



City of Smithville, Missouri
Board of Aldermen – Regular Session Agenda
7:00 p.m. Tuesday, January 21, 2025
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/85276399940>

Meeting ID: 852 7639 9940
Passcode: 758318

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Consent Agenda**
 - **Minutes**
 - January 7, 2025, Board of Aldermen Regular Session Minutes
 - **Finance Report**
 - Financial Report for December 2024
 - **Resolution 1439, Special Event Permit – Smithville Lake Festival**

A Resolution approving a special event permit for the Smithville Festival Committee for Smithville Lake Festival 2025 at Courtyard Park on Friday and Saturday, June 13 and 14, 2025.
 - **Resolution 1440, Temporary Liquor License**

A Resolution issuing a Temporary Liquor License to the Smithville Festival Committee for operation of the Smithville Lake Festival 2025 Beer Garden on June 13 and 14, 2025.

REPORTS FROM OFFICERS AND STANDING COMMITTEES

4. **City Administrator's Report**

ORDINANCES & RESOLUTIONS

5. **Bill No. 3052-25, Ballot Language for 1/2% Public Safety Sales Tax – 2nd Reading**

An Ordinance imposing a sales tax for public safety purposes at the rate of one-half of one percent, Pursuant to Section 94.903 R.S.Mo. and providing for submission of the proposal to the qualified voters of the City for their approval at the April 8, 2025 election. 2nd reading by title only.
6. **Bill No. 3053-25, FY2025 Budget Amendment No. 4 – Emergency Ordinance Sponsored by Mayor Boley – 1st and 2nd Reading**

An Ordinance amending the FY2025 operating budget to add \$34,131.33 to the General Fund expenditure budget and \$156,000 to the Transportation Sales Tax Fund expenditure budget. 1st and 2nd reading by title only.

OTHER MATTERS BEFORE THE BOARD

7. 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.

8. 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.

9. Adjourn





Board of Aldermen Request for Action

MEETING DATE: 1/21/2025

DEPARTMENT: Administration/Finance/Parks

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**
 - January 7, 2025, Board of Aldermen Regular Session Minutes
- **Finance Report**
 - Financial Report for December 2024
- **Resolution 1439, Special Event Permit – Smithville Lake Festival**

A Resolution approving a special event permit for the Smithville Festival Committee for Smithville Lake Festival 2025 at Courtyard Park on Friday and Saturday, June 13 and 14, 2025.
- **Resolution 1440, Temporary Liquor License**

A Resolution issuing a Temporary Liquor License to the Smithville Festival Committee for operation of the Smithville Lake Festival 2025 Beer Garden on June 13 and 14, 2025.

SUMMARY:

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

January 7, 2025 7:00 p.m.
City Hall Council Chambers and Via Videoconference

1. Call to Order

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

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

2. Pledge of Allegiance lead by Mayor Boley

3. Consent Agenda

- **Minutes**

- December 17, 2024, Board of Aldermen Work Session Minutes
- December 17, 2024, Board of Aldermen Regular Session Minutes

- **Resolution 1429, City Surplus**

A Resolution declaring certain property as surplus.

- **Resolution 1430, Leak Adjustment**

A Resolution approving a water and wastewater leak adjustment request for Juan Luevano in the amount of \$306.71.

- **Resolution 1431, Upgrade to the UV Disinfection System**

A Resolution approving the purchase of Ultra-Violet System upgrade from Trojan Technologies for the Wastewater Treat Plant.

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. City Administrator’s Report

Cynthia provided an update on the snowstorm response. She noted that the City was well-prepared for the storm. The new Street Superintendent, Anthony Glenn, was slated to start Monday but agreed to start on Friday, just before snow and ice hit. Throughout the weekend, he communicated with Chuck Soules, Public Works Director, Cynthia and Chief Lockridge. Cynthia noted that she was pleased with the response of the Public Works crews and the Police Department all working together in response to the snow. Operations began on Thursday and Friday to treat City streets and also 169 Highway, where MoDOT had not yet

treated. Crews reported for duty around 3:00 p.m. on Saturday to start salting hills and major intersections as ice began to accumulate. They worked with the Police Department to address calls for icy patches.

Cynthia noted that an incident occurred on Saturday afternoon involving a police officer, the officer is okay, but staff expects the vehicle will be totaled. By 7:00 p.m. on Saturday, westbound Highway 92 was closed due to various issues making the road impassable. From Saturday to early Sunday, about 3 to 4 inches of snow fell, and staff began plowing operations. As the visibility became limited around 8:30 a.m. snow plowing operations were halted for safety and resumed around 11:00 a.m. when conditions improved. By Sunday evening, approximately 13 inches of snow had fallen, and crews worked until 4:00 p.m. Monday in alternating shifts to allow for some rest.

Cynthia noted that today, utility and parks and recreation staff worked to clear downtown areas. Cynthia explained that we do not typically clean the downtown area, but it was necessary given the heavy snowfall. Staff worked to remove snow in order to make the downtown sidewalks and parking spaces accessible. We have used around 150 tons of salt and logged 343 staff hours. Our contractor, R and S Landscaping, also assisted in snow removal in Harborview, Rollins Landing, Wildflower, Greyhawke, Hill of Shannon, Emerald Ridge and Ashmont neighborhoods. Crews also dedicated about ten man-hours plowing and treating the key intersections along 169 Highway especially 188th, 180th, Hospital Drive and also 92 Highway and Commercial to ensure safe travel.

Supplies of salt are low due to high usage. A new order was placed prior to the weekend, and we anticipate a delivery of 75 tons later in the week and another delivery the next week. Staff is planning for a possible snow event on Friday morning.

Cynthia noted that she received information from Chief Lockridge on a recap for the Police Department from the snow. From 2:00 p.m. on Saturday to 2 p.m. on Monday we had five calls for motorist assists, four motor vehicle crashes and two for traffic obstructions. She thanked the Police and Public Works crews for their efforts during this significant storm. She noted that staff had received minimal calls and complaints about snow removal. By Sunday evening, crews were able to plow almost every street.

Cynthia noted that there were comments on social media regarding the City's GIS system for snow routes. The GIS system has a snow removal layer showing which areas are responsible for clearing and outlines priorities one and two but does not have snow plow tracker on it. Cynthia explained that feature has a significant cost.

GFL trash and recycling provided their updates on social media and have been in communication with City staff. Gina Pate, Assistant City Administrator, worked to update the City's website and social media with this information. Their crews collected accessible trash today and will continue to revisit areas throughout the week, encouraging residents to place their trash out on normal pickup days. Only Monday's collection was delayed, and residents missing a pickup should leave their bins out.

Cynthia provided an update on personnel. There are now only two vacancies in the Police Department.

Lastly, staff has been working with the consultant on a public comment website for the South Employment Overlay Project. The public comment website will be posted on social media

tomorrow, allowing comments until January 31. This is a goal outline in the Comprehensive Plan for the community's vision for the south employment area. The plan is to encourage specific types of development based on feedback from the community.

Alderman Wilson asked if the City would receive salt from MoDOT for the snow removal staff did on the intersections along the highways.

Chuck said that we would not. He explained that it is our residents that are using those roads and our Police Department responding to those incidents. Chuck explained that he made the call for staff to work to keep those intersections open the best we could to take care of the community and not wait until MoDOT could get there.

Cynthia noted that staff had the discussion that if we were delayed in receiving our salt delivery we would reach out to MoDOT to see if we could get some.

Chief Lockridge explained that the majority of that work was done at the request of the Police Department as a safety concern.

Alderman Hartman thanked staff for their efforts getting the roads cleared. He asked Chuck if he had any feedback on using the brine pre-treatment and if it makes a difference on plowing the snow later.

Chuck explained that we have been using brine for the last couple of years and staff has said that it does make a difference in getting some of the layers off. He noted that it also helps with melting when the sun hits it and traction. Chuck explained that brine helps break the bond of snow and ice and makes it easier to remove. He noted that the conditions have to be dry and a certain temperature, which worked out for staff to get it applied to the roads. He said that brine definitely helps, and most communities are using it.

Alderman Hartman asked if we were using just road salt or if we were also using a chemical to help.

Chuck explained that we use regular rock salt, calcium chloride.

Cynthia informed the Board that we are still in the finishing up snow response mode. She has spoken with the departments and asked them to recap our performance. Next week, the management team will identify possible areas for change. Cynthia noted that this snow event was significant and the identified areas for change may lead to future discussions with the Board as far as priorities.

ORDINANCES & RESOLUTIONS

5. Bill No. 3048-25, Rezoning 16000 North 169 Highway – 2nd Reading

Alderman Atkins moved to approved Bill No. 3048-25, changing the zoning classifications or districts of certain lands located in the City of Smithville, Missouri located at 16000 North 169 Highway. 2nd reading by title only. Alderman Kobylski seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes – 5, Noes – 0, Abstained – 1, motion carries. Mayor Boley declared Bill No. 3048-25 approved.

6. Bill No. 3049-25, Amending Conceptual Plan – Lakeside Farms – 2nd Reading

Alderman Atkins moved to approve Bill No. 3049-25, approving an amendment to a conceptual zoning plan for Lakeside Farms on certain lands located in the City of Smithville, Missouri. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3049-25 approved.

7. Bill No. 3050-25, Rezoning 800 NW 92 Highway – 2nd Reading

Alderman Atkins moved to approved Bill No. 3050-25, changing the zoning classifications or districts of certain lands located in the City of Smithville, Missouri located at 800 Northwest 92 Highway. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3050-25 approved.

**8. Bill No. 3051-25, FY2025 Budget Amendment No. 3 – Emergency Reading
Sponsored by Mayor Boley – 1st and 2nd Reading**

Alderman Atkins moved to approve Bill No. 3051-25, amending the FY2025 Operating Budget to add \$264,465.95 to the Combined Water and Wastewater Systems Fund. 1st reading by title only. Alderman Hartman seconded the motion.

Alderman Russell asked if there were other funds not used in FY2024 that would be coming forward for budget amendments.

Cynthia explained that there were possibly one or two projects that were not completed in FY2024 that would be completed in FY2025.

Upon roll call vote:

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3051-25 approved first reading.

Alderman Atkins moved to approve Bill No. 3051-25, amending the FY2025 Operating Budget to add \$264,465.95 to the Combined Water and Wastewater Systems Fund. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3051-25 approved.

9. Bill No. 3052-25, Ballot Language for ½% Public Safety Sales Tax – 1st Reading

Alderman Atkins moved to approve Bill No. 3052-25, imposing a sales tax for public safety purposes at the rate of one-half of one percent, Pursuant to Section 94.903 R.S.Mo. and providing for submission of the proposal to the qualified voters of the City for their approval at the April 8, 2025 election. 1st reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes – 5, Noes – 1, motion carries. Mayor Boley declared Bill No. 3052-25 approved for first reading.

10. Resolution 1436, Preliminary Plat – Lakeside Farms

Alderman Atkins moved to approve Resolution 1436, a preliminary plat for Lakeside Farms subdivision and authorizing the Mayor to execute a development agreement. Alderman Hartman seconded the motion.

No discussion.

Ayes – 5, Noes – 1, motion carries. Mayor Boley declared Resolution 1436 approved.

11. Resolution 1437, Credit Card Processing

Alderman Atkins moved to approve Resolution 1437, approving the change of the City of Smithville's credit card processing system from Elavon to Tyler Technologies. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1437 approved.

12. Resolution 1438, Change Order No. 1, Water Treatment Plant Residuals Cleanout

Alderman Atkins moved to approve Resolution 1438, approving Change Order No. 1 to RFP 23-11 Water Treatment Plant Residuals Cleanout with Richards Construction Company. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1438 approved.

OTHER MATTERS BEFORE THE BOARD

13. Public Comment

None

14. New Business from the Floor

None

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

Alderman Hartman moved to adjourn to Executive Session pursuant to Section 610.021 (1&2)RSMo. Alderman Shipley seconded the motion.

Upon roll call vote:

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the regular session adjourned to the Executive Session at 7:22 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

FY 2025 BUDGET - FINANCIAL UPDATE

12/31/2024

REVENUES, BY FUND	FYE 2024 ACTUAL	FYE 2025 BUDGET	FYE 2025 YTD	FYE 2025 PROJECTION	
GENERAL FUND	6,942,100	6,737,657	978,321	6,737,657	14.52%
CAPITAL IMPROVEMENT SALES TAX FUND	776,869	3,351,132	135,901	3,351,132	4.06%
DEBT SERVICE FUND	357,830	365,000	-	365,000	0.00%
TRANSPORTATION SALES TAX FUND	738,322	1,719,624	129,049	1,719,624	7.50%
COMBINED WATER/WASTEWATER SYSTEMS FUND	6,604,273	7,143,660	1,474,194	7,143,660	20.64%
SOLID WASTE FUND (FORMALLY SANITATION FUND)	924,551	971,205	157,519	971,205	16.22%
SPECIAL ALLOCATION FUND	913,681	892,000	72,148	892,000	8.09%
PARK & STORMWATER SALES TAX FUND	774,822	781,294	136,061	781,294	17.41%
VEHICLE AND EQUIPMEMENT REPLACEMENT FUND	373,851	469,000	-	469,000	0.00%
COMMONS CID FUND	375,034	362,000	64,094	362,000	17.71%
AMERICAN RESCUE PLAN ACT FUND	-	-	-	-	
	18,781,333	22,792,572	3,147,287	22,792,572	13.81%

EXPENDITURES, BY FUND	FYE 2024 ACTUAL	FYE 2025 BUDGET	FYE 2025 YTD	FYE 2025 PROJECTION	
GENERAL FUND	7,099,518	7,452,865	1,044,061	7,452,865	14.01%
CAPITAL IMPROVEMENT SALES TAX FUND	790,292	4,217,875	560,910	4,217,875	13.30%
DEBT SERVICE FUND	351,333	365,000	-	365,000	0.00%
TRANSPORTATION SALES TAX FUND	599,249	1,719,624	30,289	1,719,624	1.76%
COMBINED WATER/WASTEWATER SYSTEMS FUND	4,667,979	10,256,218	469,104	10,256,218	4.57%
SOLID WASTE FUND (FORMALLY SANITATION FUND)	907,202	970,617	167,008	970,617	17.21%
SPECIAL ALLOCATION FUND	1,187,820	1,136,542	49,893	1,136,542	4.39%
PARK & STORMWATER SALES TAX FUND	704,533	897,000	17,207	897,000	1.92%
VEHICLE AND EQUIPMEMENT REPLACEMENT FUND	462,387	474,794	68,941	474,794	14.52%
COMMONS CID FUND	277,989	362,000	15,386	362,000	4.25%
AMERICAN RESCUE PLAN ACT FUND	141,689	-	-	-	
	17,189,989	27,852,535	2,422,800	27,852,535	8.70%



Board of Aldermen Request for Action

MEETING DATE: 1/21/2025

DEPARTMENT: Parks and Recreation

AGENDA ITEM: Resolution 1439 – Special Event Permit – Smithville Lake Festival

RECOMMENDED ACTION:

A motion to approve Resolution 1439, approving a Special Event Permit for the Smithville Festival Committee for Smithville Lake Festival 2025 at Courtyard Park on Friday and Saturday, June 13 and 14, 2025.

SUMMARY:

Approval of this item will issue a Special Event Permit to the Smithville Festival Committee for the Smithville Lake Festival to be held at Courtyard Park on June 13 and 14, 2025.

The requested permit will allow the participants to have alcohol (open container) at the event. The event coordinators have requested that the event run from 5:00 p.m. to midnight on Friday (June 13) and from 9:00 a.m. to midnight, Saturday (June 14). The committee has also requested the closure of Main Street, Bridge Street, and Church Street from 9:00 a.m. on Friday (June 13) through midnight on Saturday (June 14).

Per City Ordinance 600.070 (G&H) the Board of Aldermen may grant a Special Event Permit to allow drinking in public. Alcohol will be contained within a "Beer Garden" area in the courtyard.

The event coordinators have applied for and obtained State Alcohol licensing. All businesses/committees selling alcohol are required to have City and State Alcohol licenses.

The public facility use policy allows the City to sponsor events if a written agreement is executed that describes the obligations between the parties, and if executed, removes the obligation for the group to reserve the facility or pay fees.

Smithville Lake Festival is asking the Board to sponsor the Smithville Lake Festival by waiving the Special Event fee of \$300 (\$150 x 2 days) + Parade fee of \$100 for a total of \$400.

PREVIOUS ACTION:

Special Event Permits have been approved for this event in the past (2019, 2020, 2021, 2022, 2023 and 2024).

POLICY ISSUE:

n/a

FINANCIAL CONSIDERATIONS:

None

ATTACHMENTS:

- | | |
|---|-----------------------------------|
| <input checked="" 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: Application & Maps | |

RESOLUTION 1439

**A RESOLUTION APPROVING A SPECIAL EVENT PERMIT FOR
THE SMITHVILLE FESTIVAL COMMITTEE FOR SMITHVILLE
LAKE FESTIVAL 2025 AT COURTYARD PARK ON FRIDAY AND
SATURDAY, JUNE 13 AND 14, 2025**

WHEREAS, the Smithville Festival Committee, LLC has submitted an application with all required fees and documentation; and

WHEREAS, licensed businesses will supply the food and beverages for a fee to the participants in a beer garden tent at Courtyard Park using their state and city licenses to sell alcohol; and

WHEREAS, the applicant has submitted a map of the area and will monitor the area that will allow open consumption of alcohol in accordance with city code; and

WHEREAS, Smithville police officers will assist in providing security at the event; and

WHEREAS, sponsoring the event would allow a waiver of the Special Event Fee of \$300 (\$150 x 2 Days) + Parade Fee of \$100 for a total of \$400.

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

**THAT A SPECIAL EVENT PERMIT BE ISSUED TO THE SMITHVILLE
FESTIVAL COMMITTEE FOR THE SMITHVILLE LAKE FESTIVAL 2025 TO
BE HELD JUNE 13 AND 14, 2025 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 21st day of January 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

Section 600.070. (G & H) Miscellaneous Offenses. [Ord. No. 3039-19]

A. 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.
2. No person shall drink or ingest any intoxicating liquor 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 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 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.

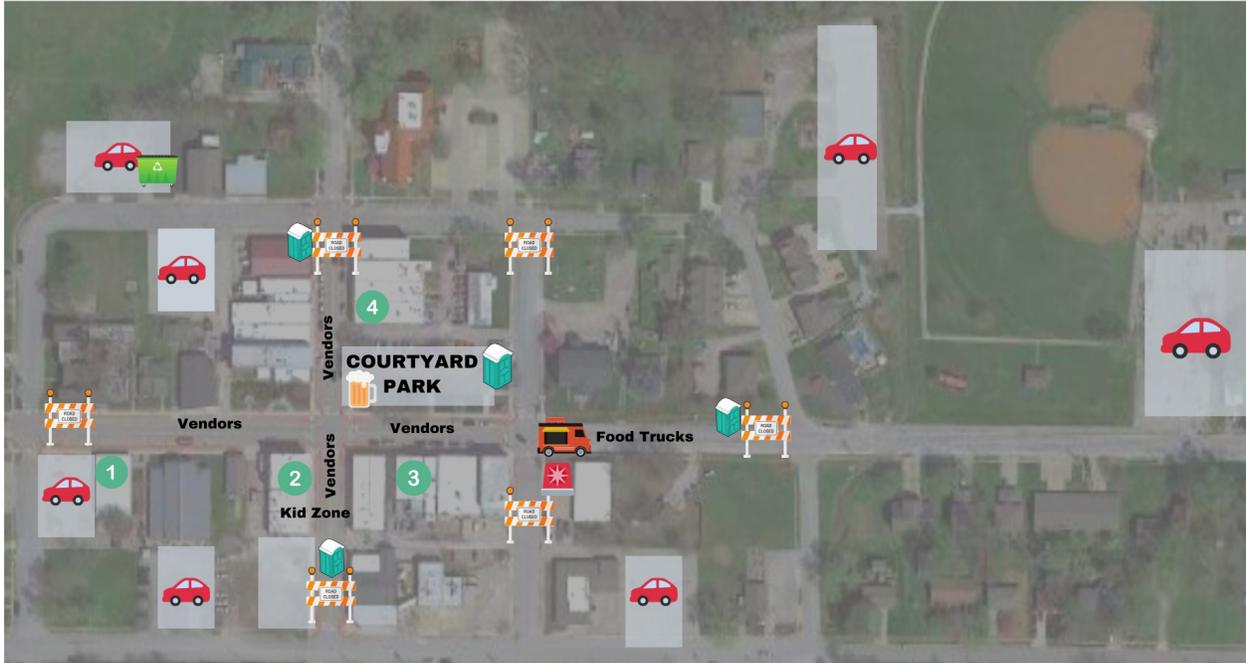
B. Special Event Permit. The Board of Aldermen may grant a special event permit for purposes as identified in Section 600.070(G)(1), above, and under the following conditions:

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.

LAKE FEST EVENT MAP



- 1 SENIOR CENTER
- 2 CORNERSTONE COFFEE
- 3 CHOPS BBQ
- 4 GIZMOS

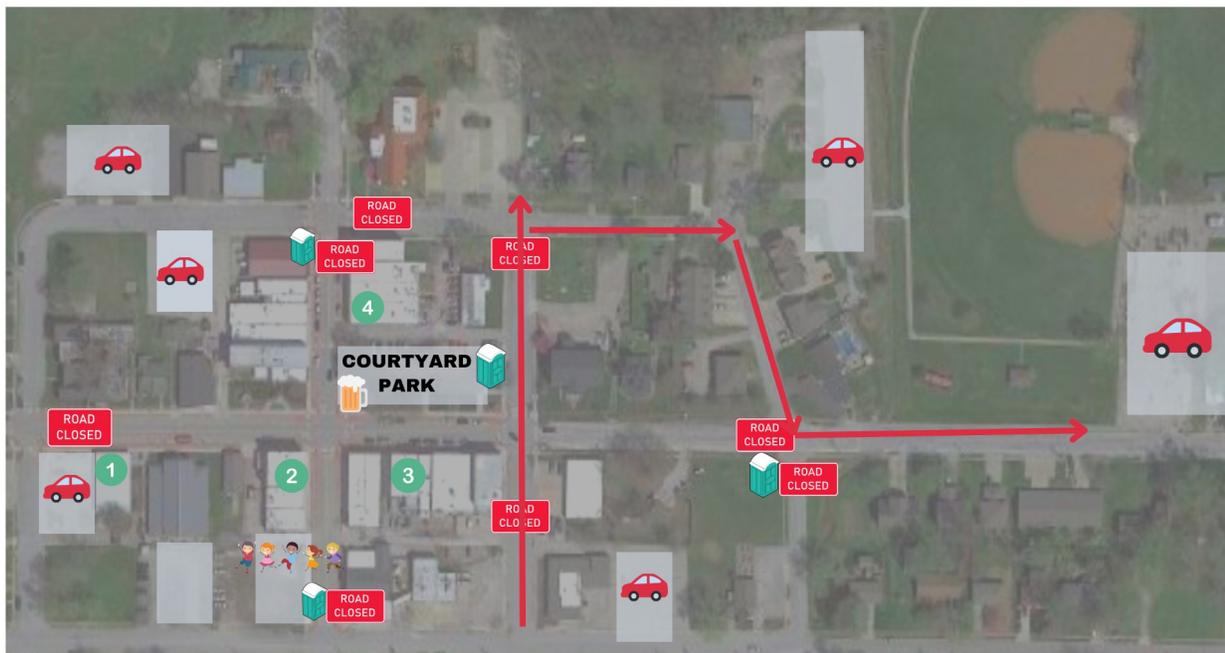


JUNE 13 - STARTS AT 5:00 PM
JUNE 14- ENDS AT 12:00 AM

LAKE FEST PARADE MAP



- 1 SENIOR CENTER
- 2 CORNERSTONE COFFEE
- 3 CHOPS BBQ
- 4 GIZMOS



June 14- Lake Fest Parade Route - 11 AM Start
Start on Commercial- End to Liberty Road
Church and street will be closed 30 mins before, as Police Request



CITY OF SMITHVILLE
 107 West Main Street
 Smithville, MO 64089

Date Submitted 7/16
 Application # 1
 Date Approved _____

SPECIAL EVENT APPLICATION

Thank you for choosing the City of Smithville for your event. Staff looks forward to working with you in ensuring a quality event and protecting the public health, safety, and welfare of event participants and the public at large. In order to do so, the City requires that all events must be approved prior to the event. Please complete and return the following special event application to City Hall at the address above. Thank you again for choosing Smithville. Please refer to the Application Information and corresponding sections in the [Event Rules and Conditions](#) to answer most questions.

1. EVENT INFORMATION:

Event Name: Smithville Lake Festival
 Event Location: Courtyard Park + surrounding streets Event Tier: 2
 Detailed event description (additional room on next page or sheet may be attached): Community event with entertainment, pageants, vendors, parade + kids' area
 Estimated attendance: 1,500
 Event Date(s) and Times: June 13+14, 2025 5pm on 13th to midnight on 14th
 Set up date/time: June 13 @ 9 am Cleanup finished date/time: June 15th @ noon

2. APPLICANT / CONTACT INFORMATION:

Applicant

Name: Barbara Lamb
 Organization: Smithville Festival Committee
 Address: 516 Liberty Road
 City, State, Zip: Smithville, MO 64089
 Phone: 816-805-2246 Fax: _____
 Emergency #: 816-805-2230
 E-mail: blamb24@att.net

Property Owner(s), if not applicant or City

Name: _____
 Organization: _____
 Address: _____
 City, State, Zip: _____
 Phone: _____ Fax: _____
 Emergency #: _____
 E-mail: _____

Alternative Contact

Name: Sherrie Cowter
 Phone: 816-589-3866

Alternative Contact

Name: Shauna Houghton
 Phone: 816-510-4693

Detailed event description continued (Attach additional sheet if necessary): This is an annual event for the community's enjoyment. We will promote it to visitors + residents through social media. + banners. It will provide a variety of activities for all ages. There will be food + craft vendors, live entertainment, a children's area, a parade, a beer garden, pageants, etc.

3. EVENT TYPE:

Run Walk Parade/March Bike Race/Tour Street Fair Concert Film Festival Other: _____

5. SITE PLAN

Where do you plan to have your event? Courtyard Park: Other Public Property: _____

The site plan should be a detailed narrative and/or map including a description of the event set up, such as event entry and exit, temporary restrooms, first aid, start/finish lines, inflatables, and a timeline of your event. Please write this description in the space provided below or attach the description as a Word document. Explain Your Site Plan (Attach additional sheet if necessary): The event will

be centered around the courtyard and on the courtyard. City streets will be used for the event so Main Street, Commercial + Bridge will be partially barricaded during the event.

We are requesting the City be a sponsor of the event in lieu of paying fees for the event, which benefits the community. We would also like an exception to the noise ordinance so the bands can play until midnight each night.

Vendors will be placed with a break frequently to allow attendees to enter businesses.

We will only block the alley between Main + Meadow from Commercial to Bridge during the parade. We will designate a parking lots for those business employees to park to make deliveries.

6. PARKING PLAN

Do you have sufficient on street/lot parking at your event space? Yes: X No: _____

If No: Additional Parking and Shuttle Routes need to be approved by the City. Explain Your Parking Plan (Attach additional sheet if necessary): City surface lots + city

streets will be used for event parking.

7. PUBLIC INFORMATION:

If applicable, surrounding businesses that will be impacted by the event must be notified no later than 14 days prior to the event. How will you notify neighbors/businesses of your event? Explain (Attach additional sheet if necessary): We will provide surrounding

businesses/neighbors with information regarding the event within the required timeline.

8. CANCELLATION NOTICE:

How will you notify participants if your event is cancelled with 48 hours of event day? Explain (Attach additional sheet if necessary): Social media through our Facebook

page + our website. We will put cancelled signs over our banners if cancelled or remove them.

9. SECURITY PLAN:

Describe your security plan, including crowd control, internal security, and venue safety. Specify if you would like to hire off-duty police support. (Attach additional sheet if necessary): We will

request off duty SPD be used for security. We request the officers patrol the entire festival area not just around the courtyard. No outside food or drinks are allowed so the officers should watch for coolers + drinks from local bars being brought into the event space.

10. RESTROOM PLAN:

Describe your restroom/restroom cleaning plan. At least three restrooms must be provided for each estimated 500 attendees. Specify if you would like to hire city staff support (Attach additional sheet if necessary): City staff is only needed for the initial hour.

The festival committee will be renting restrooms & handwashing stations & placing them strategically throughout the festival area.

11. CLEAN UP PLAN:

Describe your clean-up plan, including trash removal and recycling containers. Specify if you would like to hire city staff support. (Attach additional sheet if necessary): City staff are requested

to bring 15-20 plastic trash cans to the courtyard. Our festival volunteers will clean up all trash. We have rented a dumpster for trash.

12. FIRST AID PLAN:

Describe your First Aid Plan. (Attach additional sheet if necessary): _____

The City's strategic plan will be followed.

13. UTILITY CONNECTIONS

Do you want to have a utility connection/s at your event? Yes: No: _____

If Yes: How Many Electric Pedestals? _____

If Yes: How Many Water Hookups? _____

Additional Utility Requests (Attach additional sheet if necessary): We request power from street lights be turned on as well as power tool use.

14. ROADWAY AND PARKING LOT CLOSURES:

Will you require a roadway closure? Yes: No: _____

If Yes: Explain (Attach additional sheet if necessary): Roadways affected will be closed at 9am on June 13th & not reopen until 12T noon on June 15th. Rented barricades will be placed as shown on the map.

15. OTHER STAFF SUPPORT:

Do you desire to hire city staff for other duties? Yes: X No: _____

If Yes: Please Explain (Attach additional sheet if necessary): _____

We hope city staff + elected officials will
volunteer for our event.

Parks employee on call should live within 5 minutes
of the event.

16. SIGNAGE:

Do you want to also have advertising signage for your event on private property? Yes: X No: _____

If Yes: Attach a Sign Permit Application Sign permit applications will be
submitted closer to event date.

17. SPECIAL ITEMS:

Are you serving alcohol?..... Yes: X No: _____

Are you having amplified music?..... Yes: X No: _____ (If Yes, complete question 18 on [pg. 13](#))

Will you have food/sales vendors?..... Yes: X No: _____ (If Yes, complete question 20 on [pg. 15-16](#))

18. AMPLIFIED SOUND / PERFORMANCE LIST

If you plan to have amplified sound, provide a tentative list of performers, performance type, music genre, performance times, and duration. Include non-live prerecorded sound/music. The complete performance list is due 7 days before the event (Attach additional sheet if necessary):

1. Unknown at this time.
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

INSURANCE

Must submit a copy of your special event insurance policy with this form.

Will be provided closer to the event date.

THE UNDERSIGNED is an authorized representative of the event sponsor (hereinafter Name of Event Sponsor referred to as "the Sponsor Organization") IN CONSIDERATION of being given the opportunity to sponsor this event (hereinafter referred to as "the Event"), THE SPONSOR ORGANIZATION: 1. HEREBY COVENANTS NOT TO SUE AND RELEASES, WAIVES, DISCHARGES AND INDEMNIFIES the Releasees ("Releasees" are defined as the City of Smithville and its respective officials, agents and employees) from all liability against any and all claims and causes of action for injury, death, disease, related in any manner to the Event; 2. IN THE ABSENCE OF PROVIDING PROOF OF INSURANCE COVERAGE, the Sponsor Organization further acknowledges that the City of Smithville is not sponsoring nor otherwise involved in the administration of the Event, and the Sponsor assumes responsibility for claims associated with its operation or administration. THE SPONSOR ORGANIZATION expressly agrees that the foregoing Special Event Release and Hold Harmless Agreement is intended to be as broad and inclusive as is permitted by the law of the State of Missouri and that if any portion of this Special Event Release and Hold Harmless Agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect. THE UNDERSIGNED, ON BEHALF OF THE SPONSOR ORGANIZATION, HAS CAREFULLY READ AND VOLUNTARILY SIGNS THE SPECIAL EVENT RELEASE AND HOLD HARMLESS AGREEMENT, and further agrees that no oral representations, statements or inducements apart from the foregoing written agreement have been made.

SIGNATURE OF LEGALLY AUTHORIZED REPRESENTATIVE <i>Barbara Lamb</i>	Date <i>July 15, 2024</i>
PRINTED NAME OF LEGALLY AUTHORIZED REPRESENTATIVE <i>Barbara Lamb</i>	TITLE <i>Secretary</i>

VENDOR MAP

Please map the planned vendors at your event (Attach additional sheet if necessary):

(May be depicted on site plan)



LEGAL

I have read and understand the [Event Rules and Conditions](#) and [Application Information Guide](#). I will abide by these terms and fees associated with my event.

Barbara Lamb

Event coordinator

7/15/24

Date

CHECK LIST

Required Items

✓	\$25 Special Event Application Fee.
	Correct Event Rental Fee Paid
✓	Completed Event Information, Application Contact Information, Event Type Sections
✓	Completed Site Plan Section
✓	Completed Parking Plan Section
✓	Completed Public Information and Cancellation Notice Sections
✓	Completed Security Plan
✓	Completed Restroom and Clean-Up Plan
✓	Completed First Aid Plan

Additional Items (If Needed)

✓	Completed Roadway Closure Section.
✓	City Staff Request \$30.00/hour per staff member.
	Temporary Sign Application and Fee.
	Temporary Caterer's Permit. Please read the requirements for having alcohol at an event.
	Completed Performance Section
	Completed Vendor Section.
✓	City Police Request \$45.00/hour per officer (3 hours min.)

Due 7 Days before the Event

	Additional Fees and other Requested Information
--	---

Reminder! Incomplete applications will not be accepted for processing. Please complete all sections legibly.

Helpful Phone Numbers

Smithville Parks and Recreation 816-532-8130; parks@smithvillemo.org	Missouri Liquor Control 573-526-2769
Smithville Police Department and City Hall 816-532-3897	Clay County Health Department 816-595-4200

REQUIRED APPROVALS, IF APPLICABLE:

Parks and Recreation Director

△ Approved Date: _____ Conditions: _____

Board of Aldermen (alcohol/other)

△ Approved Date: _____ Conditions: _____

Police Chief (closures/public safety/alcohol):

△ Approved Date: _____ Conditions: _____

Health Department (food/beverage service):

△ Approved Date: _____ Conditions: _____

State of Missouri (alcohol license):

△ Approved Date: _____ Conditions: _____

Finance Department (licenses/taxes/fees):

△ Approved Date: _____ Conditions: _____

Development (temporary sign permit):

△ Approved Date: _____ Conditions: _____



Board of Aldermen Request for Action

MEETING DATE: 1/21/2025

DEPARTMENT: Parks and Recreation,
Police

AGENDA ITEM: Resolution 1440 – Temporary Liquor License – Smithville Lake Festival

RECOMMENDED ACTION:

A motion to approve Resolution 1440, issuing a Temporary Liquor License to the Smithville Festival Committee for operation of the Smithville Lake Festival 2025 Beer Garden on June 13 and 14, 2025.

SUMMARY:

Approval of this item would issue a Temporary Liquor License to Smithville Festival Committee for the Smithville Lake Festival Beer Garden located at Courtyard Park on June 13 and 14, 2025.

Chief Lockridge has completed a background check on Smithville Festival Committee. There were no findings to prevent issuing a liquor license.

Requested Licenses: Temporary Permit.

This license will be effective June 13 and 14, 2025 (pending all State license requirements).

PREVIOUS ACTION:

Smithville Lake Festival has been issued a permit for this event in the past (2019 and 2020, 2021, 2022, 2023 and 2024).

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: Letter from Chief Lockridge | |

RESOLUTION 1440

**A RESOLUTION ISSUING A TEMPORARY LIQUOR LICENSE TO
THE SMITHVILLE FESTIVAL COMMITTEE FOR OPERATION OF
THE SMITHVILLE LAKE FESTIVAL 2025 BEER GARDEN ON
JUNE 13 AND 14, 2025**

WHEREAS, Smithville Festival Committee 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 THE
SMITHVILLE FESTIVAL COMMITTEE, FOR THE OPERATION OF THE
BEER GARDEN AT COURTYARD PARK UNDER THE SPECIAL EVENT
PERMIT APPROVED FOR SMITHVILLE LAKE FESTIVAL 2025 ON JUNE 13
AND 14, 2025.**

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, on the 21st day of January 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

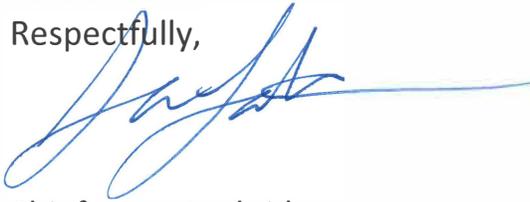
January 14, 2025

Cynthia Wagner:

I have reviewed the Temporary Liquor application submitted by Smithville Festival Committee for the Smithville Lake Fest event on June 13 and 14. I have reviewed Smithville Festival Committee's background as well as public records and found nothing that would disqualify them from being issued a liquor permit.

I would recommend that Smithville Festival Committee be issued a city liquor permit pursuant to their request. If you have any questions or concerns, feel free to contact me.

Respectfully,



Chief Jason Lockridge



City Administrator's Report

January 15, 2025

Street Maintenance Budget

As the attached memo from Finance Director Rick Welch notes, a budget amendment is included in Tuesday's agenda to address an oversight in development of the FY2025 Budget.

2024 Neighborhood Beautification Grant Award Update

On April 1, 2024, the Board of Aldermen awarded Neighborhood Beautification Grants (NBG) to four Homeowners Associations (HOAs): Cedar Lakes, Forest Oaks, Hills of Shannon and Stonebridge. According to the grant terms, HOAs have up to one year to submit reimbursement requests. The project for the Cedar Lakes HOA was completed and reimbursed in FY2024. The deadline for submitting reimbursement requests for the 2024 NBG is April 1, 2025. The FY25 Budget does not reflect the remaining reimbursements from the FY24 Budget. Included with the budget amendment mentioned previously is an amendment of \$14,131.33 to account for the remaining reimbursements that were not made in FY24.

This week, Forest Oaks submitted photos of their improved entrance signage along with a request for reimbursement for their project.



Before



After

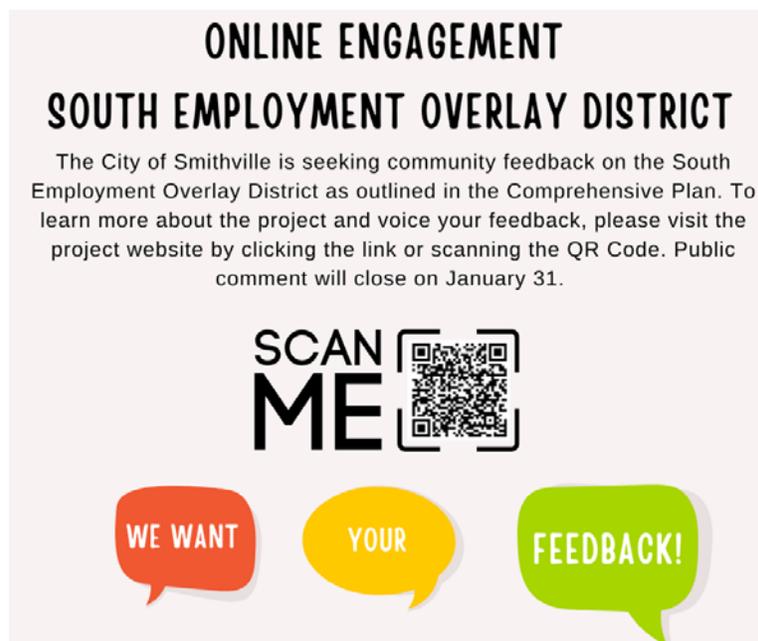
Website Redesign Update

Assistant City Administrator Gina Pate and City Clerk Linda Drummond are leading the website redesign project. Earlier this week, they met with Revize to kick off the design process and establish the project timeline. Regular meetings with the Revize project team will be held to ensure progress, and they will collaborate with the city's internal communications team to complete tasks in preparation for the May 1 go-live date. Milestone updates will be shared throughout the project.

South Employment Overlay District

Staff continues to work with the consultants on the overlay district project. A new webpage specifically for public comments has been released and it will be live through January 31. Thereafter, the consultant will begin the process of incorporating the comments into the final documents that we will bring to you for review. Please use the following link to access the webpage:

<https://snyder-associates.mysocialpinpoint.com/smithville-zoning-overlay-1>



Review of Liquor Licensing Process

Staff is currently working with the regional Liquor Control Agent for the Missouri Division of Alcohol and Tobacco Control in review of the City's existing ordinances governing liquor licensing. The goal of this review is to align City ordinances and nomenclature with county and state licensing language in order to reduce confusion in the application process. It is anticipated that recommended ordinance changes would come to the Board of Aldermen later this spring.

Building code update process

In very late 2023, the Planning Commission was asked to weigh in on the potential of adding code provisions (2021 Energy Code) that would outline responsibilities for new Electric Vehicle Charging requirements in both residential and commercial developments. At that time, the Commission recommended that staff postpone any

updates to the EV charging requirements and wait until the new 2024 code adoption process is brought forward and review together. Staff's plan was to prepare for the update to the 2024 codes in 2025. The city adopted the 2018 codes in late 2020 in preparation of the ISO audit of our building code enforcement. That auditing process sets the community's score on the BCBEGS rating used by insurance companies when setting insurance rates. One of the items weighed during the audit process is the age of the adopted codes. If codes are older than five years past adoption, an entity only qualify for no more than 80% of the potential scores.

In our 2021 audit, the city received ratings of 4 for Commercial and 5 for Residential (The lower the number the better the score) due in part to the ability to use the certifications of our contracting inspector with IBTS who had nearly all the possible certifications in both residential and commercial. We were recently notified by ISO that they were going to be commencing the city's audit and requested potential times to prepare for that meeting. At that time, staff requested additional time to review the potential adoption of the 2021 or 2024 codes as our codes are now outside the 5-year window mentioned above. Based upon the amount of work needed to complete such a review of the new codes we will not be able to update our codes prior to our audit. As a result, we made contact with the previous ISO inspector who now works for IBTS. He was able to give us some additional directions that will allow us to perform well on the audit, as well as request up to one year to finalize the 2024 code adoption process.

Since we will be able to request this additional time for our audit information, staff have begun the process necessary to start the 2024 code review process and prepare for adopting that code family. Over the coming months, and continuing through the summer, we will evaluate the changes to the codes (2018 v 2024) to prepare for public hearings and presentation to the Planning Commission. We will be specifically reviewing the 2024 Energy Code provisions as the 2021 adoption of the 2021 version by the City of Kansas City have been rather controversial. We will be working with the Home Builders association, other localities and the MARC staff to come to a general recognition of which changes are not recommended.



STAFF REPORT

Date:	January 15, 2025
Prepared By:	Rick Welch, Finance Director
Subject:	Budget Amendment – Street Maintenance
Staff Report:	Finance

During the development of the fiscal year 2025 budget, funds for street maintenance operations were not included in the Transportation Sales Tax Fund. All capital projects were budgeted, but maintenance and repair items were inadvertently not budgeted.

The chart below shows the FY24 budget, actual FY24 expenses, and the FY25 budget request which should have been included in the budget as adopted.

		FY24 Budget	Expensed	FY25 Budget
09-0202-5100	Repairs and Maintenance - Building	1,000	-	-
09-0202-5101	Repairs and Maintenance - Equipment	15,000	9,700	10,000
09-0202-5103	Repairs and Maintenance - Street	82,000	98,000	98,000
09-0202-5130	Tools and Supplies	41,000	225	
09-0202-5135	Supplies - Street Signs	-	1,311	
09-0202-5143	Fuel	17,000	27,000	27,000
09-0202-5200	Professional Services	-	11,000	12,000
09-0202-5700	Capital Improvement Projects	-	8,000	9,000
		156,000	155,236	156,000

In order to provide the budget authority for maintenance expenditures, a budget amendment is required. Staff has included \$156,000 in Transportation Sales Tax Funds in the budget amendment on Tuesday's agenda to provide authority for this purpose. The Transportation Sales Tax Fund has sufficient fund balance for this amendment. Expenditure of all of the maintenance funds would bring the projected fund balance in this fund to \$402,000 at the end of FY2025.

To prevent similar oversights in the future, steps will be taken to improve the review process, implement more stringent checks and balances, and enhance communication among departments.

With the recent hiring of a new Streets Superintendent, it is anticipated that review of maintenance needs and the most efficient and effective means of completing that work could result in additional budget amendments in the fund this year.



Board of Aldermen Request for Action

MEETING DATE: 1/21/2025

DEPARTMENT: Administration

AGENDA ITEM: Bill No. 3052-25 – Calling an Election in the City of Smithville, Missouri, 2nd Reading

REQUESTED BOARD ACTION:

A motion to approve Bill No. 3052-25, calling an election in the City of Smithville, Missouri and placing the issue on the April 8 ballot. Second reading by title only.

BACKGROUND:

Funding needs for police operations and equipment needs have been identified for several years. In 2023, the General Assembly passed and the Governor signed a bill that gives the City of Smithville the ability to take to the voters a ballot measure to establish a public safety sales tax.

A half-cent sales tax is projected to generate approximately \$700,000 in revenues annually. It is recommended that, if approved, the tax proceeds be used to fund:

- Enhancements to officer compensation to aid in recruitment and retention of officers.
- Fund necessary public safety equipment and staff to support community growth.
- Implementation of a full-time animal control program.

PREVIOUS ACTION:

At the May 2024 Governing Body retreat, the Board of Aldermen directed staff to develop ballot language. This direction was reiterated at work sessions in October and December.

A similar question on the November 7, 2023 ballot.

FINANCIAL CONSIDERATIONS:

Approval of a public safety sales tax would provide resources to fund police operations and equipment needs.

ATTACHMENTS:

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

BILL NO. 3052-25

ORDINANCE NO. 325X-25

AN ORDINANCE OF THE CITY OF SMITHVILLE, MISSOURI, IMPOSING A SALES TAX FOR PUBLIC SAFETY PURPOSES AT THE RATE OF ONE-HALF OF ONE PERCENT, PURSUANT TO SECTION 94.903 R.S.MO. AND PROVIDING FOR SUBMISSION OF THE PROPOSAL TO THE QUALIFIED VOTERS OF THE CITY FOR THEIR APPROVAL AT THE APRIL 8, 2025, ELECTION

WHEREAS the City of Smithville, Missouri is authorized pursuant to Section 94.903 R.S. Mo. to levy a public safety sales tax at the rate of one-half of one percent. and

WHEREAS the purpose of the public safety sales tax is for the improvement of public safety, including but not limited to, expenditures on or for equipment, City Public Safety employee salaries and benefits and facilities for the Police Department. and

WHEREAS the City's proposed public safety sales tax cannot become effective until approved by the voters at a municipal general, primary, or special election; and the City wishes to submit the issue to the voters. and

WHEREAS the City Board of Alderman wishes to submit the matter of the public safety sales tax to the qualified voters of the city at the general election on April 8, 2025.

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

1) The City of Smithville imposes a public safety sales tax, pursuant to the authority granted by, and subject to the provisions of Section 94.903, R.S. Mo. for public safety purposes. The tax is imposed on all retail sales made in the city that are subject to taxation under Chapter 144 R.S.Mo. The tax shall be in addition to all other sales taxes imposed by law and shall be stated separately from all other charges and taxes. The tax shall be for the purpose of improving the public safety of the city, including, but not limited to expenditures on police equipment, salaries, benefits, and facilities.

2) The rate of tax shall be one-half of one percent.

3) This Ordinance shall be submitted to the qualified voters of Smithville, Missouri for their approval as required by the provisions of Section 94.903 R.S.Mo. at the General election hereby called and to be held in the City on the 8th day April 2025. The official ballot to be supplied and used at said election shall be in substantially the following form:

PROPOSITION P

Shall the City of Smithville impose a citywide sales tax at the rate of one-half of one percent for the purpose of improving the public safety of the City?

YES

NO

INSTRUCTIONS TO VOTERS: If you are in favor of the proposition, place an X in the box opposite "YES." If you are opposed to the proposition, place an X in the box opposite "NO."

4) The City expects to make expenditures on and after the date of adoption of this Ordinance to enhance police services in the City.

5) This Ordinance shall be in full force and effect from and after the date of its passage and approval.

6) The City Clerk is hereby authorized and directed to notify the Clay County Board of Election Commissioners and the Platte County Board of Election Commissioners, no later than 4:00 P.M. on January 28, 2025 of the adoption of this Ordinance and to include in said notification all the terms and provisions required by Chapter 115 of the Revised Statutes of Missouri, as amended.

7) That a Notice of Election, a copy of which is marked as **Exhibit A**, attached hereto and hereby incorporated in this Ordinance by reference, and the same is hereby approved and the Mayor and the City Clerk are hereby authorized and directed to execute the same for and on behalf of the City of Smithville, Missouri, and to deliver the same to the Clay and Platte County Board of Elections in Liberty and Platte City, Missouri no later than 4:00 P.M. on January 28, 2025 and to include in said notification all of the terms and provisions required by Chapter 115 of the Revised Statutes of Missouri, as amended.

8) Within ten (10) days after the approval of this ordinance by the qualified voters of Smithville, Missouri, the City Clerk shall forward to the Director of Revenue of the State of Missouri by United States registered mail or certified mail, a certified copy of this ordinance together with certifications of the election returns and accompanied by a map of the City clearly showing the boundaries thereof.

PASSED by the Board of Aldermen of the City of Smithville, Missouri, this 21st day of January 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 01/07/2025

Second Reading 01/21/2025

Exhibit A

NOTICE OF ELECTION

Notice is hereby given that an election to impose a citywide sales tax for the purpose of improving the public safety of the City of Smithville, Missouri will be held in the City of Smithville, Missouri on April 8, 2025, at which election all registered voters in the City of Smithville, Missouri, will be given an opportunity to vote. Official ballot for said election will be in substantially the following form:

PROPOSITION P

Shall the City of Smithville impose a citywide sales tax at the rate of one-half of one percent for the purpose of improving the public safety of the City?

YES

NO

INSTRUCTIONS TO VOTERS: If you are in favor of the proposition, place an X in the box opposite "YES." If you are opposed to the proposition, place an X in the box opposite "NO."

The polling place for said election will be open at 6:00 AM and close at 7:00 PM.

Given under my hand and official seal of the City of Smithville, Missouri this 21st day of January 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Board of Aldermen Request for Action

MEETING DATE: 1/21/2025

DEPARTMENT:

Administration/Finance/Public Works

AGENDA ITEM: Approve Bill No. 3053-25, FY2025 Budget Amendment No. 4 - 1st and 2nd Reading

REQUESTED BOARD ACTION:

A motion to approve Bill No 3053-25, amending the FY2025 Operating Budget to add \$34,131.33 to the General Fund expenditure budget and \$156,000 to the Transportation Sales Tax Fund expenditure budget. Emergency Ordinance Sponsored by Mayor Boley - 1st and 2nd reading by title only.

SUMMARY:

This Budget Amendment proposes an adjustment to the General Fund by increasing the expenditure budget by \$34,131.33, and add \$156,000 to the Transportation Sales Tax Fund expenditure budget as detailed below.

General Fund

On January 4 and 5, the city experienced a significant snowstorm, followed by another storm on January 9. To assist with snow and ice removal in specific neighborhoods, the city contracted with R&S Lawn. The contractor logged a total of 100 hours clearing roads during these two events. The combined invoices for these services total \$20,026.25.

The FY2025 budget originally allocated \$10,000 for snow removal, which is insufficient to cover these expenses. To pay the contractor for the completed services, an additional \$10,000 is required. Additionally, \$10,000 is requested to ensure adequate funding for potential future snow events, bringing the total snow removal budget to \$30,000.

The FY2025 budget did not include funds for the remaining reimbursement costs from the 2024 Neighborhood Beautification Grant awards. \$25,000 was allocated in the FY24 Budget for the NBG program, and a total of \$19,704.30 was awarded. Neighborhood associations have up to a year from the grant award to submit for reimbursement, the deadline for reimbursement is April 1, 2025. The unspent amount of \$14,131.33 will need to be added to the FY2025 budget to provide authority for the remaining reimbursement requests from neighborhood associations.

This amendment increases the General Fund allocation for snow removal by \$20,000 to address the immediate shortfall and prepare for upcoming weather events and reauthorizes the remaining Neighborhood Beautification Grant reimbursement submissions from FY2024 in amount of \$14,131.33. The resulting General Fund budget amendment is \$34,131.33.

Transportation Sales Tax Fund

During the development of the FY2025 budget, funds for street maintenance operations were not included in the Transportation Sales Tax Fund. All capital projects were budgeted, but maintenance and repair items were inadvertently not budgeted. A budget amendment of \$156,000 is requested. Fund balance and cash flow shows we have available funds and will not impact future years.

This amendment increases the Transportation Sales Tax Fund allocation in the amount of \$156,000 for maintenance expenses.

PREVIOUS ACTION:

The Board previously approved the FY2025 Budget on October 15, 2024.

The Board approved Resolution 1342 – Award of the 2024 Neighborhood Beautification Grants on April 1, 2024.

POLICY ISSUE:

Approving an amendment to the FY2025 Budget.

FINANCIAL CONSIDERATIONS:

The additional expense was not included in the FY2025 Budget.

ATTACHMENTS:

- | | |
|--|-----------------------------------|
| <input checked="" type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Plans |
| <input type="checkbox"/> Staff Report | <input type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Invoice from R&S Lawn | |

**AN ORDINANCE AMENDING THE FY2025 OPERATING BUDGET
TO ADD \$34,131.33 TO THE GENERAL FUND EXPENDITURE BUDGET
AND \$156,000 TO THE TRANSPORTATION SALES TAX FUND
EXPENDITURE BUDGET.**

WHEREAS, pursuant to Ordinance 3042-24, passed on October 15, 2024, the City approved the fiscal year ending October 31, 2025, Budget; and

WHEREAS, on January 4 and 5, 2025, the City experienced a significant snowstorm, followed by another storm on January 9, 2025, requiring contracted assistance for snow and ice removal; and

WHEREAS, the City contracted with R&S Lawn for snow removal services, with a combined total of 100 hours spent clearing roads during these storms, resulting in invoices totaling \$20,026.25; and

WHEREAS, the FY2025 Budget originally allocated \$10,000 for snow removal, which is insufficient to cover these expenses; and

WHEREAS, an amendment to the General Fund is required to allocate \$20,000 for the contractor's payment and to provide for potential future snow events; and

WHEREAS, the FY2025 Budget did not include funds to cover the remaining \$14,131.33 of reimbursement requests for the 2024 Neighborhood Beautification Grants; and

WHEREAS, an amendment to the general fund is required to allocate \$14,131.33 to reimburse neighborhood associations.

WHEREAS, an amendment to the Transportation Sales Tax Fund is required to allocate \$156,000 for anticipated maintenance expenses; and

WHEREAS, the FY2025 Budget did not include funds of \$156,000 in the Transportation Sales Tax Fund for anticipated maintenance expenses; and

WHEREAS, an amendment to the Transportation Sales Tax Fund is required to allocate \$156,000 for maintenance expenses.

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, 2025, Budget is hereby amended to add:

- **\$34,131.33** to the expenditure budget in the General Fund.
- **\$156,000** to the expenditure budget in the Transportation Sales Tax Fund.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 21st day of January 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 01/21/2025

Second Reading: 01/21/2025



R S Lawn Service

City of Smithville - Snow Removal
107 W Main St
Smithville, MO 64089

(816) 532-3897
csoules@smithvillemo.org

INVOICE	#2029901
SERVICE DATE	Jan 08, 2025
PAYMENT TERMS	Upon receipt
DUE DATE	Jan 08, 2025
AMOUNT DUE	\$17,806.25

CONTACT US

106 James St
Smithville, MO 64089

(816) 532-4999
info@rslawnsprinkler.com

Service completed by: Office Admin

INVOICE

Services	qty	unit price	amount
Snow Removal - 1/4/25 - 1/5/25 - 1/6/25 - 1/7/25 - 1/8/25	96.25	\$185.00	\$17,806.25
Wildflower, Rollins Landing, Greyhawke, Harborview, Hills of Shannon			
1/4 - Jarod - 5.5 hrs, Brad - 4.25 hrs			
1/5 - Jarod - 10.5 hrs, Dave - 9.5 hrs, Brad - 4 hrs			
1/6 - Jarod - 14 hrs, Dave - 14.5 hrs, Tuffton - 7 hrs, Tim - 7 hrs			
1/7 - Jarod - 10 hrs, Dave - 6 hrs			
1/8 - Dave - 4 hrs			

Subtotal	\$17,806.25
Job Total	\$17,806.25
Amount Due	\$17,806.25

Thank You for your business!

If you would kindly leave a 5 star google review for R & S Lawn Service feel free to take 10.00 off your bill! Thank you so much!

See our [Terms & Conditions](#)



R S Lawn Service

City of Smithville - Snow Removal
107 W Main St
Smithville, MO 64089

☎ (816) 532-3897
✉ csoules@smithvillemo.org

INVOICE	#2029976
SERVICE DATE	Jan 13, 2025
PAYMENT TERMS	Upon receipt
DUE DATE	Jan 13, 2025
AMOUNT DUE	\$2,220.00

CONTACT US

106 James St
Smithville, MO 64089

☎ (816) 532-4999
✉ info@rslawnsprinkler.com

Service completed by: Office Admin

INVOICE

Services	qty	unit price	amount
Snow Removal - 1/10/25 Rollins Landing, Harborview, Greyhawke, Hills of Shannon, Wildflower Dave - 7am -12pm - 5hrs Jarod - 7am - 10am - 3hrs Brad - 8am-12pm - 4hrs	12.0	\$185.00	\$2,220.00

Subtotal	\$2,220.00
Job Total	\$2,220.00
Amount Due	\$2,220.00

Thank You for your business!
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