



City of Smithville, Missouri
Board of Aldermen – Regular Session Agenda
7:00 p.m. Tuesday, September 24, 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/83161986163>

Meeting ID: 831 6198 6163
Passcode: 461455

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Proclamation**
 - September is Senior Center Month
 - Falls Awareness Week – September 23-29
4. **Public Hearing – Property Tax Levy**
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.

REPORTS FROM OFFICERS AND STANDING COMMITTEES

6. Committee Reports

- Parks and Recreation Committee
- Economic Development Committee

7. City Administrator's Report

ORDINANCES & RESOLUTIONS

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

An Ordinance 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 and 2nd reading by title only.

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

An Ordinance amending the FY2024 Budget. 1st and 2nd reading by title only.

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

An Ordinance 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.

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

A Resolution 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.

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

A Resolution approving Change Order No. 2 with Amino Brothers in the amount of \$122,733.44 for additional asphalt for the Quincy Boulevard Improvements.

13. Resolution 1404, Engineering Authorization No. 102

A Resolution authorizing and directing the Mayor to execute Authorization No. 102 with HDR for the Wastewater Treatment Plant Facility Plan.

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

A Resolution authorizing and directing the Mayor to execute Amendment 2 to Authorization No. 94 with HDR Engineering for an environmental evaluation.

OTHER MATTERS BEFORE THE BOARD

15. 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.

16. Appointment

The Mayor will make the appointment for the Housing Authority Commission and the Board will vote.

- Jeff Arnold

17. 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.

18. Adjourn





Proclamation

Falls Prevention Awareness Week

WHEREAS, it is estimated that fifteen percent of Clay County citizens are 65 years of age or older; and

WHEREAS, it is estimated that one out of every three people 65 and older will fall each year; and

WHEREAS, in Clay County there were 1,728 injuries from falls reported last year; and

WHEREAS, the financial toll for older adult falls is expected to increase as the population ages and may reach up to \$101 billion nationally by 2030; and

WHEREAS, falls are the most common cause of a traumatic brain injury among adults 65 years of age or older; and

WHEREAS, falls can lead to depression, loss of mobility and loss of functional independence; and

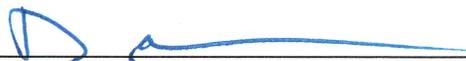
WHEREAS, injuries from falls are largely preventable through evidence-based methods, such as exercise programs to improve balance and strength, medication management, vision improvement, reduction of home hazards and fall prevention education.

NOW, THEREFORE, I, Damien Boley, Mayor of the City of Smithville do hereby proclaim September 23-29, 2024

Falls Prevention Awareness Week

In Smithville, and I urge all the people in our community to join me in this special observance.

Signed this 24th day of September, 2024

By 
Damien Boley, Mayor



Proclamation

September Senior Centers Month

WHEREAS, older adults are opting to “age in place” and live in their own home independently and safely without losing their quality of life and Senior Centers are undoubtedly an invaluable part of that process; and

WHEREAS, Senior Centers serve as a community hub for older adults, connecting them to indispensable services to maintain and elevate wellbeing through a combination of life engagement and both cognitive and physical stimulation; and

WHEREAS, a Senior Center can help combat depression and without a doubt improve a person’s wellbeing; and

WHEREAS, older adults who feel lonely and isolated are more likely to have poor physical and/or mental health and; and

WHEREAS, Senior Centers are important because intergenerational members of the community can come together to promote a positive image of aging as we all grow older; and

WHEREAS, Senior Centers advocate for meaningful senior programs and resources.

NOW, THEREFORE, I, Damien Boley, Mayor of the City of Smithville do hereby proclaim September 2024 as Senior Centers Month. This year’s theme for National Senior Center Month is “Powering Connections”.

Dated this 5th day of September 2024


Damien Boley, Mayor



Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Finance

AGENDA ITEM: Public Hearing Pertaining the 2024 Property Tax Levy

REQUESTED BOARD ACTION:

Hold a Public Hearing pertaining to the 2024 Property Tax Levy.

SUMMARY:

The City of Smithville is required to hold a public hearing before the property tax levy for 2024 can be set. The public hearing allows citizens to offer public comment on setting the property tax levy. Holding the public hearing is required by Section 67.110, RSMo.

Final assessed valuations were received by the City from the County Clerks for Platte County on August 5, 2024, and for Clay County on September 10, 2024.

The City's adjusted assessed valuation declined -0.2729% (which does not include growth due to new construction and personal property tax). Total figures are provided to the State Auditor's Office, which prepares the tax rate computations for the City's 2024 tax rate ceiling. The computations determined a general tax rate ceiling of 0.3880 and the City does not levy a property tax to pay general obligation debt. The Debt Service Fund is supported through the Capital Improvement Sales Tax, and therefore no property tax revenue is necessary. Staff recommends adopting the maximum general tax rate of 0.3880.

Staff posted a notice of public hearing in 3 separate locations around the City of Smithville: US Post Office, Mid Continent Public Library and Casey's General Store. These postings occurred on the afternoon of September 11, 2024. Section 67.110, RSMo states, "the governing body shall hold at least one public hearing on the proposed rates of taxes at which citizens shall be heard prior to their approval. The governing body shall determine the time and place for such a hearing. A notice stating the hour, date and place of hearing shall be published in at least one newspaper qualified under the laws of the state of Missouri of general circulation in the county within which all or the largest portion of the political subdivision is situated, **or such notice shall be posted in at least three public places within the political subdivision**. Such notice shall be published or posted at least seven days prior to the date of the hearing.

PREVIOUS ACTION:

The property tax levy is set on an annual basis by the Board of Aldermen.

POLICY ISSUE:

FINANCIAL CONSIDERATIONS:

Setting the property tax rate allows for collection of property tax which constitutes about 18% of General Fund total revenues.

ATTACHMENTS:

- Ordinance
- Resolution
- Staff Report
- Other: Published Locations
- Contract
- Plans
- Minutes

September 24, 2024

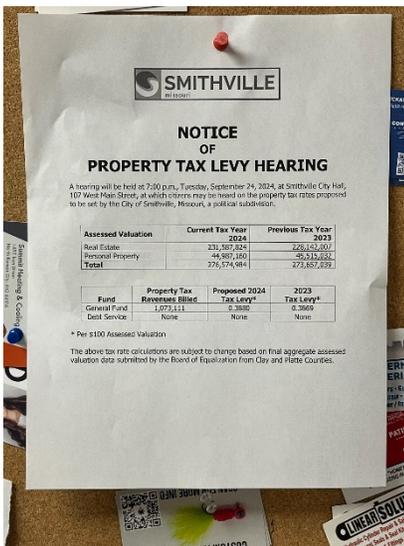
City of Smithville
107 West Main Street
Smithville, Missouri 64089

In accordance with RSMo 67.110, which outlines how a Notice of Public Hearing for Property Tax Levy may be published, the City posted a Notice of Property Tax Hearing in 3 separate locations around the City of Smithville on the early afternoon of September 11, 2024, to notify the public of a public hearing for the upcoming property tax levy (more than 7 days in advance) scheduled at the City of Smithville City Hall for Tuesday, September 24, 2024 at 7:00 PM. The locations which featured the postings included:

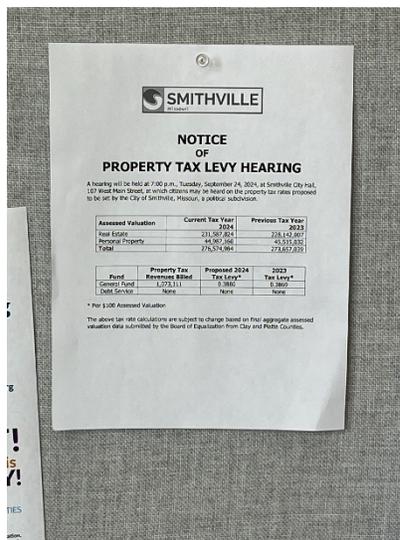
- Casey's General Store - 119 US 169 Highway, Smithville Missouri, 64089
- Mid Continent Public Library - 120 Richardson Street, Smithville Missouri, 64089
- U.S. Post Office - 206 Richardson Street, Smithville Missouri, 64089

Below are photos of the postings:

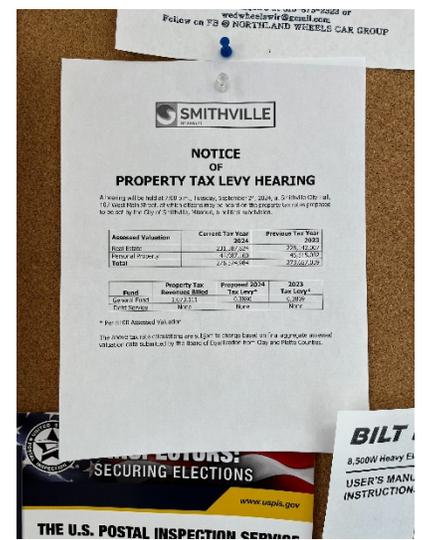
Casey's General Store



Mid Continent Library



U.S. Post Office



Thank you,

Linda Drummond
City Clerk, City of Smithville, Missouri



Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

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**
 - 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**
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A Resolution issuing a Liquor License to Dustin Racer, 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.

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
REGULAR SESSION**

August 20, 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 7:14 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. Consent Agenda

- **Minutes**

- August 6, 2024, Board of Aldermen Work Session Minutes
- August 6, 2024, Board of Aldermen Regular Session Minutes

- **Finance Report**

- Finance Report for July 2024

- **Resolution 1392, Camp Host Contract Renewal**

A Resolution authorizing the renewal of an agreement with Janet Terry and Chris Dunkin for camp host services at Smith's Fork Campground.

- **Resolution 1393, Amending the Employee Handbook**

A Resolution amending the Employee Handbook to add section 12-7 Paid Parental Leave.

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

No discussion.

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

REPORTS FROM OFFICERS AND STANDING COMMITTEES

4. Committee Reports

Alderman Wilson reported on the August 13 Planning and Zoning Commission meeting. They discussed the site plan approval for the Montessori Academy. She noted that the Board would see in the future the items on rezoning the southeast corner of 169 Highway and W Highway and the preliminary plat. The addition will be called Clay Creek Meadows. There is a new donut shop going in at Fairview Crossing and MoDOT is doing road work south on 169 Highway by McDonalds and Fairview Crossing.

Mayor Boley noted that MoDOT is also doing road work up by 188th Street taking off some of the hill.

5. City Administrator's Report

Cynthia Wagner noted a couple of items related to scheduling. In conversation with the Mayor and the limited number of potential agenda items, he has recommended the September 3 meeting be cancelled. Cynthia also noted that the September 17 meeting is the same date that a number of the Board will be out of town attending Missouri Municipal League's (MML) annual conference. She asked the Board if they would want to reschedule the meeting and if so asked for recommendations as to when.

Cynthia noted that due to the timing in receiving the tax information from the Clay County Assessor's office, we may need to schedule a special meeting to set the tax rate. She explained that the tax rate has to be set prior to October 1. Once the information is received from Clay County, staff has to do the calculations to figure the rate and post the public notice of the public hearing.

Cynthia asked for Board concurrence for cancelling the September 3 meeting and asked for their recommendation on changing the September 17 meeting date.

Mayor Boley suggested moving the September 17 meeting to September 24. He noted that it would give Clay County time to get the City the tax information. He asked the Board, and they all agreed. Mayor Boley also asked the Board if they had any questions on FY2025 budget to please get them to staff prior to the September 24 work session.

Cynthia noted that staff is hopeful that with the meeting being moved to September 24 we will have information to be able to set the property tax rate. She added that if we do not, we will have to find a time to hold a special meeting, and it could possibly be September 30. Cynthia noted that she would be reaching out to the Board to develop a schedule if needed.

Mayor Boley suggested a Zoom meeting for the special meeting.

Cynthia noted that she and Chuck Soules, Public Works Director, had a meeting late last week with representatives of the Corps of Engineers. She explained that we had applied for funding through the Water Resources Development Act and have been identified for an earmark for funding. That funding will help fund three projects, the South Force Main, the Rocky Branch Gravity Sewer Main and the 144th Street Pump Station. The Corps of Engineers will be administering the allocation of funds associated with that federal earmark. On Friday she and Chuck met with the Corps of Engineers representative to learn and understand their requirements and processes of those funds. That process will include additional review and planning and will add some time to our process. Staff had initially planned for the project to be ready to bid in October, but the Corps of Engineers requires a full National Environmental Protection Act (NEPA) Study. In order to get that complete, staff will have to work with our engineers and have that approved by the Corps of Engineers. With the timing of that additional study, staff is envisioning the project will be bid in February at the earliest. Cynthia noted that it is tremendous to have that influx of funds but sometimes those funds come with delays and additional work. There will also be some additional costs that we will incur for the NEPA review, but they are relatively minor in the scheme of what we will receive for the project.

ORDINANCES & RESOLUTIONS

6. **Bill No 3035-24, Re-Adopt the Code of Ethics – 2nd Reading**

Alderman Atkins moved to approve Bill No. 3035-24, re-adopting the Code of Ethics to comply with Missouri Ethics Commission standards. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3035-24 approved.

7. **Bill No. 3036-24, Real Estate Purchase Contract for the Sale of City Property on the Northside of Church Street – 2nd Reading**

Alderman Atkins moved to approve Bill No. 3036-24, authorizing the city of Smithville, Missouri real estate purchase contract and authorizing and approving certain documents in connection therewith. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes – 5, Noes – 1, motion carries. Mayor Boley declared Bill No. 3036-24 approved.

8. **Bill No. 3037-24, Real Estate Purchase Contract for the Sale of City Property on the Southside of Church Street – 2nd Reading**

Alderman Atkins moved to approve Bill No. 3037-24, authorizing the city of Smithville, Missouri real estate purchase contract and authorizing and approving certain documents in connection therewith. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes –4, Noes – 2, motion carries. Mayor Boley declared Bill No. 3037-24 approved.

9. **Resolution 1394, Site Plan – Montessori Academy Expansion**

Alderman Atkins moved to approve Resolution 1394, authorizing site plan approval for construction of a 5,109 ft² addition to the Montessori Academy at 14450 North 169 Highway, Suite B. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1394 approved.

10. Resolution 1395, Award Bid Commercial Street Sidewalks

Alderman Atkins moved to approve Resolution 1395, awarding Bid No. 24-16 to Legacy Underground Construction for 2024 Commercial Avenue pedestrian improvements in an amount not to exceed \$898,658 and authorize a force account of \$100,000. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1395 approved.

11. Resolution 1396, Agreement with GBA for Bridge Street Roundabout Design

Alderman Atkins moved to approve Resolution 1396, authorizing the Mayor to sign an agreement with GBA for engineering services for a roundabout at the intersection of East First Street and North Bridge Street and authorizing GBA to proceed with Phase A. Alderman Hartman seconded motion.

Doug Cirricione, 728 Spelman Drive, spoke to the Board about his objection to putting a roundabout at the intersection of East First Street and North Bridge Street. He noted that a roundabout is out of character for that environment and suggested a three-way stop would work better for that area. Mr. Cirricione also said that it would make it more difficult for the residents at the Housing Authority to navigate safely.

Ayes – 5, Noes – 1, motion carries. Mayor Boley declared Resolution 1396 approved.

OTHER MATTERS BEFORE THE BOARD

12. Public Comment

None

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 7:27 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

**SMITHVILLE BOARD OF ALDERMEN
WORK SESSION**

August 20, 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 5:29p.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. Discussion of the 9-Month FY2024 Budget Update

Rick Welch, Finance Director, presented the 9-Month FY2024 Budget Update.

FY2024 Budget Amendments Through Quarter Three

FY2024 amendments approved by the Board:

- Budget Amendment #1: On November 20, 2023, \$732,000 of expenditures to the CWWS Fund. Expenditures are:
 - \$155,000 4th Street Terrace stormwater improvements
 - \$305,000 Quincy Boulevard stormwater improvements
 - \$20,000 Raw Water Pump Station construction
 - \$72,000 Playground Resurfacing at Smith's Fork Park and Heritage Park

- Budget Amendment #2: On March 5, 2024, \$30,000 of expenditures to the General Fund and \$200,831.87 of expenditures to the CWWS Fund. Expenditures are:
 - \$30,000 West Central Missouri Regional Lodge #50 of the Fraternal Order of Police
 - \$166,713.60 First and Bridge Street Waterline Improvement
 - \$28,000 manhole replacement on Maple Street
 - \$29,796.27 final cost of motive pump maintenance
 - \$26,322 waterline under 147th Street

- Budget Amendment #3: On May 7, 2024, \$45,375.63 of expenditures to the General Fund \$15,753.93 of expenditures to the CWWS Fund. Expenditures are:
 - \$36,000.75 LAGERS upgrade to L-12 from L-7 (GF)
 - \$12,078.81 LAGERS upgrade to L-12 from L-7 (CWWS)
 - \$9,374.88 IT services grade (GF)
 - \$3,675.12 IT services grade (CWWS)

On May 7, 2024, \$460,000 of additional revenue and expenditures to the Transportation Sales Tax Fund and \$1,000,000 to the Capital Improvement Sales Tax Fund was approved as additional MARC grant funds were secured. Revenue and expenditures are:

- \$460,000 Commercial Sidewalk Project
- \$1,000,000 Streetscape Phase III

- \$4,350,000 COP budget in CWWS fund, plus and additional \$2,344,510 for a total of \$6,694,610. Resolution 1307, Go to Market.

General Fund Review

General Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Revenues	\$6,266,986	\$6,674,967	\$5,276,244	84.2%

- The increase over budgeted FY2024 General Fund revenue are the result of better performance of property tax, sales tax, and interest earnings.

General Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Expenditures	\$7,100,790	\$7,406,812	5,555,109	78.2%

- The increase over budgeted FY2024 General Fund expenditures have been recognized with the rising costs of commodities, employee benefits, and repairs and maintenance.

	Phase	Resolution	Contractor / Engineer	Status
4th St & 4th Terr Improvement	Construction	1199	Menke	Completed
Quincy Boulevard Improvements	Construction	1221	Amino Brothers	In Progress *
Annual Wayfinding Signage Installation	Construction	Upcoming	City Staff	Not Started

*Project is currently in the punch list stage

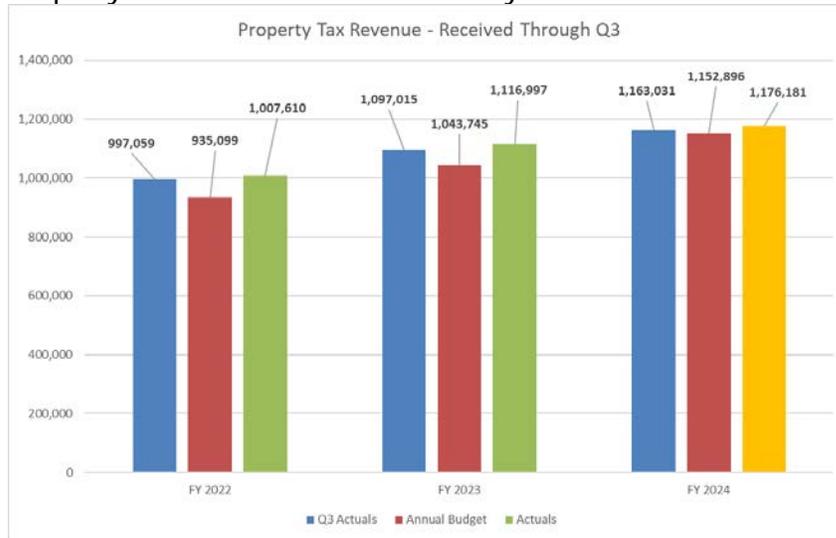
Property Tax Revenue

Property Tax revenue comprises 20% of General Fund revenues and plays a significant role in funding core City services and amenities.

General Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Property Tax Revenues	\$ 1,152,896	\$ 1,176,181	\$ 1,163,536	100.9%

- The City receives the majority of the property tax disbursement from Clay County in January of each year.
- The City, on average in the past 3 years, receives 99.6% of annual property tax revenue by the 3rd quarter of the fiscal year.
- For the last five years, the City has seen an average annual increase in property tax revenues of about 6.3%.

Property Tax Revenue 3- Year History



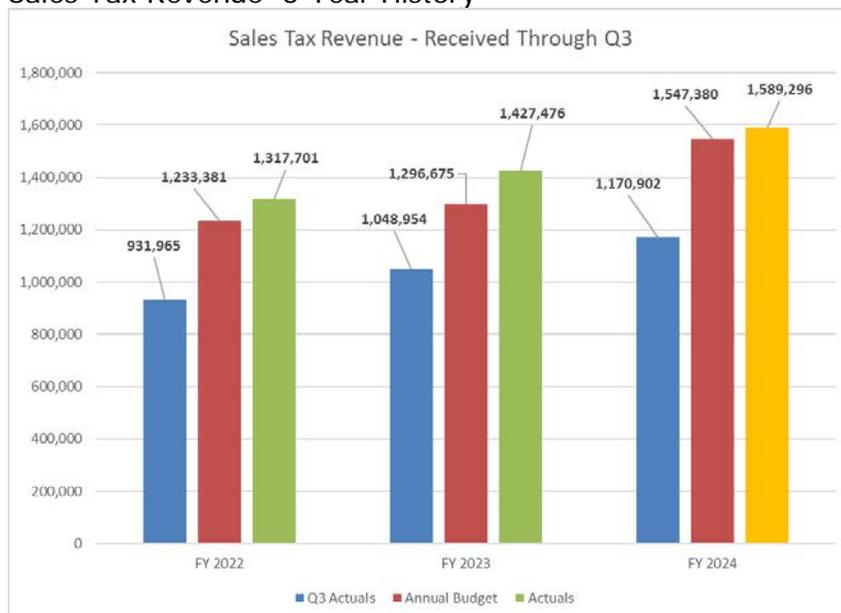
Sales Tax Revenue

General Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Sales Tax Revenue	\$ 1,547,380	\$ 1,589,296	\$ 1,170,902	75.7%

- The City, on average in the past 3 years, receives 73% of sales tax annual revenue by the 3rd quarter of the fiscal year.
- This data reflects the monthly transfer of TIF EATs from the General Fund to the Special Allocation Fund (Marketplace TIF).

Rick noted that this was one fund that staff will be monitoring over the next couple of months. He explained that most cities are seeing a slowdown in sales tax revenue.

Sales Tax Revenue 3-Year History



Use Tax Revenue

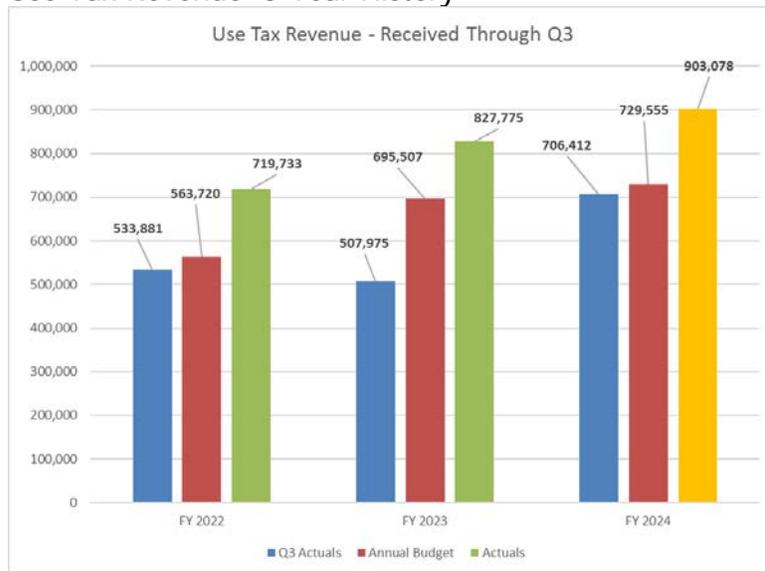
General Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Use Tax Revenue	\$ 729,555	\$ 903,078	\$ 706,412	96.8%

- The City, on average in the past 3 years, receives 75% of use tax annual revenue by the 3rd quarter of the fiscal year.

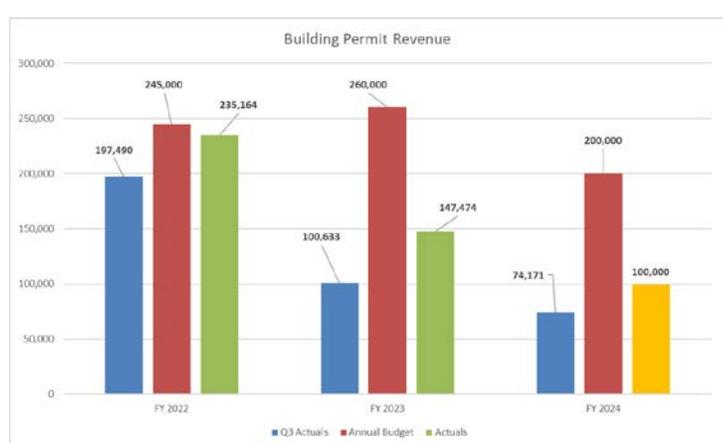
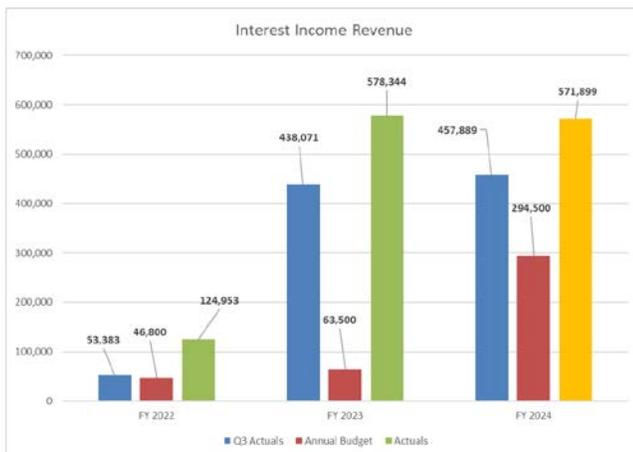
Alderman Atkins asked if the increase in use tax revenue could be where some of the sales tax revenues are going.

Rick said that could absolutely be where the sales tax revenue offset could be.

Use Tax Revenue 3-Year History



General Fund Revenues - Areas of Impact



Alderman Hartman reminded everyone watching that the City's year end is October 31.

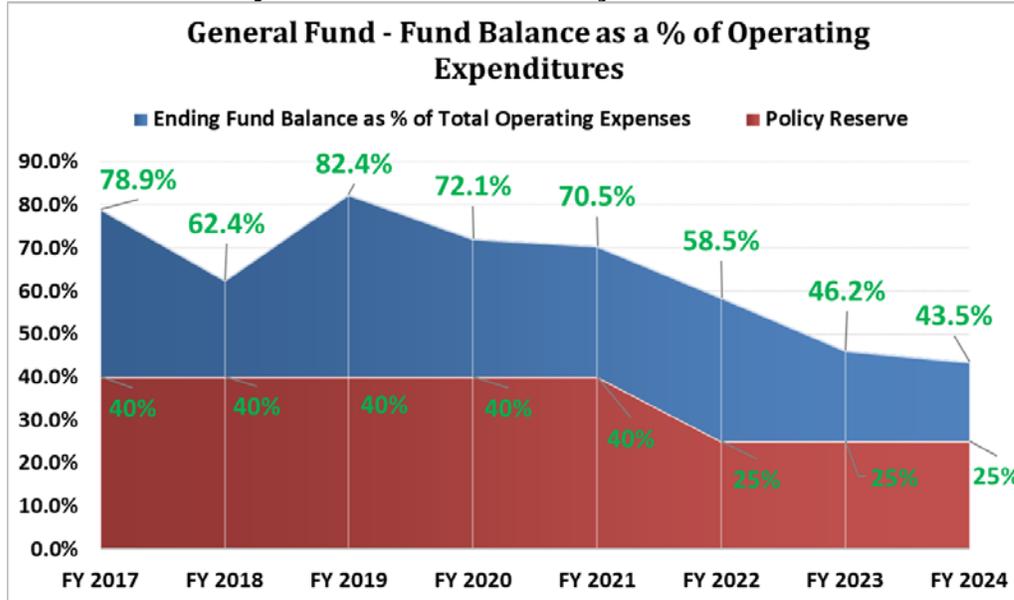
General Fund - Bottom Line

	Actual FY2023	Budgeted FY2024	Projected FY2024
Beginning Fund Balance	3,425,221	3,951,294	3,951,294
Total Revenues	6,569,620	6,266,986	6,674,967
Total Expenses	6,043,547	7,100,790	7,406,812
Net Change in Fund Balance	526,073	(833,804)	(731,845)
Ending Fund Balance	3,951,294	3,117,490	3,219,449
			101,959

Projected fund balance over budget.

*Projected includes budget amendments.

General Fund – Projected Fund Balance Analysis



Capital Improvement Sales Tax Fund

Capital Improvement Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received	% of Projected
Revenue	\$ 2,240,750	\$ 762,742	\$ 576,021	25.7%	75.5%

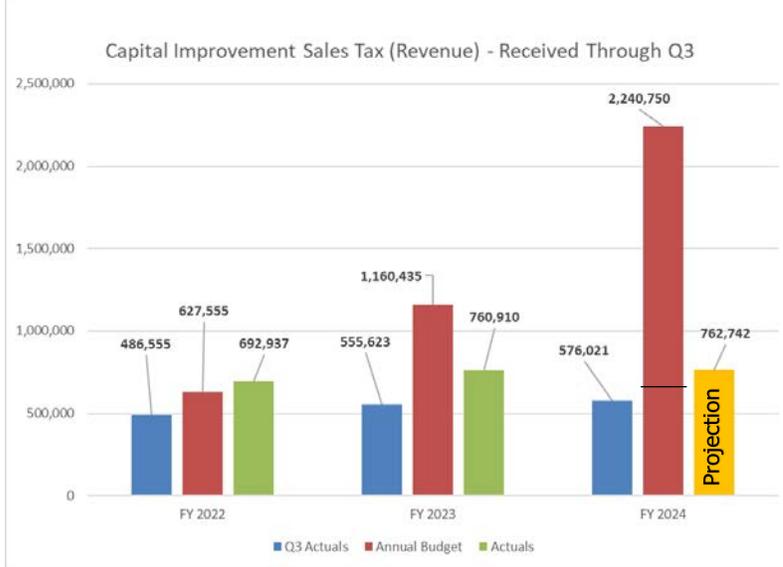
- Projection include CIP that will carry forward to FY25, including a MoDOT reimbursement included in FY24 revenue in the amount of \$1,488,000.

Capital Improvement Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received	% of Projected
Expenditure	\$ 1,906,340	\$ 418,340	\$ 181,054	9.5%	43.3%

- Projection includes CIP project expenditures that will carry forward to FY25.

CIST Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status
Riverwalk Park & Trail	Engineering	1321	GBA	In Progress
2nd Creek Sidewalks	Engineering	1321	GBA	In Progress
Downtown Streetscape Phase III	Construction	Upcoming	TBD	Bid Awarded
1st Street and Bridge Round-A-Bout	TBD	Upcoming	To Be Decided	Agenda Item

Capital Improvement Sales Tax Fund 3-Year History



FY24 budget includes a MoDOT reimbursement of \$1,488,000. The line in the budget column represents where budget would be without the \$1,488,000 reimbursement.

FY23 budget included a MoDOT reimbursement of \$488,000.

Both years the project has been rolled into the following year, including the reimbursement.

Alderman Hartman asked if the \$1,488,000 was the MoDOT grant that we received.

Chuck Soules, Public Works Director, said that it was.

Transportation Sales Tax Fund

Transportation Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received	% of Projected
Revenue	\$ 1,627,450	\$ 682,217	\$ 529,175	32.5%	77.6%

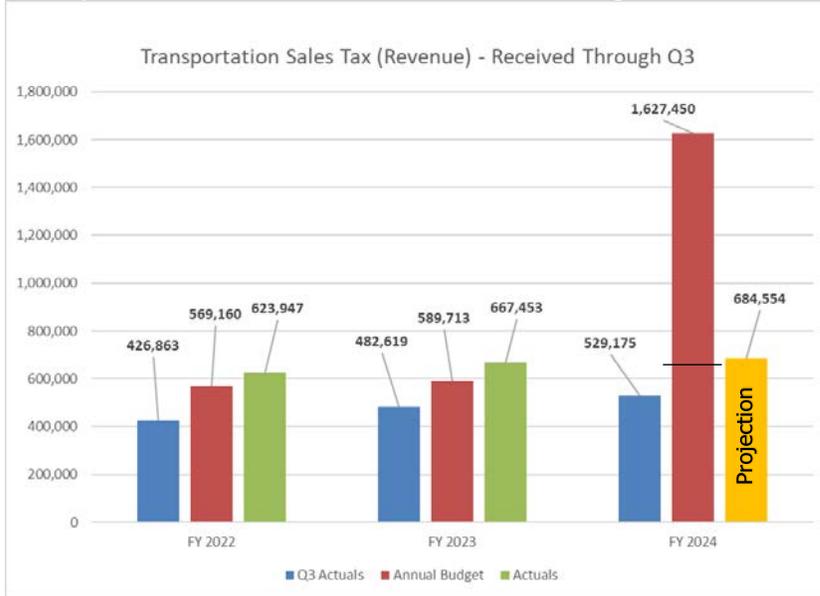
- Projection includes CIP that will carryforward to FY25, including a MARC reimbursement included in FY24 revenue in the amount of \$960,000.

Transportation Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received	% of Projected
Expenditure	\$ 1,699,140	\$ 739,140	\$ 555,132	32.7%	75.1%

- Projection includes Commercial Street Sidewalk expenditures that will carry forward to FY25.

TST Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status
Annual Asphalt Overlay Program	Construction	1323	Asphaltic Surfaces	Completed
Annual Sidewalk Replacement Program	Construction	Upcoming	KC Concrete	Completed
Commercial Street Sidewalks (grant for \$960,000)	Construction	Upcoming	To Be Decided	Agenda Item

Transportation Sales Tax Fund 3-Year History



FY24 budget includes a MARC reimbursement of \$960,000. The line in the budget column represents where budget would be without the \$960,000 reimbursement.

The project will carry forward into the following year, including the reimbursement.

Combined Water and Wastewater Fund

CWWS Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received	% of Projected
Revenue	\$ 10,683,600	\$ 6,618,941	\$ 4,687,514	43.9%	70.8%

- Projection revenues do not include COP proceeds

CWWS Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received	% of Projected
Expenditure	\$ 15,704,620	\$ 5,937,039	\$ 3,460,529	22.0%	58.3%

- Projection expenditures do not include the majority of FY24 CIP projects, which will carryforward to FY25.

Combined Water and Wastewater CIP

CWWS Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status
2024 Sewer Rehabilitation Program	Maintenance	1300	SAK	Completed
1st and Bridge Street Watermain Improvements	Construction	Upcoming	Engleman Construction	Completed
Complete Auth 99 - WTP Improvements / Residuals	Engineering	1208	HDR Engineering	Completed
Complete Auth 94 - West Bypass of 144th St Lift Station	Engineering	987	HDR Engineering	In progress
Complete Auth 92 - Smith's Fork Pump Station	Engineering	1197	HDR Engineering	In progress
Complete Auth 97 - River Cross / Maple Ln Waterline	Engineering	1138	HDR Engineering	In progress
Complete Auth 98 - Owens Branch Sanitary Sewer	Engineering	1176	HDR Engineering	In progress
West Bypass of the 144th Street Lift Station	Construction	Upcoming	TBD	In progress
144 th Street Lift Station	Construction	Upcoming	TBD	In progress
Est. Remaining Contract - Smith's Fork Force Main	Construction	Upcoming	TBD	In progress
Maple Lane & River Crossing (12" Waterline)	Construction	Upcoming	TBD	In progress
Headworks Bar Screen	Construction	1309	Ross Construction	In progress
Authorization 101 - Stonebridge Lift Station	Engineering	1258	HDR Engineering	In progress
Stonebridge Lift Station (SSD Cost Sharing)	Construction	Upcoming	TBD	In progress
Lagoon Cleaning & Liner Repair	Construction	1299	Richardson Construction Company	Bid Awarded
Water Plant Improvements	Construction	Upcoming	Ross Construction	Bid Awarded

Water and Wastewater Sales Revenue

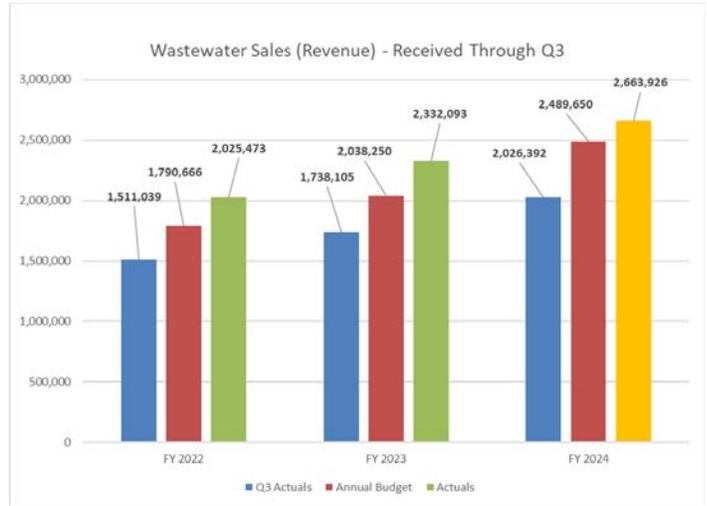
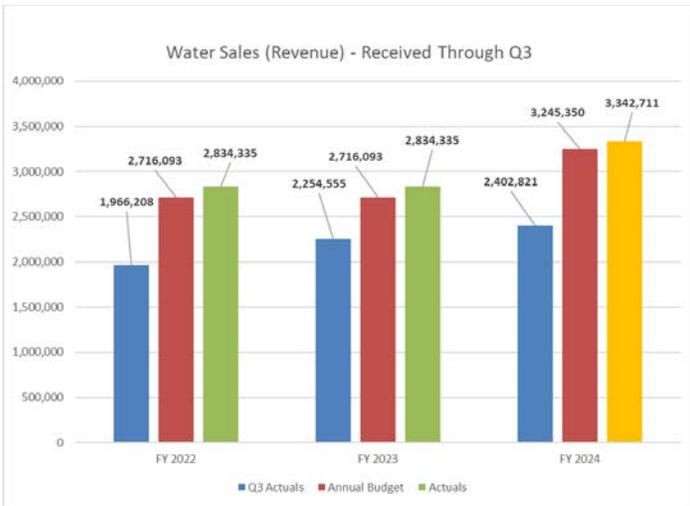
CWWS Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Water Sales	\$ 3,245,350	\$ 3,342,711	\$ 2,402,821	74.0%

- The City, on average in the past 3 years, receives 71% of water sales annual revenue by the 3rd quarter of the fiscal year.

CWWS Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Wastewater Sales	\$ 2,489,650	\$ 2,663,926	\$ 2,026,392	81.4%

- The City, on average in the past 3 years, receives 75% of wastewater sales annual revenue by 3rd quarter of the fiscal year.

Water and Wastewater Sales Revenue 3-Year History



CWWS Fund Bottom Line

	Actual FY 2023	Budgeted FY 2024	Projected FY 2024
Beginning Fund Balance	7,123,744	6,589,526	6,589,526
Total Revenues	6,104,757	10,683,600	6,618,941
Total Expenses	6,638,976	15,704,620	5,937,039
Net Change in Fund Balance	(534,218)	(5,021,020)	681,902
Ending Fund Balance	6,589,526	1,568,506	7,271,428
			5,702,922

Projected fund balance over budget.

*Projected includes budget amendments.

Sanitation Fund

Sanitation Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Revenue	\$ 938,757	\$ 920,573	\$ 690,430	73.5%

- The City, on average in the past 3 years, receives 73% of solid waste annual revenue by the 3rd quarter of the fiscal year.

Sanitation Fund	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Expenditure	\$ 931,805	\$ 924,397	\$ 693,298	74.4%

- The City also pays to participate in the Household Hazardous Waste collection program (paid for in Q1 every year) administered by MARC which is funded by the Sanitation Fund.

Parks and Stormwater Sales Tax Fund

Park & Stormwater Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received	% of Projected
Revenue	\$ 933,750	\$ 752,156	\$ 574,618	61.5%	76.4%

- Projections adjusted for CIP that will roll into FY25, including grant revenue of OK Railroad Trails.

Park & Stormwater Sales Tax	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received	% of Projected
Expenditure	\$ 1,021,000	\$ 618,577	\$ 461,834	45.2%	74.7%

PST Funded Capital Project	Phase	Resolution	Contractor / Engineer	Status
Stonebridge Stormwater Improvements	Engineering	1304	GBA	Completed
Emerald Ridge Neighborhood Park & Signage	Construction	Upcoming	To Be Decided	In Progress
Stonebridge Stormwater Improvements	Construction	Upcoming	Tunks	In Progress
The "OK Railroad" Trail (grant for \$184,600)	Engineering	Upcoming	In house	Not Started

Vehicle and Equipment Replacement Fund (VERF)

VERF	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Revenue	\$ 374,398	\$ 373,851	\$ 373,851	99.9%

- The VERF received \$249,000 transfer into the fund for annual operational support in FY24.
- The VERF realized revenue from vehicle sales of \$124,851.

VERF	FY2024 Budgeted	FY2024 Projections	FY2024 YTD	% of Budget Received
Expenditure	\$ 423,547	\$ 465,487	\$ 360,487	85.1%

- Through July 31, 2024, the City is leasing **38 vehicles** with Enterprise Fleet Management. This represents all the vehicles that will be placed with Enterprise, other than future organic growth.

9-Month Budget Review Concluding Remarks

Revenues

- General Fund revenues continue to forecast above budget, especially with sales tax, use tax, and interest earnings.
- Water and wastewater revenue in the CWWS Fund is slightly above budget.

Expenditures

- Inflation remains a significant factor impacting department operational budgets, particularly in areas such as commodities, employee benefits, and repairs and maintenance.

Budget Carryforward to FY2025

- Funds for CIP projects planned for FY2024 will carry forward to FY2025. This has no negative effect on fund balance as the planned expenditures move to the following year.

Alderman Hartman asked if the interest income of \$157,000 for third quarter was correct.

Rick said that we are roughly at \$50,000 for third quarter. Rick explained that the way our computation is we are capped at 5% on our CDs at Central Bank.

Alderman Russell noted he like the line added to the graphs showing what it would be without the grant money.

3. Discussion of the FY2025 Operating Budget

Rick presented the first discussion of the proposed FY2025 Operating Budget and the Five-Year CIP. Rick noted that the last two or three years have had better than expected financial results. He explained that as we look forward, we will begin to see a decline in interest rates as the economy in general is somewhat lacking a little bit of confidence. In the FY2025 budget there is not really anything new. We are not adding employees, we are not adding projects or big expenditures. The proposed FY2025 budget does address inflation to commodities and CIP projects that have been pushed forward, that now need to be completed.

Cynthia thanked Rick and staff for preparing the FY2025 budget. She noted that the information provided incorporates work that has been done in work sessions and the retreat. The FY2025 proposed budget reflects a maintenance budget. We are not adding new programs, or staff, we are working to ensure that we continue to provide the level of services and focus on employee recruitment and retention. Cynthia noted that inflation has an effect on our expenditure level that then effects how we are able to fund projects. She explained that Rick has done a great job in coming on board, understanding our budget, and doing it while we have been transitioning to a new software.

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 at the September meeting he expects to come back with better revenue projections as well as be able to look at month to date September expenditures. Rick explained that he has taken a very conservative approach this budget.

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

FY2025 Proposed General Fund Necessary Operating Increases

- Annual VEF (Vehicle and Equipment Replacement Fund) Financial Support (\$390,000)
- IT Services increase with new 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

Rick noted that with the new IT services, we have been able to not renew our Microsoft 365 licensing that was \$14,000 a year because it is provided with the new service. We will also save \$5,000 next year on our cybersecurity training with KnowBe4 since it is also provided with our new service.

Alderman Wilson asked if the \$39,150 IT Services increase had those two totals taken out of it.

Rick said that it did not.

Alderman Russell asked when the Smith's Fork lease payment goes up again.

Mayor Boley explained that it goes up every year.

Cynthia noted that the increase really escalates in the next several years. She explained that staff had a conversation with the City Attorney, John Reddoch today and have reached out to the Corps of Engineers several times to see if we could discuss changing that due to the significant impact on our budget. Cynthia explained that this payment schedule is from a court ordered settlement agreement from the late 1970's.

Rick noted some of the [Smith's Fork Lease payment schedule](#).

Alderman Russell asked how the Sergeant's overtime was figured.

Rick explained that it is an everchanging number that was figured based on history and projections.

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

Cynthia noted that the GO Bonds or General Obligation Bonds debt financing is supported by the rates for the utilities. She explained that GO Bonds require voter approval and COP Bonds do not.

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

Mayor Boley asked if the campground road repair included paving some of the site for ADA.

Matt Denton, Parks Director said that it did not.

Mayor Boley asked that it be added as an alternative when it is put out for bid.

Rick explained that he had removed the addition of a Parks and Recreation position in the FY2025 budget. Rick noted that yesterday we received word concerning the Clay County Senior Services grant. We requested \$103,000 to help fund expanded services at the Senior Center and the Senior Services Coordinator position. At this time, we have been told we will receive \$60,000. That does give us some additional monies to expand some programming. Rick noted that he and Matt will be discussing this over the next week to figure out how best to utilize the additional funds.

Cynthia explained that staff submitted the grant application in mid-July. The \$103,000 would have provided for Amy to go full-time, looking at a five-day lunch service and expanded hours. She noted that the increase is not enough for the full-time position, but we can expand some of the programming. This will be plugged into the budget on the revenue and expenditures side.

Rick noted that two other items that are not included in this budget, the \$50,000 for the Strategic Planning program and the \$2,500 for the Northland Career Development Center.

Alderman Hartman said that he thought it is important that the Board consider the \$2,500 to the Northland Career Development Center be put in the budget. He noted that we are talking a conservative budget and not adding a lot of things but feels it would put us in a good position and we would be able to take advantage of the facility when it is built.

Alderman Kobylski agreed and believes it is a good investment for our students.

Rick noted that with all of the Board in agreement the \$2,500 for the Northland Career Development Center would be added back into the FY2025 budget.

FY2025 Compensation Scenarios

Department	Base	8% Directors /		10% Directors /		8% Directors /	
		6% All	6% Frontline	8% All	8% Frontline	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.

* Police include contract salaries of police officers per agreement. Agreement with sergeant unit is still being negotiated, totals do not reflect any adjustment.

Alderman Wilson suggested that since staff is still in negotiation with the union for the Sergeants, to think about taking that back to the eight percent for all or the eight percent for directors and the six percent for the frontline.

Alderman Kobylski asked if she thought the eight percent /six percent or the eight percent overall.

Rick noted that this was part of staff’s discussion and omitting the Parks and Recreation position because we wanted to focus on our current employees and especially recruitment. He said that he would bring multiple scenarios for the September work session budget discussion.

Alderman Wilson noted that she understands the importance of employee retention but said that we have to look at the overall budget. She added that she is going to be very conservative when she is looking at the budget.

Alderman Hartman concurred with Alderman Wilson that we should leave the multiple scenarios, potentially the eight percent for all or maybe leave the ten percent for directors and eight percent for frontline.

Rick noted that going with the eight percent all would be a savings of \$20,000 and when you think about compensation it is a compounding number.

Alderman Russell asked if another city had recently done a compensation comparison.

Cynthia explained that after we did our compensation and classification study in 2021 a number of other cities have since done the same, which caused an escalation of salaries for employees. Cynthia noted that Gina Pate, Assistant City Administrator, did an in-house reboot of that compensation study by reaching out to other cities for the compensation rates to help update our information. This information was presented at the retreat.

Alderman Hartman asked if these amounts were the total employee costs.

Rick said yes that it included salaries plus benefits.

Mayor Boley noted that they needed to recognize that we have some tenure in our director positions and catching up on their compensation is important.

Alderman Wilson said that she did not want to see us get into the same situation as Independence when their tax increase did not pass, and they were looking at having to cut employees instead. She noted that she was concerned that could happen to us.

Alderman Russell suggested not making an adjustment to LAGERS and keeping the pay higher.

Cynthia explained that in the FY2024 budget we did a three percent across the board pay increase and LAGERS for a mid-year adjustment. That adjustment went into effect July 1. These numbers include the LAGERS adjusted amount. She noted that adjustment was based on conversations with employees last year wanting to look at increasing retirement benefits. Cynthia noted that in FY2024 our police frontline employees voted to be represented and their new contract went into effect with the first pay adjustments this year and the average increase was between seven and eight percent overall. They then have a step-increase January 1, and that step is reflected in these numbers. This spring, our sergeants voted to be recognized and we are currently in negotiations. These numbers reflect current sergeant's salaries.

Alderman Russell asked if these numbers show any projected increases for the sergeants.

Cynthia said that it does not because we do not know what the increase will be.

Alderman Hartman asked with the sergeants becoming unionized that would only leave three positions in the department that would not be part of a union.

Rick said yes it is the Chief, Captain and Police Clerk.

Alderman Hartman noted that the increase not included would only be for the four sergeant positions.

Cynthia explained that we are in negotiations with the sergeants at this time and cannot discuss numbers or timeline.

Rick asked which scenarios the Board would want for the September work session.

The Board requested the eight percent/six percent, eight percent and the ten percent/eight percent scenarios.

Proposed FY2025 General Fund Revenue Summary

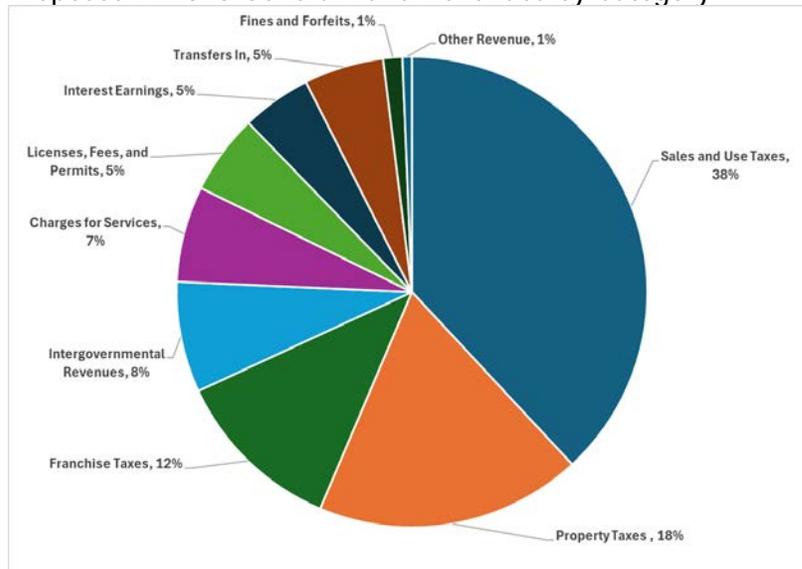
General Fund Revenues	Actual FY2023	FY2024 Budget	Projected FY2024	FY2025 Proposed Budget
Property Taxes	1,116,997	1,152,896	1,176,181	1,205,585
Sales and Use Taxes	2,362,749	2,360,105	2,575,544	2,510,781
Franchise Taxes	810,659	759,740	768,246	772,352
Licenses, Fees, and Permits	329,842	351,900	234,455	361,846
Intergovernmental Revenues	494,990	481,675	488,236	501,119
Charges for Services	446,065	411,180	420,689	434,820
Fines and Forfeits	113,519	113,120	82,441	86,652
Interest Earnings	578,344	294,500	571,899	315,258
Other Revenue	68,803	51,820	67,226	42,937
Transfers In	247,651	290,050	290,050	360,477
Total Revenues	\$ 6,569,620	\$ 6,266,986	\$ 6,674,967	\$ 6,591,827

1.25% decrease in total revenues from Projected FY2024 to Proposed FY2025.

Rick noted that we do not have the final post Board of Equalization assessed valuation numbers for property taxes from Clay County yet, so this number is conservative. Rick also noted that Clay County has adopted the seniors 65 and older property tax rollback program which will affect the 2026 revenues.

Cynthia noted that once we receive the assessed valuation from Clay County we will have to set the tax rate. That has to be done by October 1. She explained that we have to take the valuation and plug it in to a state calculation to evaluate our mill levy. We also have to post the notice of a public hearing. Staff has been in communication with the Clay County Assessor's Office to establish an ETA to receive the information and be able to schedule setting the tax rate. Cynthia explained that the tax rate is set by Ordinance with two readings, and we typically have to do that by emergency Ordinance.

Proposed FY2025 General Fund Revenues by Category



Approximately 56% of the general fund revenue budget is comprised of:

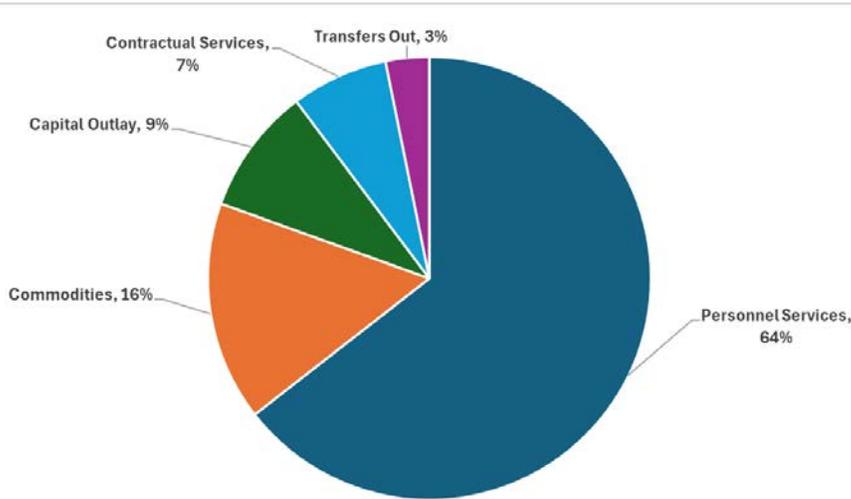
- Sales Tax
- Use Tax
- Property Tax

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	5,147,499
Commodities	1,057,603	1,091,460	1,161,730	1,259,561
Capital Outlay	255,609	725,850	897,359	201,000
Contractual Services	452,401	521,510	489,074	574,217
Transfers Out	35,000	197,000	197,000	258,000
Total Expenditures	\$ 6,043,547	\$ 7,100,790	\$ 7,406,812	\$ 7,440,277

4.78% increase in total expenditures from Budgeted FY2024 to Proposed FY2025.

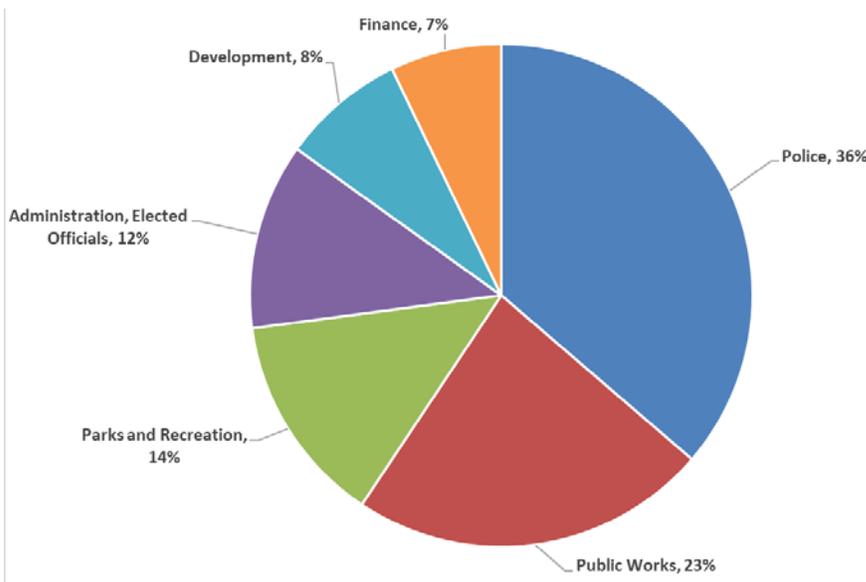
FY2025 Proposed General Fund Expenditures by Category



Personnel Services constitutes **64%** 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 73% 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
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	\$100,000	\$550,000	\$100,000	\$100,000	\$100,000

Rick noted that the Wayfinding Signage is on hold until we receive more guidance on the project.

Cynthia noted that the Second Creek Bridge Sidewalk Project and the Riverwalk Park and Trail Project are construction costs for FY2026. The engineering and design are included in this coming year and funded through other funds. Most of the construction costs of those projects is funded through other funds. Cynthia noted that in order to complete those projects we are spreading out the cost over several funds.

Alderman Hartman asked if some of the funds are from grants that we will receive at completion or during the construction.

Cynthia said that both of the projects are grant funded and the funding would be received during construction.

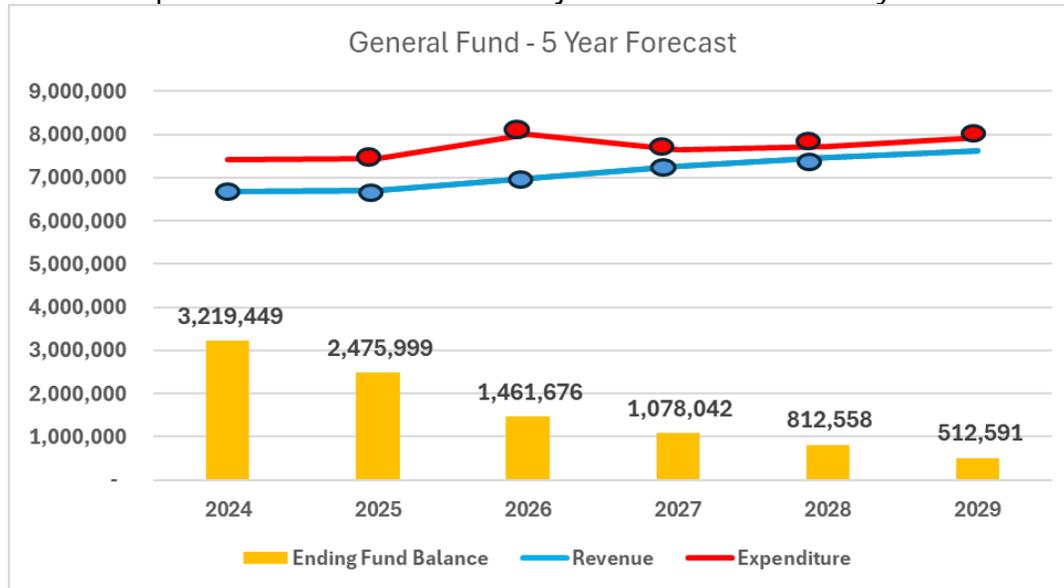
FY2025 Proposed General Fund Net Change in Fund Balance

	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	6,696,827
Total Expenses	6,043,547	7,406,812	7,440,277
Net Change in Fund Balance	526,073	(731,845)	(743,450)
Ending Fund Balance	3,951,294	3,219,449	2,475,999

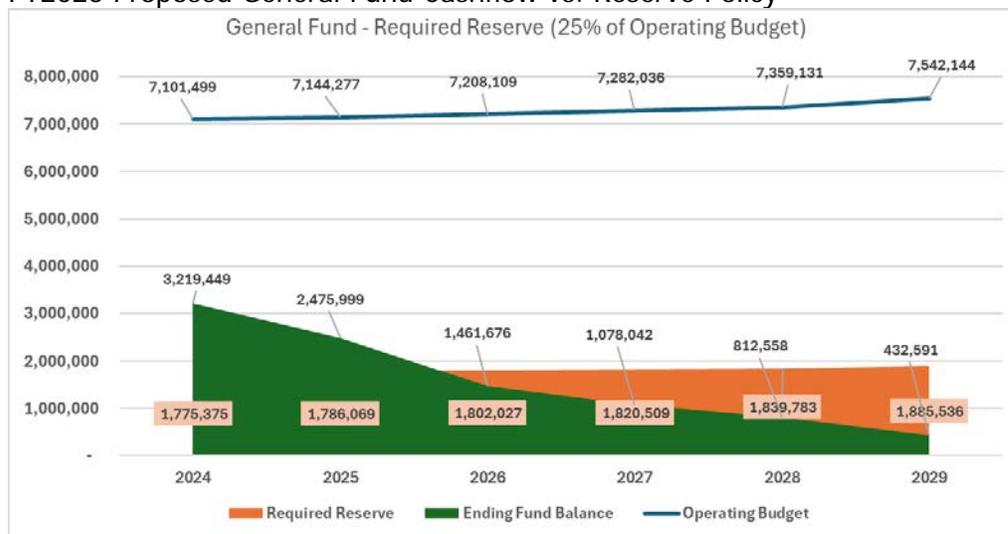
Alderman Wilson noted that the total revenue numbers in an earlier slide was \$6,591,827 and that would make net change in the fund balance.

Rick thanked her for pointing that out and would check which of the numbers were correct and have it for the September work session.

FY2025 Proposed General Fund 5 Year Projected Cashflow Summary



FY2025 Proposed General Fund Cashflow vs. Reserve Policy



Alderman Russell asked what happens when we start to hit the required reserve and what actions the Board would take.

Cynthia explained that we would be looking at ways to cut costs whether it be delaying projects cutting salaries. Cynthia noted that is why we review the budget on a quarterly basis and always know where we are and can make the necessary adjustments. She explained that 25% is a policy and not something that is state law. There are no consequences or penalties if we dip below 25%. The reserve of 25% is to ensure that we have adequate funds available when needed. Cynthia noted that three years ago it was a 40% policy and was changed to 25% and since we have never dipped below 40%. There have been discussions that we were going to spend down below that in order to continue to fund projects and services.

Alderman Wilson said that when she was previously on the Board she was told that if they dip below the reserve policy percentage they had three years to build it back up. She asked if this was something the Board had to have discussion on.

Cynthia noted that they would need to have a discussion because one thing that dipping below 25% would have an effect on would be if we were looking to debt finance projects in the future. One thing that is looked at in a bond rating is stability and that would have an impact on our ability to debt finance.

Mayor Boley noted that the three years to build it back up was probably Board policy. He said that a number of Boards are moving more towards number of operating months and not percentages. Mayor Boley explained that the City of Riverside has a 100% reserve policy because if the casino goes out of business they want to make sure they can still operate.

Alderman Hartman said that he did not feel the 40% reserve policy was being good stewards. It is the Board responsibility to be fiscally responsible with the tax dollars.

Cynthia clarified with the Board as staff prepares to bring the information forward to the Board of the September work session, Rick will revise revenues based on current information, we will have more sales tax information, incorporate Northland Career Development Center \$2,500 funds and develop multiple scenarios for employee compensation for review.

Combined Water and Wastewater Rate Increases

Proposed Water and Wastewater Rate Increases

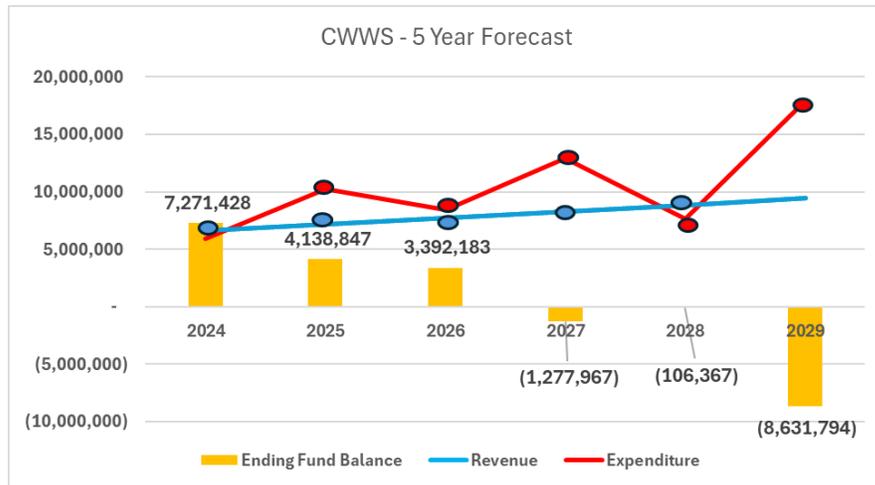
Water Rates	FY2025 (Proposed)
Monthly Water Base Charge & Volume Charge (3/4" and 1" Residential Meter)	15% Increase
Monthly Wastewater Base Charge & Volume Charge (3/4" and 1" Residential Meter)	15% Increase

Proposed FY2025 CWWS Fund

	Actual FY 2023	Projected FY 2024	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	10,276,241
Net Change in Fund Balance	(534,218)	681,902	(3,132,581)
Ending Fund Balance	6,589,526	7,271,428	4,138,847

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

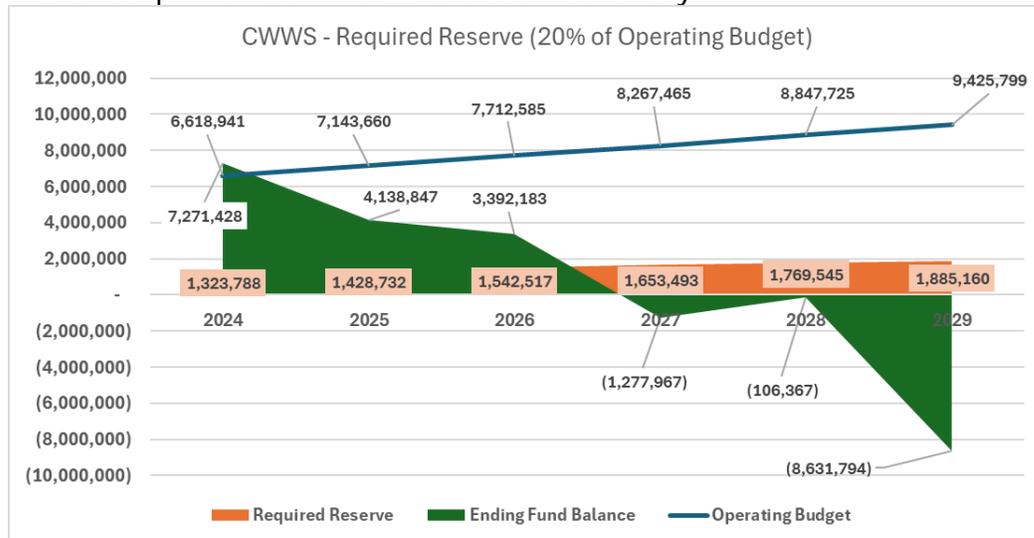
FY2025 Proposed CWWS Fund 5 Year Projected Cashflow Summary



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

Rick explained that we hope to push off the COP issuance for as long as possible. Doing that saves the taxpayers money due to issuance costs and interest and gives us more time as directed by the Board to look at privatization.

FY2025 Proposed CWWS Cashflow vs. Reserve Policy



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

Cynthia noted that we have always anticipated using COPs to provide cash flow for the larger projects. With the infusion of earmark funding that we will be receiving it will help us continue to delay having to do COP issuance.

Alderman Russell asked if this included a 15% increase every year or just next year.

Rick explained that it includes 15% for the next three years.

Cynthia noted that those projections are based on the rate model that we use from Raftelis.

Proposed Five Year CIP (FY2025 – FY2029) CWWS Fund

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY2028	FY2029
West Bypass of the 144th Street Lift Station (Construction)	\$2,200,000	-	-	-	-
144 th Street Lift Station (Construction)	\$100,000	-	-	-	-
144 th Street Lift Station Federal Earmark	-\$1,500,000				
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)	\$700,000	-	-	-	-
Stonebridge Lift Station (Engineering)	\$30,000	-	-	-	-
Stonebridge Lift Station (Construction With SSD Cost Sharing)	\$1,300,000	-	-	-	-
Water Plant Improvements (Construction)	\$1,400,000	-	-	-	-
McDonalds/Central Bank Lift Station (Engineering)	\$100,000	-	-	-	-
Grand Total (Net Cost)	\$5,130,000	\$0	\$0	\$0	\$0

Alderman Wilson asked why we were not looking at a gravity flow for the Smtih's Fork Force Main.

Mayor Boley noted that main is a lateral to the existing one because the existing does not have enough outflow.

Chuck Soules, Public Works Director, explained that we would if we could, but it is not feasible. It would be extremely expensive because it would have to go all the way to the plant. He said that there is now only a four-inch force main, and we are going to put in a six-inch force main.

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

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY2028	FY2029
Interconnect Mains at 144 th /169 Highway/Major Mall (S2, Construction)	-	\$55,000	-	-	-
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)	\$5,130,000	\$3,325,000	\$0	\$0	\$0

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY2028	FY2029
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	-	-
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)	\$5,130,000	\$3,325,000	\$7,650,000	\$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

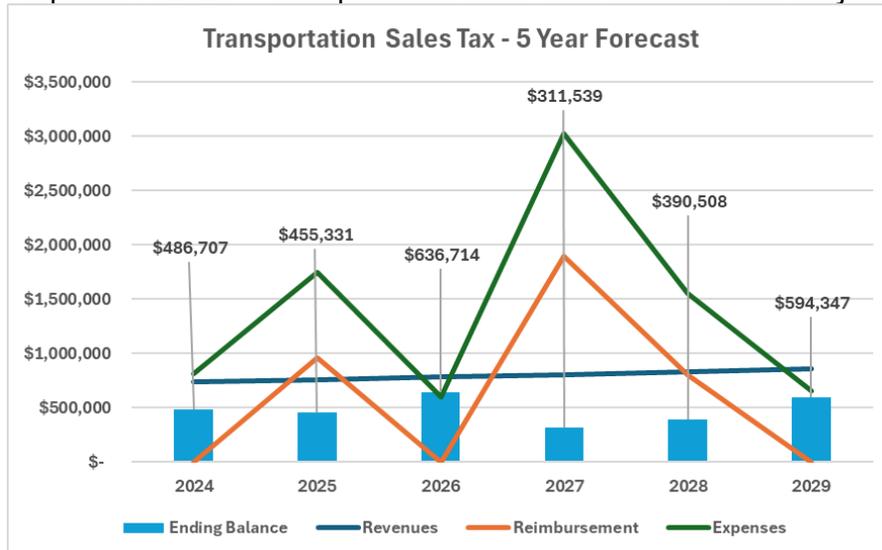
Proposed Five Year CIP (FY2025 – FY2029) CWWS Fund (Water Impact Projects)

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	-	-	-	-

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)	\$1,400,000	-	-	-	-
Commercial Street Sidewalks (MARC Reimbursement)	-\$960,000	-	-	-	-
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)	\$790,000	\$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.

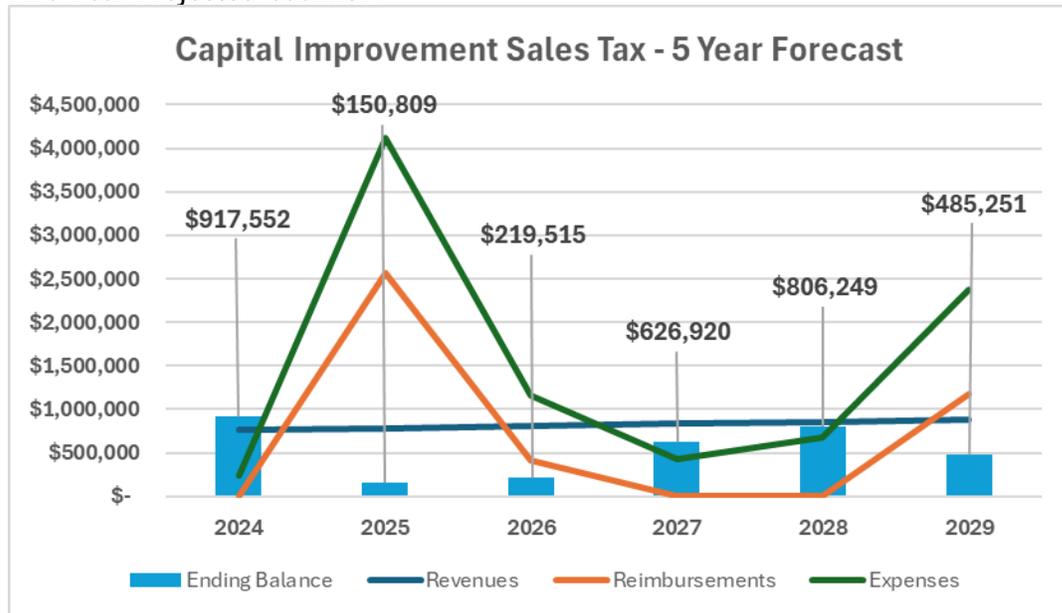
Proposed Five Year CIP (FY2025 – FY2029) Capital Improvement Sales Tax Fund

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	-	-	-	-
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)	\$1,549,875	\$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



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.

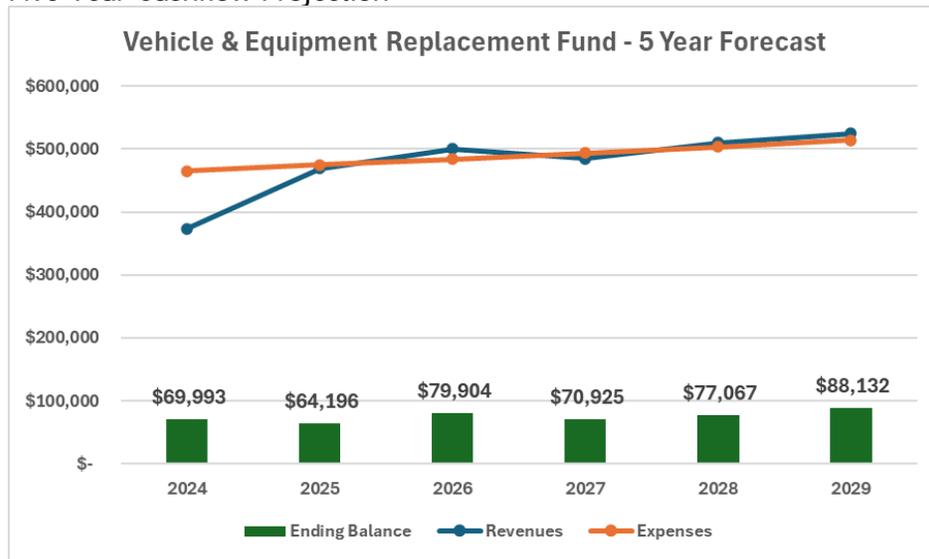
Proposed FY2025 Budget Vehicle and Equipment Replacement Fund (VERF)

- 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.

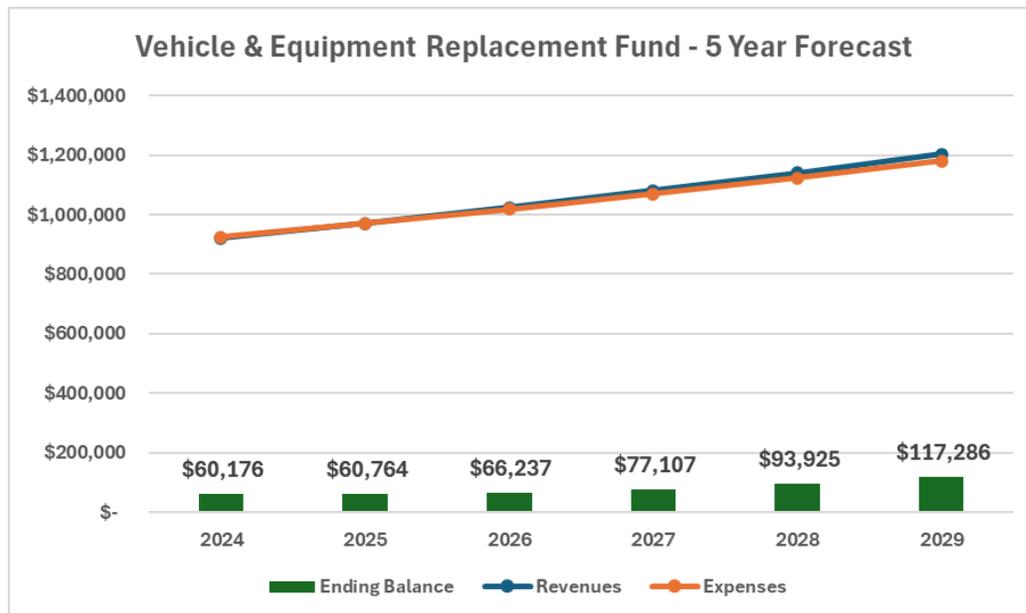
Alderman Russell asked if we have received all of the vehicles we had been waiting for.

Cynthia explained that all of the fleets we ordered had been delivered.

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).

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	\$100,000	\$550,000	\$100,000	\$100,000	\$100,000
Combined Water & Wastewater Fund - Non Impact Projects	\$5,130,000	\$3,325,000	\$7,650,000	\$2,000,000	\$12,500,000
Combined Water & Wastewater Fund - Water Impact Projects	\$700,000	\$0	\$0	\$0	\$0
Combined Water & Wastewater Fund - Wastewater Impact Projects	\$0	\$0	\$1,150,000	\$0	\$0
Transportation Sales Tax Fund	\$790,000	\$600,000	\$1,130,000	\$750,000	\$650,000
Capital Improvement Sales Tax Fund	\$1,549,875	\$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	\$9,166,875	\$5,562,920	\$11,218,420	\$6,066,420	\$14,452,420

5 Year Grand Total for All Funds: \$46,467,055

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 (TBD)
- Public Hearing for Sewer Rates as Required by Missouri State Statute (October 1)
- FY2025 Operating Budget on 1st Reading (October 1)
- Adopt Water & Wastewater Utility Rates by Board Resolution (October 15)
- Adopt the FY2025 Operating and Capital Budget on 2nd Reading (October 15)

Alderman Russell asked if the 15% increase for utilities was projected out to 2029.

Rick said that he had not but could in theory, but it is difficult to project. He noted that staff will be analyzing that going forward and looking at rate increases.

Alderman Russell asked if he was correct that we are in year three of the Raftelis Rate Study.

Cynthia explained that we did the Raftelis Rate Study in 2018 and implemented the first increases in 2019. Then in 2021 we had Raftelis come back, they revised the information, and we are in the third year of the revised information. She noted that we have done annual increases since 2019 but prior to that there had not been any increases.

Alderman Russell said that he was elected in 2022 and at that time and the rate study showed a five-year projection with 15% increases until the last year and he believed it was 19%. He said the with the remaining increases 15%, 15% and 19% for a total of 49%, he asked if it would behoove us to entertain a 50% increase and tell the residents they would not have another increase for three years. Alderman Russell said it would save the residents money in the long run because it would not be compounded.

Cynthia explained that the rate study changes every year as we have increased costs, and we change projects, we use the Raftelis study and plug in our scenarios and look at the increases and try to revenues to what we need for expenditures.

Alderman Russell suggested doing the 50% increase and getting some projects done and then not having an increase for the next at least three years.

Alderman Wilson said that you can absorb a small increase each year but not a 50% increase in one year.

4. **Adjourn**

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 7:11 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

FY 2024 BUDGET - FINANCIAL UPDATE

8/31/2024

REVENUES, BY FUND	FYE 2023 ACTUAL	FYE 2024 BUDGET	FYE 2024 YTD	FYE 2024 PROJECTION	
GENERAL FUND	6,569,620	6,266,986	5,826,520	6,674,967	92.97%
CAPITAL IMPROVEMENT SALES TAX FUND	760,910	1,240,750	644,745	752,750	51.96%
DEBT SERVICE FUND	354,845	357,830	-	357,830	0.00%
TRANSPORTATION SALES TAX FUND	667,453	1,168,950	589,925	668,950	50.47%
COMBINED WATER/WASTEWATER SYSTEMS FUND	6,104,757	10,683,600	5,321,543	6,343,592	49.81%
SOLID WASTE FUND (FORMALLY SANITATION FUND)	869,446	938,757	767,858	920,573	81.80%
SPECIAL ALLOCATION FUND	822,525	868,446	785,915	868,446	90.50%
PARK & STORMWATER SALES TAX FUND	760,303	933,750	643,127	752,156	68.88%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	290,443	374,398	373,851	373,851	99.85%
COMMONS CID FUND	400,909	396,592	309,202	396,592	77.96%
AMERICAN RESCUE PLAN ACT FUND	19,959	-	-	-	
	17,621,171	23,230,059	15,262,685	18,109,707	65.70%

EXPENDITURES, BY FUND	FYE 2023 ACTUAL	FYE 2024 BUDGET	FYE 2024 YTD	FYE 2024 PROJECTION	
GENERAL FUND	6,043,547	7,100,790	6,160,673	7,406,812	86.76%
CAPITAL IMPROVEMENT SALES TAX FUND	479,629	1,906,340	241,754	700,000	12.68%
DEBT SERVICE FUND	343,040	351,333	351,333	351,333	100.00%
TRANSPORTATION SALES TAX FUND	534,904	1,699,140	572,554	739,140	33.70%
COMBINED WATER/WASTEWATER SYSTEMS FUND	6,638,976	15,704,620	4,432,466	5,937,039	28.22%
SOLID WASTE FUND (FORMALLY SANITATION FUND)	857,468	931,805	767,858	924,397	82.41%
SPECIAL ALLOCATION FUND	760,675	1,179,800	590,778	1,179,800	50.07%
PARK & STORMWATER SALES TAX FUND	105,968	1,021,000	461,834	618,577	45.23%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	311,047	423,547	394,365	465,487	93.11%
COMMONS CID FUND	212,186	413,916	242,277	413,916	58.53%
AMERICAN RESCUE PLAN ACT FUND	711,474	-	141,689	141,689	
	16,998,914	30,732,291	14,357,582	18,878,190	46.72%



Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Parks, Police

AGENDA ITEM: Resolution 1397 – Temporary Liquor License – Smithville Main Street District

REQUESTED BOARD ACTION:

A motion to approve Resolution 1397, issuing a Temporary Liquor License to Smithville Main Street District for Junkville to be held Saturday, September 28, 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 Junkville to be held Saturday, September 28, 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

Requested Licenses: Temporary Permit

This license will be effective September 28, 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

Contract

- Resolution
- Staff Report
- Other: Ord. 600.070

- Plans
- Minutes

RESOLUTION 1397

**A RESOLUTION ISSUING A TEMPORARY LIQUOR LICENSE
TO SMITHVILLE MAIN STREET DISTRICT FOR JUNKVILLE
ON SEPTEMBER 28, 2024**

WHEREAS, Smithville Main Street District has completed the required application; and

WHEREAS, Chief Lockridge has completed a background check; and

WHEREAS, the background check did not reveal anything to prevent approval of a city liquor license.

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

**THAT A TEMPORARY LIQUOR LICENSE WILL BE ISSUED TO
SMITHVILLE MAIN STREET DISTRICT FOR JUNKVILLE DOWNTOWN
APPROVED FOR A SPECIAL EVENT PERMIT TO BE HELD ON SATURDAY,
SEPTEMBER 28, 2024.**

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, on the 24th day of September 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



September 17, 2024

Cynthia Wagner:

I have reviewed the Temporary Liquor application submitted by Sarah Ulledahl (Chop's BBQ) for the Junkville Event. 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 her request. If you have any questions or concerns, feel free to contact me.

Respectfully,

Chief Jason Lockridge

600.070 (G & H)

G. Drinking In Public Places Prohibited.

1. For purposes of this Section, the term "public place" shall mean any public street, highway, alley, sidewalk, thoroughfare or other public way of the City, or any parking lot, except in those areas above granted a special event permit.
2. No person shall drink or ingest any intoxicating liquor or non-intoxicating beer in or on any public place.
3. No person shall possess or have under his/her control any unsealed glass, bottle, can or other open container of any type containing any intoxicating liquor or non-intoxicating beer while in or upon any public place.
4. No person shall possess or have under his/her control any unsealed glass, bottle, can or other open container of any type containing any intoxicating liquor or non-intoxicating beer while within or on any motor vehicle while the same is being operated upon, or parked or standing in or upon any public place. Any person operating a motor vehicle shall be deemed to be in possession of an open container contained within the motor vehicle he/she has control of whether or not he/she has actual physical possession of the open container.

H. Special Event Permit. The Board of Aldermen may grant a special event permit for purposes as identified in Section 600.070(G)(1), above, and under the following conditions:

1. An application must be filed with the Chief of Police that describes the applicant's name and business or interest in the event; the name(s) and contact information of any or all liquor license holders who will be involved in such event; the public street, highway, alley, sidewalk, thoroughfare or other public way of the City, or any parking lot to be included in the event area; the beginning and ending time of such event, and the telephone contact of the person in charge of and present at the event.
2. The estimated number of participants in the event shall be provided to the Chief of Police, and the applicant shall pay all costs of security needed as a result of the event to ensure compliance.

[1] Editor's Note: Former Section 600.070, which derived from RSMo. §§311.280, 311.340, 311.600, 311.330, 311.310, 312, 400; Ord. No. 2255-04 §1, 3-16-2004, was repealed 6-21-2011 by Ord. No. 2790-11 §1.



Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Parks and Recreation

AGENDA ITEM: Resolution 1398, Temporary Liquor License – Festiville

REQUESTED BOARD ACTION:

A motion to approve Resolution 1398, issuing a temporary liquor license to Eric Craig Real Estate Team for Festiville to be held in the downtown courtyard on October 5, 2024

SUMMARY:

The requested permit will allow the participants to have alcohol (open container) at the event. The event is scheduled from 3:00 p.m. until 1:00 a.m. on Main Street, Bridge Street and Church Street. Street closure will begin at 9:00 a.m. for set-up.

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:

- KoZak's Laketown Grill
- Chops BBQ and Catering
- Smithville Town Tavern
- Dizzy Blender
- Grassroots Garden Lounge

PREVIOUS ACTION:

Temporary Liquor License was approved for this event last year in July 2023.

POLICY OBJECTIVE:

N/A

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

- | | |
|---|-----------------------------------|
| <input type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Ordinance 600.070 (G &H) | |

RESOLUTION 1398

A RESOLUTION APPROVING A TEMPORARY LIQUOR LICENSE FOR ERIC CRAIG REAL ESTATE TEAM FOR FESTIVILLE IN THE DOWNTOWN COURTYARD ON SATURDAY, OCTOBER 5, 2024

WHEREAS, Eric Craig Real Estate Team has submitted an 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 ERIC CRAIG REAL ESTATE TEAM FOR FESTIVILLE TO BE HELD SATURDAY, OCTOBER 5, 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 24th day of September 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



September 17, 2024

Cynthia Wagner:

I have reviewed the Temporary Liquor application submitted by Sarah Ulledahl (Chop's BBQ) for the Festivlle Event. 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 her request. If you have any questions or concerns, feel free to contact me.

Respectfully,

Chief Jason Lockridge

600.070 (G & H)

G. Drinking In Public Places Prohibited.

1. For purposes of this Section, the term "public place" shall mean any public street, highway, alley, sidewalk, thoroughfare or other public way of the City, or any parking lot, except in those areas above granted a special event permit.
2. No person shall drink or ingest any intoxicating liquor or non-intoxicating beer in or on any public place.
3. No person shall possess or have under his/her control any unsealed glass, bottle, can or other open container of any type containing any intoxicating liquor or non-intoxicating beer while in or upon any public place.
4. No person shall possess or have under his/her control any unsealed glass, bottle, can or other open container of any type containing any intoxicating liquor or non-intoxicating beer while within or on any motor vehicle while the same is being operated upon, or parked or standing in or upon any public place. Any person operating a motor vehicle shall be deemed to be in possession of an open container contained within the motor vehicle he/she has control of whether or not he/she has actual physical possession of the open container.

H. Special Event Permit. The Board of Aldermen may grant a special event permit for purposes as identified in Section 600.070(G)(1), above, and under the following conditions:

1. An application must be filed with the Chief of Police that describes the applicant's name and business or interest in the event; the name(s) and contact information of any or all liquor license holders who will be involved in such event; the public street, highway, alley, sidewalk, thoroughfare or other public way of the City, or any parking lot to be included in the event area; the beginning and ending time of such event, and the telephone contact of the person in charge of and present at the event.
2. The estimated number of participants in the event shall be provided to the Chief of Police, and the applicant shall pay all costs of security needed as a result of the event to ensure compliance.

[1] Editor's Note: Former Section 600.070, which derived from RSMo. §§311.280, 311.340, 311.600, 311.330, 311.310, 312, 400; Ord. No. 2255-04 §1, 3-16-2004, was repealed 6-21-2011 by Ord. No. 2790-11 §1.



Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Parks and Recreation

AGENDA ITEM: Resolution 1399, Special Event Permit - Festiville

REQUESTED BOARD ACTION:

A motion to approve Resolution 1399, issuing a Special Event Permit to Eric Craig Real Estate Team for Festiville to be held on October 5, 2024.

SUMMARY:

Eric Craig Real Estate Team has submitted an event application for their event scheduled from 3:00 p.m. until 1:00 a.m. on October 5, 2024. Festiville will be using the Courtyard, Main Street, Bridge Street and Church Street. Street closures will begin at 9:00 a.m. for set-up.

Festiville has also requested to extend the noise ordinance policy (City Ordinance 205.2210) for their event to 1:00 a.m. They plan to wrap up the event at 12:00 a.m. and have an hour for clean-up.

PREVIOUS ACTION:

A Special Event Permit was approved for this event in July 2023.

POLICY OBJECTIVE:

N/A

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

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

RESOLUTION 1399

A RESOLUTION APPROVING A SPECIAL EVENT PERMIT FOR ERIC CRAIG REAL ESTATE TEAM FOR FESTIVILLE IN THE DOWNTOWN COURTYARD ON SATURDAY, OCTOBER 5, 2024

WHEREAS, Eric Craig Real Estate Team has submitted an 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 SPECIAL EVENT PERMIT TO ERIC CRAIG REAL ESTATE TEAM FOR FESTIVILLE TO BE HELD ON OCTOBER 5, 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 24th day of September 2024.

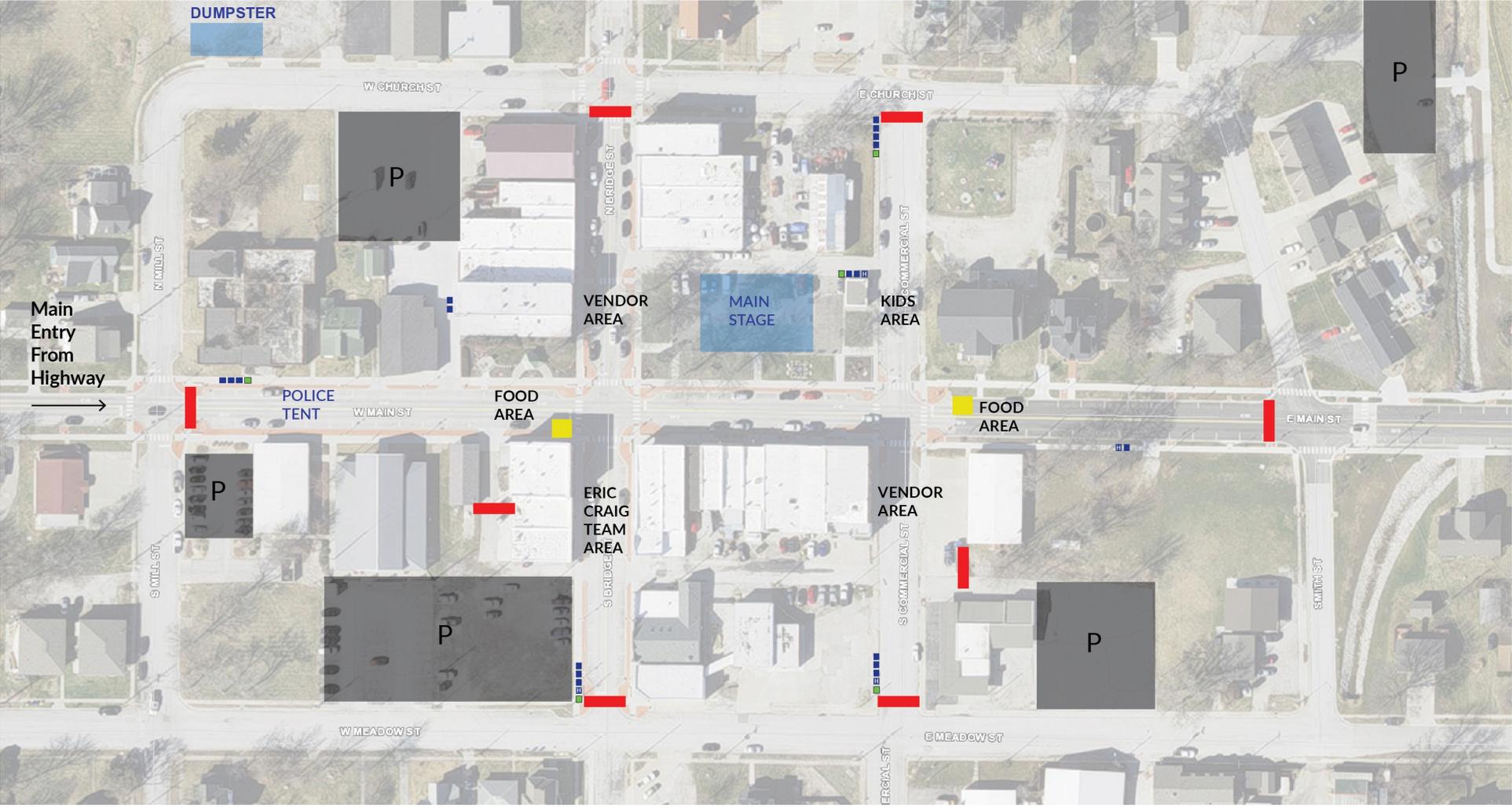
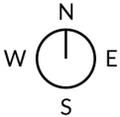
Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

FESTI-VILLE MAP

- ROAD BLOCKED
- RESTROOMS
- HANDICAPPED RR
- HAND WASHING
- CRAFT VENDOR
- FOOD/DRINK VENDOR
- PARKING





Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Administration

AGENDA ITEM: Resolution 1400, Liquor License – Dustin Racen DBA: Gizmo’s Tavern located at 111 North Bridge Street.

REQUESTED BOARD ACTION:

A motion to approve Resolution 1400, issuing a liquor license to Dustin Racen, Gromet Entertainment, doing business as Gizmo’s Tavern located at 111 North Bridge Street.

SUMMARY:

Dustin Racen, owner of Gromet Entertainment (DBA: Gizmo’s Tavern) has a completed a Liquor License Application for his business to be located at 111 North Bridge Street.

Mr. Racen has requested the following licenses:

- Intoxicating Liquor - by the drink
- Sunday Sales

Chief Lockridge has reviewed the application, completed a background check and recommends issuance of the licenses. The effective date will be June 1, 2024. Mr. Racen has remitted payment to cover licensing through June 30, 2025.

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 type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Approval Recommendation Letter | |

RESOLUTION 1400

**A RESOLUTION ISSUING A LIQUOR LICENSE TO DUSTIN RACEN,
GROMET ENTERTAINMENT, DBA GIZMO'S TAVERN LOCATED AT
111 NORTH BRIDGE STREET**

WHEREAS, Dustin Racen, owner/partner Gromet Entertainment, (DBA: Gizmo's Tavern) has completed the required applications for Intoxicating Liquor by the Drink and Sunday Sales; and

WHEREAS, Chief Lockridge has completed a background check; and

WHEREAS, the background check did not reveal anything to prevent approval of City liquor licenses.

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

**THAT A LIQUOR LICENSE BE ISSUED TO GROMET ENTERTAINMENT,
DUSTIN RACER, MANAGING OFFICER, FOR THE OPERATION OF
GIZMO'S TAVERN, LOCATED AT 111 NORTH BRIDGE STREET.**

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 24th day of September 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

August 29, 2024

Cynthia Wagner:

I have reviewed the liquor application submitted by Dustin Racen (Gromet Entertainment, DBA Gizmo's Tavern). I have reviewed Mr. Racen's background as well as public records and found nothing that would disqualify him from being issued a liquor permit.

I would recommend that Mr. Racen be issued a city liquor permit pursuant his 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: 9/24/2024

DEPARTMENT: Finance

AGENDA ITEM: Resolution 1401, Approving a Water and Wastewater Leak Adjustment Request

REQUESTED BOARD ACTION:

Motion to approve Resolution 1401, approving a water and wastewater leak adjustment request for Dan Rowe Properties, LLC.

SUMMARY: The City has received notice from Dan Rowe Properties, LLC a 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 June 28, 2024, the Utilities Division obtained electronic reads of water usage for the month of June. 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 June billing cycle, Dan Rowe Properties, LLC had started the cycle with a read of 9 and finished the June cycle with a read of 575, which resulted in consumption of 56,600 gallons. This amount was more than twice the established monthly average. As required by Ordinance 2989-18, Dan Rowe Properties, LLC has provided proof of repair/maintenance of the sprinkler line leak which caused the high usage during the June billing cycle.

On or about July 30, 2024, the Utilities Division obtained electronic reads of water usage for the month of June. 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 July billing cycle, Dan Rowe Properties, LLC had started the cycle with a read of 575 and finished the July cycle with a read of 1390, which resulted in consumption of 81,500 gallons. This amount was more than twice the established monthly average. As required by Ordinance 2989-18, Dan Rowe Properties, LLC has provided proof of repair/maintenance of the sprinkler line leak which caused the high usage during the July billing cycle.

If approved, the leak adjustment would issue a credit of \$1789.11 to Dan Rowe Properties, LLC'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 \$1789.11

ATTACHMENTS:

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

RESOLUTION 1401

**A RESOLUTION APPROVING A WATER AND WASTEWATER
LEAK ADJUSTMENT REQUEST FOR DAN ROWE PROPERTIES, LLC**

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

WHEREAS, Dan Rowe Properties, LLC, a utility billing customer with account 04-000112-00, has notified the City of a water leak and is requesting a leak adjustment; and

WHEREAS, the conditions set forth in Section 705.110 of the Code of Ordinances as amended have been met; and

WHEREAS, the adjustment calculation set forth in 705.110 of the Code of Ordinances as amended has been determined to be \$1,789.11.

**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 \$1,789.11 shall be credited to account 04-000112-00 of utility billing customer Dan Rowe Properties, LLC.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 24th day of September, 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Water and Wastewater Leak Adjustment Request

Utility Customer Name: Dan Rowe Properties, LLC

Utility Service Address: 500 Sixth Street

Utility Account Number: 04-000112-00

The residential utility billing customer referenced above has notified City staff of a water leak and is requesting a leak adjustment. City staff has verified the water consumption of the month(s) in question is more than two (2) times the monthly average for this property, no other leak adjustment has occurred in the previous thirty-six (36) month period, covers a single event and repair receipts have been provided.

In accordance with the Leak Adjustment Ordinance No. 705.110, the Board of Alderman may consider a leak adjustment calculated to be \$1789.11 at the Board of Alderman meeting on 9/24/24.

Upon resolution by the Board of Alderman, I, _____, 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.


Customer's Signature

9/17/24
Date



Water and Wastewater Leak Adjustment Calculation

Utility Customer Name: **Dan Rowe Properties LLC**

Utility Service Address: **500 Sixth St**

Utility Account Number: **04-000112-00**

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: **300 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: **300 gallons**

Was the leak inside or outside the home: **outside**

Was the wastewater billed winter average or actual usage: **actual usage**

Calculating the adjustment amount using Ordinance 705.110(C), Adjustment Calculations

MONTH 1	
Original Water Bill Amount	
56,600 gallons @ 10.4 per 1,000 gallons =	588.64
Adjusted Water Bill Amount	
600 gallons @ 10.4 per 1,000 gallons =	6.24
+ 56,000 gallons @ 6.21 per 1,000 gallons =	347.76
	354.00
Water Discount =	234.64
Original Wastewater Bill Amount	
56,600 gallons @ 8.84 per 1,000 gallons =	500.34
Adjusted Wastewater Bill Amount	
300 gallons @ 8.84 per 1,000 gallons =	2.65
Wastewater Discount =	497.69

MONTH 2 (if applicable)	
Original Water Bill Amount	
81,500 gallons @ 10.4 per 1,000 gallons =	847.60
Adjusted Water Bill Amount	
600 gallons @ 10.4 per 1,000 gallons =	6.24
+ 80,900 gallons @ 6.21 per 1,000 gallons =	502.39
	508.63
Water Discount =	338.97
Original Wastewater Bill Amount	
81,500 gallons @ 8.84 per 1,000 gallons =	720.46
Adjusted Wastewater Bill Amount	
300 gallons @ 8.84 per 1,000 gallons =	2.65
Wastewater Discount =	717.81

Total Discount = 1789.11

All About Irrigation

9707 Northwest 73 Terrace | Weatherby Lake, Missouri 64152
8167216202 | matt@allaboutirrigation.biz | allaboutirrigation.biz

RECIPIENT:

Dan Rowe

10807 Northwest Old Tiffany Springs Road
Kansas City, Missouri 64153

Invoice #1188

Issued Aug 19, 2024

Due Sep 18, 2024

Total \$210.00

Account Balance \$210.00

For Services Rendered

Product/Service	Description	Qty.	Unit Price	Total
Service Call	45 minute repair call for service work.	1	\$105.00	\$105.00
Poly Repair	Poly pipe repair	1	\$105.00	\$105.00

500 6th St

Thank you for your business. Please contact us with any questions regarding this invoice.

Total \$210.00

Account balance \$210.00

Pay Now

Here is my repair bill for the irrigation repair. Thank you for considering a reduction in the bill.



Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Finance

AGENDA ITEM: Bill No. 3038-24, Setting the 2024 Property Tax Levy – 1st and 2nd Reading

REQUESTED BOARD ACTION:

A motion 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. Emergency Ordinance sponsored by Mayor Boley. First and second reading by title only.

SUMMARY:

The City of Smithville is required to hold a public hearing before the property tax levy for 2024 can be set. The public hearing allows citizens to offer public comment on setting the property tax levy. Holding the public hearing is required by Section 67.110, RSMo.

Final assessed valuations were received by the City from the County Clerks for Platte County on August 5, 2024, and for Clay County on September 10, 2024.

The City's *adjusted assessed valuation* declined -0.2729% (which does not include growth due to new construction and personal property tax). Total figures are provided to the State Auditor's Office, which prepares the tax rate computations for the City's 2024 tax rate ceiling. The computations determined a general tax rate ceiling of 0.3880 and the City does not levy a property tax to pay general obligation debt. The Debt Service Fund is supported through the Capital Improvement Sales Tax, and therefore no property tax revenue is necessary. Staff recommends adopting the maximum general tax rate of 0.3880.

Staff posted a notice of public hearing in 3 separate locations around the City of Smithville: US Post Office, the Library, and Casey's General Store. These postings occurred on the afternoon of September 11, 2024. Section 67.110, RSMo states, "the governing body shall hold at least one public hearing on the proposed rates of taxes at which citizens shall be heard prior to their approval. The governing body shall determine the time and place for such a hearing. A notice stating the hour, date and place of hearing shall be published in at least one newspaper qualified under the laws of the state of Missouri of general circulation in the county within which all or the largest portion of the political subdivision is situated, **or such notice shall be posted in at least three public places within the political subdivision**. Such notice shall be published or posted at least seven days prior to the date of the hearing.

PREVIOUS ACTION:

The property tax levy is set on an annual basis by the Board of Aldermen.

POLICY ISSUE:

FINANCIAL CONSIDERATIONS:

Setting the property tax rate allows for collection of property tax which constitutes about 18% of General Fund total revenues.

ATTACHMENTS:

- Ordinance
- Resolution
- Staff Report
- Other: Pro Forma, Notice of Property Tax Hearing
- Contract
- Plans
- Minutes

BILL NO. 3038-24

ORDINANCE NO. 32XX-24

AN ORDINANCE 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.

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

Section 1. The City of Smithville will require the following rates to be levied and collected on all taxable property with the City of Smithville, Missouri for the year, 2024:

General Revenue Tax Levy	0.3880	\$1,073,111
Debt Service Tax Levy	0.0000	\$0

Section 2. This tax shall be levied and collected in the manner and form required by law.

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

Passed by the Board of Aldermen of Smithville, Missouri and approved by the Mayor of Smithville, Missouri this 24th day of September 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 09/24/2024

Second Reading: 09/24/2024



Summary Page

(2024)

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

Table with 3 columns: Name of Political Subdivision, Political Subdivision Code, Purpose of Levy

The final version of this form MUST be sent to the county clerk.

The information to complete the Summary Page is available from prior year forms, computed on the attached forms, or computed on this page.

For Political Subdivision Use in Calculating its Tax Rate

- A. Prior year tax rate ceiling
B. Current year rate computed
C. Amount of rate increase authorized by voters for current year
D. Rate to compare to maximum authorized levy to determine tax rate ceiling
E. Maximum authorized levy
F. Current year tax rate ceiling
G1. Less required sales tax reduction
G2. Less 20% required reduction 1st class charter county political subdivision NOT submitting an estimated non-binding tax rate to the county(ies)
H. Less voluntary reduction by political subdivision
I. Plus allowable recoupment rate
J. Tax rate to be levied
AA. Rate to be levied for debt service
BB. Additional special purpose rate authorized by voters

Certification

I, the undersigned, (Office) of (Political Subdivision) levying a rate in (County(ies)) do hereby certify that the data set forth above and on the accompanying forms is true and accurate to the best of my knowledge and belief.

Please complete Line G through BB, sign this form, and return to the county clerk(s) for final certification.

Form with 4 fields: (Date), (Signature), (Print Name), (Telephone)

Proposed rate to be entered on tax books by county clerk

based on certification from the political subdivision: Lines J AA BB

Section 137.073.7 RSMo, states that no tax rate shall be extended on the tax rolls by the county clerk unless the political subdivision has complied with the foregoing provisions of this section.

Form with 4 fields: (Date), (County Clerk's Signature), (County), (Telephone)



Form A

(2024)

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Smithville 09-024-0022 General Revenue
Name of Political Subdivision Political Subdivision Code Purpose of Levy

The final version of this form MUST be sent to the county clerk.

Computation of reassessment growth and rate for compliance with Article X, Section 22, and Section 137.073, RSMo.

1. (2024) Current year assessed valuation

Include the current state and locally assessed valuation obtained from the county clerk, county assessor, or comparable office finalized by the local board of equalization.

(a) 231,587,824 (Real Estate) + (b) 44,987,160 (Personal Property) = 276,574,984 (Total)

2. Assessed valuation of new construction & improvements

2(a) - Obtained from the county clerk or county assessor

2(b) - increase in personal property, use the formula listed under Line 2(b)

(a) 3,664,780 (Real Estate) + (b) 0 (Line 1(b) - 3(b) - 5(b) + 6(b) + 7(b) If Line 2b is negative, enter zero) = 3,664,780 (Total)

3. Assessed value of newly added territory

obtained from the county clerk or county assessor

(a) 0 (Real Estate) + (b) 0 (Personal Property) = 0 (Total)

4. Adjusted current year assessed valuation

(Line 1 total - Line 2 total - Line 3 total)

272,910,204

5. (2023) Prior year assessed valuation

Include prior year state and locally assessed valuation obtained from the county clerk, county assessor, or comparable office finalized by the local board of equalization.

NOTE: If this is different than the amount on the prior year Form A, Line 1, then revise the prior year tax rate form to recalculate the prior year tax rate ceiling. Enter the revised prior year tax rate ceiling on this year's Summary Page, Line A.

(a) 228,142,007 (Real Estate) + (b) 45,515,032 (Personal Property) = 273,657,039 (Total)

6. Assessed value of newly separated territory

obtained from the county clerk or county assessor

(a) 0 (Real Estate) + (b) 0 (Personal Property) = 0 (Total)

7. Assessed value of property locally assessed in prior year, but state assessed in current year

obtained from the county clerk or county assessor

(a) 0 (Real Estate) + (b) 0 (Personal Property) = 0 (Total)

8. Adjusted prior year assessed valuation

(Line 5 total - Line 6 total - Line 7 total)

273,657,039



NOTICE OF PROPERTY TAX LEVY HEARING

A hearing will be held at 7:00 p.m., Tuesday, September 24, 2024, at Smithville City Hall, 107 West Main Street, at which citizens may be heard on the property tax rates proposed to be set by the City of Smithville, Missouri, a political subdivision.

Assessed Valuation	Current Tax Year 2024	Previous Tax Year 2023
Real Estate	231,587,824	228,142,007
Personal Property	44,987,160	45,515,032
Total	276,574,984	273,657,039

Fund	Property Tax Revenues Billed	Proposed 2024 Tax Levy*	2023 Tax Levy*
General Fund	1,073,111	0.3880	0.3869
Debt Service	None	None	None

* Per \$100 Assessed Valuation

The above tax rate calculations are subject to change based on final aggregate assessed valuation data submitted by the Board of Equalization from Clay and Platte Counties.



Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Finance/Public Works

AGENDA ITEM: Approve Bill No. 3039-24, FY2024 Budget Amendment No. 4 –
Emergency Ordinance Sponsored by Mayor Boley – 1st & 2nd Reading

REQUESTED BOARD ACTION:

A motion to approve Bill No 3039-24, amending the FY2024 Budget. 1st and 2nd reading by title only.

SUMMARY:

This budget amendment provides expenditure authority to account for funds originally budgeted in FY2023 for the Quincy Boulevard improvement project but not carried over into FY2024.

In FY2023, the Quincy Boulevard improvement project was awarded to Amino Brothers for \$1,470,000, with an additional \$100,000 allocated to a force account. During FY2023, expenses totaling \$455,921.21 were incurred. However, only a portion of the remaining funds were carried forward into FY2024. The project has been substantially completed in and a budget amendment is required to transfer the rest of the remaining funds from FY2023 to FY2024.

Seeding is expected to be completed the week of September 23, and all other major items have been finalized. Residents have expressed satisfaction with the results.

This project included improvements to the street, stormwater, sidewalk, curb, and water infrastructure, with funding allocated across multiple funds.

The fund balance in all funds is sufficient to cover the remaining amount of the contract. The amounts to be encumbered in each fund are as follows:

- \$310,000 to the expenditure budget in the Capital Improvement Sales Tax.
- \$180,000 to the expenditure budget in the Parks and recreation Sales Tax.
- \$256,533.79 to the expenditure budget in the Combined Water and Wastewater Fund

PREVIOUS ACTION: The Board previously approved the FY2024 Budget on October 17, 2023.

POLICY ISSUE: Approving an amendment to the FY2024 Budget.

FINANCIAL CONSIDERATIONS:

Amend the FY2024 Budget. Additional funds for Quincy Boulevard Project were approved initially for FY2023.

ATTACHMENTS:

- Ordinance
- Resolution
- Staff Report
- Other:

- Contract
- Plans
- Minutes

BILL NO. 3039-24

ORDINANCE NO. 32XX-24

AN ORDINANCE AMENDING THE FY2024 BUDGET

WHEREAS, pursuant to Ordinance 3206-23, passed on October 17, 2023, the City approved the fiscal year ending October 31, 2024 budget; and

WHEREAS, not included in the approved fiscal year 2024 Budget are the additional expenditures related to the Quincy Boulevard Improvement Project, including the transfer of remaining funds from FY2023; and

WHEREAS, an amendment to the Capital Improvement Sales Tax Fund, Parks and Recreation Sales Tax Fund, and Combined Water and Wastewater Fund is required at this time.

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

THAT the fiscal year ending October 31, 2024, Budget is hereby amended to add:

- \$310,000 in the Capital Improvement Sales Tax expenditure budget;
- \$180,000 in the Parks and Recreation Sales Tax expenditure budget; and
- \$256,533.79 in the Combined Water and Wastewater Fund expenditure budget.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 24th day of September 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 09/24/2024

Second Reading: 09/24/2024



Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Development

AGENDA ITEM: Bill No. 3040-24 – Rezoning 169 and W Highway to R-1D and R-3 –
1st Reading

REQUESTED BOARD ACTION:

A motion 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. First reading by title only.

SUMMARY:

Applicant seeks to rezone a 26.79 acre parcel at 169 and W Highways currently zoned B-3 to R-1D and R-3 to allow for 13 single-family detached houses with access to Lake Meadows Drive and 203 townhomes to be constructed adjacent to Clay Creek.

PREVIOUS ACTION:

None

POLICY OBJECTIVE:

Implement the Comprehensive Plan Future Land Use Map on this property area.

FINANCIAL CONSIDERATIONS:

None

ATTACHMENTS:

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

FINDING OF FACTS AND CONCLUSIONS OF LAW

Applicant: Clay Creek Meadows, LLC

Land Use Proposed: R-1D and R-3

Zoning: B-3

Property Location: Southeast Corner of 169 Hwy and W Hwy

Pursuant to the provisions of Section 400.560(C) of the Smithville Code, the Planning Commission does hereby make the following findings of fact based upon the testimony and evidence presented in a public hearing of the Planning and Zoning Commission of the City of Smithville, held on August 13, 2024, and presents these findings to the Board of Aldermen, with its' recommendations on the application.

Finding of Facts

1. Character of the neighborhood.

The surrounding area is multi-family, 4-unit townhomes to the east in the Clay Creek subdivision, and single-family detached housing south of Lake Meadows Dr. and at the southeast corner of said parcel. The parcel itself has been farmed in previous years with row crops, and west of 169 and north of W Highways are also farmed.

2. Consistency with the City's Comprehensive Plan and ordinances.

The existing Comprehensive Plan was adopted on November 10, 2020, by the Planning Commission and adopted as the City's development Policy on November 17, 2020 by the Board of Aldermen. The Future Land Use Map in that policy identifies the area in question as moderate density residential (5-18 units per acre). That moderate density designation on a combined 47.28 acres (Clay Creek and Clay Creek Meadows properties) would allow between 237 units (5 DUPA) and (851 DUPA):

3. Adequacy of public utilities and other needed public services.

All of the public utilities and needed public services are available, and any upgrades to the systems are the sole responsibility of the development.

4. Suitability of the uses to which the property has been restricted under its existing zoning.

The current use is as farmland, but has been zoned for commercial for many years, with no development.

5. Length of time the property has remained vacant as zoned.

The property has been vacant as zoned for 33 years with no development.

6. Compatibility of the proposed district classification with nearby properties.

The proposed district matches the adjacent existing uses.

7. The extent to which the zoning amendment may detrimentally affect nearby property.

No detriment is anticipated.

8. Whether the proposed amendment provides a disproportionately great loss to the individual landowners nearby relative to the public gain.

No loss to landowners is expected.

9. That in rendering this Finding of Fact, testimony at the public hearing on August 13, 2024, has been taken into consideration as well as the documents provided.

Recommendation of the Planning Commission

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

- A. This application and the Zoning of this property from B-3 General Business to both R-1D Single Family and R-3 Multifamily is governed by Section 400.620 of the zoning ordinance of Smithville, Missouri.
- B. The proposed zoning is compatible with the factors set out in Section 400.560(C) of the zoning ordinance.
- C. The Planning and Zoning Commission of the City of Smithville, Missouri recommends approval of zoning the property to R-1D and R-3 as shown on the proposed preliminary plat for Clay Creek Meadows.

BILL NO. 3040-24

ORDINANCE NO. 32XX-24

AN ORDINANCE 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

WHEREAS, The City of Smithville received an application for rezoning on June 18, 2024 for property located at the southeast corner of 169 and W Highways; and

WHEREAS, a Public Hearing was conducted before the Planning Commission on August 13, 2024; and

WHEREAS, the Planning Commission presented its' findings to the Board of Aldermen and recommended approval of the rezoning for the property to R-1D and R-3 as shown on the attached preliminary Plat.

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

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

The property legally described as:

ALL THAT PART OF THE EAST ONE-HALF OF SECTION 35, TOWNSHIP 54 NORTH, RANGE 33 WEST, SMITHVILLE, CLAY COUNTY, MISSOURI, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SOUTHEAST QUARTER OF SAID SECTION 35, ALSO BEING THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 35, THENCE N89°38'39" WEST ALONG THE NORTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 35, ALSO BEING THE SOUTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 35, A DISTANCE OF 1048.84 FEET TO A POINT ON THE WESTERLY LINE OF CLAY CREEK, A SUBDIVISION OF LAND IN SMITHVILLE, CLAY COUNTY, MISSOURI AND THE WESTERLY RIGHT OF WAY LINE OF CORBYN LANE, ALSO BEING THE POINT OF BEGINNING OF THE TRACT OF LAND TO BE HEREIN DESCRIBED; THENCE S33°00'33"W, ALONG THE EASTERLY LINE OF SAID CLAY CREEK AND THE WESTERLY RIGHT OF WAY LINE OF SAID CORBYN LANE, A DISTANCE OF 1066.87 FEET TO THE WESTERLY MOST CORNER OF SAID CLAY

CREEK; THENCE S56°59'27"E, ALONG THE SOUTHERLY LINE OF SAID CLAY CREEK, A DISTANCE OF 549.36 FEET; THENCE CONTINUING ALONG SAID SOUTHERLY LINE, S33°00'33"W, A DISTANCE OF 39.38 FEET TO A CORNER ON SAID SOUTHERLY LINE; THENCE S38°09'45"W, A DISTANCE OF 342.55 FEET TO THE NORTHWEST CORNER OF LOT 10, LAKE MEADOWS FIRST PLAT, A SUBDIVISION OF LAND IN SMITHVILLE, CLAY COUNTY, MISSOURI; THENCE S15°25'48"W, ALONG THE WESTERLY LINE OF SAID LOT 10, A DISTANCE OF 135.00 FEET TO THE SOUTHWEST CORNER OF SAID LOT 10, ALSO BEING A POINT ON THE NORTHERLY RIGHT OF WAY LINE OF LAKE MEADOWS DRIVE; THENCE NORTHWESTERLY, ALONG THE NORTHERLY LINE OF SAID LAKE MEADOWS AND THE NORTHERLY RIGHT OF WAY LINE OF SAID LAKE MEADOWS DRIVE, ALONG A CURVE TO THE RIGHT HAVING AN INITIAL TANGENT BEARING OF N74°34'12"W HAVING A RADIUS OF 470.00 FEET, AN ARC DISTANCE OF 144.20 FEET; THENCE N56°59'27"W, CONTINUING ALONG SAID LINE, A DISTANCE OF 355.00 FEET; THENCE NORTHWESTERLY AND NORTHEASTERLY CONTINUING ALONG SAID LINE, ALONG A CURVE TO THE RIGHT BEING TANGENT TO THE PREVIOUSLY DESCRIBED COURSE, HAVING A RADIUS OF 15.00 FEET, AN ARC DISTANCE OF 23.56 FEET; THENCE N33°00'33"E, CONTINUING ALONG SAID LINE, A DISTANCE OF 10.00 FEET; THENCE N56°59'27"W, CONTINUING ALONG SAID LINE, A DISTANCE OF 60.00 FEET; THENCE SOUTHWESTERLY CONTINUING ALONG SAID LINE, ALONG A CURVE TO THE RIGHT HAVING AN INITIAL TANGENT BEARING OF S33°00'33"W HAVING A RADIUS OF 15.00 FEET, AN ARC DISTANCE OF 23.56 FEET; THENCE N56°59'27"W, CONTINUING ALONG SAID LINE, A DISTANCE OF 422.20 FEET TO THE NORTHERLY MOST CORNER OF SAID LAKE MEADOWS FIRST PLAT, SAID POINT ALSO BEING ON THE SOUTHEASTERLY RIGHT OF WAY LINE OF MISSOURI STATE HIGHWAY NO. 169; THENCE N33°00'33"E, ALONG THE SOUTHEASTERLY RIGHT OF WAY LINE OF SAID MISSOURI STATE HIGHWAY NO. 169, A DISTANCE OF 1917.51 FEET; THENCE N78°21'44"E, A DISTANCE OF 153.31 FEET TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF MISSOURI STATE HIGHWAY W; THENCE S56°20'41"E, ALONG THE SOUTHWESTERLY RIGHT OF WAY LINE OF SAID MISSOURI STATE HIGHWAY W, A DISTANCE OF 94.79 FEET; THENCE SOUTHEASTERLY, CONTINUING ALONG SAID LINE, ALONG A CURVE TO THE LEFT BEING TANGENT TO THE PREVIOUSLY DESCRIBED COURSE, HAVING A RADIUS OF 2924.02 FEET, AN ARC DISTANCE OF 126.07 FEET TO A POINT ON THE WESTERLY LINE OF SAID CLAY CREEK; THENCE SOUTHERLY ALONG THE WESTERLY LINE OF SAID CLAY CREEK, ALONG A REVERSE CURVE TO THE RIGHT, HAVING A RADIUS OF 15.00 FEET, AN ARC DISTANCE OF 22.71 FEET TO A POINT ON THE WESTERLY RIGHT OF WAY LINE OF SAID CORBYN LANE; THENCE CONTINUING SOUTHERLY ALONG THE WESTERLY LINE OF SAID CLAY CREEK AND THE WESTERLY RIGHT OF WAY LINE OF SAID CORBYN LANE, ALONG A REVERSE CURVE TO THE LEFT, HAVING A RADIUS OF 539.95 FEET, AN ARC DISTANCE OF 131.65 FEET; THENCE S13°58'00"W, CONTINUING ALONG SAID LINE, A DISTANCE OF 185.68

FEET; THENCE SOUTHWESTERLY, CONTINUING ALONG SAID LINE, SOUTHWESTERLY ALONG A CURVE TO THE RIGHT BEING TANGENT TO THE PREVIOUSLY DESCRIBED COURSE HAVING A RADIUS OF 300.00 FEET, AN ARC DISTANCE OF 99.71 FEET; THENCE S33°00'33"W, CONTINUING ALONG SAID LINE, A DISTANCE OF 21.93 FEET TO THE POINT OF BEGINNING.

is hereby set as R-1D and R-3 in accordance with the attached Preliminary Plat.

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

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

PASSED THIS 1st DAY OF OCTOBER, 2024

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 09/24/2024

Second Reading 10/01/2024



STAFF REPORT

August 8, 2024

Rezoning of Parcel Id # 01-903-00-01-006.00

Application for a Zoning District Classification Amendment

Code Sections:

400.560.C Zoning District Classification Amendments

Property Information:

Address: N 169 Hwy and W Hwy
Owner: Clay Creek Meadows, LLC
Current Zoning: B-3
Proposed Zoning: R-1D and R-3

Public Notice Dates:

1st Publication in Newspaper: July 25, 2024
Letters to Property Owners w/in 185': July 22, 2024

GENERAL DESCRIPTION:

The applicant submitted an application proposing to rezone approximately 26.79 acres +/- from B-3 to R-1D and R-3. The proposed zoning classifications allow for 50' wide single family lots along Lake Meadows Drive, and multi-family lots around the existing Clay Creek multi-family lots.

EXISTING ZONING:

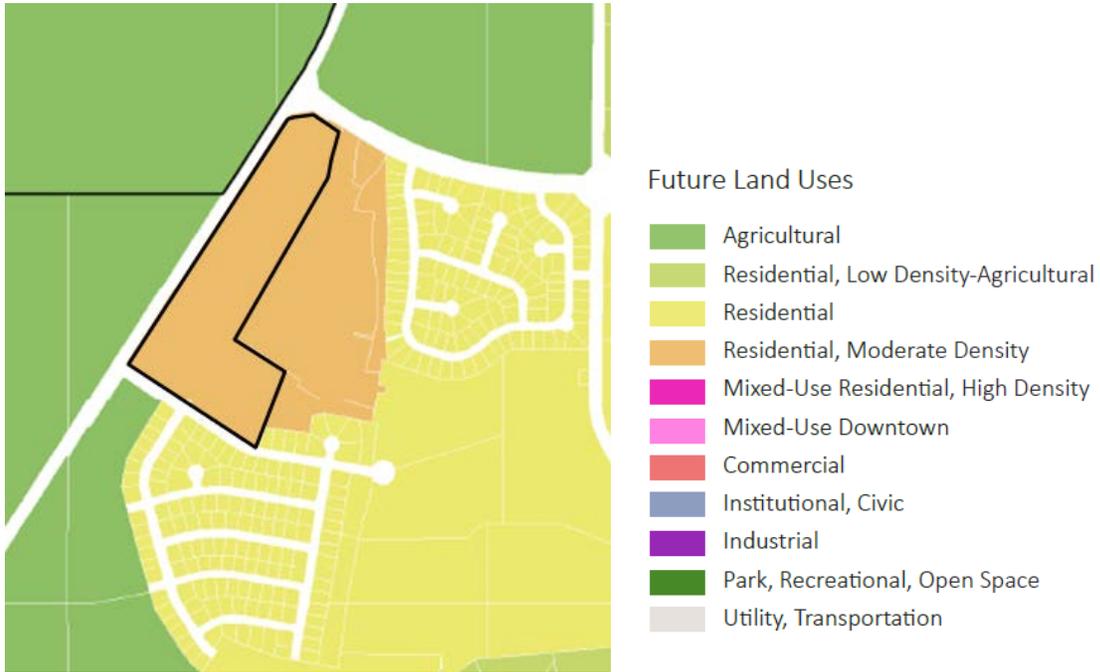
The existing zoning is B-3 and has been in place since July 9, 1991.

CHARACTER OF THE NEIGHBORHOOD *400.560.C.1*

The surrounding area is multi-family, 4 unit townhomes to the east in the Clay Creek subdivision, and single-family detached housing south of Lake Meadows Dr. and at the southeast corner of said parcel. The parcel itself has been farmed in previous years with row crops, and west of 169 and north of W Highways are also farmed.

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

The existing Comprehensive Plan was adopted on November 10, 2020, by the Planning Commission and adopted as the City's development Policy on November 17, 2020 by the Board of Aldermen. The Future Land Use Map in that policy identifies the area in question as moderate density residential (5-18 units per acre) as shown in orange below. That moderate density designation on a combined 47.28 acres (Clay Creek and Clay Creek Meadows properties) would allow between 237 units (5 DUPA) and (851 DUPA):



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

Streets and Sidewalks:

Street extension of Corbyn Lane and any new streets to be constructed will be at the sole cost and expense of the developer and in accordance with existing APWA standards. The property has adjacent access to both W Highway to the north and 169 Highway to the west.

Water, Sewer and Storm water

The city as water and sewer lines in the area to be extended at the developer's expense, and the existing detention basins of Clay Creek have more than enough capacity for all detention so no impact to stormwater is expected. Any such impact will be handled in the normal subdivision process, but the existing systems are more than adequate.

All other utilities

Future Development will be conditioned upon installation of all other needed utilities at the cost of the development.

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

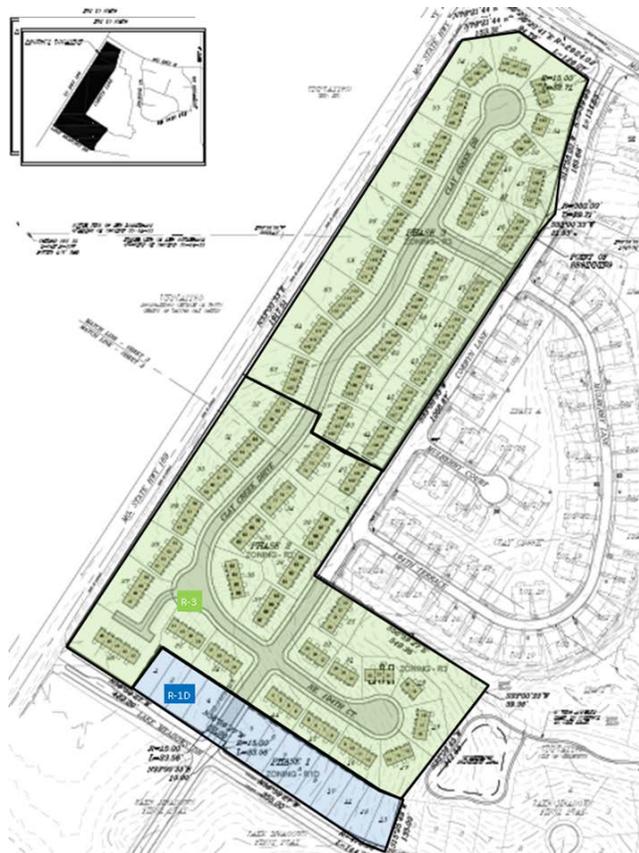
The current use is as farmland, but it is allowed commercial uses through its' current zoning of B-3 General Business.

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

The property has been zoned commercial for 33 years and no development has occurred.

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

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



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

No detrimental effects are known.

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

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

STAFF RECOMMENDATION:

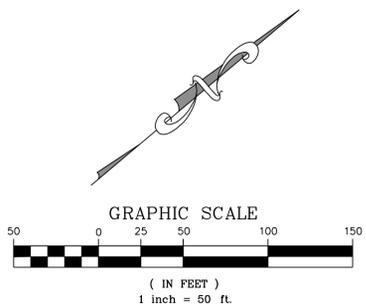
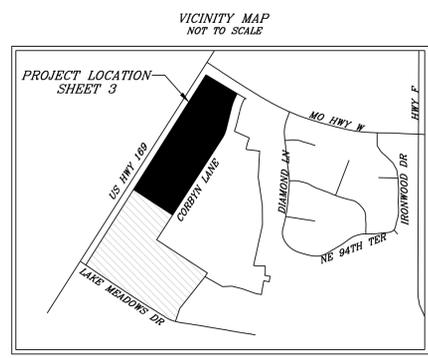
Staff recommends APPROVAL of the proposed district based upon the change meeting the Comprehensive Plan recommendations.

Respectfully Submitted,

Zoning Administrator

APPLICANT/OWNER:
CLAY CREEK MEADOWS, LLC
19935 HIGHWAY B
EDGERTON, MO 64444

PRELIMINARY PLAT
CLAY CREEK MEADOWS
A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER
OF SECTION 35, TOWNSHIP 54 NORTH, RANGE 33 WEST
SMITHVILLE, CLAY COUNTY, MISSOURI



- LEGEND**
- B/L = BUILDING LINE
 - I/E = INGRESS-EGRESS EASEMENT
 - U/E = UTILITY EASEMENT
 - W/E = WATER LINE EASEMENT
 - L/E = LANDSCAPE EASEMENT
 - S/L = SETBACK LINE
- SETBACK DATA - R1D**
- FRONT - 30'
 - REAR - 20'
 - SIDE - 5'
- SETBACK DATA - R3**
- FRONT - 30'
 - REAR - 20'
 - SIDE - 7.5'

NOTE: EACH UNIT SHALL HAVE A SEPARATE SEWER SERVICE AND WATER SERVICE CONNECTION.

MATCH LINE - SHEET 2
MATCH LINE - SHEET 3



SURVEYOR'S CERTIFICATION

I HEREBY CERTIFY THAT WE HAVE MADE A SURVEY OF THE PREMISES HEREIN DESCRIBED WHICH MEET OR EXCEED THE CURRENT MISSOURI MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS AS JOINTLY ESTABLISHED BY THE MISSOURI DEPARTMENT OF NATURAL RESOURCES, DIVISION OF SURVEYS, PROFESSIONAL LAND SURVEYORS AND LANDSCAPE ARCHITECTS, AND THAT THE RESULTS OF SAID SURVEY ARE REPRESENTED ON THIS DRAWING TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF.

ROBERT G. YOUNG, PLS-2007000089 08/26/2024 DATE

R.L. Buford & Associates, LLC
LAND SURVEYING - DEVELOPMENT CONSULTANTS
R.L. BUFORD & ASSOCIATES, LLC, MO. CERT. OF AUTHORITY 03-000000000

P.O. BOX 14089, PARKVILLE, MO. 64152 (816) 741-6152

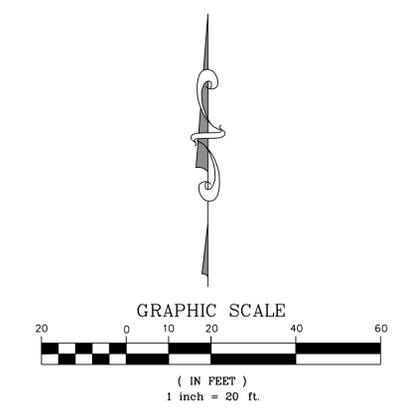
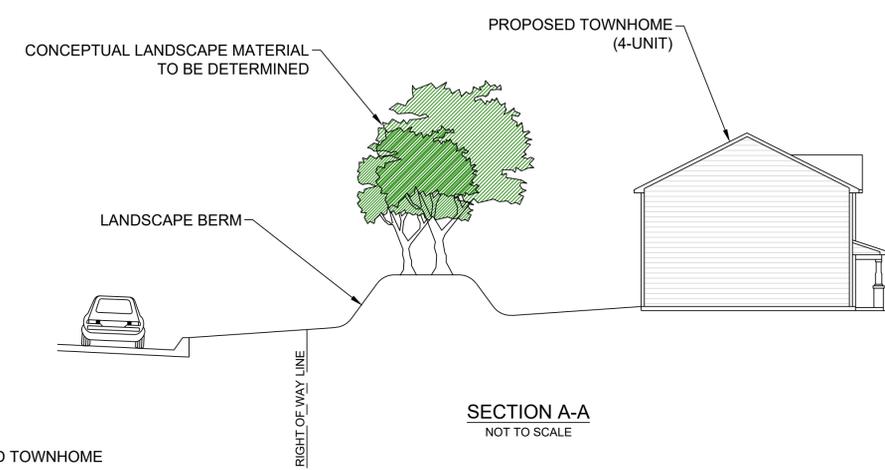
FOR: CLAY CREEK MEADOWS, LLC DATE: 08/11/2024
SEC.-TWP.-RGE. COUNTY FIELD BOOK
35-54-33 CLAY

DRAWN BY: J.K.R.
PRELIMINARY PLAT (SHEET 3 OF 5)

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PRELIMINARY PLAT
CONCEPTUAL LANDSCAPE PLAN
 A SUBDIVISION IN PART OF THE SOUTHEAST QUARTER
 OF SECTION 35, TOWNSHIP 54 NORTH, RANGE 33 WEST
 SMITHVILLE, CLAY COUNTY, MISSOURI

APPLICANT/OWNER:
 CLAY CREEK MEADOWS, LLC
 19835 HIGHWAY B
 EDGERTON, MO 64444



SURVEYOR'S CERTIFICATION
 I HEREBY CERTIFY THAT WE HAVE MADE A SURVEY OF THE PREMISES HEREIN DESCRIBED WHICH MEET OR EXCEED THE CURRENT MISSOURI MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS AS JOINTLY ESTABLISHED BY THE MISSOURI DEPARTMENT OF NATURAL RESOURCES, DIVISION OF SURVEYS AND MAPPING, AND THE MISSOURI BOARD OF PROFESSIONAL LAND SURVEYORS AND LANDSCAPE ARCHITECTS, AND THAT THE RESULTS OF SAID SURVEY ARE REPRESENTED ON THIS DRAWING TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF.

ROBERT G. YOUNG, PLS-2007000089 08/26/2024 DATE

R.L. Buford & Associates, LLC
 LAND SURVEYING - DEVELOPMENT CONSULTANTS
 R.L. BUFORD & ASSOCIATES, LLC, MO. CERT. OF AUTHORITY 0000000000
 P.O. BOX 14089, PARKVILLE, MO. 64152 (816) 741-6152

FOR	SEC.-TWP.-RGE.	COUNTY	JOB NO.
CLAY CREEK MEADOWS, LLC	35-54-33	CLAY	L-23197
DATE	FIELD BOOK		
08/11/2024			

DRAWN BY: J.K.R.
 PRELIMINARY PLAT (SHEET 5 OF 5)

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Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Public Works

AGENDA ITEM: Resolution 1402, Award Bid No. 24-15 Residential Snow Removal

REQUESTED BOARD ACTION:

A motion 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.

SUMMARY:

Proposals for Residential Snow Removal Services, RFP 24-15, were received and opened on August 27, 2024. The work to be completed includes the contractor providing all equipment, fuel and personnel to operate the equipment for snow removal services. The City will provide the deicing materials and services.

The contractor will report with the Street Division and will be dispatched to the identified areas. Primary areas: Harborview, Rollins Landing, Wildflower, and Greyhawke. Secondary areas (alternative): Hills of Shannon, Emerald Ridge & Ashmont. The contractor will solely be responsible for snow removal in these residential areas. This year, neighborhoods were included in the south area of town as an alternative just in case staff is not able to plow that area. With a member of streets retiring this year, this will ensure we have back up services available to provide a ensure response. Staff will continue to review options to improve this operation.

Upon completion, the contractor will notify the Street Division Manager and the area will be inspected before releasing the contractor's personnel. Staff will continue to review options to improve this operation.

The City reached out to local firms and placed the bid proposal on the City's web site.

The City received one proposal for this work:

R&S Lawn Service	\$185 /hour
------------------	-------------

Staff recommends proceeding with R&S Lawn Services for the Residential Snow Removal for the 2024-2025 Winter Season.

The Street Division will have a training day to review safety, routes and equipment checks. The contractor will also participate in this training day and meet with the Streets Superintendent.

PREVIOUS ACTION:

- The Board approved resolution 991 awarding Bid No 21-19 Residential Snow Removal to R&S Lawn Services on October 19, 2021
- The Board approved resolution 1095 renewing the agreement for Bid No. 21-19 to R&S Lawn Service for residential snow and ice control services on August 2, 2022.
- The Board approved Resolution 1274, renewing the agreement for Bid No. 21-19 to R&S Lawn Service for residential snow and ice control services on October 3, 2023

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

Snow removal expenses are included in the Street Division Maintenance Budget.

ATTACHMENTS:

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

RESOLUTION 1402

A RESOLUTION 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

WHEREAS, the FY2024 Budget and proposed FY25 budget includes funds to provide residential snow removal, and

WHEREAS, staff has conducted a bid process as outlined in the City Purchasing Policy, and

WHEREAS, after review of the bids, staff has made the recommendation to accept the lowest and best bid received as being the most advantageous to the City.

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

THAT Bid #24-25 is hereby awarded to R&S Lawn Service and the Mayor is authorized and directed to enter an agreement with R&S Lawn Service for snow and ice control services in an amount not to exceed \$185 per hour.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, this 24th day of September 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



107 W. Main St • Smithville, MO 64089

P: (816) 532-3897

AGREEMENT

RFP# 24-15

Residential Snow Removal

Smithville, MO

2024



107 W. Main St • Smithville, MO 64089

P: (816) 532-3897

RFP #24-15 RESIDENTIAL SNOW REMOVAL

THE CITY OF SMITHVILLE REQUESTS SEALED PROPOSALS FOR THE FOLLOWING OPPORTUNITY:

Sealed Bids for the Residential Snow Removal for the period of November 1st, 2024 to April 1st, 2025 will be received by the City of Smithville, Missouri, at the City Hall at 107 West Main Street, Smithville, MO 64089, until 2:00 PM. local time on August 27, 2024 at which time the Bids received will be publicly opened and read.

The scope of services is set forth in the RFP and attached Exhibit(s).

INSTRUCTIONS TO PROPOSERS:

1. Proposals must be addressed to Mayra Toothman, Asst. to the Public Works Director., 107 W. Main Street, Smithville, Missouri 64089 and be received before 2:00 PM local time on August 27, 2024.
2. Prospective Bidders are encouraged to visit the locations of the proposed work so as to confirm the scope and exact location for this opportunity. Please contact the City Street Division Manager at (816) 532-2080 to set up an appointment, which are available Monday through Friday between the hours of 8:00 A.M. and 3:00 P.M.
2. Pricing and anything pertaining to the RFP should be in a sealed envelope. It is preferred that the PROPOSAL RESPONSE FORM in this RFP be used. The only information we will read at the closing will be the vendors, or proposers who responded. The closing is at 2:00 PM. on the 27th day of August, 2024, at City Hall.
3. Disabled persons wishing to participate in the RFP closing and who require a reasonable accommodation may call the City at (816) 532-3897. A forty-eight-hour notice is required.
4. Any questions regarding this RFP should be directed to Mayra Toothman, Asst. to the Public Works Director.

THE CITY OF SMITHVILLE RESERVES THE RIGHT TO REJECT ANY OR ALL PROPOSALS.

A handwritten signature in blue ink that reads 'Rick A. Welch'.

Rick A. Welch, Director of Finance

Issued: the 9th day of August, 2024

**CITY OF SMITHVILLE REQUEST FOR WRITTEN QUOTATIONS
GENERAL INSTRUCTIONS AND CONDITIONS**

1. Written quotations, subject to the conditions listed below and any special conditions set forth in the attached specific Proposal, will be received by the City of Smithville, 107 W. Main Street, Smithville, Missouri 64089, until the closing.
2. The City reserves the right to accept or reject any and all proposals and/or alternatives and to waive technicalities, and to accept the offer that the City considers to be the most advantageous.
3. Vendors, contractors or proposers should use the forms provided for the purpose of submitting quotes and if applicable should give the unit price, extend totals, and sign the quote as required in each specific instance.
4. If applicable identify the item you will furnish by brand or manufacturer's name and catalog numbers, as applicable. Also furnish all specifications and descriptive literature.
5. Whenever products or materials of any particular producer or manufacturer are mentioned in our specifications, they are intended to be descriptive of type or quality and not restrictive to those particular items mentioned.
6. The City of Smithville is exempt from payment of Missouri Sales and Use Tax in accordance with Section 144.010 et seq. R.S.MO 1969 and is exempt from payment of Federal Excise Taxes in accordance with Title 26 United States Code, Annotated.
7. The delivery date(s) or dates when work will start shall be stated in definite terms, as they will be taken into consideration when making the award.
8. The City reserves the right to cancel all or any part of any order(s) if delivery and/or service is not made, or work is not started as guaranteed.
9. If applicable, prices must be stated in the units of quantity specified, if applicable, in the Proposal and must be firm. Quotes qualified by escalator clauses may not be considered.
10. Any questions regarding this request may be addressed to Mayra Toothman, Assistant to Public Works Director, 107 W. Main Street, Smithville, Missouri 64089, (816) 532-3897.
11. The Contractor must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein Pursuant to 285.530 RSMo.

RFP #24-15 Snow Removal

ARTICLE I GENERAL INFORMATION

1. The Board of Aldermen of the City of Smithville, Missouri ("City") desires to offer residential snow removal opportunities for the City of Smithville, 107 W Main Street, Smithville, MO 64089. The term shall be for November 1st, 2024 to April 1st, 2025 . This agreement will be subject for renewal up 2 additional seasons upon agreement of both parties. The City may enter a contract with multiple providers in order for all routes to be maintained.
2. Scope of Services is described in Exhibit A
3. The term "RFP" means this Request for Proposal; the term "Contractor", "Offeror", "Vendor", "Bidder", or "Proposer" refers to one who submits a proposal in response to the RFP; and the term "Proposal" means the proposal of the Contractor, Offeror, Vendor, Bidder, or Proposer.
4. By submitting a Proposal, the Vendor agrees, if its proposal is accepted, to perform the Service described in this RFP in accordance with the terms and conditions contained herein, at the prices set forth in its Proposal.
5. Note: The Vendor is presumed to accept the RFP requirements. The Vendor must raise any questions regarding the RFP requirements no later than three (3) days prior to the Closing Date. In addition, the Vendor must list and outline, in their Proposal, any exceptions to the RFP requirements and Contract requirements. The timeliness, nature and number of the exceptions taken by the Vendor are among the factors that the City will consider in selecting the successful Vendor.
6. Additional information and/or questions relating to this RFP can be obtained by contacting Mayra Toothman, Asst. to the Public Works Director, 107 W. Main Street, Smithville, Missouri 64089; (816) 1322.

ARTICLE II PROPOSAL INSTRUCTIONS

RFP PROPOSALS - CONTENTS AND SUBMISSION

The City recognizes this type of initiative may vary greatly in scope, approach and deliverables from one firm to another. The City will evaluate the qualifications of prospective firms, proposed scope of services and the value of the proposed work.

The City requests the following items from professional firms to complete and undertake the above referenced services:

1. Name, address, and telephone number of Proposer(s).
2. A completed Proposal Response Form attached to this Request for Proposal.
3. Provide the names and qualifications of personnel who would be directly performing the work. All drivers must possess a valid Missouri Drivers License.
4. Provide the names and references for a minimum of three similar projects. Summaries should include a narrative of the project and associated costs.

INSURANCE

The Contractor shall purchase and maintain, at their expense, insurance of such types, and in such amounts as are specified in this announcement, to protect the City and contractor from claims which may arise out of or result from the contractor's operations under the contract documents, whether such operations be by the contractor or by any subcontractor or for anyone whose acts contractor or any subcontractor may be legally liable. Such insurance shall cover claims for damages because of bodily injury or death to the contractor's employees including claims brought under:

1. Worker's Compensation Laws
2. Disability Benefit Laws
3. Occupational Sickness or Disease Laws
4. Other similar employee benefit laws

Such insurance shall also cover claims for damages because of Personal Injury, bodily injury, sickness, disease or death of any person or persons other than contractor's employees, and claims arising out of destruction of property, including loss of use thereof.

Contractor must also carry liability insurance naming the following as "Additional Named Insured":

1. City of Smithville
107 W. Main Street
Smithville, MO 64089

Failure of the Contractor to maintain proper insurance coverage will not relieve Contractor of any contractual responsibility or obligations. If part of the Service is to be subcontracted, the Contractor shall either cover any and all subcontractors in Contractor's insurance policy or require each subcontractor not so covered, to obtain insurance of same type and with the same limits as

the Contractor is required to carry. Any payment of an insured loss under policies of property insurance, including but not limited to, the insurance required shall be made payable to the City. Certificate of Insurance shall be provided and become effective upon execution of the Contract.

INSURANCE COVERAGE AND LIMITS OF COVERAGE REQUIRED

The Contractor shall purchase and maintain, at their expense, insurance of such types, and in such amounts as are specified in this announcement, to protect the City and contractor from claims which may arise out of or result from the contractor's operations under the contract documents, whether such operations be by the contractor or by any subcontractor or for anyone whose acts contractor or any subcontractor may be legally liable. Such insurance shall cover claims for damages because of Bodily Injury or death to the contractor's employees including claims brought under:

- A. Worker's Compensation Laws
- B. Disability Benefit Laws
- C. Occupational Sickness or Disease Laws
- D. Other similar employee benefit laws

Such insurance shall also cover claims for damages because of Personal Injury, Bodily Injury, Sickness, Disease or Death of any person or persons other than contractor's employees, and claims arising out of destruction of property, including loss of use thereof.

LIABILITY INSURANCE: Contractor's liability insurance must (i) name the City as "Additional Named Insureds"; (ii) all insurance coverage must be written by companies that have an A.M. Best's rating of "A-VII" or better or as specifically approved by the City, and are licensed or approved by the State of Missouri to do business in Missouri; (iii) provide that said insurance shall not be canceled unless thirty (30) days prior written notice shall have been given to City; and (iv) that all such policies provide coverage for as long as the applicable statute of repose. Said policies shall provide primary coverage to the City; when any policy issued to the City is similar or duplicate in coverage, the City's policies shall be excess over Contractor's policies. Said policy or policies, or certificates thereof, shall be delivered to City by Contractor prior to commencement of work.

Failure of the contractor to maintain proper insurance coverage will not relieve contractor of any contractual responsibility or obligations. If part of the Service is to be subcontracted, the contractor shall either cover any and all subcontractors in contractor's insurance policy or require each subcontractor not so covered, to obtain insurance of same type and with the same limits as the contractor is required to carry. Any payment of an insured loss under policies of property insurance, including but not limited to, the insurance required shall be made payable to the City.

INSURANCE COVERAGE AND LIMITS OF COVERAGE REQUIRED ARE:

- A. Worker's Compensation – Statutory
- B. Employer's Liability - \$1,000,000.00 each employee
- C. General Liability - \$1,000,000.00 for each occurrence and not less than \$500,000.00 per person.
- D. Property Damage - \$1,000,000.00 for each occurrence and not less than \$500,000.00 per person.

AFFIDAVIT OF WORK AUTHORIZATION AND DOCUMENTATION

Pursuant to Section 285.530 RSMo., (enclosed in the laws section) the Bidder must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by:

1. Submitting a completed, notarized copy of EXHIBIT 1 AFFIDAVIT OF WORK AUTHORIZATION, and
2. Providing documentation affirming the Bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the Bidder and 2) a valid copy of the signature page completed and signed by the Bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

(It is preferred that the Bid Response use this Form, however, the City reserves the right to accept Bids which provide the necessary information without using this form. Bid Responders must also fill out Exhibit 1.)

RFP # 24-15 RESIDENTIAL SNOW REMOVAL

I, Rick Smith, hereby representing

(Agent Submitting RFP)

R+S Lawn Service Inc., have read and reviewed the attached specifications.

(Firm or Company)

I state the hereby offer meets or exceeds all requirements. Please note that Exhibit 1 and all other required information must be attached.

R+S Lawn Service Inc

Company Name

106 JAMES ST

Address

Smithville MO 64089

City/State/Zip

816-532-4999

Telephone

43-1945718

Tax ID No.

Rick Smith

Authorized Person (Print)

Rick Smith

Signature

President

Title

8-9-2024

Date

info@rslawnsprinkler.com

E-Mail Address

State the name, address and telephone number of not less than three (3) customers for whom the Contractor has performed similar Service within the last two (2) years:

The above said Company shall provide the materials and services clean up, and insurance requested for the goods and services of RFP #24-15 for a cost to the City of Smithville as follows:

Item Description	Bid Price
Hourly Rate	\$185 ⁰⁰

2. Attached hereto is documentation affirming Contractor's enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Further, Affiant saith not.

Rick Smith
[Signature]

Rick Smith
[Printed name]

Affiant Subscribed and sworn to before me this 9th day of August, 2024.

Lisa Ann Day
[Notary Public]

**LISA ANN DAY
NOTARY PUBLIC-NOTARY SEAL
STATE OF MISSOURI
CLAY COUNTY
MY COMMISSION EXPIRES 3/24/2025
COMMISSION # 21633318**

My Commission Expires 3/24/2025

Commissioned in Clay County

Commission # 21633318

PLEASE NOTE:

Acceptable enrollment and participation documentation consists of the following two (2) pages of the E-Verify Memorandum of Understanding:

1. A valid, completed copy of the first page identifying the Contractor; and
2. A valid copy of the signature page completed and signed by the Contractor, and the Department of Homeland Security - Verification Division

EXHIBIT 1

STATE OF MISSOURI)
)
ss COUNTY OF Clay)

AFFIDAVIT

(As required by Section 285.530, Revised Statutes of Missouri) As used in this Affidavit, the following terms shall have the following meanings:

EMPLOYEE:

Any person performing work or service of any kind or character for hire within the State of Missouri.

FEDERAL WORK AUTHORIZATION PROGRAM:

Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

KNOWINGLY:

A person acts knowingly or with knowledge,

- (a) With respect to the person's conduct or to attendant circumstances when the person is aware of the nature of the person's conduct or that those circumstances exist; or
- (b) With respect to a result of the person's conduct when the person is aware that the person's conduct is practically certain to cause that result.

UNAUTHORIZED ALIEN:

An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority, personally appeared Rick Smith, who, being duly sworn, states on his oath or affirmation as follows:

1. My name is Rick Smith and I am currently President of R+S Lawn Service Inc (hereinafter "Contractor"), whose business address is 106 JAMES ST, Smithville MO 64089, and I am authorized to make this Affidavit.
2. I am of sound mind and capable of making this Affidavit, and am personally acquainted with the facts stated herein.
3. Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the following services contracted between Contractor and the City of Smithville, Missouri.
1. Contractor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.

Equipment to be used:

- 1) 2015 F250 with Hiner 7'6" Snow Plow with Boss VBX8000 Electric Salter. 3 cu yds
- 2) 2016 F250 with Hiner 7'6" Snowplow with Boss VBX8000 Electric Salter.
- 3) 2022 F350 with Hiner 7'6" Snowplow ;
- 4) 2022 F35 with Boss 7'6" Snowplow ; salt dog Salter

Snow Removal Method (i.e. plowing, salt spreading) please specify if the City will need to treat the roads with salt:

R+S will plow Roads assigned, then Salt Roads with Supplied Salt on assigned Roads

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. R & S Lawn Service, Inc		
	2 Business name/disregarded entity name, if different from above		
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____		<input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate
			4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) 106 James St		Requester's name and address (optional)
	6 City, state, and ZIP code Smithville, MO 64089		
	7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
or								
Employer identification number								
4	3	-	1	9	4	5	7	1 8

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶ 8-9-2024
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

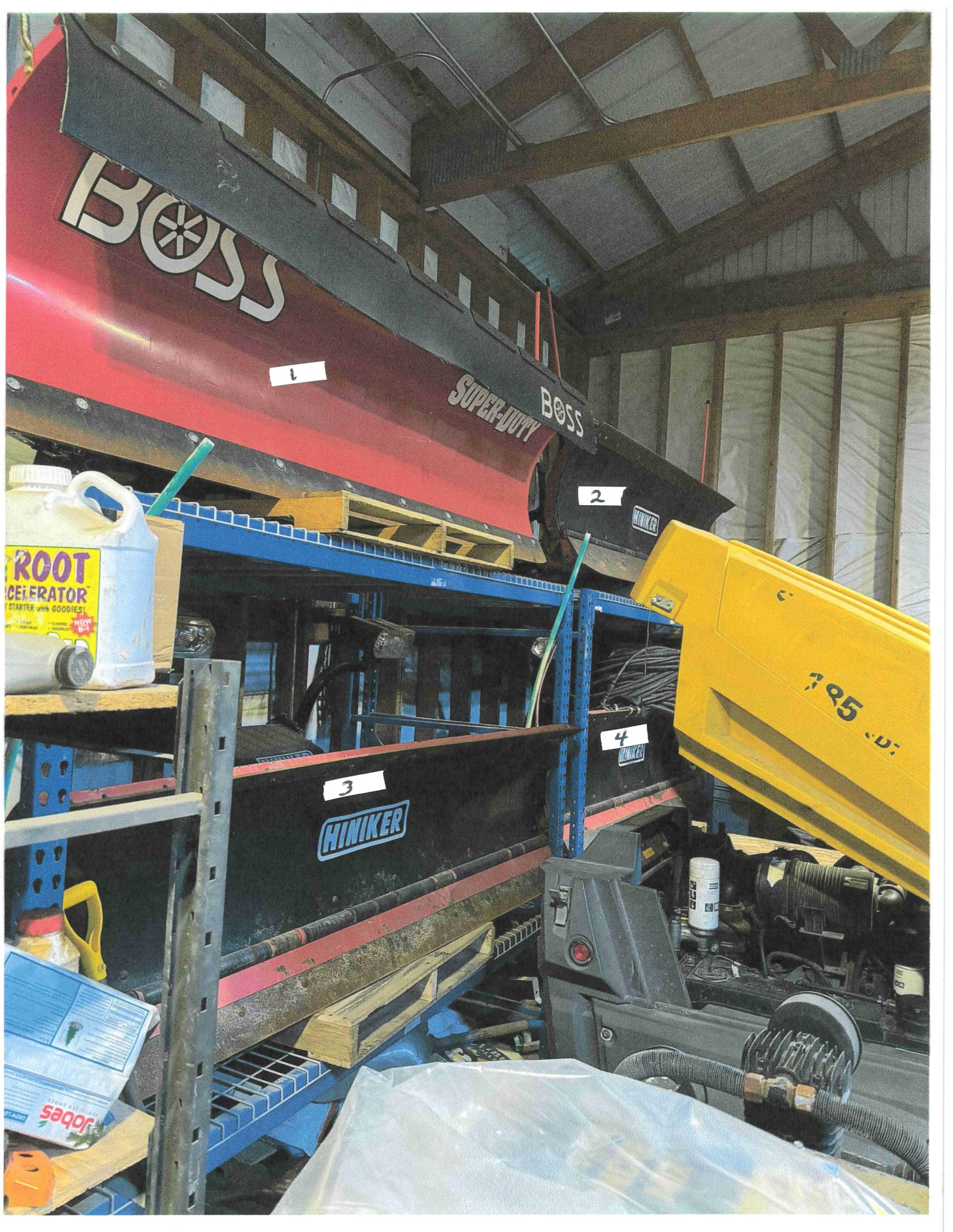
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



BOSS

1

SUPER-DUTY BOSS

2

HINIKER

4

3

HINIKER

785

ROOT ACCELERATOR

saqr



BOSS VBX 8000

CENT-TECH
6/12V AUTOMATIC
BATTERY CHARGER
ENGINE STARTER

ALIBUR
ICE MELT

1

2

3

SNOW AND ICE CONTROL AGREEMENT
(Residential "Area" Contractors)

(2024 -2025 Season)

THIS AGREEMENT is made by and between the City of Smithville, Missouri, hereinafter referred to as the "City," and R+S Lawn Service Inc hereinafter referred to as the "Contractor."

WHEREAS, the City desires to provide snow and ice control services on its public rights-of-way in a timely and efficient manner; and

WHEREAS, during times of extended snow fall, the City is in need of additional workers and equipment to supplement its regular work force; and

WHEREAS, it is not cost effective for the City to hire additional employees and purchase additional equipment for seasonal work; and

WHEREAS, the City desires to contract for snow and ice control services, herein referred to as "Services" from private independent contractors; and

WHEREAS, the Contractor represents that it is willing, able and has the necessary expertise to provide the Services to the City; and

WHEREAS, the parties desire to enter into an agreement to establish the terms and conditions under which said Services will be provided by the Contractor to the City. NOW, THEREFORE, in consideration of the covenants contained herein, the City and the Contractor agree as follows:

I. SCOPE OF SERVICES

- A. Contractor shall provide and shall utilize in the performance of this Agreement, all equipment necessary to provide the services as specified in Exhibit A, a copy of which is attached hereto and incorporated by reference herein.
- B. Contractor shall provide the Services as outlined in Exhibit A to the City's full satisfaction.

II. COMPENSATION

The City agrees to pay the Contractor as compensation for the Services as specified in Exhibit B, a copy of which is attached hereto and incorporated by reference herein.

AGREEMENT

III. AGREEMENT TERM

The Agreement term shall be in force and effect from and after November 1, 2024 through April 1, 2025. The agreement shall be annually renewable by mutual agreement between the Contractor and the City for up to two (2) additional years. Notwithstanding the foregoing, the Agreement may be terminated by either party for any reason upon thirty (30) days written notice to the other party of such termination. If, however, the Contractor fails to comply with any condition of this Agreement, the City may terminate this Agreement immediately upon written notice to the Contractor. If the Agreement is terminated by the City, the Contractor shall be entitled to payment for the work satisfactorily performed up to the effective date of termination. In no event will the Contractor be entitled to anticipated profits or consequential damages.

IV. INDEPENDENT CONTRACTOR

The Contractor is an independent contractor and as such is not an agent or employee of the City.

V. SUBCONTRACTING OR ASSIGNMENT OF SERVICES

The Contractor shall not subcontract or assign any of the Services to be performed under this Agreement without the written consent of the City. If the City determines that an unauthorized subcontractor is being used, then that subcontractor will be instructed to immediately cease operations and the Contractor will not be paid for that time.

VI. INSURANCE

A. In General:

The Contractor shall secure and maintain, throughout the duration of this Agreement, insurance (on an occurrence basis unless otherwise agreed to) of such types and in at least such amounts as required herein and as may be necessary to protect the Contractor against all hazards or risks of loss, whether such hazards or risks be generated by the Contractor or any of its agents. **The Contractor shall provide certificates of insurance and renewals thereof naming the City as an additional insured for the automobile liability, on forms approved by the City.** The Contractor or its insurer shall endeavor to notify the City at least thirty (30) days prior to material modification or cancellation of any policy listed on the certificate.

B. Requirements:

INSURANCE:

The Contractor shall purchase and maintain, at his expense, insurance of such types, and in such amounts as are specified in this announcement, to protect the City and contractor from claims which may arise out of or result from the contractor's operations under the contract documents, whether such

operations be by the contractor or by any subcontractor or for anyone whose acts contractor or any subcontractor may be legally liable. Such insurance shall cover claims for damages because of Bodily Injury or death to the contractor's employees including claims brought under:

- A. Worker's Compensation Laws
- B. Disability Benefit Laws
- C. Occupational Sickness or Disease Laws
- D. Other similar employee benefit laws

Such insurance shall also cover claims for damages because of Personal Injury, Bodily Injury, Sickness, Disease or Death of any person or persons other than contractor's employees, and claims arising out of destruction of property, including loss of use thereof.

LIABILITY INSURANCE: Contractor's liability insurance must (i) name the City as "Additional Named Insureds"; (ii) all insurance coverage must be written by companies that have an A.M. Best's rating of "A-VII" or better or as specifically approved by the City, and are licensed or approved by the State of Missouri to do business in Missouri; (iii) provide that said insurance shall not be canceled unless thirty (30) days prior written notice shall have been given to City; and (iv) that all such policies provide coverage for as long as the applicable statute of repose. Said policies shall provide primary coverage to the City; when any policy issued to the City is similar or duplicate in coverage, the City's policies shall be excess over Contractor's policies. Said policy or policies, or certificates thereof, shall be delivered to City by Contractor prior to commencement of work.

Failure of the contractor to maintain proper insurance coverage will not relieve contractor of any contractual responsibility or obligations. If part of the Service is to be subcontracted, the contractor shall either cover any and all subcontractors in contractor's insurance policy or require each subcontractor not so covered, to obtain insurance of same type and with the same limits as the contractor is required to carry. Any payment of an insured loss under policies of property insurance, including but not limited to, the insurance required shall be made payable to the City.

INSURANCE COVERAGE AND LIMITS OF COVERAGE REQUIRED ARE:

- A. Worker's Compensation – Statutory
- B. Employer's Liability - \$1,000,000
- C. General Liability - \$1,000,000 for each occurrence and not less than \$500,000.00 per person
- D. Property damage - \$1,000,000 for each occurrence and not less than \$500,000.00 per person

Note: The previous section on Workers' Compensation is not applicable to individual contractors. This Section applies only to Contractors who have employees working for them in order to perform the Services. See Exhibit C.

C. Industry Ratings:

The City will only accept coverage from an insurance carrier who offers proof that it:

1. Is authorized to do business in the State of Missouri.
2. Carries a Best's policyholder rating of A- or better; and
3. Carries at least a Class VIII financial rating; or
4. Is a company mutually agreed upon by the City and the Contractor.

VI. INDEMNITY

a. Definition

For purposes of indemnification requirements, the term "Loss" shall have the meaning set forth as follows:

"Loss means any and all loss, damage, liability or expense, of any nature whatsoever, whether incurred as a judgment, settlement, penalty, fine or otherwise (including attorney's fees and the cost of defense), in connection with any action, proceeding, demand or claim for injury, including death, to any person or persons or damages to or loss of, or loss of the use of, property of any person, firm or corporation, including the parties hereto, which arise out of or are connected with, or are claimed to arise out of or be connected with, the performance of this Agreement whether arising before or after the completion of the work required hereunder.

b. Indemnity

For purposes of this Agreement, Contractor hereby agrees to indemnify, defend and hold harmless the City, its employees and agents from any and all Loss where Loss is caused or incurred or alleged to be caused or incurred in whole or in part as a result of the negligence or other actionable fault of the Contractor, its affiliates, subsidiaries, employees or agents.

It is agreed as a specific element of consideration of this Agreement that this indemnity shall apply notwithstanding the joint, concurring or contributory or comparative fault or negligence of the City or any third party and, further notwithstanding any theory of law including, but not limited to, a characterization of the City's or any third party's joint, concurring or contributory or comparative fault or negligence as either passive or active in nature; provided, however, that the Contractor's obligation hereunder shall not include amounts attributable to the fault or negligence of the City or any third party for whom the Contractor is not responsible.

In the case of any claims against the City, its employees or agents indemnified

under this Agreement, by an employee of the Contractor, its affiliates, subsidiaries, the indemnification obligation contained in this Agreement shall not be limited by any limitation on amount or type of damages, compensation or benefits payable by or for the Contractor, its affiliates or subsidiaries, under workers' compensation acts, disability benefit acts, or other employee benefit acts.

c. In the event of a claim of Loss or damage by a citizen or other private or public entity allegedly due to the actions of the Contractor, the City will forward that claim to the Contractor who will respond promptly to both the City and the claimant as to determination and resolution. Should the City undertake to make repairs or restitution for Loss conclusively caused by a Contractor, the City will hold any further payments for Services due the Contractor until said issue is resolved.

VII. NON-DISCRIMINATION/OTHER LAWS

A. The Contractor agrees that:

1. The Contractor shall observe the provisions of the Missouri Human Rights Act and shall not discriminate against any person in the performance of work under this Agreement because of race, religion, color, sex, disability, national origin, ancestry or age.
2. In all solicitations or advertisements for employees, the Contractor shall include the phrase, "equal opportunity employer," or an equivalent phrase.
3. If the Contractor fails to comply with the manner in which the Contractor reports to the Commission in accordance with the provisions of RSMo 213 and amendments thereto, the Contractor shall be deemed to have breached this Agreement and it may be cancelled, terminated or suspended, in whole or in part, by the City;
4. If the Contractor is found guilty of a violation of the Missouri Human Rights Act under a decision or order of the Commission which has become final, the Contractor shall be deemed to have breached the present Agreement and it may be cancelled, terminated or suspended, in whole or in part, by the City; and
5. The Contractor shall include the provisions of subsections 1 through 4 in every subcontract or purchase order so that such provisions will be binding upon such subcontractor or vendor.

B. The Contractor further agrees that the Contractor shall abide by the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) as well as all other federal, state and local laws, ordinances and regulations applicable to this project and to furnish any certification required by any federal, state or local

governmental agency in connection therewith.

VIII. AFFIDAVIT OF WORK AUTHORIZATION AND DOCUMENTATION

Pursuant to Section 285.530 RSMo., the Bidder must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by:

1. Submitting a completed, notarized copy of EXHIBIT 1 AFFIDAVIT OF WORK AUTHORIZATION, and
2. Providing documentation affirming the Bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the Bidder and 2) a valid copy of the signature page completed and signed by the Bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

IX. BUSINESS LICENSES

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.

X. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements, whether oral or written, covering the same subject matter. This Agreement may not be modified or amended except in writing mutually agreed to and accepted by both parties to this Agreement.

XI. APPLICABILITY

This Agreement is entered into under and pursuant and is to be construed and enforceable in accordance with, the laws of the State of Missouri. In the event of any litigation arising hereunder, venue shall be properly laid only in the State Circuit Court for Clay County, Missouri.

The City shall not be obligated for any amounts in excess of the contract and/or RFP response (bid) unless approved in advance by the City in writing.

The Contract is binding upon the parties, their partners, heirs, successors, assigns and legal representatives.

The Contractor and its subcontractors are independent contractors and are not the employees or agents of the City. Neither the Contractor nor any of its subcontractors shall represent to any person, firm, or corporation that it is an employee or agent of the City and neither shall have the right, authority or power to make or assume any obligation of any kind on behalf of the City or to bind the City in any manner.

The Contractor is prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this Contract, or any resultant agreement or its rights, title, or interest therein, or its power to execute such agreement, to any other person, company, or corporation, without the previous written approval of the City.

If provided, the Contractor shall return all keys, code cards, unused supplies, other project-related materials, and any other City property to the City upon completion of the contract.

Any contract let in response to this RFP shall be deemed to incorporate all applicable Missouri Laws and regulations, including but not limited to those set forth in the Laws Section of this RFP.

XII. SEVERABILITY CLAUSE

Should any provision of this Agreement be determined to be void, invalid, unenforceable or illegal for whatever reason, such provision(s) shall be null and void; provided, however, that the remaining provisions of this Agreement shall be unaffected thereby and shall continue to be valid and enforceable.

XIII. EXECUTION OF AGREEMENT

The parties hereto have caused this Agreement to be executed this _____ day of _____, 2024

CITY OF SMITHVILLE, MO

Contractor:

Damian Boley, Mayor

Authorized Representative

Attest:

Title

Linda Drummond, City Clerk

(If the Agreement is not executed by the president of the corporation or general partner of the partnership, please provide documentation which authorizes the signatory to bind

the corporation or partnership.)

EXHIBIT A

SCOPE OF SERVICES *(Residential "Area" Contractors)*

2024-2025 SEASON

Pursuant to the terms and conditions of this Agreement, Contractor is to provide equipment and personnel to safely provide Services specified herein. Drivers of provided equipment are referred to herein as the "Operator" or "Operators." Contractor shall ensure that all Operators comply with the provisions of this Agreement and the Exhibits hereto. Operators are employees of the Contractor and as such the Contractor has ultimate responsibility for managing their employees both supervisory and otherwise.

EQUIPMENT: Contractor shall provide motorized equipment capable of efficiently and effectively clearing snow of depths more than two (2) inches from assigned paved street surfaces. Provided equipment must be outfitted with the following equipment:

- Front mounted plow
- Auxiliary work lights sufficient for aiding in the night-time operation of the plow and any attached equipment.
- Conspicuous safety lighting that is visible from at least 200 feet away from the vehicle and from all sides of the vehicle, (right/left/front/back). Lighting, shall at minimum, consist of a flashing amber strobe light affixed to the top of the vehicle.

Contractor will provide a list of the equipment to be used including make, model, color, year, and license number. The Contractor will immediately notify the City of any changes or substitutions to the equipment being provided.

Contractor and its Operators performing work under this Agreement shall adhere to all applicable federal, state, and local laws to include but not limited to DOT regulations for commercial trucks and drivers. Additionally, each Operator will be required to produce a valid commercial driver's license. The City of Smithville reserves the right to spot check each Operator's credentials periodically throughout the contract period. Vehicles must be properly registered and licensed, in good operational condition and well-maintained.

All vehicles and equipment to be used to perform work for the City shall be approved prior to performing any work, including any substitute equipment. If at any time during the work period the City has determined that the Contractor's equipment is performing inadequately or found to have not been approved for use, the City may require the

Contractor to cease working. No further payment for Services will be authorized from the time notice to cease working has been given, either verbally to the Operator or in written form to the Contractor.

All vehicles and equipment to be used to perform work for the City shall be presented to the City for inspection no later than November 15, 2024. The inspection will verify that the vehicle and equipment covered by this Agreement meets the City's minimum standards for performing functional snow and ice control including; checking plows, plow lights, warning lights, spreaders and other equipment specific to the snow removal / plowing function. The inspection in no way relieves the Contractor of any obligations or liabilities as may be established through other competent jurisdictions or regulatory agencies, or Contractor's duty to keep all vehicles and equipment in good and safe working order.

Contractor is responsible for all operating supplies such as fuel, equipment parts, maintenance fluids and/or service and repair work. City facilities will not be available to purchase fuel nor for long term storage of the Contractor's equipment. Temporary, short term parking for minor adjustments and/or repairs will be allowed during an assigned work period.

The City will provide the Contractor, at its facilities, snow and ice control chemicals (such as salt, sand or salt/sand mix).

All unused materials are to be off-loaded at City facility when Contractor is released from work. Use of City-supplied materials other than as instructed or directed is not permitted.

PERSONNEL: Contractor shall provide competent and capable Operators for each vehicle; Operators will possess a valid commercial driver's licenses.

Each Operator employed by the Contractor and who will provide Services to the City is required to attend a pre-season training class. The training class will be conducted by the City on a date and time to be determined. Any Operator unable to attend the required pre-season meeting may, pursuant to approval by the City, and pursuant to the City receiving advance notice, attend an alternate date as may be available. No Operator shall be allowed to provide Services on behalf of the Contractor who has not attended the required training class.

Each Operator employed by the Contractor and who will provide Services to the City must be capable of clearly communicating with City personnel, including direct person to person dialogue, and through the use of a Contractor supplied mobile phone device. Each Operator should be familiar with the City's street system and be able to read and follow map directions. Each Operator must additionally be able to follow both written and spoken instructions.

The Contractor and their Operator must, at all times, while conducting work for the City,

act in a courteous manner when interacting with the general public. Problems or issues that arise during interactions with the public shall be immediately forwarded to the City through the assigned contact.

While the Contractor and/or their Operator are actively performing work for the City, they may only perform the work assigned under this Agreement. The Contractor and/or their Operator will not perform work for, or solicit work from, private property owners while actively performing assigned work.

The Contractor is required to continuously and reliably provide the Services they have been hired to perform until all assigned work has been completed and they have been released or unless otherwise directed by the City. Work breaks or other work stoppages shall not be counted as hours worked and shall be at the Contractor's expense. Operators shall inform their assigned Street Division Manager of any stoppages in their work, such as work breaks and/or breakdowns of their equipment.

The Contractor is responsible for ensuring the safety of each Operator including but not limited to ensuring that all Operators are capable of safely performing the work under this Agreement. No Operator shall operate equipment to perform assigned work or provide any Services to the City for any length of time beyond his/her ability to do so safely. Under no circumstances shall an Operator while performing assigned work for the City work more than sixteen (16) continuous hours without a minimum eight (8) hours rest period. The Contractor shall monitor the hours worked by each Operator in his/her employment and provide substitute Operators as needed.

The City reserves the right to direct a Contractor and/or an Operator to immediately cease operation if they are found to be performing in an unsafe or unsatisfactory manner or otherwise performing in a manner not in conformance to federal, state, or local laws and ordinances. This reservation of rights shall in no way impact the Contractor's obligations or liabilities under this Agreement.

COMMUNICATION AND NOTIFICATION: Contractor shall provide a mobile phone number for each Operator which the City can use to remotely contact the Operator for the duration of this Agreement. When a Contractor provides a mobile phone number that represents a personal item of the Operator, the Contractor shall secure agreement from the Operator to receive notifications and/or use it to communicate with the City during the length of this Agreement. This will be the primary means by which the City will notify the Operator to report for duty. It will be the responsibility of the Operator to inform the City representative of any problem in receiving periodic, scheduled test pages/notifications. The City will send a message to the provided cell phone number and the Operator must call the phone number on the message within thirty (30) minutes to confirm. The Operator shall report to their assigned Public Works Facility and check in with Street Division Manager within one (1) hour from the time of being paged/notified.

The mobile phone number provided to the City shall be used as primary communication to the City. This means of communication shall remain available and operational from

time of text notification until released from duty. While on duty, Operators assigned to routes must maintain an active mobile phone. Mobile phone numbers shall be consistent to the assigned snow route area thru the duration of the agreement.

Operator is to notify the City Street Manager when they start their assigned snow route. Thereafter, the Operator will report by cell phone as each segment is completed, or when going back to the Public Works facility for additional material, or if any problem occurs such as a breakdown, obstructed roadway, excessive snow/ice, etc. that will cause significant delay. Any accident or damage claim by a citizen must be immediately reported as well. Each Operator shall report when stopping for rest/fueling breaks.

City inspectors or snow operations supervisors will be periodically checking street conditions and may need to meet with an Operator in the field. The Operator is to follow the instructions of that inspector or supervisor. If any question arises, then the Operator should contact the City Street Division Manager by cell phone to discuss resolution of the question. The parties acknowledge that the Contractor and its Operators are independent contractors and that they are not agents or employees of the City. Nothing contained in this provision should be construed.

Upon completing the assigned snow route, the Operator will notify the City Street Division Manager who will either assign additional work or instruct the Operator to return to the Public Works facility. Upon completing all assigned work, Operator will return to the Public Works facility and empty their equipment's material spreader, at which time the Operator will log out and be released.

OPERATIONS: Pursuant to the requirements set forth under Personnel, each Operator is required to attend pre-season training. The date, time and place for the required training will be determined by the City and communicated to the Contractor either verbally or in writing. New Operators brought in during the snow season, must be trained and their eligibility to perform the work approved by City Staff before being assigned to work.

In all situations, the Operator must remain available after completing each assigned route until released by the City. The standard of performance is that the snow and ice be cleared from the pavement to a degree consistent with that of the adjoining residential or collector streets as determined by City supervisors.

Operator shall plow snow from City streets and cul-de-sacs at locations to be designated by the City of Smithville Public Works Maintenance Division. Operator will be issued a map or their assigned route. Contractor Operators are to follow assigned route(s) in the designated sequence shown on the maps unless otherwise instructed by the City Street Division Manager.

It is recommended that the Operator become familiar with the assigned route, special conditions, patterns of plowing and sequence order prior to first snowstorm.

Supervision: Contractor shall provide necessary and adequate supervision and ensure

that all de-icing/anti-icing is performed in the assigned area completely and to the City's satisfaction.

Contractor shall provide supervision/quality assurance for all assigned snow Operators operating their trucks. To include but not limited to the following:

1. When Operators are assigned to plow curb to curb this shall mean plowing snow such that a clear path exists on the street pavement to within two (2) feet of the back of curb. This excludes those areas where cars are parked along the curb edge, whereas in those cases the clear path can be extended to include two (2) feet from the parked car.
2. All materials shall be spread evenly to extend to the face of each curb. The spread rate will be as assigned by the shift supervisor and the truck shall be set in conformance with the calibration charts created in the pre-season calibration.
3. All streets within the area will be completed as assigned.
4. If assigned by the shift supervisor, all cul-de-sacs will be plowed with one pass in and one out to include two reverse passes around the bulb moving the snow to the middle.
5. At no time during plowing operations will the plow tires/skids/supports maintain blade clearance greater than one (1) inch.

EXHIBIT B

COMPENSATION

(Residential ""Area" Contractors)

2024-2025 SEASON

Hours Worked: Contractor will be compensated for each qualified Operator and approved equipment supplied at the rate of \$ 185⁰⁰ per hour worked for each fully equipped truck.

Operators and trucks are to respond and be ready to work when requested and arrive at the designated Public Works facility within the show up time specified. Travel to and from the designated Public Works facility prior to report-in and after check-out is not compensable; however, once the Operator has reported to work, time spent in direct transit to their assigned plowing route is compensable as are all hours worked traveling to and from other plowing routes that may be assigned during the work period.

Compensation for Services shall begin when the Operator checks in at the Public Works facility at the indicated report-in time and shall end when Contractor returns to Public Works facility for check-out and is released from duty. Down time (i.e. equipment breakdown, sleep periods, etc.), will not be compensated and will be counted against the Contractor meeting its performance obligations, except for designated work breaks meeting the performance standard of no more than thirty (30) minutes every four (4) hours.

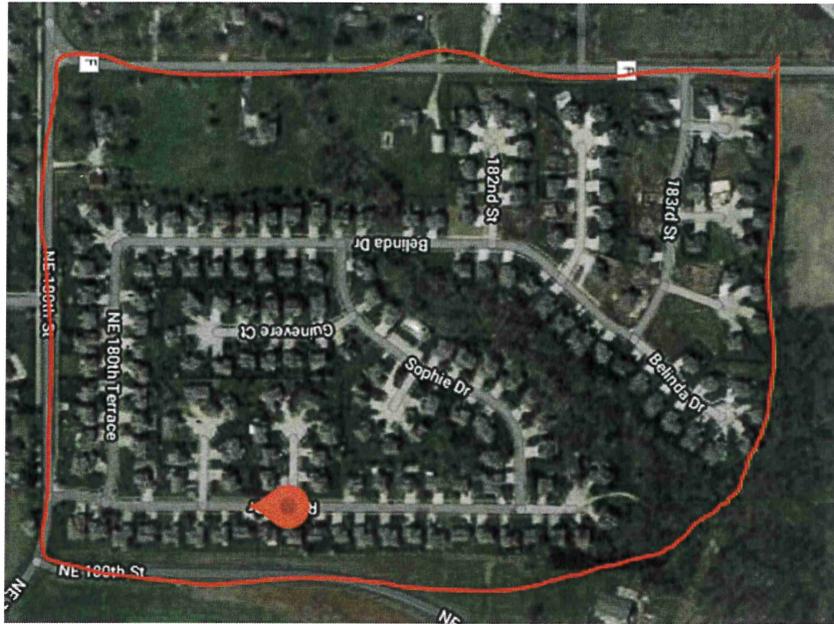
Invoicing: The Contractor will submit an invoice by the fifteenth (15th) of each month for Services rendered. Invoices submitted after the fifteenth will be paid the following month. The invoice must indicate what dates and hours were worked for each route less any time as noted above for non-compensable periods. Time submitted will be rounded up or down to the nearest quarter hour.

The Contractor will submit a final invoice after April 1, 2025, for all remaining compensation due to the Contractor.

Payment on invoices is made in accordance with standard City policies and procedures. Contractors should expect payment in no less than thirty (30) days after invoice acceptance date.

Primary areas: These areas are the top priority and must be serviced in all snow events as per the contract terms.

Snow Route 1 - Rollins Landing



Snow Route 2 – Harborview



Snow Route 3 - Wildflower



Snow Route 4 - Greyhawke



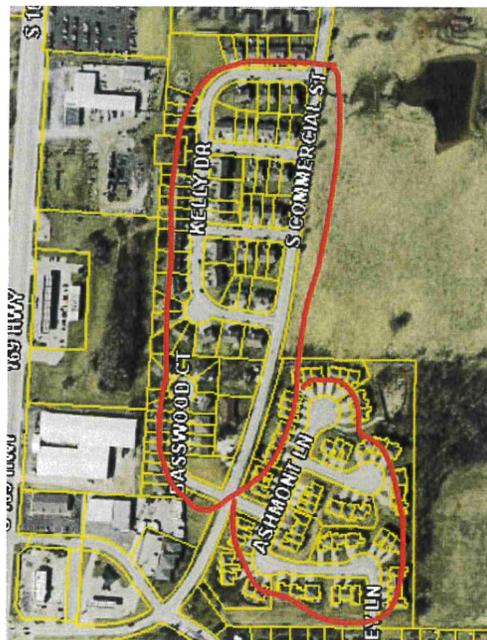
Secondary Areas: Hills of Shannon, Emerald Ridge & Ashmont

These areas may require snow removal services depending on the specific conditions and available capacity. The City will coordinate with the contractor to determine if the contractor or city streets crew will accommodate snow removal in these areas for each snow event.

Snow Route 5 - Hills of Shannon



Snow Route 6 & 7 – Emerald Ridge & Ashmont





Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Public Works

AGENDA ITEM: Resolution 1403, Approve Change Order No. 2 With Amino Brothers for Quincy Boulevard improvements

REQUESTED BOARD ACTION:

A motion 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.

SUMMARY:

On April 3, 2023, the Board awarded the Quincy Avenue Boulevard Improvement project to Amino Brothers Construction for \$1,470,000. On October 17, 2023, the Board approved Change Order No. 1, which added \$24,502.85 to the contract for additional asphalt.

The project scope included replacing waterlines, improving the stormwater system, constructing a new street from Hawthorne to Owens Avenue and resurfacing the section from Owens to Pine Street with a mill and overlay to improve street quality. Additionally, new sidewalks were installed to enhance pedestrian safety and accessibility.

Change Order No. 2 addresses several modifications, including quantity over/under runs, waterline relocation and additional fittings, additional base repair due to subgrade failure during street overlay and asphalt patching on 7/2/24, installation of an extra-depth manhole, and remobilization of asphalt equipment after paving was halted on June 6, 2024 due to a sanitary sewer leak. It also includes a keystone retaining wall and sewer line repairs. The attached document includes all the specific changes. The total cost for this change order is \$123,203.

The total cost of this project including Change Order No. 1 and 2 will be \$1,617,705.90.

PREVIOUS ACTION:

- April 3, 2023, Resolution 1221 awarding bid to Amino Brothers Construction
- October 17, 2023, Resolution 1282 approving Change Order No. 1 in the amount of \$24,502.85 for additional asphalt.

POLICY ISSUE:

Infrastructure maintenance

FINANCIAL CONSIDERATIONS:

Budget amendment No. 4 includes sufficient funds to cover these expenses.

ATTACHMENTS:

- Ordinance
- Resolution
- Staff Report
- Other: Summary of changes
- Contract
- Plans
- Minutes

RESOLUTION 1403

**APPROVE CHANGE ORDER NO. 2 WITH AMINO BROTHERS IN
AN AMOUNT OF \$123,203 FOR ADDITIONAL ITEMS FOR
QUINCY BOULEVARD IMPROVEMENTS**

WHEREAS, Amino Brothers was awarded the bid to complete improvements on Quincy Avenue; and

WHEREAS, on October 17, 2023, the Board approved Change Order No. 1, which added \$24,502.85 to the contract for additional asphalt; and

WHEREAS, additional work was required, including waterline relocation, base repairs, quantity over/under runs, sewer line repairs, and installation of a keystone retaining wall, as well as remobilization of equipment after delays due to a sanitary sewer leak; and

WHEREAS, Amino Brothers has provided Change Order No. 2 for these additional works and material in the amount of \$123,203, bringing the total project cost to \$1,617,705.90.

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

THAT the Board approves Change Order No. 2 with Amino Brothers for additional asphalt material in the amount of \$123,203.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 24th day of September 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

Quincy Boulevard Improvements

Item No.	Description of Item to be Changed	Units	Original Contract Quantity	By previous Change Order	To be constructed	This change Order	Unit Price	Original Contract Price	\$ Overrun Underrun
Street & Storm Water:									
4	CURB & GUTTER	LF	2,016.00	-	2,210.00	194.00	\$ 20.70	\$ 41,731.20	\$ 4,015.80
5	5' CONCRETE SIDEWALK	SY	1,273.00	-	1,329.00	56.00	\$ 158.00	\$ 201,134.00	\$ 8,848.00
6	6" TYPE 5 BASE ROCK	SY	3,474.00	-	3,526.00	52.00	\$ 24.25	\$ 84,244.50	\$ 1,261.00
7	2" MILL & OVERLAY	SY	4,590.00	-	4,828.00	238.00	\$ 15.90	\$ 72,981.00	\$ 3,784.20
17	30" N12 HDPE PIPE	LF	245.00	-	288.00	43.00	\$ 139.00	\$ 34,055.00	\$ 5,977.00
18	DRIVEWAY PAVEMENT	SY	600.00	-	816.00	216.00	\$ 152.00	\$ 91,200.00	\$ 32,832.00
Waterline:									
23	METER SET	EA	27.00	-	32.00	5.00	\$ 1,152.00	\$ 31,104.00	\$ 5,760.00
24	3/4" SERVICE LINE	EA	27.00	-	31.00	4.00	\$ 2,284.00	\$ 61,668.00	\$ 9,136.00
Sanitary Sewer:									
26	STD MANHOLE (4' DIAMETER INSIDE)	EA	1.00	-	-	(1.00)	\$ 16,670.00	\$ 16,670.00	\$ (16,670.00)
Change Order Items:									
27	FORCE ACCOUNT - EXTRA DEPTH STD MANHOLE (4' DIAMETER INSIDE)	EA	-	-	1.00	1.00	\$ 29,181.37	\$ -	\$ 29,181.37
28	FORCE ACCOUNT - LONG WATER SERVICE @ 108 OWENS STREET	LS	-	-	1.00	1.00	\$ 3,294.50	\$ -	\$ 3,294.50
29	FORCE ACCOUNT - TIE-IN EXISTING 6" WATERMAIN @ CEDAR & QUINCY	LS	-	-	1.00	1.00	\$ 4,981.48	\$ -	\$ 4,981.48
30	FORCE ACCOUNT - REPAIR SANITARY SERVICE LINES @ TWO LOCATIONS	LS	-	-	1.00	1.00	\$ 4,651.45	\$ -	\$ 4,651.45
31	ADDITIONAL THICKNESS OF ASPHALT HIGHLAND DR TO OWENS DR	LS	-	-	1.00	1.00	\$ 24,502.85	\$ -	\$ 24,502.85
32	FORCE ACCOUNT - REPAIR UNMARKED WATER SERVICE LINE	LS	-	-	1.00	1.00	\$ 1,068.20	\$ -	\$ 1,068.20
33	ADDED 22.5 DEGREE BENDS	EA	-	-	3.00	3.00	\$ 903.25	\$ -	\$ 2,709.75
34	FORCE ACCOUNT - FIRE HYDRANT EXTENSIONS	LS	-	-	1.00	1.00	\$ 2,336.04	\$ -	\$ 2,336.04
35	FORCE ACCOUNT - ASPHALT PATCH DUE TO THICKNESS OF ASPHALT AFTER MILLING	LS	-	-	1.00	1.00	\$ 7,001.43	\$ -	\$ 7,001.43
36	FORCE ACCOUNT - ASPHALT PATCH DUE TO SUBGRADE FAILURE	LS	-	-	1.00	1.00	\$ 4,852.39	\$ -	\$ 4,852.39
37	FORCE ACCOUNT - REMOBILIZATION OF ASPHALT EQUIPMENT	LS	-	-	1.00	1.00	\$ 1,974.50	\$ -	\$ 1,974.50
38	FORCE ACCOUNT - CONSTRUCT KEYSTONE RETAINING WALL	LS	-	-	1.00	1.00	\$ 6,207.94	\$ -	\$ 6,207.94
Total Change Order Amount									\$ 147,705.90

Change order No 1	\$ 24,502.85
Total Change order No 2	\$ 123,203.05



Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Public Works

AGENDA ITEM: Res 1404 – Authorize mayor to sign Authorization No. 102 with HDR for the Wastewater Treatment Plant Facility Plan

REQUESTED BOARD ACTION:

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

SUMMARY:

The City completed the Wastewater Master in January 2021. The purpose of a master plan is to assess the entire wastewater collection and treatment system. The plan has several recommendations with respect to the collection system including reduction of the number of lift stations and installing more gravity mains. Staff is currently working on several projects including the McDonalds and Central Bank, Day Care and Hills of Shannon lift stations. The plan also recommends two phases for plant expansion. Phase I includes the addition of an SBR (Sequential Batch Reactor) and upgrades to the influent valve vault, effluent valve vault and sludge storage. A plant expansion project takes years to develop, design, get permitted and then construct. The Wastewater Treatment Plant Facility Plan will be the design document that we will send to the Missouri Department of Natural Resources (DNR) to receive their approval for the next plant expansion project. The wastewater treatment plant expansion is planned in the CIP. This plan will include a regulatory review and forecasting, Antidegradation review and report, land disturbance permit, and environmental information document. The facility plan will look at and evaluate current flows and treatment processes, predict future needs and develop a basis for design document/report that will be reviewed by our regulatory agency (DNR) for future treatment requirements (i.e. phosphorus limits). This project is planned in the CIP for design in 2027 with construction in 2029. Staff will continue to review the growth of the community, new treatment requirements and new developments to ensure the correct timing of this project.

PREVIOUS ACTION:

Master Plan completed January 2021

POLICY ISSUE:

Environmental stewardship, facilities maintenance / improvements

FINANCIAL CONSIDERATIONS:

This project is included in the Combined Water and Wastewater System (CWWS) CIP.

ATTACHMENTS:

- Ordinance
- Resolution
- Staff Report
- Other: agreement

- Contract
- Plans
- Minutes

RESOLUTION 1404

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AUTHORIZATION NO. 102 WITH HDR ENGINEERING FOR A WASTEWATER TREATMENT PLANT FACILITY PLAN

WHEREAS, the City provides sanitary sewer services including the collection and treatment of the City's wastewater; and

WHEREAS, the city completed the Wastewater Master Plan in 2021; and

WHEREAS, the wastewater treatment plant facility plan is the basis for the design for the expansion of the treatment plant; and

WHEREAS, HDR has provided engineering services for the City's wastewater system including the development of the master plan and has submitted Authorization No. 102 for the completion of the facility plan.

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

THAT the Mayor is hereby authorized to execute Authorization No. 102 for the Wastewater Treatment Plant Facility Plan in the amount of \$144,700.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 24th day of September, 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

AUTHORIZATION No. 102
TO
AGREEMENT BETWEEN
CITY OF SMITHVILLE, MISSOURI
AND
HDR ENGINEERING, INC. (FORMALLY E.T. ARCHER CORPORATION)
FOR
PROFESSIONAL ENGINEERING SERVICES

WASTEWATER TREATMENT PLANT FACILITY PLAN (2024)

In accordance with Section 1.A. of the December 18, 2003, Agreement, ENGINEER is hereby authorized to assist the City with developing a Wastewater Treatment Plant Facility Plan. The facility plan will generally consist of a project kickoff with preliminary evaluations, permitting and regulatory reviews, rapid condition assessment, facility plan development and project management. The Scope of Services will more specifically include the following project tasks.

SCOPE OF SERVICES

Task 1 – Project Kickoff and Preliminary Evaluations

Subtasks:

1. Conduct Workshop #1 as the project kickoff with City staff including Public Works Director, Planning Director, Utilities Supervisor, and other utilities staff familiar with City’s wastewater infrastructure. Workshop will be held virtually.
 - a. Review objectives, schedule, communication protocols, and discuss available information to be utilized during the development of the Facility Plan.
 - b. Discuss and prepare for rapid condition assessment.
 - c. Discuss anticipated project funding and funding requirements.
 - d. Prepare and distribute meeting summary.
2. Identify and submit project requests for information.
3. Prepare preliminary overall project schedule.
4. Conduct Workshop #2 to review and finalize preliminary overall project schedule and alternatives to be evaluated. Workshop duration not to exceed one hour. Prepare and distribute meeting summary.
5. Develop planning period flows and loads.

Key Understandings:

- A total of two planning periods will be evaluated including one existing and one future condition.
- It is assumed special sampling period will be required and performed by plant staff for up to 12 months.
- Flows and loadings evaluation to include data for a maximum period of five years. City will provide data set in a spreadsheet format that does not require editing for project use.

Meetings:

- Workshops #1 and #2.
-

Deliverables:

- Meeting summaries (Workshop #1, Workshop #2).

Task 2 – Permitting and Regulatory

Subtasks:

1. Regulatory Review and Forecasting:
 - a. Identify existing and future regulatory drivers that may impact permit limits over the next 10-20 years. Outcomes from this review and forecasting will be documented in the Facility Plan.
 - b. Outline potential permit limits over the facility planning period.
 - c. Summarize regulatory review results.
2. Assist with project permitting requirements and submit applicable permit applications. Assumes the following permits will be required:
 - a. Land disturbance permit.
 - b. SRF required environmental clearance letters and associated Environmental Information Document (EID).
 - c. Floodplain development permit.
 - d. City building permit.
3. Schedule and conduct public hearings as required for EID.
4. Antidegradation review and report.
 - a. Develop framework document, present to MDNR in a meeting format.
 - b. Develop draft and final Antidegradation report. Assume two (2) meetings with City and two (2) with MDNR.
 - c. Support City with operating permit development through public notice process for improved WWTP. Services assumed to include comment letter, redline comments, and one (1) meeting with MDNR.

Key Understandings:

- Assume up to three (3) public hearings.
- The following items are not included in this project scope:
 - Cultural survey.
 - Coordination of cultural reviews and State Historic Preservation Office are anticipated to be provided by MNDR.

Meetings:

- Public hearings
- Antidegradation meetings (up to five total).

Deliverables:

- Comment letter and redline comments (Antidegradation report).

Task 3 – Rapid Condition Assessment

Subtasks:

1. Data Collection and Review:
 - a. Request and review relevant background data.
2. Rapid Condition Assessment:
 - a. Conduct rapid condition assessment as one site visit with Project Manager and Multi-discipline Design Leads including process, structural, architectural, fire

and life safety, mechanical, electrical, instrumentation and controls. Discuss performance and condition issues with plant personnel to confirm extent of issues and necessary improvements.

- b. Characterize condition assessment findings based upon a rating criterion. Rating system to be agreed upon by City.
- c. Develop list of recommended improvements necessary for the planning periods.

Key Understandings:

- City to verify equipment that will not be included in rapid condition assessment.
- City to provide access to existing facilities, accompany HDR during assessment, and be available to discuss historical experience with the facility, operational issues, deficiencies, and potential optimizations.
- Assessment will document compliance with MDNR standards (10 CSR Division 20, Chapter 8) and the implementation plan shall incorporate deficiencies identified.
- The process evaluation will include a high-level evaluation of wastewater treatment unit processes, pumps, and chemical feed systems regarding age, condition, functionality, performance, and operational history. City to provide age of existing equipment.
- Structural evaluation will be visual only and will consider the structural condition, deterioration level, and capacity of visible components. It excludes sampling and third-party testing for determination of concrete strength, wood condition, corroded material thickness, or other hidden conditions. Structure access and architectural features will be documented.
- Mechanical survey will include a visual evaluation of existing HVAC ventilation equipment and duct work, and a visual inspection of plumbing and drainage components. It excludes any evaluation of potentially-asbestos-containing materials associated with the HVAC and plumbing systems.
- Electrical survey will include a visual inspection only of utility service equipment, switchgear, transformers, power distribution gear, power cabinets, lighting equipment, control panels, PLC panels, and network or telemetry equipment at the plant. Age, condition, reliability, and capacity of equipment will be evaluated.
- Fire and Life Safety will include evaluation of NFPA 820 compliance and NEC area classification compliance.
- Condition assessment findings will be summarized in the Facility Plan.

Meetings:

- None.

Deliverables:

- None.

Task 4 – Facility Plan Development

Subtasks:

1. Develop preliminary calculations and associated planning level Engineer's opinion of probable construction costs (EOPCC) to support the below general WWTP improvements:

- a. Influent Pump Station: Includes the addition of permanent metering on the existing north force main influent, upgrades to the influent valve vault, and a pre-screening structure.
 - b. Headworks: Rehabilitation or replacement of corrosion on miscellaneous metals.
 - c. Sequencing Batch Reactor Basins: Includes the addition of a fourth conventional style SBR basin with similar internal equipment to the existing basins.
 - d. UV Disinfection and Effluent Basins: Includes upgrades to the effluent valve vault.
 - e. Sludge Storage Basins (Biosolids Digestion/Storage): Includes the addition of an additional sludge storage tank, and improvements to temporary pumping/piping at Digester #1.
 - f. Outfall: Discharge piping and outfall to the Little Platte River.
 - g. Land Application: Assumes no improvements necessary.
 - h. SCADA: Includes replacement of SCADA system.
2. Perform a hydraulic analysis of the plant to identify potential future restrictions of a plant expansion.
 3. Review existing WWTP incoming electrical service and determine suitability to meet anticipated and potential future electrical loads. Assumes no site potable water, non-potable water, sanitary sewer, storm sewer, or natural gas service improvements are needed.
 4. Update summary of recommended project improvements.
 5. Refine Engineer's Opinion of Probable Construction Cost (EOPCC). Develop estimated impact to Operations and Maintenance (O&M) costs for proposed WWTP improvements. Provide information to City's Financial Consultant for debt instrument evaluation purposes.
 6. Refine overall project schedule.
 7. Conduct Workshop #3 with City to receive / review City comments and update Facility Plan.
 8. Determine the permitting requirements related to the FEMA designated floodplain limits for the Little Platte River on WWTP improvements.
 9. Submit draft Facility Plan to MDNR.
 - a. Hold Facility Plan review meeting with MDNR and City staff. Prepare and distribute meeting summary.
 10. Address MDNR Facility Plan comments and resubmit document. Submit up to four (4) hard copies and one (1) PDF electronic copy for City records.

Key Understandings:

- The City will provide the hydraulic profile of the existing plant. An intermediate pump station is not anticipated to be required by the plant expansion.
- Additional items may be included in the EOPCC upon written request by the City.
- No floodplain permitting is included with this Facility Plan.
- The following items are not included in this project scope:
 - Geotechnical analysis and site survey are not included in this scope:
 - Evaluation of "no discharge" and "regionalization" options; and
 - Draft SRF funding application.

Meetings:

- Workshop #3.
- Optional Services:
 - Review meeting with MDNR.

Deliverables:

- Meeting summary (Workshop #3).
- Optional Services:
 - Environmental clearance letters.
 - Meeting summary (review meeting with MDNR).
- EOPCC (Draft, Final)
- Facility Plan (Draft, Final)

Task 5 - Project Management

Subtasks:

1. Prepare project instructions, management plan and safety plan.
2. Provide project management and administration.
3. Provide a progress report to accompany each invoice. The progress report shall include a summary of work for the period and potential scope adjustments.

Deliverables:

- Invoices with progress reports.

TASKS TO BE PERFORMED BY CITY

1. Identify and provide additional relevant prior studies, reports, and drawings prepared by others within 10 working days of this Authorization.
2. Provide and make arrangements for site visits.
3. Provide assistance with access to treatment plant facilities.
4. Provide input and feedback on both current and future desired system operations.
5. Review and provide comments on Facility Plan report within ten working days.

SCHEDULE

Project deliverables including the Final Facility Plan shall be submitted to the City within 180 days of this Authorization.

FEE

The CITY shall compensate ENGINEER for the Wastewater Master Plan project an amount not to exceed \$144,700.00.

This AUTHORIZATION shall be binding on the parties hereto only after it has been duly executed and approved by the CITY and ENGINEER.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this AGREEMENT in duplicate on the respective dates indicated below.

CITY: SMITHVILLE, MISSOURI

By: _____

Damien Boley

Type or Print Name

Title Mayor _____

Date September 24, 2024 _____

ENGINEER: HDR Engineering, Inc. (formally
E.T. ARCHER CORPORATION)

By:  _____

Cory Imhoff, P.E.

Title Senior Vice President _____

Date Sep 13, 2024 _____

City of Smithville
Wastewater Facility Plan
Scope and Fee Estimate - 8/10/2024

Staff	Young, Patrick R	Ferris, Eric M	Kozlowski, Anthony James	Hobson, Anthony James	Hewnes, David L	Butty, Catherine J	Boyd, Thomas K III	Reuber, Corey Thomas	Harris, Ronald B	Woodhuck, James (John)	Carson, David J	Chidambaram, Jerry F	Hutchings, Lacey B	DeCoti, Chantal Jean	Priddy, Jerry K Jr. (Herrin)	Beek, Jonathan Wesley	Chiswick, Cole Michael	Scott, Debbie Michelle	Priddy, David Austin	Beard, Adam J	Diemel, Tracy L	Project Rate	Project Hours	Project Cost	Project Fee	Total
Task 1 - Project Kick-off and Preliminary Investigations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 2 - Preliminary Design	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 3 - Final Design	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 4 - Construction Management	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 5 - Project Closeout	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 6 - Total Project Hours	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 7 - Total Project Cost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 8 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 9 - Total Project Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 10 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 11 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 12 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 13 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 14 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 15 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 16 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 17 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 18 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 19 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 20 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 21 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 22 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 23 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 24 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 25 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 26 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 27 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 28 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 29 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 30 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 31 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 32 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 33 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 34 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 35 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 36 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 37 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 38 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 39 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 40 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 41 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 42 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 43 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 44 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 45 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 46 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 47 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 48 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 49 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 50 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 51 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 52 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 53 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 54 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 55 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 56 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 57 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 58 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 59 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 60 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 61 - Total Project Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Task 62 - Total Project Fee	0																									

HDR Engineering, Inc.
2024 Hourly Billing Rates
Effective through 12/31/2024

Billing rates will be updated on an annual basis. Employees may move within categories at any time throughout the year based on any salary adjustments incurred by employees. The rates listed below do not include reimbursable expenses.

<u>Description</u>	<u>Billing Rate/Hour</u>
Technical Specialist II/Senior Project Manager III	\$325
Technical Specialist I/Senior Project Manager II	\$300
Senior Project Manager I	\$280
Project/Design Manager IV	\$235
Project/Design Manager III	\$210
Project/Design Manager II	\$185
Project/Design Manager I	\$165
Engineer/Architect/Designer VIII	\$275
Engineer/Architect/Designer VII	\$260
Engineer/Architect/Designer VI	\$235
Engineer/Architect/Designer V	\$205
Engineer/Architect/Designer IV	\$180
Engineer/Architect/Designer III	\$155
Engineer/Architect/Designer II	\$140
Engineer/Architect/Designer I	\$130
Cadd/BIM Manager	\$225
Model Manager/Cadd/GIS Technician VI	\$195
Cadd/GIS Technician V	\$175
Cadd/GIS Technician IV	\$155
Cadd/GIS Technician III	\$140
Cadd/GIS Technician II	\$115
Cadd/GIS Technician I	\$100
Environmental/Water Quality Scientist/Modeler V	\$250
Environmental/Water Quality Scientist/Modeler IV	\$210
Environmental/Water Quality Scientist/Modeler III	\$180
Environmental/Water Quality Scientist/Modeler II	\$140
Environmental/Water Quality Scientist/Modeler I	\$120
Survey Manager	\$190
Construction Manager	\$220
Survey Technician/Construction Inspector V	\$185
Survey Technician/Construction Inspector IV	\$160
Survey Technician/Construction Inspector III	\$140
Survey Technician/Construction Inspector II	\$120
Survey Technician/Construction Inspector I	\$100
Public Involvement/Communications/Graphic Designer IV	\$210
Public Involvement/Communications/Graphic Designer III	\$175
Public Involvement/Communications/Graphic Designer II	\$150
Public Involvement/Communications/Graphic Designer I	\$125
Engineering Support Staff III	\$165
Engineering Support Staff II	\$130
Engineering Support Staff I	\$105
Admin Assistant	\$90
<u>Direct Expenses</u>	
Personal Vehicle Mileage	CURRENT IRS RATE
Fleet Vehicle Mileage	\$0.75/mile
Printing	AT COST
Travel	AT COST
Subconsultants	AT COST



Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Public Works

AGENDA ITEM: Res 1405– Authorize mayor to sign Amendment 2 to Authorization No. 94 with HDR Engineering for an environmental evaluation of the 144th Street Pump Station and Force Main

REQUESTED BOARD ACTION:

A motion to approve Resolution 1405, authorizing the mayor to sign Amendment 2 to Authorization No. 94 with HDR Engineering.

SUMMARY:

August 3, 2021 the Board approved Resolution 987, Authorization No. 94 with HDR for engineering services for the design of the 144th Street Pump Station and force main. May 7, 2024 the Board approved Resolution 1352, Amendment 1 with HDR for the realignment of the northern portion of the force main due to not being able to secure the necessary easement for the force main.

In May 2024, the City received notice from the US Army Corps of Engineers that we would be receiving approx. \$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.

Currently staff is working with the Corps to finalize the agreement which will be coming to the Board for approval / acceptance in the near future.

A requirement to receive federal funding is an Environmental Assessment (EA) for the project.

Staff and HDR have received the requirements of the EA from the Corps and Amendment 2 is the agreement for HDR to complete the assessment.

We have secured all the easements including the easements for the new alignment and have received the Division of Natural Resources Permit. Pending completion of the EA and the agreement with the Corps the project will be ready to bid.

Following is the estimated schedule:

Anticipated Project Schedule
Anticipated NTP 09/24/2024

Draft EA to USACE 30 days after NTP
USACE Review 14 days
HDR Response to Comments 14 days
USACE/Public comments 30 days
USACE FONSI 30 days
Advertise for Bid 14 days after USACE approval
Anticipated Construction Estimated 300 calendar days after Notice to Proceed

The total for Authorization No. 94 is:

Original Contract: \$346,050
Amendment No. 1 \$ 29,920
Amendment No. 2 \$ 19,450
Total Contract: \$395,420

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 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 1405

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AMENDMENT 2 TO AUTHORIZATION NO. 94 WITH HDR ENGINEERING FOR AN ENVIRONMENTAL EVALUATION

WHEREAS, the City hired HDR Engineering under Authorization No. 94 to develop plans for the construction of the 144th Street Pump Station and Force Main; and

WHEREAS, the City received notice of funding assistance under the Water Resources Development Act (WRDA); and

WHEREAS, an environmental assessment will need to be completed to receive the federal funding assistance; and

WHEREAS, HDR has provided Amendment 2 to Authorization No. 94 to complete the environmental evaluation in the amount of \$19,450.

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

THAT the Mayor is hereby authorized to execute Amendment 2 to Authorization No. 94 for the environmental evaluation for the 144th Street Pump Station and Force Main.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 24th day of September, 2024.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

AMENDMENT NO. 2 TO AUTHORIZATION NO. 94
TO
AGREEMENT BETWEEN
CITY OF SMITHVILLE, MISSOURI
AND
HDR ENGINEERING, INC.
FOR
PROFESSIONAL ENGINEERING SERVICES

FORCE MAIN BYPASS OF 144TH STREET PUMP STATION

Amendment Number 2 expands the original scope of the project to include an environmental evaluation. The 144th St Pump Station Bypass and Force Main project has been awarded funding through the USACE Environmental Infrastructure Program and as a result is subject to the requirements of the National Environmental Policy Act (NEPA). Based on the potential impacts to the environment, USACE has determined the project requires an Environmental Assessment (EA) level of review. The purpose of this amendment is to assist City of Smithville with development of an EA, agency coordination, and public comment response.

The Scope of Services will more specifically include the following project improvements & tasks.

SCOPE OF SERVICES

Tasks 1 through 9 – Part of the Original Work Authorization 94 – Original Scope & Amendment 1.

Task 10. Environmental Assessment

1. Purpose and Need: HDR will develop a simple Purpose and Need Statement using existing information.
 2. Alternatives Analysis: Two alternatives will be evaluated in the EA including the No-Build Alternative (the project not constructed) and one Build Alternative (project constructed with federal funding), which has already been developed. This task will define and describe the alternatives to support the alternative technical analyses and document the effects in the technical reports and EA.
 3. Technical Studies: The analysis of the NEPA alternatives will be completed as described below and documented with the EA. The technical analyses will build on the work completed during the previous permitting efforts and will focus on areas that are environmentally significant. Topics to be covered in the EA include the following.
 - a. Water Quality review on the EPA 303 List as it relates to Section 401 of the Clean Water Act
 - b. Wetlands/Waters of the U.S.
 - c. Biological Resources / Threatened & Endangered Species
 - d. Cultural Resources
 - e. Floodplains
-

- f. Resource topics for which the Proposed Action and Alternatives have little or no measurable environmental effect will not be analyzed in the EA, and include: Land Use, Transportation and Traffic, Airspace, Electromagnetic Spectrum, Hazardous and Toxic Materials and Waste, Socioeconomics, Human Health and Safety, Recreation, Utilities, Air Quality, Noise, and Geology.
4. Environmental Assessment: The purpose of this task is to prepare a USACE-compliant NEPA document, along with supporting documentation. As confirmed by the USACE, the class of action for this project is an EA and Finding of No Significant Impact (FONSI). HDR will prepare an EA document according to USACE guidelines and NEPA polices. The EA will summarize the results of the baseline conditions, will identify the effects of the project alternatives, and will include necessary feasible mitigation measures to address these effects. HDR will submit the EA document and supporting technical reports to the City of Smithville and the USACE and will address one round of comments.
5. Internal QC Review – HDR will perform an internal quality control review on the Environmental Assessment document.
6. Agency / Public Coordination: Upon approval of the EA by USACE, USACE will place the document on public notice. During the public review period, HDR will compile comments and draft responses for City and USACE review.
7. Overall Project Management – Perform project management, scheduling, invoicing, and cost control for the project.

Task 10 Deliverables: Draft EA and Revised Draft EA (if comments are received)

Project Assumption

1. No site visits are required.
2. The Technical Studies will be limited to desktop review and existing reports previously done by others.
3. Alternatives analysis will be limited to a No Action and one Proposed Action alternative (already developed).
4. Water Quality review will be qualitative.
5. A noise study is not required to complete the EA.
6. SHPO (Section 106s) compliance is complete; no archaeological or historical surveys are required or included. No tribal coordination is included.
7. USFWS (Section 7) documentation will be updated but no field assessments, habitat surveys, or acoustic surveys are anticipated or included.
8. A public hearing / public meeting will not be required and is not included.
9. One virtual kickoff meeting is included with USACE to discuss the Draft EA.

Anticipated Project Schedule

Anticipated NTP	09/09/2024
Draft EA to USACE	30 days after NTP
USACE Review	14 days
HDR Response to Comments	14 days
USACE/Public comments	30 days
USACE FONSI	30 days
Advertise for Bid	14 days after USACE approval
Anticipated Construction	Estimated 300 calendar days after Contractor NTP

FEE

The CITY shall compensate ENGINEER for the Force Main Bypass of 144th Street Pump Station in an amount not to exceed \$395,420.00.

Original NTE:	\$346,050.00
Amendment No. 1	\$ 29,920.00
Amendment No. 2	<u>\$ 19,450.00</u>
Total Contract NTE:	\$395,420.00

This AUTHORIZATION shall be binding on the parties hereto only after it has been duly executed and approved by the CITY and ENGINEER.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this AGREEMENT in duplicate on the respective dates indicated below.

(SEAL)

CITY: SMITHVILLE, MISSOURI

BY:

Damien Boley

Type or Print Name

TITLE: Mayor

DATE: _____
September 24, 2024

(SEAL)

ENGINEER: HDR Engineering, Inc

BY:

Cory Imhoff, P.E.

TITLE: Senior Vice President

DATE: _____

**Force Main Bypass of 144th Street Pump Station Amendment No. 2 (EA)
Scope and Fee Estimate - 8/25/24**

		Staff Name	Wiebelhaus, M	Schwaller, J	Waters, I	DeCou, C	Geha, L			Total
		Rate Schedule Code	Engineer/Architect/Designer V	Senior Project Manager I	Environmental/Water Quality Scientist/Modeler I	Engineering Support Staff I	Engineering Support Staff I			
		Project Role								
		Billing Rate	\$205	\$280	\$120	\$105	\$105	<i>Total HDR Hours</i>	<i>HDR Expenses</i>	
TASKS										
1	Task 1 -									
1	Draft EA		2	20	64	4	4	94	\$100	\$14,630
2	Figure Development			1	8			9		\$1,240
3	Agency Coordination		2		16			18		\$2,330
4	Project Management		2			4	4	10		\$1,250
Subtotal Hours			6	21	88	8	8	131		
Subtotal Dollars			\$1,230	\$5,880	\$10,560	\$840	\$840		\$100	\$19,450
Total Task 1										\$19,450
Total Hours			6	21	88	8	8	131		262
Total Billing Amount			\$1,230	\$5,880	\$10,560	\$840	\$840		\$100	\$19,450

Estimated Project | \$19,450



Board of Aldermen Request for Action

MEETING DATE: 9/24/2024

DEPARTMENT: Administration

AGENDA ITEM: Appointment to the Housing Authority Board Commission

REQUESTED BOARD ACTION:

A roll call vote will be needed for the nomination.

SUMMARY:

Appointment of the Board Commissioner to the Housing Authority Board. The Mayor will make the nomination and the Board will vote.

As recommended by the Housing Authority Director, Bob Foster, the Mayor will make the nomination of Jeff Arnold for the Board Commissioner to the Housing Authority Board. Jeff Arnold will be replacing the retiring Keith Clough.

PREVIOUS ACTION:

Keith Clough was appointed in 2013.

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

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