall pay the costs of non-Federal audits without reimbursement or credit by the Government.

ARTICLE XI - RELATIONSHIP OF PARTIES

In the exercise of their respective rights and obligations under this Agreement, the Government and the Non-Federal Sponsor each act in an independent capacity, and neither is to be considered the officer, agent, or employee of the other. Neither party shall provide, without the consent of the other party, any contractor with a release that waives or purports to waive any rights a party may have to seek relief or redress against that contractor.

ARTICLE XII - NOTICES

A. Any notice, request, demand, or other communication required or permitted to be given under this Agreement shall be deemed to have been duly given if in writing and delivered personally or mailed by registered or certified mail, with return receipt, as follows:

If to the Non-Federal Sponsor:

Mayor City of Smithville, Missouri
107 W Main St, Smithville, MO 64089

If to the Government:

District Commander
U.S. Army Corps of Engineers, Kansas City District
601 E 12th St., Kansas City, MO 64106

B. A party may change the recipient or address to which such communications are to be directed by giving written notice to the other party in the manner provided in this Article.

ARTICLE XIII - CONFIDENTIALITY

To the extent permitted by the laws governing each party, the parties agree to maintain the confidentiality of exchanged information when requested to do so by the providing party.

ARTICLE XIV - THIRD PARTY RIGHTS, BENEFITS, OR LIABILITIES

Nothing in this Agreement is intended, nor may be construed, to create any rights, confer any benefits, or relieve any liability, of any kind whatsoever in any third person not a party to this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, which shall become effective upon the date it is signed by the District Commander.

DEPARTMENT OF THE ARMY

City of Smithville, Missouri

BY: _____
Andrew Niewohner
Colonel, U.S. Army
District Commander

BY: _____
Damien Boley
Mayor

DATE: _____

DATE: _____

Attachment



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Development

AGENDA ITEM: Resolution 1415, Site Plan Approval –Fairview Crossing Townhomes

REQUESTED BOARD ACTION:

A motion to approve Resolution 1415, authorizing site plan approval for construction of 16 4-unit townhomes at 14601 North Fairview Drive.

SUMMARY:

The applicant submitted a site plan application for construction of a new townhome development to include 16 buildings with four units each at 14601 North Fairview Drive.

The Fairview Crossing development has an approved stormwater plan that includes these 16 units and all infrastructure is constructed and approved. The proposal meets the applicable building design and coloration requirements, a substantial landscape plan, and is included in the currently approved TIS through MODOT and the City and is in full compliance.

After review at the October 8, 2024, Planning Commission meeting, the Commission recommended approval of the site plan as described in the staff report.

PREVIOUS ACTION:

Fairview Crossing Preliminary Plat was approved in May of 2023, and the Final Plat for this lot is on tonight's agenda as well.

POLICY ISSUE:

Complies with Codes

FINANCIAL CONSIDERATIONS:

None anticipated.

ATTACHMENTS:

- | | |
|--|---|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input checked="" type="checkbox"/> Plans |
| <input checked="" type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Planning Commission meeting may be viewed online. | |

RESOLUTION 1415

**A RESOLUTION AUTHORIZING SITE PLAN APPROVAL FOR
CONSTRUCTION OF 16 4-UNIT TOWNHOMES AT
14601 NORTH FAIRVIEW DRIVE**

WHEREAS, the applicant submitted plans for construction of a new townhome development to be located at 14601 North Fairview Drive; and

WHEREAS, the Planning Commission reviewed the submittal concerning the layout, building materials and colors at its October 8, 2024 meeting; and

WHEREAS, the Planning Commission recommends approval of the site plan at 14601 North Fairview Drive for townhomes as described in the Staff Report.

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

**THAT THE SITE PLAN APPLICATION FOR A NEW TOWNHOME
DEVELOPMENT AT 14601 NORTH FAIRVIEW DRIVE.**

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 15th day of October, 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



STAFF REPORT
October 1, 2024
Site Plan Review of Parcel Id # 05-917-00-07-005.00

Application for a Site Plan Approval

Code Sections:
400.390 – 400.440 Site Plan Approval

Property Information:

Address: 14601 N. Fairview Dr. (est.)
Owner: KPI3 LLC
Current Zoning: R-3 (Conceptual Plan)

Application Date: September 12, 2024

GENERAL DESCRIPTION:

Application to approve a site plan for the Fairview Townhomes project located within the Fairview Crossing development's Conceptual Overlay Plan. The application includes 16 4-unit townhomes (64 total units) on Lot 1 of the subdivision.

Section 400.410 Standard of Review

1. The extent to which the proposal conforms to these regulations. *See attached standards:*

400.415.B.18 - In developments proposed in a "R-3" District where the platting process is not implicated or required, the proposal must also show how the project meets the requirements for dedication or reservation of public open space as is described in Sections 425.200 — 425.230 of the City Code, which shall include payment in lieu of dedication requirements if no dedication or reservation is included or accepted. *The requirements of 425.200 –*

425.230 are applicable to this development once the exact number of dwelling units is determined (by this approval) in order to calculate the park dedication requirements. In this case, there are no lands or greenspace not associated with stormwater drainage available in the entire development suitable for dedication, so the only compliance method is payment of fees in lieu of dedication. Those fees are \$625.00 per dwelling unit on 64 units (\$625 x 64) for a total fee of \$40,000.00. Payment of this amount shall be a condition of approval of the site plan and no building permit shall issue until such fee is paid.

400.419 Development Standards In "R-3" Districts.

A. Intent. All residential building and sites shall be constructed with materials that are durable, economically maintained and of a quality that will retain their appearance over time.

1. Building Materials. The materials used shall meet the intent of this Section by being of such quality, design and type that they will maintain their installed appearance overtime. These materials must be organized in a cohesive development pattern for each of the proposed buildings in the development area. *Exterior facades include LP Siding, Cultured Stone and/or Thin Brick on the front facades, with vinyl siding on sides and rear of buildings. Each building will have a similar design motif with varying complementary colors throughout.*

2. Building Color. Color schemes shall tie building elements together, relate separate (freestanding) buildings within the same development to each other and shall be used to enhance the architectural form of a building. The principal color of all structures shall be generally earth tones, grays and blue-grays or combinations thereof. Intense, bright, black or fluorescent colors must be specifically requested and can only be approved by the Board of Aldermen and in no event shall they be the predominate color on any wall or roof. *Each building will have distinct earth toned color variations that separate and designate each dwelling unit along the rear vinyl sided areas to break up the units. The front façade has multiple materials and colors that enhance the architectural form.*

3. Building Massing And Facade Treatment.

a. Variation In Massing. A single, large dominant building mass shall be avoided. *The single large massing of the building is eliminated by a combination*

of different colors of materials for each dwelling unit in the buildings, with gable end treatments added to two of the four units to further distinguish the individual units. The front facades are also broken up with varying colors and materials.

b. All building walls shall have horizontal and vertical architectural interest and variety to avoid the effect of a single, blank, long or massive wall with no relation to human scale. *The front facades have multiple vertical and horizontal breaks using different materials and the rear is treated with separate color for each unit.*

4. Site Layout Principles. Access to the development should take into account the service level of the adjacent roadways and shield or buffer the residential buildings from traffic noise and conflicts associated with higher level roadways, building orientation. *Access to the development will be by one larger collector street along the west edge, with multiple stub streets of a residential character, with all buildings oriented towards the residential streets.*

a. All primary and pad site buildings shall be arranged and grouped so that their primary orientation complements adjacent and existing developments and either:

(1) Frames the corner of an adjacent street intersection; or *Yes*.

(2) Frames and encloses a "main street" pedestrian and/or vehicle access corridor within the development site; or *Yes*.

(3) Frames and encloses on at least three (3) sides parking areas, public spaces or other site amenities. *No*.

(4) Alternatives. An applicant may submit an alternative development pattern, provided such pattern achieves the intent of the above standards and this Section.

b. Parking Lot Layout.

(1) In order to reduce the scale of paved surfaces and to shorten the walking distance between the parked car and the building, off-street parking for all developments shall be located according to one (1) of the following: *The development is designed to work like a standard single-family development, with driveways leading to garages. There is no additional, separate parking areas for this development.*

(a) A minimum of forty percent (40%) of the off-street parking spaces provided shall be located other than between a facade facing a public right-of-way and the public right-of-way (e.g., to the rear or side of the building); or

(b) More than sixty percent (60%) of the off-street parking spaces provided may be located between the front facade of the primary building(s) and the abutting street, provided the amount of interior and perimeter parking lot landscaping required is increased by fifty percent (50%) and the overall green space is increased by twenty-five percent (25%).

5. Lighting Standards. Since the development is primarily residential in nature, lighting shall be designed for safety as its' primary goal. To the extent the development is adjacent to residential uses other than "R-3," a photometric plan showing the development meets the off-site standards required of commercial developments in Section 400.430 is required. Parking lot lighting shall be limited to illuminating the parking areas without spilling over into other areas of the site or off-site. The height of light poles should be consistent with the overall development design, but in no event shall the lights be more than twenty (20) feet above adjacent grade. Building attached lighting shall be directed downward, and in no event should it be directed such that its glare is off-site. Pedestrian walkway lighting shall be such that it primarily illuminates the path(s) involved with generally low stature lights. If necessary or an integral part of the design of the development, taller lights may be installed, but in no event shall they exceed ten (10) feet from adjacent grade. ***The street lighting will be to current city standards for all streets – intersections and ends of roads will have lighting. The building lighting will be standard residential lighting as well to illuminate the porches and patios.***

6. Landscaping Standards. To maintain the general residential feel of the development, landscaping should be designed in accordance with its location. In all developments, existing mature trees that are not required to be removed for construction should remain in place. The development should be buffered from adjacent roadways with either a combination of berms and medium stature trees, or without berms a combination of both higher stature trees and low standing non-deciduous trees or shrubs. Grouping or clustering such trees in a natural looking state is desired. In the event a building or parking area is adjacent to a public street, the landscape buffering requirements in Section 400.435(C)(3) shall be met. ***The submitted landscaping plan meets the standards.***

7. Pedestrian And Recreation Considerations. In addition to the considerations identified in Section 400.415(B)(18), above, all residential developments shall account for the recreational needs of the project residents as well as providing access to the public recreational offerings. In order to meet the public offering requirements, the standards in the Comprehensive Plan and Parks Master Plans of the City of Smithville shall be the prime consideration. ***These factors were considered in the initial plan review of the conceptual plans, and these townhomes are compliant with the approved conceptual plan.***

2. The extent to which the development would be compatible with the surrounding area. *The development would constitute a buffering development between the residential developments of Hills of Shannon and Estates of Wilkerson Creek to the east and northeast from the future commercial development to the west along 169 Highway. The building's façade treatments are such that they mimic single family detached residential in the coloration and materials use. Much of the developed area will be buffered by a large stand of trees surrounding a creek and drainage areas from the detached housing to the east and northeast.*

3. The extent to which the proposal conforms to the provisions of the City's subdivision regulations concerning the design and layout of the development, as well as water system, sewer system, stormwater protection and street improvements. *The approved development was separately subject to the subdivision regulations and zoning regulations in the approval of the original Conceptual Plan Overlay approval in 2023, as well as the subdivision review of the city's Public Works Department and the City's Engineers.*

4. The extent to which the proposal conforms to the policies and provisions of the City's Comprehensive Plan. *The development was designed with the Comprehensive Plan in mind and was separately and previously approved as compliant with the plan.*

5. The extent to which the proposal conforms to the adopted engineering standards of the City. *The development's plans for infrastructure design and layout were individually reviewed and approved by the City's engineers and staff prior to construction.*

6. The extent to which the locations of streets, paths, walkways and driveways are located so as to enhance safety and minimize any adverse traffic impact on the surrounding area. *The entire development (including Lot 1 herein) was subject to multiple traffic studies and reviews from both the city and MODOT engineers and was designed and laid out to meet both MODOT and City standards.*

7. The extent to which the buildings, structures, walkways, roads, driveways, open space and parking areas have been located to achieve the following objectives:
- a. Preserve existing off-site views and create desirable on-site views; *The original state of the property was untended growth of brush. Once removed, and as many of the mature trees that were salvageable were saved, the views were improved.*
 - b. Conserve natural resources and amenities available on the site; *The existing mature trees, especially those adjacent to the drainage areas and property lines to the east, were saved to satisfy this item.*
 - c. Minimize any adverse flood impact; *The development was subject to engineering review of all stormwater drainage and includes drainage structures that will reduce the overall impact of the development from pre-development standards.*
 - d. Ensure that proposed structures are located on suitable soils; *Limited fills were needed in the development for habitable structures, and walls and compaction testing for the backfill behind them were all approved as suitable for the intended usage – particularly part of one road.*
 - e. Minimize any adverse environmental impact; *and The design included saving valuable mature trees where possible, and stormwater detention structures built for the entire development drainage area, not just this portion of the overall design.*
 - f. Minimize any present or future cost to the municipality and private providers of utilities in order to adequately provide public utility services to the site. *The project is designed to lessen the areas needed for utility services throughout the site, saving costs to all.*

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the proposed Site Plan with the condition that no permit shall be issued until the parks fees are paid.

Respectfully Submitted,

/s/

Director of Development



Group 3



Group 4





Group 1



Group 2





UNIT SF
 MAIN FLOOR 634 SF
 SECOND FLOOR 974 SF
 GARAGE 387 SF
 PATIO 80 SF

UNIT SF
 MAIN FLOOR 530 SF
 SECOND FLOOR 778 SF
 GARAGE 272 SF
 PATIO 80 SF

FRONT
 ELEVATION

UNIT SF
 MAIN FLOOR 634 SF
 SECOND FLOOR 974 SF
 GARAGE 387 SF
 PATIO 80 SF

UNIT SF
 MAIN FLOOR 530 SF
 SECOND FLOOR 778 SF
 GARAGE 272 SF
 PATIO 80 SF

BUILDING SF
 MAIN FLOOR 2328 SF
 SECOND FLOOR 3504 SF
 GARAGE 1318 SF
 PATIO 320 SF

TABLE OF CONTENT

- CS COVER SHEET
- A1 FRONT AND REAR ELEVATIONS
- A2 LEFT, RIGHT AND ROOF PLAN
- A3 FOUNDATION PLAN
- A4 FIRST FLOOR PLAN
- A5 SECOND FLOOR PLAN
- A6 WALL SECTIONS AND DETAILS
- A7 DETAILS
- A8 BRACE WALL DETAILS

SCALE
 1/4" = 1'-0"

DATE
 9-12-24

PLAN NO.
 4299

SHEET NO.
 CS

FAIRVIEW CROSSING TOWNHOMES
 SMITHVILLE MO.

BUILD IN ACCORDANCE WITH 2018
 INTERNATIONAL RESIDENTIAL CODE, LOCAL
 CODES, AND 2021 INTERNATIONAL ENERGY
 CONSERVATION CODE, USING ENERGY RATING
 INDEX OPTION (ERI/HERS)

SOFFIT SHALL BE RATED AND SAPARTED AT THE CNETER WALL



FRONT EL.
SIDING CULTURED STONE,
THIN BRICK, LP SIDING

GUTTERS AND DOWN SPOUTS REQUIRED



REAR EL.
VINYL SIDING

SOFFIT SHALL BE RATED AND SAPARTED AT THE CNETER WALL

BUILD IN ACCORDANCE WITH 2018
INTERNATIONAL RESIDENTIAL CODE , LOCAL
INTERNATIONAL ENERGY
CONSERVATION CODE, USING ENERGY RATING
INDEX OPTION (ERI/HERS)

FAIRVIEW CROSSING TOWNHOMES
SMITHVILLE MO.

SCALE
1/4" = 1'-0

DATE
9-12-24

PLAN NO.

4299

SHEET NO.

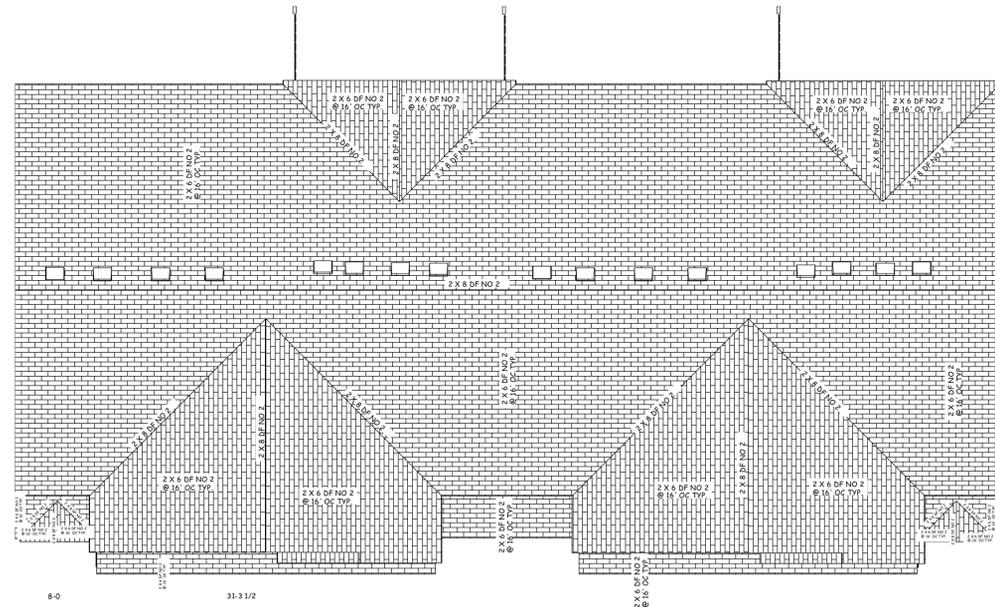
A1

ATTIC VENTS MUST BE 4-0 AWAY FROM THE FIRE WALL (DEMISING WALL)

NOTE HIP AND VALLEYS CANNOT PENETRATE THE 2 HOUR RATED WALL
2 X 8 LEDGE EACH SIDE OF FIREWALL TYP. ATTACHED WITH SIMPSON 2-SDS25312 @ 16" O.C.

GUTTERS AND DOWN SPOUTS REQUIRED FIREWALL NO HIP RIDGE OR RAFTERS TO GO THRU FIREWALLS TYP.

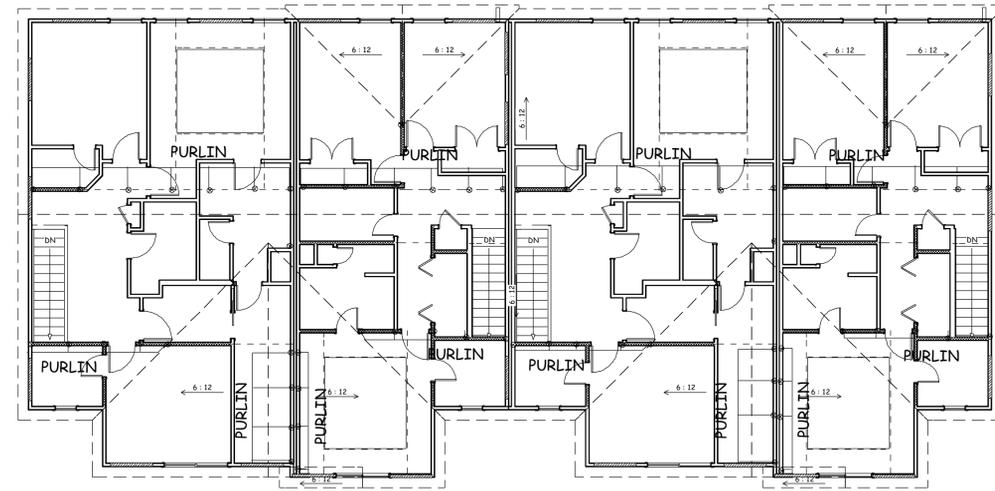
NOTE 4-0 SETBACK REQUIREMENTS FROM 2 HOUR FIRE RESISTANT WALLS FOR VENTS AND PENETRATIONS ON THE PLANS



ROOF PLAN 1/8" = 1-0
FRONT TO BACK 6/12
SIDE TO SIDE 6/12
12" SOFFITS TYP.

RAFTERS 2 X 6 DF NO 2 @ 16" OC TYP. U.N.O.
HIPS AND RIDGES 2 X 8 DF NO 2 U.N.O

RAFTERS MAX. SPAN BETWEEN SUPPORTS 14-4



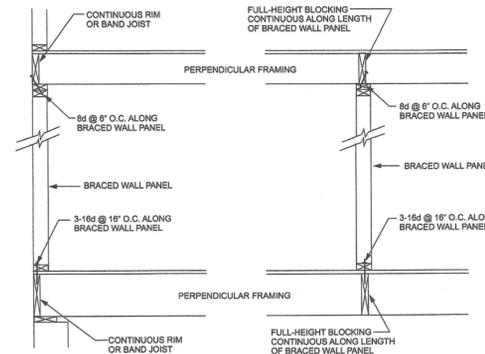
RAFTER DIRECTION TYP.

PURLIN PLAN 1/8" = 1-0
FRONT TO BACK 6/12
SIDE TO SIDE 6/12
12" SOFFITS TYP.

PURLIN

PURLIN LEG O.C. SUPPORT
2 X 6 DF NO 2 4'-0"
2 X 8 DF NO 2 5'-4"
2 X 10 DF NO 2 8'-0"
2 X 12 DF NO 2 9'-6"

SUPPORT LEG FOR PURLINS
2 X 4 8'-0"
2 X 4 W 2 X 4 T - BRACE 9'-7"
2 X 6 W 2 X 6 T - BRACE 17'-2"
2 X 8 W 2 X 6 T - BRACE 17'-4"

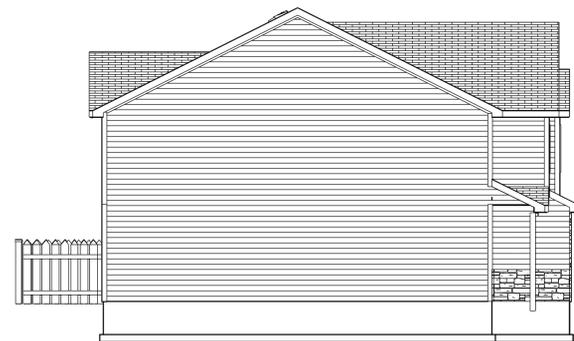


For Sls: 1 inch = 25.4 mm.

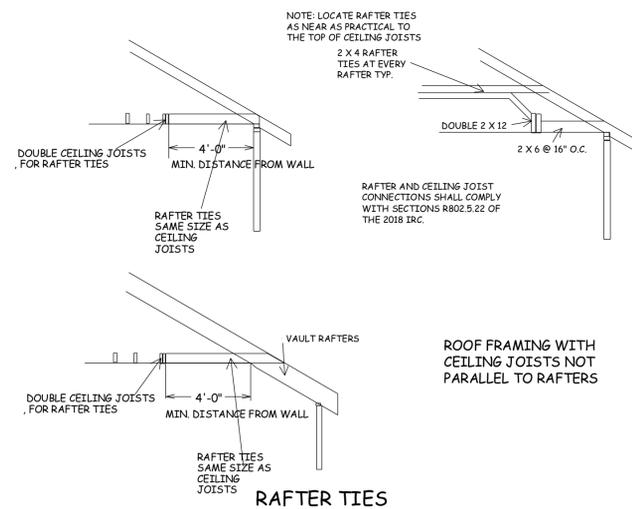
FIGURE R802.10.8(1)
BRACED WALL PANEL CONNECTION WHEN PERPENDICULAR TO FLOOR/CEILING FRAMING

214

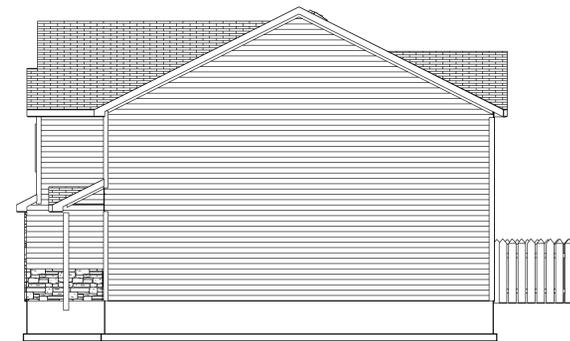
2018 INTERNATIONAL RESIDENTIAL CODE®



LEFT EL.
1/8" = 1-0
VINYL SIDING



ROOF FRAMING WITH
CEILING JOISTS NOT
PARALLEL TO RAFTERS



RIGHT EL.
1/8" = 1-0
VINYL SIDING

BUILD IN ACCORDANCE WITH 2018
INTERNATIONAL RESIDENTIAL CODE, LOCAL
CODES, AND 2021 INTERNATIONAL ENERGY
CONSERVATION CODE, USING ENERGY RATING
INDEX OPTION (ERI/HERS)

FAIRVIEW CROSSING TOWNHOMES
SMITHVILLE MO.

SCALE
1/4" = 1-0

DATE
9-12-24

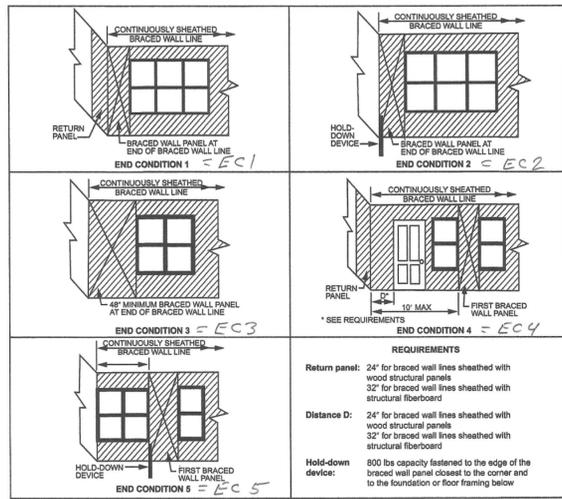
PLAN NO.

4299

SHEET NO.

A2

STRUCTURAL SLAB ON FILL REBAR 12" O.C. E.W.

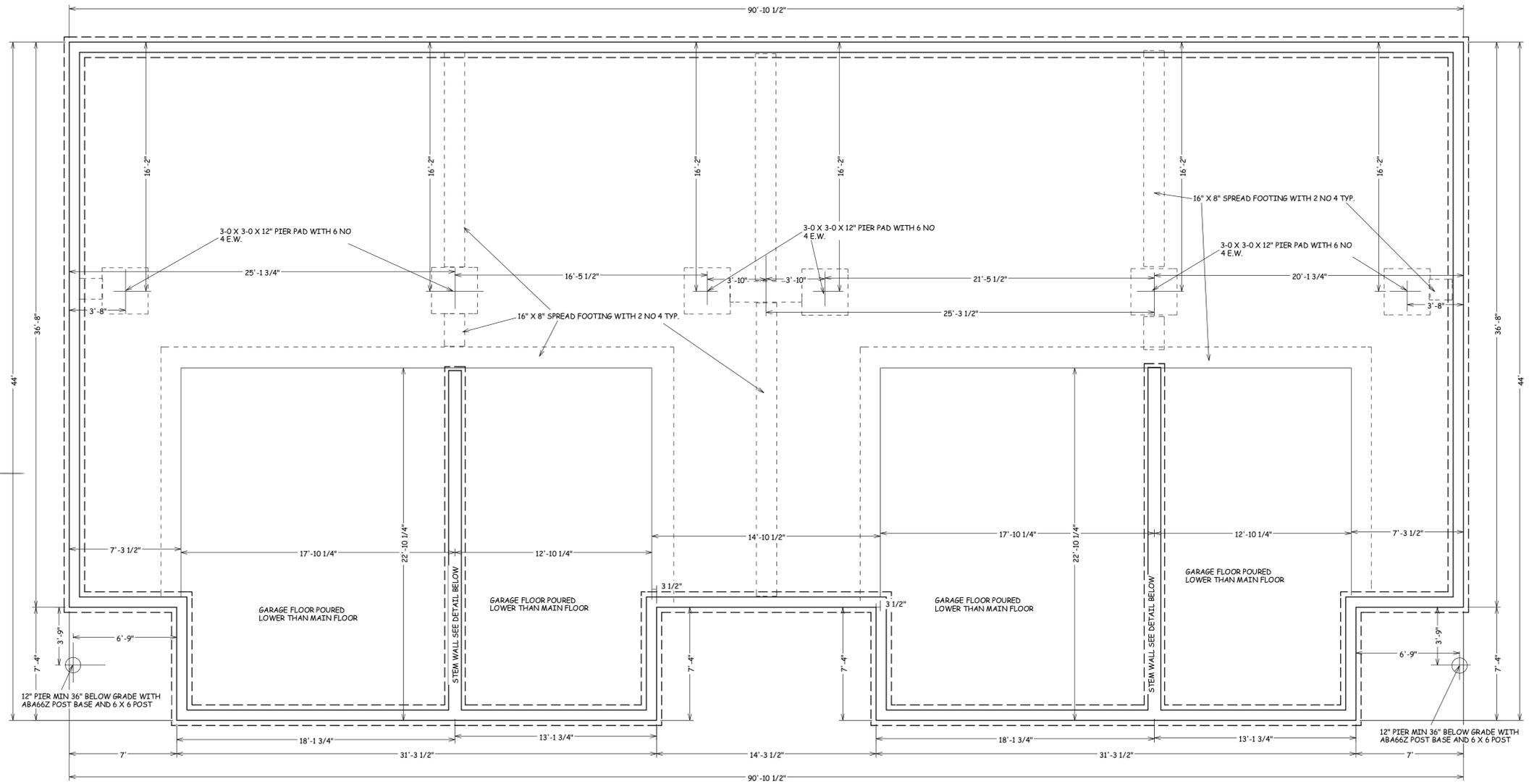


For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm, 1 pound = 4.45 N.

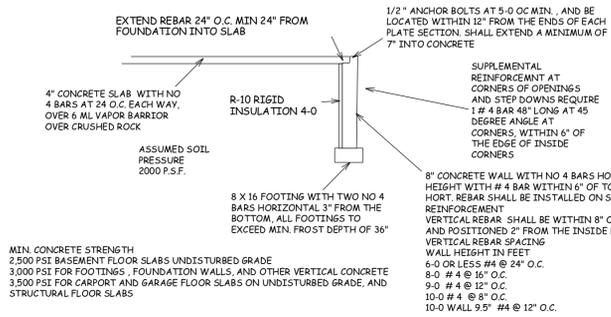
FIGURE R602.10.7
END CONDITIONS FOR BRACED WALL LINES WITH CONTINUOUS SHEATHING

2018 INTERNATIONAL RESIDENTIAL CODE®

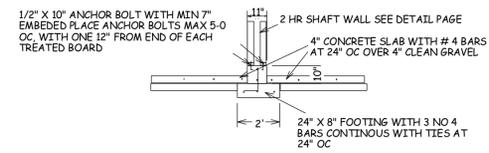
213



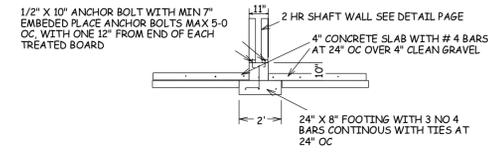
FOUNDATION PLAN



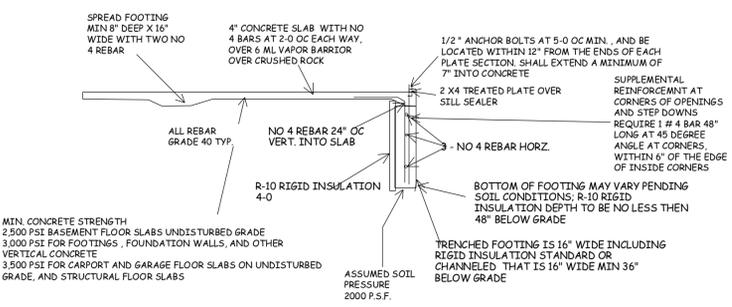
SPREAD FOOTING WITH STEM WALL FOUNDATION



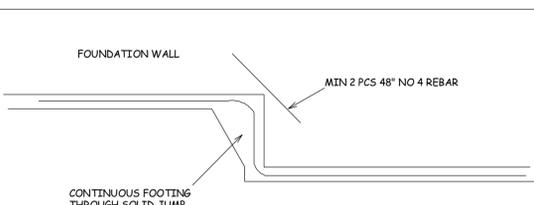
WALL BETWEEN GARAGES



WALL BETWEEN GARAGES



OPTIONAL TRENCHED FOOTING



FOOTING JUMP TYP.

BUILD IN ACCORDANCE WITH 2018 INTERNATIONAL RESIDENTIAL CODE, LOCAL CODES, AND 2021 INTERNATIONAL ENERGY CONSERVATION CODE, USING ENERGY RATING INDEX OPTION (ERI/HERS)

FAIRVIEW CROSSING TOWNHOMES
SMITHVILLE MO.

SCALE
1/4" = 1-0

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PLAN NO.
4299

SHEET NO.

A3

TABLE R902.2.2 RAFTER/CEILING JOIST HEEL JOINT CONNECTIONS^{a,b,c,d,e,f,g}

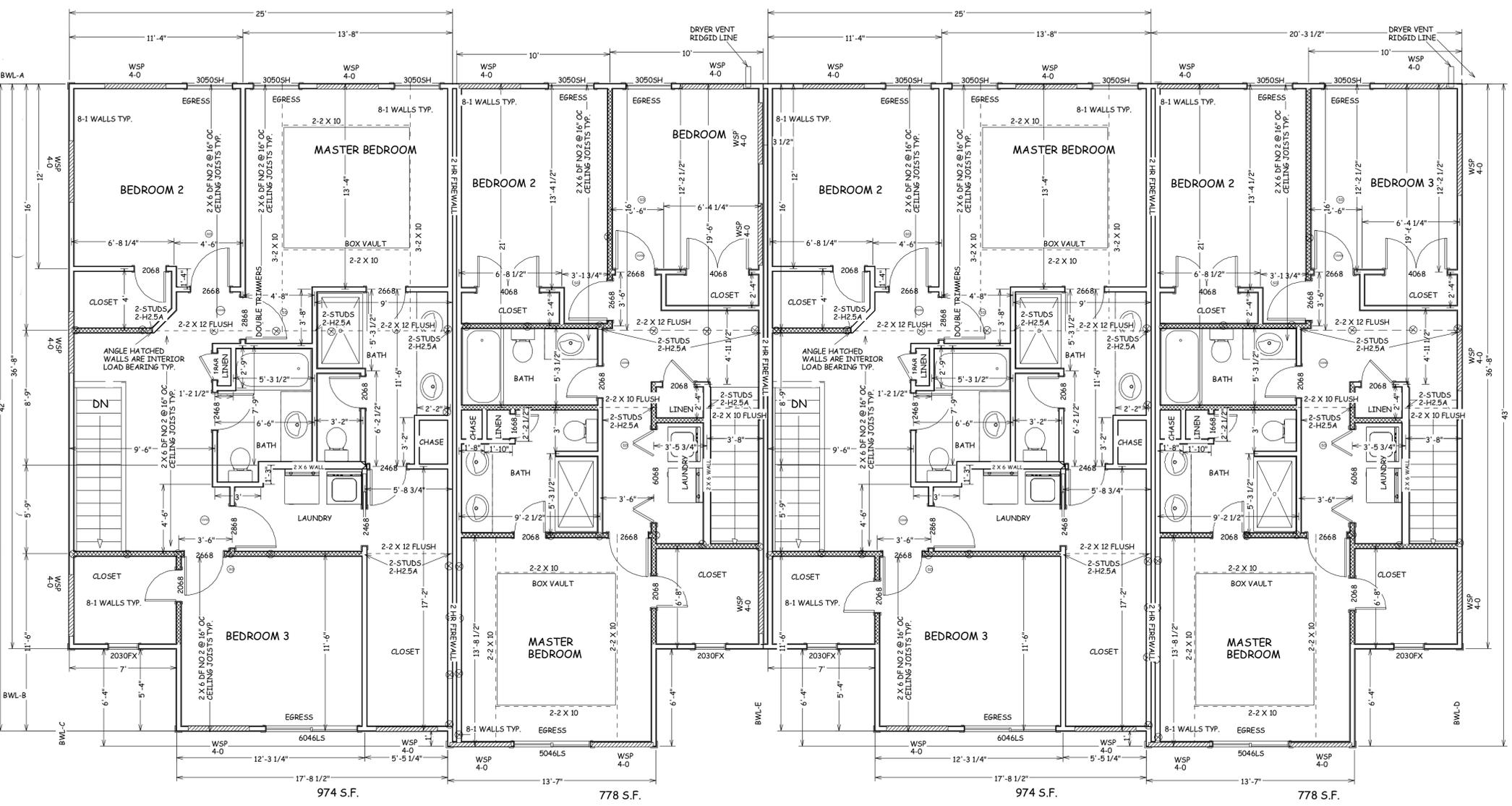
RAFTER SLOPE	GROUND SNOW LOAD (psf)				
	12	20	28	36	44
3:12	12	4	6	8	10
	16	5	8	10	13
	24	7	11	15	19
4:12	12	3	5	6	8
	16	4	6	8	10
	24	5	8	12	15
5:12	12	3	4	5	6
	16	3	5	6	8
	24	4	7	9	12
7:12	12	3	4	4	5
	16	3	4	4	5
	24	3	4	6	7
9:12	12	3	3	3	3
	16	3	3	3	3
	24	3	3	4	4
12:12	12	3	3	3	3
	16	3	3	3	3
	24	3	4	4	5

Required number of 16d common nails^h per heel joint splice^{h,i,j}

For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm, 1 pound per square foot = 0.0479 kPa.
 a. 40d box nails shall be permitted to be substituted for 16d common nails.
 b. Nailing requirements shall be permitted to be reduced 25 percent if walls are clinched.
 c. Heel joint connections are not required where the ridge is supported by a load-bearing wall, header or ridge beam.
 d. Where intermediate support of the rafter is provided by vertical struts or partitions to a load-bearing wall, the tabulated heel joint connection requirements shall be permitted to be reduced proportionally to the reduction in span.
 e. Equivalent nailing patterns are required for ceiling joist to ceiling joist lap splices.
 f. Applies to roof live load of 20 psf or less.
 g. Tabulated heel joint connection requirements assume that ceiling joists or rafter ties are located at the bottom of the attic space. Where ceiling joists or rafter ties are located higher in the attic, heel joint connection requirements shall be increased by the following factors:

H_c/H_r	Heel Joint Connection Adjustment Factor
1/3	1.5
1/4	1.33
1/5	1.25
1/6	1.2
1/10 or less	1.11

where:
 H_c = Height of ceiling joists or rafter ties measured vertically above the top of the rafter support walls.
 H_r = Height of roof ridge measured vertically above the top of the rafter support walls.



SECOND FLOOR PLAN

SECOND FLOOR PLAN

SHIP LAP SIDING EDGES MUST BE DOUBLE NAILED: ONE NAIL MUST BE PLACED IN THE UNDERLAP AND A SECOND NAIL MUST BE PLACED IN THE OVERLAP AT 6" O.C. UNDER AND OVER

WALL PANEL ATTACHMENT SCHEDULE
 WSP OR CS-WSP AND EC PANELS= 6" EDGES, 12" FIELD WITH 8 D (2.5" X 0.131") NAIL
 PFH= 3" OC ALL FRAMING MEMBERS WITH 8 D (2.5" X 0.131")
 GB= 7" EDGES & FIELD WITH GYPSUM BOARD NAIL 0.0915 DIAMETER, 1-5/8" LONG 19/64" HEAD
 CS-PF= 3" OC ALL FRAMING MEMBERS WITH 8 D (2.5" X 0.131")

WALL PANEL LEGEND

- WSP = WOOD STRUCTURAL PANEL, MIN THICKNESS 3/8", NAILED 6" EDGES, 12" FIELD WITH 8 D (2.5" X 0.131") NAIL
- CS-WSP = CONTINUOUSLY SHEATHED WOOD STRUCTURAL PANEL, MIN THICKNESS 3/8", NAILED 6" EDGES, 12" FIELD WITH 8 D (2.5" X 0.131") NAIL
- EC = END CONDITION CONTINUOUSLY SHEATHED WOOD STRUCTURAL PANEL, MIN THICKNESS 3/8", NAILED 6" EDGES, 12" FIELD WITH 8 D (2.5" X 0.131") NAIL
- PFH= PORTAL FRAME WITH HOLD DOWN, MIN SHEATHING THICKNESS 7/16" NAILING 3" OC ALL FRAMING MEMBERS WITH 8 D (2.5" X 0.131")
- GB= GYPSUM BOARD MIN 1/2" THICK NAILING 7" EDGES & FIELD WITH GYPSUM BOARD NAIL 0.0915 DIAMETER, 1-5/8" LONG 19/64" HEAD
- CS-PF= CONTINUOUSLY SHEATHED 7/16" WOOD SHEATHING MIN., PORTAL FRAME NAILING 3" OC ALL FRAMING MEMBERS WITH 8 D (2.5" X 0.131")

BUILD IN ACCORDANCE WITH 2018 INTERNATIONAL RESIDENTIAL CODE, LOCAL CODES, AND 2021 INTERNATIONAL ENERGY CONSERVATION CODE, USING ENERGY RATING INDEX OPTION (ERI/HERS)

FAIRVIEW CROSSING TOWNHOMES
 SMITHVILLE MO.

SCALE
 1/4" = 1-0

DATE
 9-12-24

PLAN NO.
 4299

SHEET NO.

TABLE R602.3(1) FASTENING SCHEDULE

ITEM	DESCRIPTION OF BUILDING ELEMENTS	NUMBER AND TYPE OF FASTENER**	SPACING AND LOCATION
Roof			
1	Blocking between ceiling joists or rafters to top plate	4-8d box (2 1/2" x 0.113"); or 3-8d common (2 1/2" x 0.131"); or 3-10d box (3" x 0.128"); or 3-3" x 0.131" nails	Toe nail
2	Ceiling joists to top plate	4-8d box (2 1/2" x 0.113"); or 3-8d common (2 1/2" x 0.131"); or 3-10d box (3" x 0.128"); or 3-3" x 0.131" nails	Per joist, toe nail
3	Ceiling joist not attached to parallel rafter, laps over partitions (see Section R802.5.2 and Table R802.5.2)	4-10d box (3" x 0.128"); or 3-16d common (3 1/2" x 0.162"); or 4-3" x 0.131" nails	Face nail
4	Ceiling joist attached to parallel rafter (heel joint) (see Section R802.5.2 and Table R802.5.2)	Table R802.5.2	Face nail
5	Collar tie to rafter, face nail or 1 1/2" x 20 ga. ridge strap to rafter	4-10d box (3" x 0.128"); or 3-10d common (3" x 0.148"); or 4-3" x 0.131" nails	Face nail each rafter
6	Rafter or roof truss to plate	3-16d box nails (3 1/2" x 0.135"); or 3-10d common nails (3" x 0.148"); or 4-10d box (3" x 0.128"); or 4-3" x 0.131" nails	2 toe nails on one side and 1 toe nail on opposite side of each rafter or truss
7	Roof rafters to ridge, valley or hip rafters or roof rafter to minimum 2" ridge beam	4-16d (3 1/2" x 0.135"); or 3-10d common (3" x 0.148"); or 4-10d box (3" x 0.128"); or 4-3" x 0.131" nails 3-16d box (3 1/2" x 0.135"); or 3-16d common (3 1/2" x 0.162"); or 3-10d box (3" x 0.128"); or 3-3" x 0.131" nails	Toe nail End nail
Wall			
8	Stud to stud (not at braced wall panels)	16d common (3 1/2" x 0.162"); or 10d box (3" x 0.128"); or 3" x 0.131" nails	24" o.c. face nail 16" o.c. face nail
9	Stud to stud and abutting studs at intersecting wall corners (at braced wall panels)	16d common (3 1/2" x 0.162"); or 10d box (3" x 0.128"); or 3" x 0.131" nails	12" o.c. face nail 16" o.c. face nail
10	Built-up header (2" to 2" header with 1/2" spacer)	16d common (3 1/2" x 0.162"); or 10d box (3" x 0.128"); or 3" x 0.131" nails	16" o.c. each edge face nail 12" o.c. each edge face nail
11	Continuous header to stud	5-8d box (2 1/2" x 0.113"); or 4-8d common (2 1/2" x 0.131"); or 4-10d box (3" x 0.128")	Toe nail
12	Top plate to top plate	16d common (3 1/2" x 0.162"); or 10d box (3" x 0.128"); or 3" x 0.131" nails	16" o.c. face nail 12" o.c. face nail
13	Double top plate splice	8-16d common (3 1/2" x 0.162"); or 12-16d box (3 1/2" x 0.135"); or 12-10d box (3" x 0.128"); or 12-3" x 0.131" nails	Face nail on each side of end joint (minimum 24" lap splice length each side of end joint)

(continued)

TABLE R602.3(1)—continued FASTENING SCHEDULE

ITEM	DESCRIPTION OF BUILDING ELEMENTS	NUMBER AND TYPE OF FASTENER**	SPACING AND LOCATION
14	Bottom plate to joist, rim joist, band joist or blocking (not at braced wall panels)	16d common (3 1/2" x 0.162"); or 16d box (3 1/2" x 0.135"); or 3" x 0.131" nails	16" o.c. face nail 12" o.c. face nail
15	Bottom plate to joist, rim joist, band joist or blocking (at braced wall panel)	3-16d box (3 1/2" x 0.135"); or 2-16d common (3 1/2" x 0.162"); or 4-3" x 0.131" nails	3 each 16" o.c. face nail 2 each 16" o.c. face nail 4 each 16" o.c. face nail
16	Top or bottom plate to stud	4-8d box (2 1/2" x 0.113"); or 3-16d box (3 1/2" x 0.135"); or 4-8d common (2 1/2" x 0.131"); or 4-10d box (3" x 0.128"); or 4-3" x 0.131" nails	Toe nail End nail
17	Top plates, laps at corners and intersections	3-10d box (3" x 0.128"); or 2-16d common (3 1/2" x 0.162"); or 3-3" x 0.131" nails	Face nail
18	1" brace to each stud and plate	3-8d box (2 1/2" x 0.113"); or 2-8d common (2 1/2" x 0.131"); or 2-10d box (3" x 0.128"); or 2 staples 1 1/2"	Face nail
19	1" x 6" sheathing to each bearing	3-8d box (2 1/2" x 0.113"); or 2-8d common (2 1/2" x 0.131"); or 2-10d box (3" x 0.128"); or 2 staples, 1" crown, 16 ga., 1 1/4" long	Face nail
20	1" x 8" and wider sheathing to each bearing	3-8d box (2 1/2" x 0.113"); or 3-8d common (2 1/2" x 0.131"); or 3-10d box (3" x 0.128"); or 4 staples, 1" crown, 16 ga., 1 1/4" long Wider than 1" x 8" 4-8d box (2 1/2" x 0.113"); or 3-8d common (2 1/2" x 0.131"); or 3-10d box (3" x 0.128"); or 4 staples, 1" crown, 16 ga., 1 1/4" long	Face nail
Floor			
21	Joist to sill, top plate or girder	4-8d box (2 1/2" x 0.113"); or 3-8d common (2 1/2" x 0.131"); or 3-10d box (3" x 0.128"); or 3-3" x 0.131" nails	Toe nail
22	Rim joist, band joist or blocking to sill or top plate (roof applications also)	8d box (2 1/2" x 0.113"); or 8d common (2 1/2" x 0.131"); or 10d box (3" x 0.128"); or 3" x 0.131" nails	4" o.c. toe nail 6" o.c. toe nail
23	1" x 6" subfloor or less to each joist	3-8d box (2 1/2" x 0.113"); or 2-8d common (2 1/2" x 0.131"); or 3-10d box (3" x 0.128"); or 2 staples, 1" crown, 16 ga., 1 1/4" long	Face nail

(continued)

TABLE R602.3(1) FASTENING SCHEDULE—continued

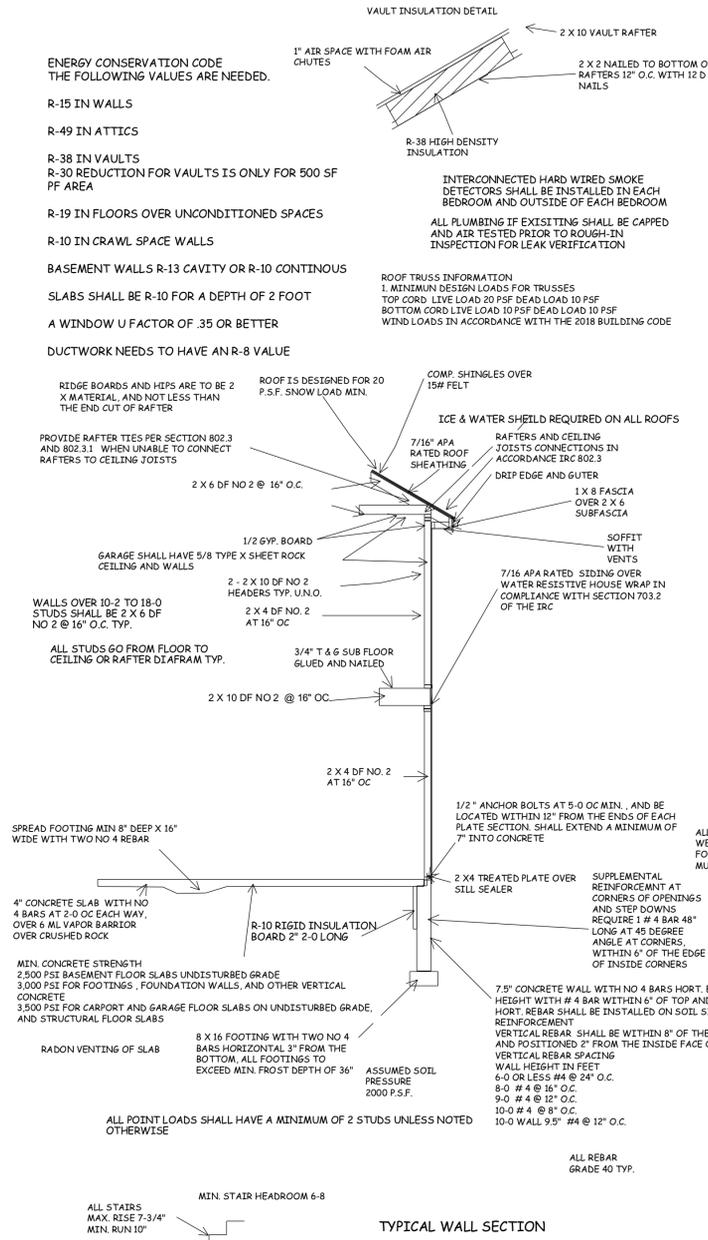
ITEM	DESCRIPTION OF BUILDING ELEMENTS	NUMBER AND TYPE OF FASTENER**	SPACING AND LOCATION
Floor			
24	2" subfloor to joist or girder	3-16d box (3 1/2" x 0.135"); or 2-16d common (3 1/2" x 0.162")	Blind and face nail
25	2" planks (plank & beam—floor & roof)	3-16d box (3 1/2" x 0.135"); or 2-16d common (3 1/2" x 0.162")	At each bearing, face nail
26	Band or rim joist to joist	3-16d common (3 1/2" x 0.162"); or 4-10 box (3" x 0.128"); or 4-3" x 0.131" nails; or 4-3" x 14 ga. staples, 1 1/4" crown	End nail
27	Built-up girders and beams, 2-inch lumber layers	20d common (4" x 0.192"); or 10d box (3" x 0.128"); or 3" x 0.131" nails And: 2-20d common (4" x 0.192"); or 3-10d box (3" x 0.128"); or 3-3" x 0.131" nails	Nail each layer as follows: 32" o.c. at top and bottom and staggered. 24" o.c. face nail at top and bottom staggered on opposite sides
28	Ledger strip supporting joists or rafters	4-16d box (3 1/2" x 0.135"); or 3-16d common (3 1/2" x 0.162"); or 4-10d box (3" x 0.128"); or 4-3" x 0.131" nails	At each joist or rafter, face nail
29	Bridging or blocking to joist	2-10d box (3" x 0.128"); or 2-8d common (2 1/2" x 0.131"); or 2-3" x 0.131" nails	Each end, toe nail
SPACING OF FASTENERS			
ITEM	DESCRIPTION OF BUILDING ELEMENTS	NUMBER AND TYPE OF FASTENER**	Edges (inches) Intermediate supports** (inches)
Wood structural panels, subfloor, roof and interior wall sheathing to framing and particleboard wall sheathing to framing (see Table R602.3(2) for wood structural panel exterior wall sheathing to wall framing)			
30	1/2" - 1/2"	16d common (2" x 0.113") nail (subfloor, wall); or 8d common (2 1/2" x 0.131") nail (roof); or RRSR-01 (2 1/2" x 0.113") nail (roof)	6 12'
31	3/8" - 1"	8d common nail (2 1/2" x 0.131"); or RRSR-01; (2 1/2" x 0.113") nail (roof)	6 12'
32	1 1/4" - 1 1/4"	10d common (3" x 0.148") nail; or 8d (2 1/2" x 0.131") deformed nail	6 12
Other wall sheathing			
33	1/2" structural cellulose fiberboard sheathing	1 1/2" galvanized roofing nail, 7/16" head diameter, or 1 1/4" long 16 ga. staple with 7/16" or 1" crown	3 6
34	3/4" structural cellulose fiberboard sheathing	1 1/2" galvanized roofing nail, 7/16" head diameter, or 1 1/4" long 16 ga. staple with 7/16" or 1" crown	3 6
35	1/2" gypsum sheathing	1 1/2" galvanized roofing nail; staple galvanized, 1 1/2" long; 1 1/4" screws, Type W or S	7 7
36	3/4" gypsum sheathing	1 1/2" galvanized roofing nail; staple galvanized, 1 1/4" long; 1 1/4" screws, Type W or S	7 7
Wood structural panels, combination subfloor underlayment to framing			
37	1/4" and less	6d deformed (2" x 0.120") nail; or 8d common (2 1/2" x 0.131") nail	6 12
38	1/4" - 1"	8d common (2 1/2" x 0.131") nail; or 8d deformed (2 1/2" x 0.120") nail	6 12
39	1 1/4" - 1 1/4"	10d common (3" x 0.148") nail; or 8d deformed (2 1/2" x 0.120") nail	6 12

For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm, 1 mile per hour = 0.447 m/s; 1 kil = 6.975 MPa.

(continued)

ENERGY CONSERVATION CODE THE FOLLOWING VALUES ARE NEEDED.

- R-15 IN WALLS
- R-49 IN ATTICS
- R-38 IN VAULTS
- R-30 REDUCTION FOR VAULTS IS ONLY FOR 500 SF PF AREA
- R-19 IN FLOORS OVER UNCONDITIONED SPACES
- R-10 IN CRAWL SPACE WALLS
- BASEMENT WALLS R-13 CAVITY OR R-10 CONTINUOUS
- SLABS SHALL BE R-10 FOR A DEPTH OF 2 FOOT
- A WINDOW U FACTOR OF .35 OR BETTER
- DUCTWORK NEEDS TO HAVE AN R-8 VALUE



WINDOW SAFETY GLAZING PER 308

SAFETY GLAZING REQUIRED ALONG WALKING SURFACES AND STAIRS LOCATED WITHIN 36 INCHES HORIZONTALLY OF THE STEPS. SAFETY GLAZING REQUIRED IF EXPOSED SINGLE PANEL IS IN EXCESS OF 9 SQUARE FEET OR THE BOTTOM EDGE OF THE GLAZING IS LESS THAN 18 INCHES ABOVE THE FINISHED FLOOR.

WINDOW EGRESS REQUIREMENTS

BEDROOM WINDOW EGRESS MINIMUM FOR A DOUBLE HUNG WINDOW IS 34 INCH CLEAR WIDTH MIN. AND 24 INCH CLEAR HEIGHT MIN. WITH A CLEAR OPENABLE AREA OF 5.7 SQUARE FEET MIN. A CASEMENT OR SLIDER WINDOW MINIMUMS ARE 20 INCH CLEAR WIDTH MINIMUM AND 41 INCH CLEAR HEIGHT MINIMUM. WITH A MINIMUM 5.7 SQUARE FOOT OF OPENABLE AREA. OPENING OF EGRESS WINDOW NOT MORE THAN 42" FROM THE FLOOR.

PIER PADS
TYP. UN.O. 3-0 X 3-0 X 12" PEIR PADS MIN. WITH # 4 REBAR, 6 EACH WAY

BUILD IN ACCORDANCE WITH 2018 INTERNATIONAL RESIDENTIAL CODE, LOCAL CODES, AND 2021 INTERNATIONAL ENERGY CONSERVATION CODE, USING ENERGY RATING INDEX OPTION (ERI/HERS)

FAIRVIEW CROSSING TOWNHOMES SMITHVILLE MO.

SCALE
1/4" = 1-0

DATE
9-12-24

PLAN NO.
4299

SHEET NO.
A-7

TABLE R602.10.2(1) BRACING REQUIREMENTS BASED ON WIND SPEED

Ultimate Design Wind Speed (mph)	Story Location	Braced Wall Line Spacing (feet)	MINIMUM TOTAL LENGTH (FEET) OF BRACED WALL PANELS REQUIRED ALONG EACH BRACED WALL LINE ^a				
			Method LIP ^b	Method GB	Methods DWB, WSP, SFB, PFC, PFB, BV-WSP, ABW, PFH, CS-G	Methods CS-WP, CS-PF	Methods CS-G ^c
≤ 115		10	3.5	3.5	2.0	2.0	2.0
		20	6.5	6.5	3.5	3.5	3.5
		30	9.5	9.5	5.5	4.5	4.5
		40	12.5	12.5	7.0	6.0	6.0
		50	15.0	15.0	9.0	7.5	7.5
		60	18.0	18.0	10.5	9.0	9.0
≤ 115		10	7.0	7.0	4.0	3.5	3.5
		20	12.5	12.5	7.5	6.5	6.5
		30	18.0	18.0	10.5	9.0	9.0
		40	23.5	23.5	13.5	11.5	11.5
		50	29.0	29.0	16.5	14.0	14.0
		60	34.5	34.5	20.0	17.0	17.0
≤ 115		10	NP	10.0	6.0	5.0	5.0
		20	NP	18.5	11.0	9.0	9.0
		30	NP	27.0	15.5	13.0	13.0
		40	NP	35.0	20.0	17.0	17.0
		50	NP	43.0	24.5	21.0	21.0
		60	NP	51.0	29.0	25.0	25.0

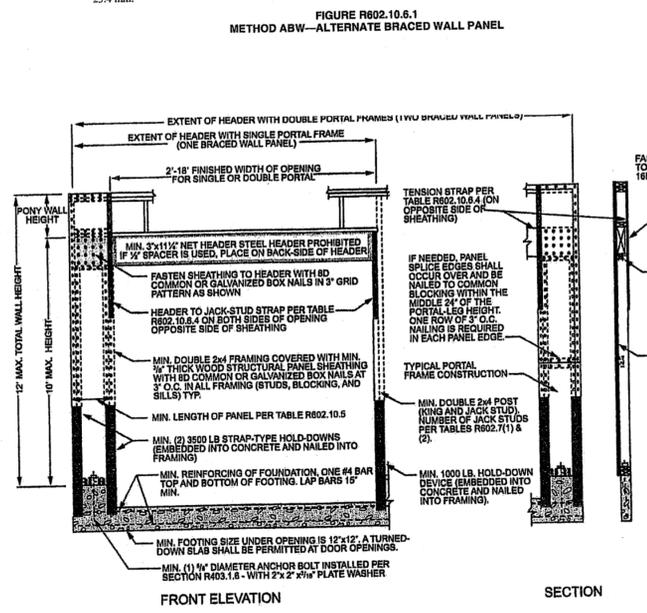
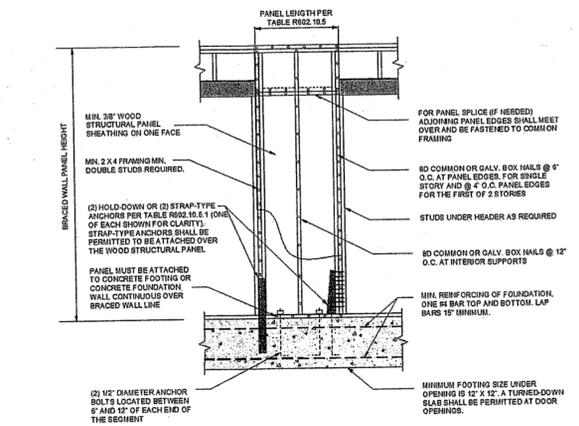


FIGURE R602.10.5.2 METHOD PFH—PORTAL FRAME WITH HOLD-DOWNS

TABLE R602.10.4 BRACING METHODS

METHODS, MATERIAL	MINIMUM THICKNESS	FIGURE	CONNECTION CRITERIA ^a	
			Fasteners	Spacing
LIP Let-in bracing	1 x 4 wood or approved metal straps at 45° to 60° angles for maximum 16' stud spacing		Wood: 2-8d common nails or 3-8d (2 1/2\"/>	Wood: per stud and top and bottom plates Metal: per manufacturer
DWB Diagonal wood boards	1/2\"/>		2-8d (2 1/2\"/>	Per stud
WSP Wood structural panel (See Section R604)	3/4\"/>		Exterior sheathing per Table R602.3(3) Interior sheathing per Table R602.3(1) or R602.3(2)	6\"/>
BV-WSP Wood structural panels with stone or masonry veneer (See Section R602.10.6.5)	3/4\"/>	See Figure R602.10.6.5	8d common (2 1/2\"/>	4\"/>
SFB Structural fiberboard sheathing	1/2\"/>		1 1/2\"/>	3\"/>
GB Gypsum board	1/2\"/>		Nails or screws per Table R702.3.5 for exterior locations Nails or screws per Table R702.3.5 for interior locations	For all braced wall panel locations: 7\"/>
PFB Particleboard sheathing (See Section R605)	3/4\"/>		For 1/2\"/>	3\"/>
PFC Portland cement plaster	See Section R703.7 for maximum 16\"/>		1 1/2\"/>	6\"/>
HFS Hardboard panel siding	3/4\"/>		0.092\"/>	4\"/>
ABW Alternate braced wall	3/4\"/>		See Section R602.10.6.1	See Section R602.10.6.1

TABLE R602.10.5 MINIMUM LENGTH OF BRACED WALL PANELS

METHOD (See Table R602.10.4)	MINIMUM LENGTH ^a (inches)					CONTRIBUTING LENGTH (inches)	
	8 feet	9 feet	10 feet	11 feet	12 feet		
DWB, WSP, SFB, PFB, PFC, PFB, BV-WSP	48	48	48	53	58	Actual ^b	
GB	48	48	48	53	58	Double sided = Actual Single sided = 0.5 x Actual	
LIP	55	62	69	NP	NP	Actual ^b	
ABW	SDC A, B and C, ultimate design wind speed < 140 mph	28	32	34	38	42	48
	SDC D ₁ , D ₂ and D ₃ , ultimate design wind speed < 140 mph	32	32	34	NP	NP	
CS-G	Adjacent clear opening height (inches)	24	27	30	33	36	Actual ^b
	≤ 64	24	27	30	33	36	
CS-WSP, CS-SFB	68	27	27	30	33	36	Actual ^b
	72	27	27	30	33	36	
	76	30	29	30	33	36	
	80	32	30	30	33	36	
	84	35	32	32	33	36	
	88	38	35	33	33	36	
	92	43	37	35	35	36	
	96	48	41	38	36	36	
	100	—	44	40	38	38	
	104	—	49	43	40	39	
	108	—	54	46	43	41	
	112	—	50	45	43	43	
	116	—	55	48	45	45	
	120	—	60	52	48	48	
124	—	—	—	56	51		
128	—	—	—	61	54		
132	—	—	—	66	58		
136	—	—	—	—	62		
140	—	—	—	—	66		
144	—	—	—	—	72		
METHOD (See Table R602.10.4)	Partial header height					48	
	Supporting roof only	16	16	16	Note c		
PFH	Supporting one story and roof	24	24	24	Note c	Note e	
PFH	Supporting one story and roof	24	27	30	Note d	1.5 x Actual ^b	
CS-PF	SDC A, B and C	16	18	20	Note e	Note e	
	SDC D ₁ , D ₂ and D ₃	16	18	20	Note e	Note e	

For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm, 1 mile per hour = 0.447 m/s.
 NP = Not Permitted.
 a. Linear interpolation shall be permitted.
 b. Use the actual length where it is greater than or equal to the minimum length.
 c. Maximum header height for PFH is 10 feet in accordance with Figure R602.10.6.2, but wall height shall be permitted to be increased to 12 feet with pony wall.
 d. Maximum header height for PFH is 10 feet in accordance with Figure R602.10.6.3, but wall height shall be permitted to be increased to 12 feet with pony wall.
 e. Maximum header height for CS-PF is 10 feet in accordance with Figure R602.10.6.4, but wall height shall be permitted to be increased to 12 feet with pony wall.

TABLE R602.10.4—continued BRACING METHODS

METHODS, MATERIAL	MINIMUM THICKNESS	FIGURE	CONNECTION CRITERIA ^a	
			Fasteners	Spacing
PFH Portal frame with hold-downs	3/4\"/>		See Section R602.10.6.2	See Section R602.10.6.2
PFH Portal frame at garage	3/4\"/>		See Section R602.10.6.3	See Section R602.10.6.3
CS-WSP Continuously sheathed wood structural panel	3/4\"/>		Exterior sheathing per Table R602.3(3) Interior sheathing per Table R602.3(1) or R602.3(2)	6\"/>
CS-G ^c Continuously sheathed wood structural panel adjacent to garage openings	3/4\"/>		See Method CS-WSP	See Method CS-WSP
CS-PF Continuously sheathed portal frame	3/4\"/>		See Section R602.10.6.4	See Section R602.10.6.4
CS-SFB ^d Continuously sheathed structural fiberboard	1/2\"/>		1 1/2\"/>	3\"/>

For SI: 1 inch = 25.4 mm, 1 foot = 304.8 mm, 1 degree = 0.0175 rad, 1 pound per square foot = 47.88 N/m², 1 mile per hour = 0.447 m/s.
 a. Adhesive attachment of wall sheathing, including Method GB, shall not be permitted in Seismic Design Categories C, D₁, D₂, and D₃.
 b. Applies to panels next to garage door opening where supporting gable end wall or roof load only. Shall only be used on one wall of the garage. In Seismic Design Categories D₁ and D₂, roof covering dead load shall not exceed 3 psf.
 c. Garage openings adjacent to a Method CS-G panel shall be provided with a header in accordance with Table R602.7(1). A full-height clear opening shall not be permitted adjacent to a Method CS-G panel.
 d. Method CS-SFB does not apply in Seismic Design Categories D₁, D₂, and D₃.
 e. Method applies to detached one- and two-family dwellings in Seismic Design Categories D₁ through D₃ only.

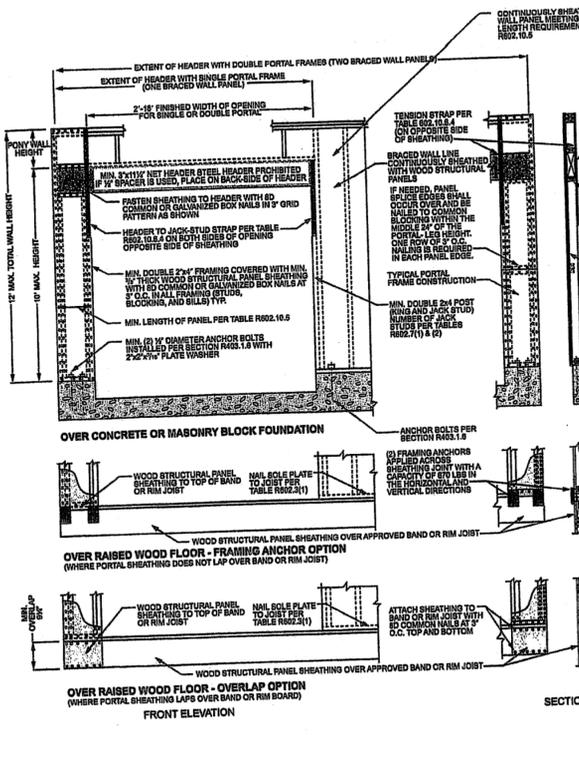


FIGURE R602.10.6.4 METHOD CS-PF—CONTINUOUSLY SHEATHED PORTAL FRAME PANEL CONSTRUCTION

**BRACE WALL DETAILS
 WIND SPEED 115 MPH
 WIND EXPOSURE A
 SEISMIC DESIGN CATEGORY A**

BUILD IN ACCORDANCE WITH 2018 INTERNATIONAL RESIDENTIAL CODE, LOCAL CODES, AND 2021 INTERNATIONAL ENERGY CONSERVATION CODE, USING ENERGY RATING INDEX OPTION (ERI/HERS)

FAIRVIEW CROSSING TOWNHOMES
 SMITHVILLE MO.

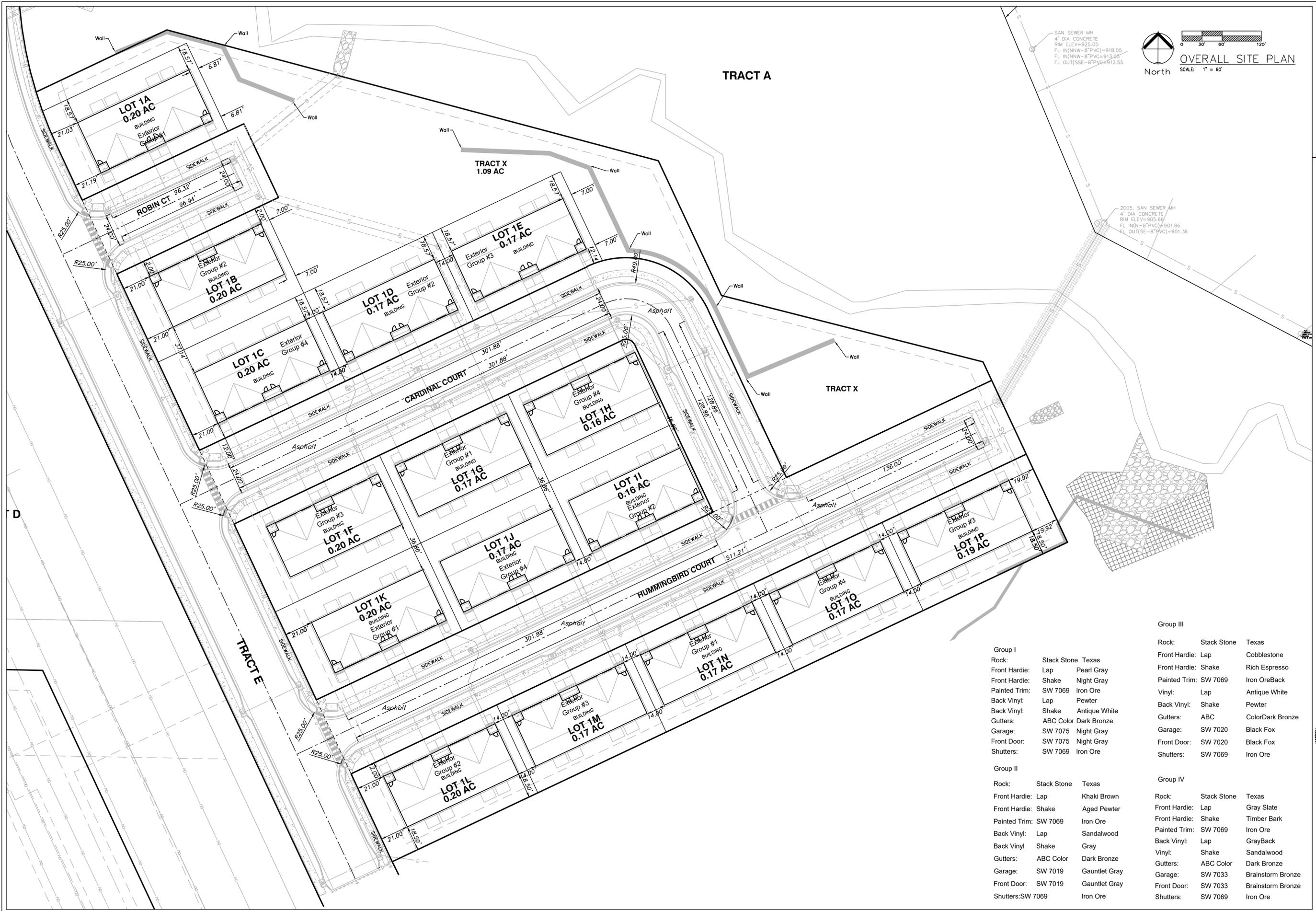
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DATE
 9-12-24

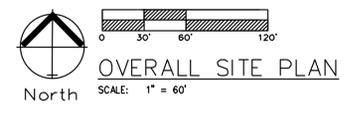
PLAN NO.

4299

SHEET NO.



SAN SEWER MH
 4" DIA CONCRETE
 RIM ELEV=923.05
 FL IN(NNW-8" PVC)=918.05
 FL IN(NW-8" PVC)=913.05
 FL OUT(SSE-8" PVC)=912.55



2005 SAN SEWER MH
 4" DIA CONCRETE
 RIM ELEV=905.69
 FL IN(N-8" PVC)=901.66
 FL OUT(SE-8" PVC)=901.36

Group I	Rock: Stack Stone Texas	Group III	Rock: Stack Stone Texas
Front Hardie: Lap Pearl Gray	Front Hardie: Lap Cobblestone	Front Hardie: Shake Rich Espresso	Front Hardie: Shake Rich Espresso
Front Hardie: Shake Night Gray	Painted Trim: SW 7069 Iron OreBack	Painted Trim: SW 7069 Iron Ore	Painted Trim: SW 7069 Iron Ore
Painted Trim: SW 7069 Iron Ore	Vinyl: Lap Antique White	Vinyl: Lap Antique White	Vinyl: Lap Antique White
Back Vinyl: Lap Pewter	Back Vinyl: Shake Pewter	Back Vinyl: Shake Pewter	Back Vinyl: Shake Pewter
Back Vinyl: Shake Antique White	Gutters: ABC Color Dark Bronze	Gutters: ABC Color Dark Bronze	Gutters: ABC Color Dark Bronze
Gutters: ABC Color Dark Bronze	Garage: SW 7075 Night Gray	Garage: SW 7020 Black Fox	Garage: SW 7020 Black Fox
Garage: SW 7075 Night Gray	Front Door: SW 7075 Night Gray	Front Door: SW 7020 Black Fox	Front Door: SW 7020 Black Fox
Front Door: SW 7075 Night Gray	Shutters: SW 7069 Iron Ore	Shutters: SW 7069 Iron Ore	Shutters: SW 7069 Iron Ore
Shutters: SW 7069 Iron Ore			
Group II	Rock: Stack Stone Texas	Group IV	Rock: Stack Stone Texas
Front Hardie: Lap Khaki Brown	Front Hardie: Lap Gray Slate	Front Hardie: Lap Gray Slate	Front Hardie: Lap Gray Slate
Front Hardie: Shake Aged Pewter	Front Hardie: Shake Timber Bark	Front Hardie: Shake Timber Bark	Front Hardie: Shake Timber Bark
Painted Trim: SW 7069 Iron Ore	Painted Trim: SW 7069 Iron Ore	Painted Trim: SW 7069 Iron Ore	Painted Trim: SW 7069 Iron Ore
Back Vinyl: Lap Sandalwood	Back Vinyl: Lap GrayBack	Back Vinyl: Lap GrayBack	Back Vinyl: Lap GrayBack
Back Vinyl: Shake Gray	Vinyl: Shake Sandalwood	Vinyl: Shake Sandalwood	Vinyl: Shake Sandalwood
Gutters: ABC Color Dark Bronze	Gutters: ABC Color Dark Bronze	Gutters: ABC Color Dark Bronze	Gutters: ABC Color Dark Bronze
Garage: SW 7019 Gauntlet Gray	Garage: SW 7033 Brainstorm Bronze	Garage: SW 7033 Brainstorm Bronze	Garage: SW 7033 Brainstorm Bronze
Front Door: SW 7019 Gauntlet Gray	Front Door: SW 7033 Brainstorm Bronze	Front Door: SW 7033 Brainstorm Bronze	Front Door: SW 7033 Brainstorm Bronze
Shutters: SW 7069 Iron Ore	Shutters: SW 7069 Iron Ore	Shutters: SW 7069 Iron Ore	Shutters: SW 7069 Iron Ore



Professional Registration
 Missouri
 Engineering 200502186-D
 Surveying 20050318-D
 Kansas
 Engineering E-1695
 Surveying LS-218
 Oklahoma
 Engineering 6254
 Nebraska
 Engineering CA2821

Project:
 FAIRVIEW CROSSINGS
 SMITHVILLE
 Issue Date:
 September 25, 2024

OVERALL SITE PLAN
 Construction Plans for:
 FAIRVIEW CROSSINGS
 Smithville, Clay County, Missouri

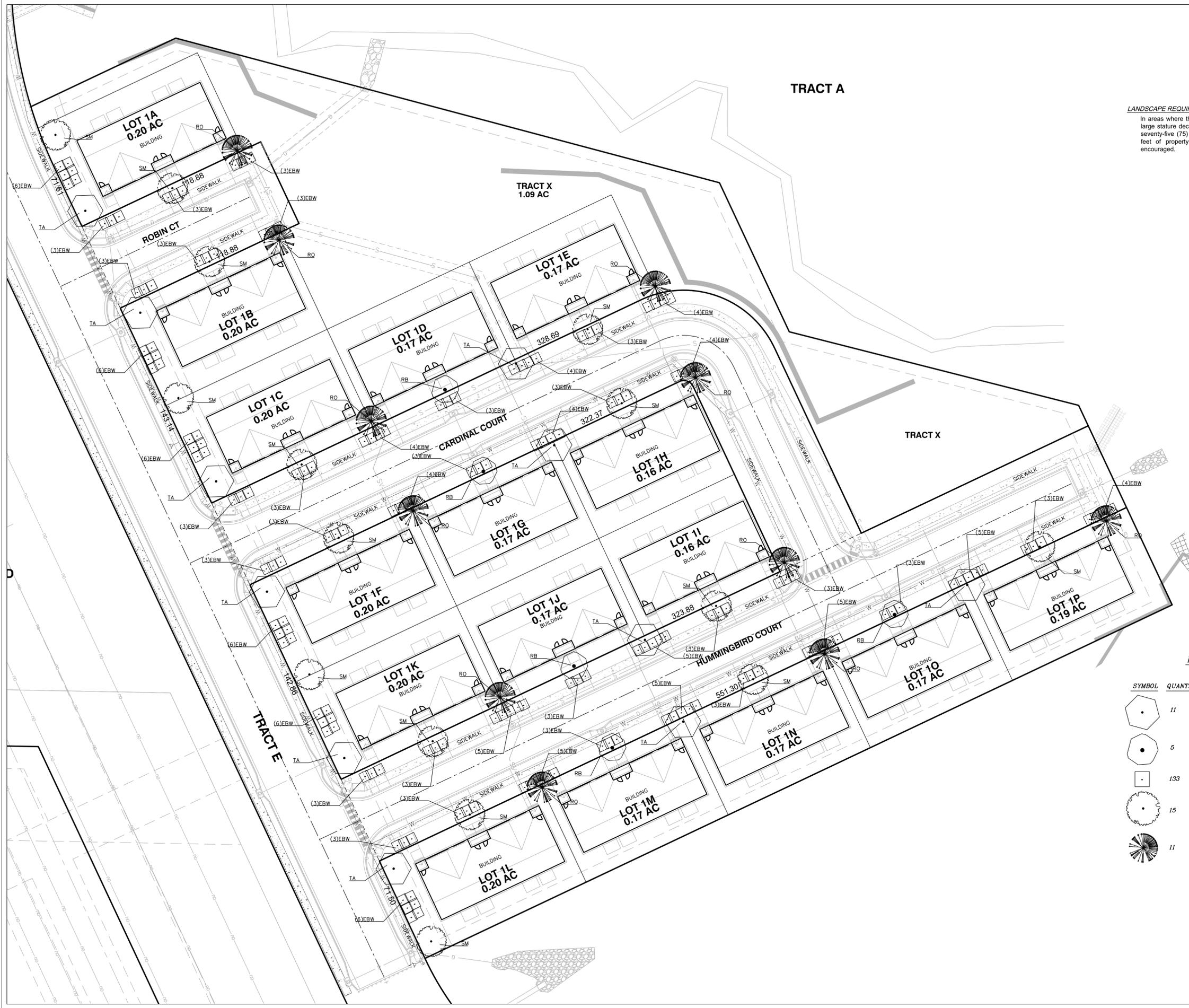


Matthew J. Schlicht
 MO PE 000019708
 KS PE 19071
 NE PE 25226
 NE PE E-14335

REVISIONS	_____
_____	_____
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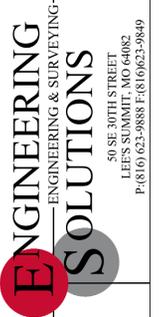
TRACT A

LANDSCAPE REQUIREMENT SSection 400.435(C)(3)
 In areas where the building is adjacent to the street, there shall be one (1) large stature deciduous tree or two (2) ornamental flowering trees for every seventy-five (75) linear feet and three (3) shrubs for every forty (40) linear feet of property line. Attractive clustering of the required plantings is encouraged.



PLANTING GUIDE

SYMBOL	QUANT	KEY	NAME	SIZE
	11	TA	AMERICAN BASSWOOD LINDEN TILIA AMERICANA	3" CAL
	5	RB	OKLAHOMA REDBUD CERCIS RENIFORMIS "OKLAHOMA"	3" CAL
	133	EBW	DWARF ENGLISH BOXWOOD BUXUS SEMPERVIRENS "SUFRUTICOSA"	#3 POT
	15	SM	CADDO SUGAR MAPLE ACER SACCHARUM "AUTUMN SPLEDOR"	3" CAL
	11	RO	RED OAK QUERCUS RUBRA	3" CAL



Professional Registration
 Missouri
 Engineering 2005002186-D
 Surveying 2005008319-D
 Kansas
 Engineering E-1695
 Surveying LS-218
 Oklahoma
 Engineering 6254
 Nebraska
 Engineering CA2821

Project: FAIRVIEW CROSSINGS
 Location: Smithville, Clay County, Missouri
 Issue Date: September 25, 2024

Landscape Plan
 Construction Plans for:
 FAIRVIEW CROSSINGS
 Smithville, Clay County, Missouri



Matthew J. Schlicht
 MO PE 2006019708
 KS PE 19071
 OK PE 25226
 NE PE E-14325

REVISIONS



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Development

AGENDA ITEM: Resolution 1416 – Final Plat – Fairview Crossing First Plat

REQUESTED BOARD ACTION:

A motion to approve Resolution 1416, authorizing the Final Plat for Fairview Crossing First Plat

SUMMARY:

Fairview Crossing is the large development located between 147th Street and 144th Street on the east side of 169 Highway. The zoning and preliminary plats were approved in 2022, but amended in 2023 following various traffic related issues with MODOT. The proposed Final Plat will be 100% compliant with the approved preliminary plat and the traffic studies approved by both MODOT and the City.

PREVIOUS ACTION:

The Preliminary Plat for Fairview Crossing was approved on May 2, 2023 by Resolution 1222.

POLICY OBJECTIVE:

Increase housing density in accordance with the Comprehensive Plan requirements

FINANCIAL CONSIDERATIONS:

n/a

ATTACHMENTS:

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

RESOLUTION 1416

**A RESOLUTION APPROVING THE FINAL PLAT FOR
FAIRVIEW CROSSING FIRST PLAT**

WHEREAS, the Planning Commission recommended approval of the Preliminary Plat for this subdivision on April 11, 2023; and

WHEREAS, the Board of Aldermen adopted the recommendation and Passed Resolution 1222 on May 2, 2023 approving the Preliminary Plat; and

WHEREAS, the developer submitted a proposed Final Plat for a portion of the approved area, along with construction plans for public infrastructure; and

WHEREAS, pursuant to Section 425.285 of the Code, the City Staff and Engineers reviewed the submittal for compliance with the Preliminary Plat and determined the proposed Final Plat does not substantially deviate from the approved Preliminary Plat.

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

**THAT THE FINAL PLAT FOR FAIRVIEW CROSSING FIRST PLAT IS
HEREBY APPROVED AND MAY BE RELEASED FOR RECORDING WHEN
425.320 OF THE CODE IS MET.**

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 15TH day of October, 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



October 8, 2024

Final Plat for portions of Clay County Parcel Id # 05-917-00-07-005.00

Application for a Plat Approval – Fairview Crossing First Plat Final Plat– 1 lot

Code Sections:

425.285.A.5 Final Plat Approval

Property Information:

Address: 14601 N. Fairview Dr.
Owner: KCPI3, LLC
Current Zoning: Conceptual Plan R-3

GENERAL DESCRIPTION:

The property is located south of 147th Street, adjacent to the new Fairview Crossing North development at 148th and 169 Hwy. On May 2, 2023, the Board of Aldermen approved amending the Conceptual Plan zoning and the Preliminary Plat for the Fairview Crossing mixed use development. The approval included a multi-phase subdivision, with Phase I (submitted here) to start with 1 lot for development of 16 four-unit townhomes. If approved, this lot will be further divided in accordance with 425.270 concerning individual units or buildings within a multifamily development. This approval included various highway improvements (completed with Fairview Crossing North) as well as installing the streets and infrastructure for this lot. Park Fees will be assessed as a part of the site plan approval for the development of the townhomes, as the exact number of dwelling units will be finalized with that process and it insures full payment of park fees.

The City's engineers and City staff have reviewed Final Plat document and have certified that the proposed Final Plat for Fairview Crossing First Plat does not substantially deviate from the approved Preliminary Plat in accordance with Section 425.285.A.5.b of the Code of Ordinances and will be recordable upon compliance with Section 425.320 pertaining to bonds and acceptance of improvements.

GUIDELINES FOR REVIEW – SINGLE PHASE SUBDIVISION FINAL PLATS *See 425.285.A.5.*

The final plat shall conform as closely as possible to the approved preliminary plat with no substantial deviations from said plat.

The proposed Final Plat for Fairview Crossing First Plat subdivision does not deviate from the approved Preliminary Plat as approved by Resolution 1222 of the Board of Aldermen.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the proposed Final Plat based upon adherence to the condition that the Plat not be released for recording until such time as all outstanding review invoices have been paid, and any construction required is bonded to ensure performance.

Respectfully Submitted,

/s/ Jack Hendrix

Director of Development



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Administration

AGENDA ITEM: Resolution 1417 – Assignment of CID Board of Director Successor

REQUESTED BOARD ACTION:

Motion to approve Resolution 1417, approving the Board of Aldermen of the City Smithville, Missouri, consenting to the appointment of Director 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 director 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 a board of directors for the CID (the "Board of Directors"). The responsibilities of the board include submittal of an annual budget and oversight of expenses.

The CID Petition provides that successor directors to the Board of Directors are appointed by the Mayor with the consent of the Board of Aldermen by resolution after the Board of Directors propose a slate to the City. Successor Directors serve a term of four years.

PREVIOUS ACTION:

Bill No. 2839-19, CID Cooperative Agreement, approved by the Board of Aldermen July 16, 2019. Resolution 862, was approved on December 15, 2020 appointing Directors.

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

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

RESOLUTION 1417

A RESOLUTION APPROVING THE BOARD OF ALDERMEN OF THE CITY SMITHVILLE, MISSOURI, CONSENTING TO THE APPOINTMENT OF DIRECTOR 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 director 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 director 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:

Dante Cosentino – Director, 4 years

SECTION 2: That the Board of Aldermen hereby consents to the Mayor's appointment of the foregoing individual to serve as director of the District.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri this 15th day of October 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

SMITHVILLE COMMONS COMMUNITY IMPROVEMENT DISTRICT

RESOLUTION OF THE BOARD OF DIRECTORS

RESOLUTION NO. 2024-7

NOMINATING SUCCESSOR DIRECTORS

WHEREAS, by Ordinance No. 2974-17, adopted and approved on August 1, 2017 (the “**Approving Ordinance**”), the Board of Alderman approved a certain Petition for Creation of the Smithville Commons Community Improvement District (the “**Petition**”) and established the Smithville Commons Community Improvement District (the “**District**”) as a political subdivision of the State of Missouri, pursuant to the Community Improvement District Act, sections 67.1401 through 67.1571, inclusive, of the Revised Statutes of Missouri, as amended (the “**CID Act**”); and

WHEREAS, the CID Act and Petition provide for the Mayor to appoint Successor Director of the CID, with the consent of the Board of Alderman.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Smithville Commons Community Improvement District, as follows:

1. The Board hereby directs its legal counsel to submit to the Mayor and Board of Alderman of the City of Smithville, Missouri a copy of this resolution nominating Dante Cosentino to serve as Successor Directors and each serving a term of four (4) years.
2. Upon the approval of the successor slate by the Mayor and Board of Alderman, each Successor Director shall execute an oath of office and deliver such oath to the District’s legal counsel to maintain with the records of the District.
3. This Resolution shall take effect immediately.

PASSED by the Board of Directors of Smithville Commons Community Improvement District on September 18, 2024.

DocuSigned by:

FED5D93B6787498...

Justin Kaufmann, Executive Director



Board of Aldermen Request for Action

MEETING DATE: 10/15/2024

DEPARTMENT: Administration

AGENDA ITEM: Adjournment to Executive Session Pursuant to Section 610.021(3) RSMo.

REQUESTED BOARD ACTION:

A motion to close the regular session for the purpose of discussing employee personnel matters pursuant to Section 610.021(3) RSMo.

SUMMARY:

To allow the Board of Aldermen to adjourn to Executive Session to discuss employee personnel matters.

PREVIOUS ACTION:

N/A

POLICY ISSUE:

The Board of Alderman will vote to close the Board of Aldermen Regular Session Pursuant Section 610.021(3) RSMo.

FINANCIAL CONSIDERATIONS:

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ATTACHMENTS:

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| <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: | |