

**SMITHVILLE BOARD OF ALDERMEN
WORK SESSION**

January 21, 2025 6:30 p.m.
City Hall Council Chambers and Via Videoconference

1. Call to Order

Mayor Boley, present, called the meeting to order at 6:33 p.m. A quorum of the Board was present: Melissa Wilson, Marv Atkins, Leeah Shipley, Kelly Kobylski and Ronald Russell. Dan Hartman was absent.

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

2. Update on the Bridge Street Construction Project

Mayra Toothman, Assistant to the Public Works Director, noted that the contractor, Mega KC, has made significant progress on the project. Most of the underground and concrete work is completed. The fencing for the bridge is expected to arrive in early February. As for the street overlay, the team must wait for the asphalt plants to open, usually in March, which aligns well since other work is still ongoing. Bridge Street remains closed, and while this is inconvenient for residents and businesses, the contractor and staff are communicating regularly to handle issues as they arise.

The contractor is working hard to stay on schedule despite unpredictable weather. The project is expected to be completed in the spring, so just a few more months to go.

Mayor Boley noted that most of the feedback from residents is positive, one person said that the contractor has been excellent to work with. They even cleared their side of the street more quickly than some city streets after the snowfall, which impressed local residents. Sidewalks are clear for people to walk downtown, and the church has ample parking.

The team has asked for a quote to overlay the intersection just north of the current work, which would cost \$26,000. Since this is a federally funded project, the local cost would only be 20%, amounting to about \$5,220.

Mayra presented an option to address the streetscape project related to the intersection of North Bridge Street, First Street and Hilltop. Staff asked the contractor to provide a quote for overlaying the intersection. The intersection is approximately 6,000 ft and the bid came in at \$26,000. Mayra explained that since the project is a federally funded project, the City would only pay 20%, for a total of \$5,220. There is an allowance in the contract of \$80,000. Half of this has been used for additional curb and concrete for driveway improvements, leaving half remaining for more repairs around the river. Mayra explained that this would not be a change order, and we would not modify the original contract amount.

Mayra noted that there are two options to address the intersection's condition. One option is to do the overlay now as part of the streetscape project or option two to wait for the roundabout project that is in the CIP schedule for 2027-2028. Mayra asked the Board if they would prefer to do the overlay now for \$5,220 or wait three years for the roundabout project.

The Alderman all agreed with option one and for the low cost of \$5,220 doing the overlay now because of the condition of the intersection.

Chuck Soules, Public Works Director, added that the residents, the church and the businesses have been very good to work with throughout this project.

3. Discussion of City Tow Services

Chief Lockridge presented an update on the Board's requested information for options for the City tow services.

RFP Options to Consider

1. Continue with the current process as is: three-year contract with two one-year extensions.
2. Implement a tow rotation - either managed in house or by a service.
3. Modify the current process, shortening the length of contract terms.

* The current contract expires on October 31, 2025

Staff Recommendation

Following several months of research and Board discussion, staff recommends issuing an RFP for City Tow Services with a contract period of two-years and the option for a one-year extension.

Important Items to Consider

- SPD tows approximately 90-95 vehicles per year.
 - These tows are primarily related to arrests & accidents.
 - Most of these tows occur on 169 Hwy.
 - The majority of which are non-residents.
- Officers have indicated that an application service for monitoring a dispatched tow would not have a meaningful benefit to operations since they would not be monitoring the app during calls for service.

Financial Considerations

- Current Contract Terms:
 - Currently the City incurs no direct expense related to towed vehicles or service fees.
 - The cost to the vehicle owner under the current contract is \$100 per tow and \$40 per day storage.
- Application Rotation Service - Autura
 - Service fee cost estimates from Autura could be up to \$10,000 annually based on our current number of tows per year.
 - Autura does not regulate nor monitor the prices being charged by the tow companies on their rotation. This would eliminate a negotiated contract price, which may result in higher costs for vehicle owners.

Staff Recommendation

Staff recommends issuing an RFP for City Tow Services with a contract period of two-years and the option for a one-year extension for the following reasons:

1. Set pricing for a contract term, less likely to change drastically.
2. Increases competition in an open market, by encouraging vendors to propose their best rates.
3. Increases the frequency a vendor can submit a bid.
4. Brings this service up for review by staff more frequently for any operational changes.
5. Provides a balance between the current practice and an alternative approach.

Proposed RFP Timeline

- Advertisement of RFP in March
- Deadline for RFP Submissions in April
- Award of RFP for Board Consideration in June

* This would allow a 4-month lead time before the new contract takes place.

Alderman Atkins said that he liked the idea of working with multiple companies, but we need to consider the cost-effectiveness for the customers and the City. He noted that he supported doing RFP's every two years with a possible one-year extension. He thanked Chief Lockridge for researching this.

Chief Lockridge explained that during this process, staff tried searching online and found that there are not any other options out there that manage this for cities as far as for police departments. He noted that he had also asked other departments, and they either handle it themselves or the larger departments like Kansas City and county agencies use the Arturo service.

Alderman Kobylski noted that she agreed with the two-year with a possible one-year extension.

The Board all agreed with putting out an RFP with the two-year contract with a possible one-year extension.

4. Adjourn

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:48 p.m.


Linda Drummond, City Clerk


Damien Boley, Mayor