



City of Smithville, Missouri
Board of Aldermen – Regular Session Agenda
7:00 p.m. Tuesday, March 18, 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/84869532394>

Meeting ID: 848 6953 2394

Passcode: 461760

1. Call to Order

2. Pledge of Allegiance

3. Proclamation

National Athletic Training Month

4. Consent Agenda

• **Minutes**

- February 25, 2025, Board of Aldermen Work Session Minutes
- February 25, 2025, Board of Aldermen Regular Session Minutes
- March 4, 2025, Board of Aldermen Work Session Minutes
- March 4, 2025, Board of Aldermen Regular Session Minutes

• **Financial Report**

- Finance Report for February

• **Resolution 1448, Leak Adjustment**

A Resolution approving a water and wastewater leak adjustment request for Meredith Ivey in the amount of \$170.14.

• **Resolution 1449, Leak Adjustment**

A Resolution approving a water and wastewater leak adjustment request for Suzanne Bass in the amount of \$1,627.93.

• **Resolution 1450, Temporary Liquor License**

A Resolution issuing a Temporary Liquor License to Chops BBQ and Catering for the Adult Egg Hunt to be held Friday, April 11, 2025.

• **Resolution 1451, Wet Well Aerators**

A Resolution authorizing the purchase of wet well aerators and on-off timers from Letts, Van Kirk and Associates for the amount of \$19,995.90.

• **Resolution 1452, Agreement with MoDOT**

A Resolution authorizing the Mayor to sign a license agreement with Missouri Highways and Transportation Commission for the OK Trail.

REPORTS FROM OFFICERS AND STANDING COMMITTEES

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

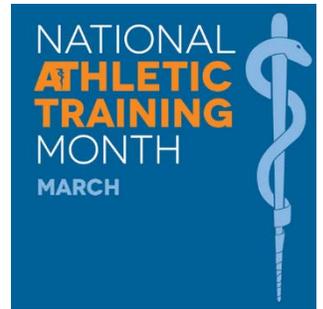
ORDINANCES & RESOLUTIONS

7. **Bill No. 3057-25, Repealing Section 155.020, Economic Development – 2nd Reading**
An Ordinance repealing Article II – Economic Development Committee Section 155.020 Economic Development Committee. 2nd reading by title only.
8. **Bill No. 3058-25, FY2025 Budget Amendment No. 6 – 1st Reading**
An Ordinance amending the FY2025 Operating Budget to add \$70,000 to the Transportation Sales Tax Fund expenditure budget. 1st reading by title only.

OTHER MATTERS BEFORE THE BOARD

9. **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.
10. **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.
11. **Adjournment to Executive Session Pursuant to Section 610.021(1)RSMo.**





Proclamation

Proclaiming March as National Athletic Training Month

WHEREAS, the Missouri Athletic Trainers' Association was founded in 1984 as an organization committed to the education of its members and the enhancement of the profession of athletic training, creating better healthcare for the population it serves; and

WHEREAS, athletic trainers from professional, collegiate, and high school teams; industries; physician offices; rehabilitation clinics; and every branch of the United States military work together to promote and practice the profession of athletic training within Smithville, Missouri; and

WHEREAS, athletic trainers have a long history of providing quality health care for athletes and persons engaged in regular physical activity; and

WHEREAS, athletic trainers are highly skilled health care professionals who specialize in immediate, acute and emergency care; examination, assessment and diagnosis; injury prevention; risk management; therapeutic intervention; and rehabilitation of injury and illness; and

WHEREAS, the National Athletic Trainers' Association represents and supports more than 45,000 members of the athletic training profession, including more than 1,500 athletic trainers in the State of Missouri; and

WHEREAS, leading organizations concerned with athletic training and healthcare have united in a common commitment to raise public awareness of the importance of the profession of athletic training and the role of athletic trainers in the provision of quality healthcare services; and

WHEREAS, it is the desire of the City of Smithville to promote improved healthcare for athletes and all of those who engage in physical activity.

NOW, THEREFORE, I, Damien Boley, Mayor of Smithville, Missouri, do hereby proclaim the month of March as National Athletic Training Month, and call upon residents of Smithville to join me in recognizing athletic trainers for their honorable work in keeping the community healthy.

PROCLAIMED THIS 18TH DAY OF MARCH OF 2025.

Damien Boley, Mayor



Board of Aldermen Request for Action

MEETING DATE: 3/4/2025

DEPARTMENT: Administration/Finance/Public Works

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:

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SUMMARY:

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

PREVIOUS ACTION:

N/A

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

- Ordinance
- Resolution
- Staff Report
- Other: Repair documentation
quote
- Contract
- Plans
- Minutes

**SMITHVILLE BOARD OF ALDERMEN
WORK SESSION**

February 20, 2025 6:00 p.m.

City Hall Council Chambers and Via Videoconference

**This meeting was rescheduled to 6:00 p.m. Tuesday, February 25
due to emergency facility issues**

1. Call to Order

Mayor Boley, present, called the meeting to order at 5:59 p.m. A quorum of the Board was present: Marv Atkins, Kelly Kobylski, and Ronald Russell. Leeah Shipley joined the meeting at 6:25 p.m. Melissa Wilson and Dan Hartman were absent.

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

Financial Advisors, Todd Goffoy, Piper Sandler and Megan Miller, Gilmore and Bell were present via Zoom.

2. Discussion of Utility Projects Financing

Cynthia noted that the memo provided in the packet for the Water and Wastewater systems fund is the beginning point for significant ongoing conversations anticipated regarding upcoming investment in our utility infrastructure. The Water Master Plan was completed in 2018 and the Wastewater Master Plan in 2021. These plans outline important needs and investment requirements for our utility system, guiding the development of the Capital Improvement Plan (CIP). However, growth patterns and available funding will influence when projects occur.

Our quarterly financial updates have noted cash flow concerns as we implement these plans. For years, we have discussed debt issuance and identified the need for financing, specifically using Certificates of Participation. After reviewing options, the City has decided not to pursue privatization of our utilities, and we will focus on our long-term plans instead.

Cynthia noted that Chuck Soules, Public Works Director, presented details on the projects from the Water and Wastewater Master Plans and will answer any questions. These projects have been reviewed over the years as part of the budget process. Cynthia explained that we have an 8 to 10-year plan that projects a \$70 million investment in the City's utility system. Rick Welch, Finance Director, will provide financial details about cash flow and the need for debt financing. Our financial advisors, Todd Goffoy, Piper Sandler and Megan Miller, Gilmore Bell, will be available to discuss financing options and answer questions about timing and debt needs.

Cynthia explained that tonight, staff's goal is to address the Board's questions regarding our utility projects and financing alternatives. Staff seeks the Board's guidance on the financing strategy we have developed. In the coming months, we will review historical expenditures, rate increases, and discuss the future of our utilities through the budget process. Cynthia noted that this meeting is the first of many discussions aimed at planning for our utilities' future, and staff will take direction from the Board for the implementation plan.

Chuck noted that the water and wastewater master plans were created to meet the growing needs of the community and to improve aging infrastructure. The plans include estimated costs, and the timing and costs of larger projects will depend on community growth. Staff is looking for funding through grants, low-interest loans, and cost-sharing options. The bid opening for the 144th lift station was today, and the bids came in at \$3.4 million. Additional expenses are expected with Evergy, along with potential contingency costs, which will be brought forward for consideration in March. The City will receive \$1.5 through congressional funding secured by Representative Grave's. The earmark expenditure will be administered by the Corps of Engineers. Chuck explained that it took a year to finalize an agreement with the Corps, and the environmental assessment and public comment period are in progress.

Alderman Russell asked if the cost estimates were current.

Chuck explained that they were, but added that prices for equipment and materials have continued to fluctuate a lot since COVID.

Cynthia emphasized that the costs mentioned are the net costs for the combined Water and Wastewater system, representing the total cost to the city. This amount does not include grant funding or other financing methods. These costs will have to be covered through utility rates.

Chuck stated that discussions about the 144th Street lift station began in 2013, and it has been in the works since he joined the City five years ago. The design changed due to capacity issues, now featuring the West Bypass. This project will allow for decommissioning the overloaded Hills of Shannon Pump Station. The Stonebridge Lift Station aims to improve capacity and system integrity, enabling the decommissioning of other obsolete lift stations.

CWWS Capital Improvement Projects				
Project name	Accomplishes	Estimated Net Cost to CWWS	Timeline	Impact
West Bypass 144th Lift Station	The project is needed for capacity improvements in the southern portion of Smithville and will allow staff to decommission lift stations that are under capacity.	\$3,000,000	Out to bid, with construction anticipated to begin late spring/early summer 2025	Capacity and System Integrity
Stonebridge Lift Station	The project is needed for capacity improvements in the southern portion of Smithville and will allow staff to decommission lift stations that are under capacity. New school bus barn has limited service.	\$1,530,000	Bid Spring 2025, with construction anticipated mid-to late summer 2025	Capacity and System Integrity
River Crossing - 12-inch Waterline	This project is needed to ensure adequate water supply north of the Little Platte River. Currently, there is only one 8" main across the river and this improvement will provide additional capacity and reliability.	\$1,10,000	Bid Spring 2025, with construction anticipated mid-to late summer 2025	Capacity and System Integrity
Smith Fork Force Main	The new pump station at Smith Forks identified the 4" force main was restricted. This project will provide continued service and increased capacity in north Smithville.	\$700,000	Bid Spring 2025, with construction anticipated mid-to late summer 2025	Capacity and System Integrity

Owens Branch Gravity Line	This multi-phased sanitary sewer gravity line project will provide additional capacity to the north end of town and enable removal of some lift stations	\$6,850,000	Multi-phased, design beginning 2025 and construction beginning in 2026	Residential Capacity
Wastewater Treatment Plant Facility Plan	Identifies existing plant systems and preliminary design for DNR permitting of WWTP expansion.	150,000	2025	System Capacity
Water Treatment Plant Improvements	Maintenance and improvements to existing facility.	\$1,430,000	2025	System Integrity and Plant Maintenance
Smith's Fork Park Waterline	Replace existing waterline serving Smith's Fork Park	\$170,000	2026	System Integrity
Highway 92 & Commercial Street Waterline	This water line connection is crucial to ensure that the newly relocated booster station has an adequate water supply.	\$450,000	2026	System Integrity
McDonalds / Central Bank Lift Station	This project will help the City eliminate two costly sewer pump stations, McDonald's, and Central Bank lift stations	\$730,000	Design 2025 Construction 2026	System Integrity
Tower to Major Mall 8" Water line	The connection will accommodate the expected growth south of 92 Highway, and provides additional water supply for the southwest water tower	\$205,000	Design 2026; construct 2027	Capacity and System Integrity
Day Care Lift Station	Project is not currently in the CIP, but is a system efficiency need once the Stonebridge station is decommissioned.	\$450,000	2027	System Efficiency
Water Plant Expansion	Plant expansion for growth and taste and odor control	\$15,000,000	Design will begin in 2027 with construction anticipated in 2029	System Capacity
Wastewater Plant Expansion	Plant expansion to accommodate growth	\$4,000,000	Design will begin in 2027 with construction anticipated in 2029	Capacity and System Enhancement

- Timing of expansion projects will depend upon population growth in the community.
- All financial estimates account for future funding needed for projects that have not yet been identified to address community growth and utility needs.

Chuck noted that the River Crossing project involves installing a 12-inch line to replace an eight-inch line to ensure reliability and address capacity issues. The Smith's Fork main is a six-inch line that will replace a restricted four-inch line for increased capacity. The Owens Branch gravity line project for residential development in Smithville is being developed in three phases, as the existing force main is at capacity. HDR is working on the wastewater treatment facility plan to assess current systems and prepare for DNR permitting. Improvements to the water treatment plant are underway, including replacing carbon and lime feeders, filter media, and deteriorating piping and valves.

The water line project aims to replace the line that supplies water to the campgrounds and sports fields at Smith's Fork Park. This will prepare for future major park improvements. The water line on Highway 92 is necessary to maintain good water pressure and supply to the south booster station. The wastewater master plan includes reducing the number of lift stations, specifically at 144th Street where the McDonald's and Central Bank lift stations will be replaced with gravity systems. The daycare lift station will also be replaced with a gravity system once Stonebridge is developed. Additionally, a new water line from the tower to the major mall is planned to support growth in the southwest

area, addressing previous fire flow issues in Bart Heights by allowing the installation of new fire hydrants.

Two major projects, the water plant expansion and the wastewater plant expansion, will depend on community growth. The water plant expansion will also focus on addressing taste and odor issues. Currently, work is being done with HDR to create a testing plan for water sampling at the lake to assist in this work. Results and possible treatment options will be presented to the board.

There is also consideration for replacing the old cast iron water line at Church and Mill, which has experienced several breaks. This replacement is important to prevent future disruptions after other improvements are completed. These projects represent the main plans for the upcoming years.

Alderman Russell asked if we would have to spend \$1.4 on Water Treatment Plant improvements just for immediate needs, and then are we going to have to redo all those improvements again when we do the water plant expansion.

Chuck explained that we will not waste these improvements. We will be adding capacity and doing some rehabilitation of the old plant. A new portion will be built, and we will continue to maintain and upgrade the plant.

Cynthia noted that the water treatment plant is old and has not had many upgrades. Some improvements in the pump rooms need maintenance, and there has not been investment in that infrastructure. These necessary improvements will help us for now and will not be replaced.

Chuck explained that the carbon and lime feeders will be reused, and the filter is new. Some piping may need changes due to expansion, which may require some replacements. Certain valves are difficult to operate, affecting the plant's flexibility. If one filter fails, it should not require shutting down half the plant. Instead, there should be a way to isolate the issue, allowing repairs without stopping overall operations. Currently, shutting off a mud valve leads to shutting down three filters and part of the plant, which is not efficient.

Alderman Russell asked because HDR is reviewing changing laws and ensuring we meet EPA requirements for water treatment, we will need to add anything to the water facility. Will it be necessary due to the study they are preparing.

Chuck explained on the water side, the focus will be on improving taste and odor, determining what systems might be needed for better control. For the wastewater side, issues like phosphate, phosphorus, and ammonia need to be addressed. Currently, they are reviewing the plant facility and future requirements. There are no new water treatment processes expected at this time, especially after handling lead and copper concerns recently in-house. They conducted comprehensive testing from August to October, with results received in December and a permit due in January. The new regulations and requirements for permits are being evaluated, particularly for the wastewater side.

Mayor Boley asked if has our flushable wipe issue been reduced.

- Construction Financing
- Bond Anticipation Notes

Types of Bonds

- General Obligation Bonds (GO Bonds)
- Certificates of Participation (COPs)
- Utility Revenue Bonds

General Obligation Bonds

- Full Faith and Credit
- Supported by the City's Taxing Ability
- Debt Service Property Tax Levy (mostly)
- Lowest Interest Rates
- 4/7th's or 2/3rd's voter majority required
- Missouri Constitutional Debt Limit (20% of Assessed Value, comprised of two 10% "buckets")
- Amortization (payback) period up to 20 years permitted

Certificates of Participation

- Lease Purchase Financing
- Voter approval NOT required
- Subject to an annual appropriation in the City budget
- Financed property/equipment generally serves as "security" for the lease
- Higher borrowing costs than GO Bonds
- No Statutory size limitation or final maturity
- What is the revenue stream to pay the lease payments?

Utility Revenue Bonds

- For Municipal Utility Purposes (i.e., Water, Sewer, Electric)
- Subject to simple majority voter approval
- Secured by a net revenue pledge of the utility system
- Repaid from user fees, such as water/sewer bills
- Generally amortized over 20-25 years

State Revolving Fund Program

- State and federal funds w/SRF program ran by Missouri DNR
- Low interest loan program (about 60% reduction from general market)
- Must have voted bonds to participate
- Application process with DNR
- Intended Use Plan (both drinking water and clean water)

Todd explained that revenue bonds are funded by user fees and are not considered property taxes or any other type of tax. The last slide discusses a variation of revenue bonds under the Missouri Department of Revenue's state revolving fund program (SRF). This program, established in the early '90s, offers low-interest loans with approximately a 60% reduction in borrowing costs compared to current market rates. As of today, financing through SRF could secure a 20-year interest rate of about 1.8% to 1.85%, which is very low.

He noted that when applying for SRF, a detailed process must be followed, including completing a due diligence questionnaire. A project must be approved either by the Clean Water Commission for sewer projects or the Drinking Water Commission for water projects. Once a project is on the intended use plan and if revenue bonds approved by voters, obtaining the low-interest loan can proceed quickly.

Todd explained that utilizing certificates of participation (COPs) for initial projects and a cash flow analysis that incorporates potential future revenue bonds, which would need voter approval. Questions are welcome at this stage for further clarification.

Mayor Boley noted that the City had not issued debt since 2018. We had COPs from 2018 they were refinance and then the GEO Bonds were 2018 approved by the voters.

Cynthia pointed out that the city has not issued debt since those noted by the Mayor, and there have been discussions about issuing Certificates of Participation (COPs) for the 144th Street Station project. The city has been able to delay debt financing due to securing alternative funding sources. The project's scope has changed over time since the plan was started. A decline in cash flow was anticipated as this project plan progressed. Staff and financial advisors began discussing various financing options with the governing body because the need for funding is approaching. The project costs have been finalized, and funding will be required for further projects in this fund. The city plans to use a combination of COPs and revenue bonds, which will need voter approval, and will gather feedback from the governing body before proceeding.

Mayor Boley inquired about the age of Forest Oaks.

Jack confirmed it was built in 1993, with plans for it to connect to the city's sewer system.

Jack noted that by 2013, HDR was contracted to start project evaluations and design.

Mayor Boley remarked that maintaining approximately 33 pump stations is costly, with annual expenses around half a million dollars for electricity and maintenance. Transitioning to gravity-based systems can reduce costs significantly compared to pumping systems.

Chuck added that many pump stations are small and aging, requiring substantial maintenance.

Mayor Boley emphasized how gravity can help improve efficiency since many areas, like Harbor Lakes and Harborview, require long pumping distances.

Mayor Boley mentioned that a previous meeting was canceled due to a sewer backup in City Hall.

Cynthia clarified was not related to the city's overall sewer system. During the budget process, more discussion about the City Hall sewer system is expected.

Alderman Russell raised a question regarding the interest rates for utility revenue bonds compared to General Obligation (GO) bonds.

Todd explained that conventional revenue bonds tend to have slightly higher rates than GO bonds but lower than COPs.

Alderman Russell also asked about the process for securing SRF funds and its implications on debt issuance.

Mayor Boley clarified that voter approval is required before initiating debt services .

Todd explained that the SRF application process can start early and takes up to a year, allowing time to schedule a bond election.

Mayor Boley added that instead of selling bonds on the market, they would be sold to the State of Missouri.

Megan clarified that the ballot question specifies the type of bonds and does not specify the rate.

Mayor Boley reflected on past challenges with downtown project planning due to uncertainty about passing bond measures, leading to early applications with DNR.

Cynthia emphasized that there are needs totaling \$70 million and that planning is crucial to recommend CIPs and other funding sources, urging ongoing discussion to focus on the first round of funding.

Rick outlined a timeline for debt issuance, planning to issue \$7 million in 2025, followed by \$8 million in 2027. A reimbursement resolution would be brought forward soon. The plan indicates multi-year funding to ensure timely project completion.

Cynthia reiterated the importance of understanding financials and processes as they prepare for debt issuance.

Alderman Russell questioned the revenue streams for the COPs, noting concerns about cash flow in future years.

Cynthia outlined the necessity of a utility rate study since rate revenues support projects. Increased development can contribute funds through impact fees, and they plan to calculate financial projections collaboratively.

Mayor Boley highlighted that the Board requested an estimate for addressing taste and odor issues in water, clarifying that voter approval will determine the funding and implementation of those improvements, particularly for projects scheduled in 2029, 2030, and 2031.

3. Discussion of 3-Month Budget Review and CIP Update

Due to the time and the people waiting for the regular session Mayor Boley postpone the discussion of the 3-Month Budget Review and CIP Update to the March 4 Work Session.

4. Adjourn

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

Ayes – 4, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 7:01 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

**SMITHVILLE BOARD OF ALDERMEN
REGULAR SESSION**

February 20, 2025 7:00 p.m.
City Hall Council Chambers and Via Videoconference

**This meeting was rescheduled to 7:00 p.m. Tuesday, February 25
due to emergency facility issues**

1. Call to Order

Mayor Boley, present, called the meeting to order at 7:03 p.m. A quorum of the Board was present: Marv Atkins, Leeah Shipley, Kelly Kobylski and Ronald Russell. Dan Hartman was present via Zoom. Melissa Wilson was absent.

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

2. Pledge of Allegiance lead by Mayor Boley

3. Consent Agenda

- **Minutes**

- January 21, 2025, Board of Aldermen Special Session Minutes
- January 21, 2025, Board of Aldermen Work Session Minutes
- January 21, 2025, Board of Aldermen Regular Session Minutes

- **Finance Report**

- Financial Report for January 2025

- **Resolution 1441, Crime Stoppers TIPS Hotline**

A Resolution authorizing and directing the Mayor to execute a contract with the Kansas City Metropolitan Crime Commission to provide services for the Metro Crime Stoppers Program and the TIPS Hotline Program.

- **Resolution 1442, Leak Adjustment**

A Resolution approving a water and wastewater leak adjustment request for April Cunningham in the amount of \$103.30.

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

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared the consent agenda approved.

REPORTS FROM OFFICERS AND STANDING COMMITTEES

4. Committee Reports

Alderman Shipley reported on the January 23 Parks and Recreation Committee meeting. Emerald Ridge Parks is usable, but we are waiting for nicer weather to install the shelter. Once the shelter is installed they will schedule the ribbon cutting. Included in this year's budget is resurfacing the pavement Smith's Fork Campground. Alderman Shipley noted that

the Chamber Awards and Legacy Fund Banquet is this Thursday. Smithville Parks received a grant to expand senior meals at the Senior Center so they will be serving meals Monday through Friday. She also noted that they also had an overview presentation about the Parks and Recreation Committee.

Mayor Boley reported on the February 11 Planning and Zoning Commission meeting since Alderman Wilson was out sick this evening. He noted that there is a lot of construction going on and we have issued more building permits this year than all of last year. They discussed the rezoning and the site plan items that are on the agenda this evening

5. City Administrator's Report

Cynthia noted that we will present an emergency ordinance for a budget amendment to cover the April election costs. The total cost, as provided by Clay County, is \$6,802.25, and it is due on March 18. Therefore, we bring the budget amendment forward for approval on the agenda for next Tuesday evening.

We have made efforts to improve communication within the community. Recently, we initiated a Friday News Flash to share weekly updates with residents. We have also enhanced communication to employees by providing a weekly employee newsletter.

Assistant City Administrator, Gina Pate has shared information about an educational series related to Proposition P, which concerns the public safety sales tax. Cynthia reminded the Board that there will be a public information meeting on Wednesday, March 5, at 6:00 p.m. and encouraged Board members to attend if possible.

We are approaching the two-year mark for the sculpture in downtown. The draft for the Sculpture on the Move process will be later in March.

Cynthia thanked the Board for their understanding of moving the board meeting last Thursday to today. We experienced building related sewer issues here at City Hall. She noted that there will be discussions about the necessary sewer repairs at City Hall as we move through the budget process.

ORDINANCES & RESOLUTIONS

6. Bill No. 3054-25, Rezoning Northeast Corner of Second Creek Bridge Road and Lowman Road – 1st Reading

Alderman Atkins moved to approve Bill No. 3054-25, changing the zoning classifications or districts of certain lands located in the City of Smithville. 1st reading by title only. Alderman Kobylski seconded the motion.

Jack Hendrix, Development Director, explained that the owner has requested that if this item passes this evening it not be brought forward at the next meeting. They have asked that it be put on hold for a brief period of time so they can reevaluate some aspects. Bringing it back before the Board will be based on the developer's recommendations.

Roberta Lowman, 16251 Lowman Road, asked what the area was being rezoned to.

Jack explained it was being rezoned to from R-1B (single family residential) to AR (agricultural).

Ms. Lowman said that she is in favor of the AR and the 10-acre lots and single-family homes but is not in favor of it being rezoned AR because of the possibility of a Conditional Use Permits. Ms. Lowman said that it was her understanding that the plans included building a 5,000 - 6,000 square foot steel building with 10 bedrooms and the owner not reside there but use it for a bed and breakfast. She said if this is for a business and not single-family homes it was not in her previous agreement. Ms. Lowman said that if this were going to be approved she would like it to be conditional for only single-family homes and not some form of a business.

Alderman Russell asked what the difference was between R-1B and AR and why do we need to rezone this.

Jack explained that in the R-1 district there is a frontage limitation to depth. For instance, if you have a 200 foot of frontage lot the maximum depth of the lot is 500 feet (two and a half times). These lots have a depth of 1,300 feet and approximately 300 feet of frontage so they will not work as 10-acre lots unless it is zoned something other than a residential designations. They have to be in the A1 and AR categories in order to be deeper lots.

Alderman Russell asked if you could have a businesses and single family homes in AR.

Jack explained that they would require approval of a Conditional Use Permit. The R-1B district can have businesses on it with a Conditional Use Permit.

Mayor Boley noted that state statute does not limit your home being a homebased business.

Jack added that cities have lost a lot of authority over homebased businesses.

Mayor Boley explained that cities cannot require homebased businesses to have a business license per state statute.

Alderman Russell asked if someone could have a homebased business in R-1B and AR why rezone it.

Jack explained that it is primarily because of the lot size. He added that if someone wanted to put the steel building bed and breakfast it would have to go through the Planning and Zoning Commission to obtain a Conditional Use Permit a process similar to the rezoning. Jack explained that every single zoning district has the option for a conditional use, and they are identified in the ordinance. The ordinance outlines which uses are allowable for each district.

Upon roll call vote:

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

Ayes – 4, Noes – 1, motion carries. Mayor Boley declared Bill No. 3054-25 approved first reading.

7. Bill No. 3055-25, Destruction of Records – 1st Reading

Alderman Atkins moved to approve Bill No. 3055-25, authorizing the destruction of certain records. 1st reading by title only. Alderman Kobylski seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 3055-25 approved first reading.

8. Resolution 1443, Lift Station Control Panel

Alderman Atkins moved to approve Resolution 1443, authorizing the purchase of a lift station control panel from Mid-America Pump in the amount of \$15,493.42. Alderman Kobylski seconded the motion.

Alderman Russell asked if with this control panel would be compatible with other equipment.

Chuck Soules, Public Works Director, explained that this is a generic control panel. We purchased the original from FTC. FTC's cost was similar to Mid-America but had a longer lead time. Chuck noted that Mid-America is also the representative for the controls and would have to provide the control panel for the communications between the plant and the lift station. He added that getting this equipment replaced before it fails is necessary.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 1443 approved.

9. Resolution 1444, Site Plan – Walston Architectural Products

Alderman Atkins moved to approve Resolution 1444, authorizing the Site Plan approval for construction of Walston Architectural Products at 14901 North Industrial Drive. Alderman Kobylski seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 1444 approved.

10. Resolution 1445, Amendment to the Employee Compensation Plan

Alderman Atkins moved to approve Resolution 1445, adopting amendments to the Employee Compensation Plan. Alderman Kobylski seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 1445 approved.

OTHER MATTERS BEFORE THE BOARD

11. Public Comment

Randall Palmer, 14702 Shamrock Way, provided the Board pictures of his property and fence issues. He said that he lives directly behind GEO Outdoors. Mr. Palmer said that he now has mud issues on his property and because of it needs five or six fence panels replaced and four or five fence posts leveled. He said that the property owner moved a drainage dig off of their property onto his property and he now has running water in his backyard when it rains. He asked that it be addressed as soon as possible. Mr. Palmer said that they were promised trees planted between the property and that has not happened. He also said the lights shine directly in their windows at night. He asked that the property south of GEO be improved since

they were not going to build on it. He asked that he receive a quick response on this issue from anyone in the City if not he will have to seek legal repercussions.

12. New Business from the Floor

None

13. Adjourn

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared the regular session adjourned at 7:23 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

**SMITHVILLE BOARD OF ALDERMEN
WORK SESSION**

March 4, 2025 6:00 p.m.

1. Call to Order

Mayor Boley, present, called the meeting to order at 6:00 p.m. A quorum of the Board was present: Marv Atkins, Kelly Kobylski, Ronald Russell, Leeah Shipley and Dan Hartman. Melissa Wilson was present via Zoom.

Staff present: Cynthia Wagner, Chuck Soules, Rick Welch, Matt Denton, Linda Drummond and Anthony Glenn (Street Superintendent).

2. Discussion of 3-Month Budget Review and CIP Update

Public Works Director Chuck Soules introduced the new Street Superintendent Anthony Glenn. He noted that Anthony was set to begin work on January 6, right after a significant snowstorm. Chuck called him on the Thursday night prior to January 6 to see if he wanted to start early, and he was happy to jump right in to help with the snow removal. Anthony did an excellent job managing snow removal services and ensured that everyone stayed safe. Chuck noted that he appreciated Anthony for stepping in without prior knowledge of his tasks and successfully completing them.

Cynthia explained that when she met with Anthony right after the storm, he already had knowledge of the Smithville neighborhoods and streets.

Chuck noted that Anthony has created a positive atmosphere for his crew. Anthony is very ambitious and has already started making plans for changes. Chuck explained that he spent the day discussing crew development plans with the street staff, and the overall mood in the street division seems more energized. The employees are excited about Anthony's leadership and the future of their work.

Anthony's goal is to improve asphalt patching, pothole repairs, and to increase concrete works like curb and gutter replacements. To support this work, staff will request a budget amendment of about \$70,000 for materials, funded through the transportation sales tax. We want to enhance efficiency and quality in street repairs, including acquiring a drag box for smoother surface repairs, which will cost roughly \$10,000 and not included in the FY2025 budget. Currently, we have \$20,000 allocated for asphalt repairs, but estimate we need around \$40,000 to complete our planned work. Improving the street repairs will lead to longer-lasting fixes and better rideability, benefiting the community. We have several housing additions like Hills of Shannon that the streets have cracks that have settled in a V-shape and Anthony plans to mill them down and repair them. Chuck noted that they will not be able to repair them all, but we can get the repairs started. We are planning to overlay Commercial Street this year. There is not much curb that needs to be replaced about 50 feet. We can either spend \$100 per foot to remove and replace the curb or have our staff do it ourselves, which would save money and allow us to focus more on the overlay instead of repairs and would help us save funds.

Chuck noted the need for an additional \$18,000 for concrete because we currently have \$12,000 in the budget. We only have \$20,000 budget for asphalt, but we actually need \$40,000 to keep projects moving this summer. In the 2025 budget there is only \$1,000 allocated for building facility repairs, which is extremely low. The street division's office

was not in good shape. Anthony and the crew remodeled and cleaned, and new chairs were added making it a nice break and training room for staff. The restroom was also cleaned and spruced up. The total cost for the facility was about \$7,500.

Chuck noted that they are planning to build a covered storage area for AB3, which is used for base repair and street work. Keeping this material dry is important. Wet material is hard to move from stockpile to truck. The cost for this storage facility will be about \$5,000. Additionally, our salt domes need repairs since the rear walls have been pushed out from use, which we estimate will cost around \$3,000.

Chuck explained as part of our MS4 permit requirements, we need to conduct street sweeping to remove oils and grease from roads. The disposal of this material, which has been stockpiled at the street facility, will cost about \$7,500 to have it hauled to the landfill.

Chuck noted that Anthony has requested that the sidewalk replacement program be brought back inhouse. He believes they are prepared to do the work for it. Staff will send out the letters to the residents. This will still be a cost share between the City and the residents and is already in the FY2025 budget.

Chuck noted that with all these changes staff will be requesting a budget amendment of \$70,000 from the transportation sales tax fund.

Anthony noted that this is definitely going to be a benefit Smithville. He said as Chuck discussed the need to shift from patching to repairing roads using a Drag Box, which will allow for longer lengths for repairs, about 10 feet at a time, rather than just fixing individual potholes.

Mayor Boley noted that driving on Commercial looks like a quilt due to its poor condition and that an overlay is needed. He appreciated them wanting to do as much work as possible inhouse.

Alderman Russell asked about the changes and if they would be put the budget for the next year. He asked why certain items were not included in this year's budget and how staff could ensure that the necessary items are captured for the upcoming budget to avoid asking for budget amendments.

Chuck explained that these items are due to a change in leadership and the energy Anthony brings to his position and his staff's enthusiasm for the changes he is making. Anthony is looking at the longer range perspective and making the repairs last longer. He noted that staff will work to avoid budget amendments, but he could not promise they would not happen again.

Anthony explained that instead of making temporary fixes, he would prefer to close one of the lanes properly sign the area for traffic. He added we should focus on making effective repairs, so we do not have to keep returning to the same jobs. This approach is not cost-effective. He invited the Board to visit the street facility after they finish the work.

Chuck noted that Anthony has been doing a great job and has excellent communication skills. During the snow removal, the collaboration between the police, streets, and

administration improved significantly, including the parks department. With Anthony's energy and leadership, all crews in public works and parks are working together better.

Cynthia remarked that since the first snowstorm, Anthony has been very proactive, his communication has been outstanding. The police officers have praised the communication and responsiveness.

Alderman Hartman mentioned that he met with Anthony and thinks highly of him. He agrees with the projects that Anthony is requesting. He noted that the Board is very supportive of all city employees and the work that they do.

Chuck noted that we did receive few phone calls regarding snow removal and Anthony took the time to visit each resident that called personally to address their concerns.

Rick Welch, Finance Director, presented the FY2025 first quarter financial update.

FY2025 Budget Comments

- FY2025 budget figures include budget amendments approved by the Board:
 - Budget Amendment #1: On November 19, 2024, \$50,500 expenditure to the General Fund for Collective Bargaining Agreement for full-time sworn police officers at the rank of sergeant.
 - Budget Amendment #2: On December 17, 2024, \$10,000 expenditure to the CWWS Fund for the City's website design and hosting services.
 - Budget Amendment #3: On January 7, 2025, \$264,465.95 expenditure to the CWWS Fund for the water treatment plant residuals cleanout project, budgeted in 2024 and carryforward to FY2025, including \$26,465.95 of change orders.
 - Budget Amendment #4: On January 21, 2025, \$34,131.33 expenditure to the General Fund and \$156,000 expenditure to the Transportation Sales Tax Fund.
 - \$20,000 to the General Fund to cover additional snow removal expenditures.
 - \$14,131.22 to the General Fund to cover unspent 2024 Neighborhood Beautification Grant awards with a deadline of April 1, 2025.
 - \$156,000 to the Transportation Sales Tax Fund to fund street maintenance operations not originally budgeted.
- 25% of salary expenses have been paid through 7 of 26 fiscal year payrolls.
- FY2025 Budget update includes five-year lookback on major General Fund revenue streams.

General Fund Review

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Revenues	\$6,737,657	\$6,840,899	\$2,441,501	36.2%

- The 1st Quarter FY2025 General Fund revenue projections are aligned with the budgeted amounts. Revenues for the first quarter 2025 have performed well and typically come in around 36% due to all most all the property tax received within 1st quarter.
- Projection increased due to strong interest income

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Expended
Expenditures	\$7,547,496	\$7,547,496	\$1,799,744	23.8%

- The 1st Quarter FY2025 General Fund expenses are consistent with projected budget.

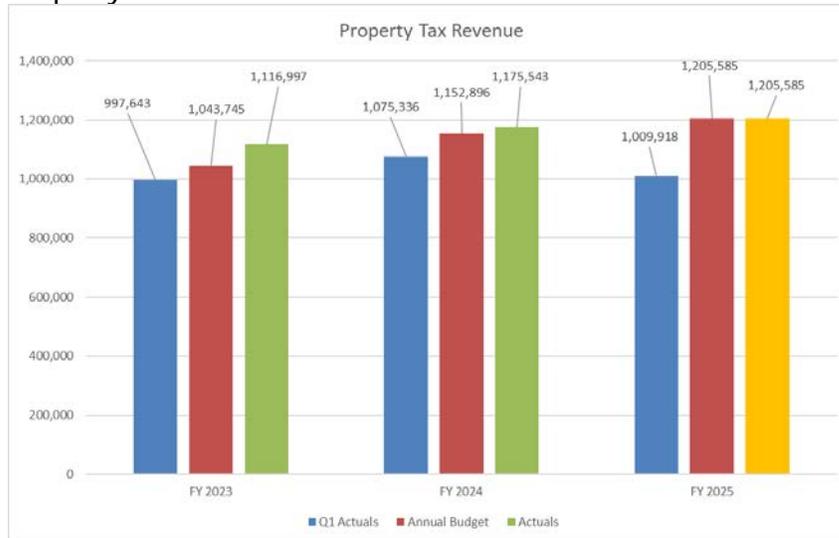
Property Tax Revenue

Property Tax revenue comprises 17% of General Fund revenues and plays a significant role in funding core City services and amenities.

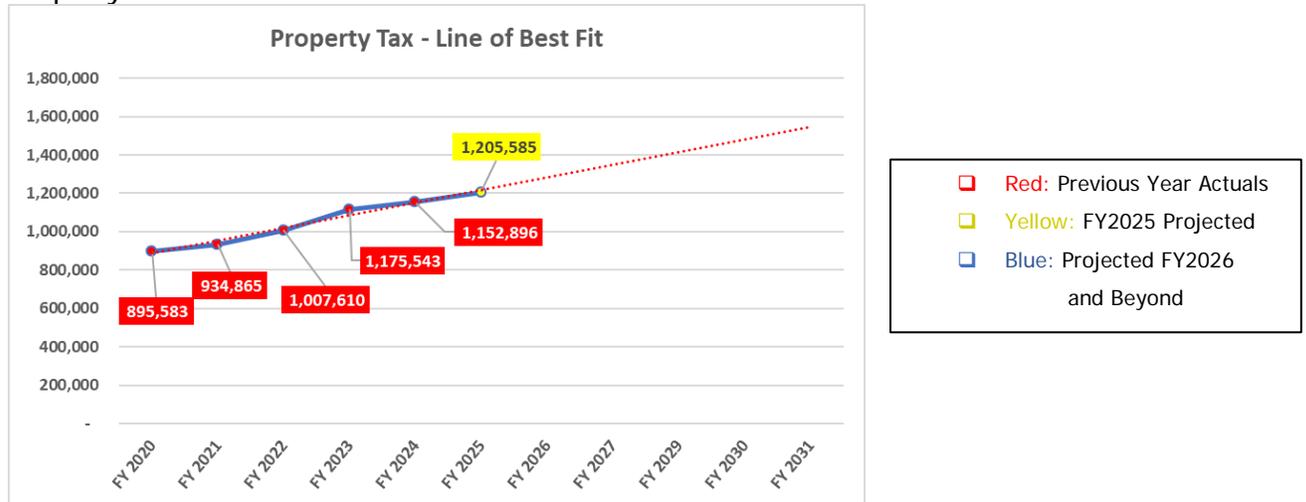
General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Property Tax Revenues	\$1,205,585	\$1,205,585	\$1,009,918	83.8%

- The City received a large Property Tax disbursement from Clay County in January 2025. A second payment in the amount of \$105,914 that typically is received and applied in January was received in February. If this second payment was received in January which would be consistent with prior years, the total FY2025 YTD amount would have been \$1,115,832 and % of Budget Received 92.6%.
- The City, on average in the past 3 years, receives 91% of annual property tax revenue by the 1st quarter of the fiscal year.
- For the last 5 years, the City has seen an average annual increase in property tax revenues of about 6.19%.

Property Tax Revenue – 3 Year Trend



Property Tax Revenue - Five Year Lookback



Cynthia noted that with the new law that freezes senior property taxes, staff will work with the county in coming up with estimates on the impact to the City as we talk through the budget process.

Alderman Hartman asked if that would freeze current assessed value of their property tax and any new assessments next year would not necessarily affect them.

Rick said that was our understanding.

1% City Sales Tax Revenue

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Sales Tax Revenues	\$1,581,644	\$1,581,644	\$423,233	26.8%

- The City, on average in the past 3 years, receives 23.2% of sales tax annual revenue by the 1st 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).

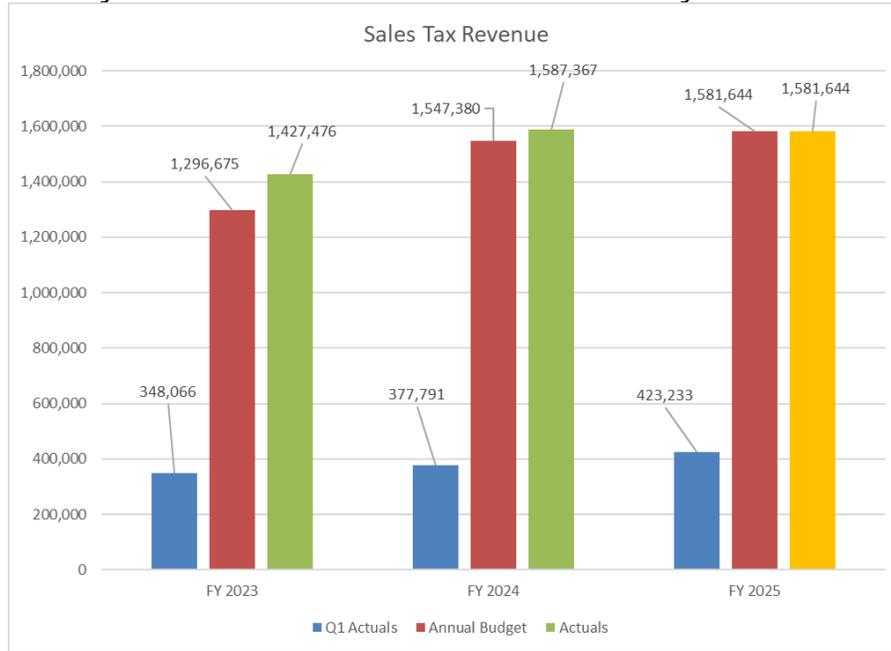
Alderman Hartman wanted to confirm that we probably will not see immediate results because we are typically one or two months behind in receiving sales tax information. We might begin to see changes around July.

Rick said he believed that we could potentially see results as soon as our second quarter.

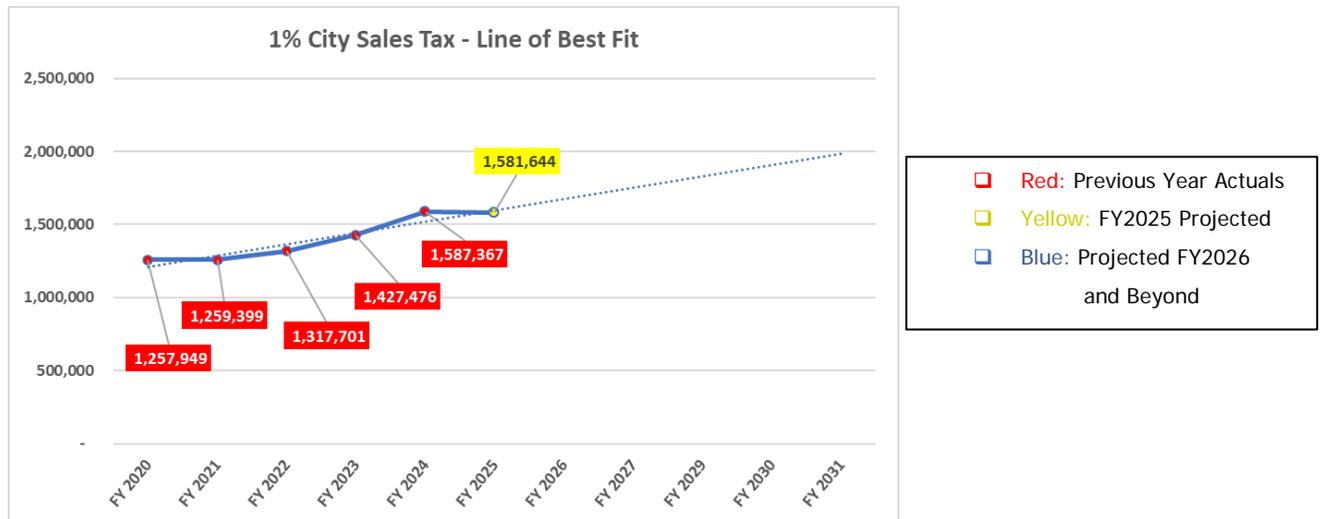
Cynthia noted that consumer confidence will influence the outcome. She noted that some tariffs could have immediate effects, particularly on groceries and produce from Mexico. Car prices may show longer-term effects. She said it will be interesting to analyze the February numbers as a key indicator, followed by the March figures to see how the situation evolves. We will need to wait for monthly numbers and see what develops, and

by the time of the Board Retreat, we will have two additional months of sales tax revenue data.

1% City Sales Tax Revenue – 3 Year Trend History



1% City Sales Tax Revenue – Five Year Lookback

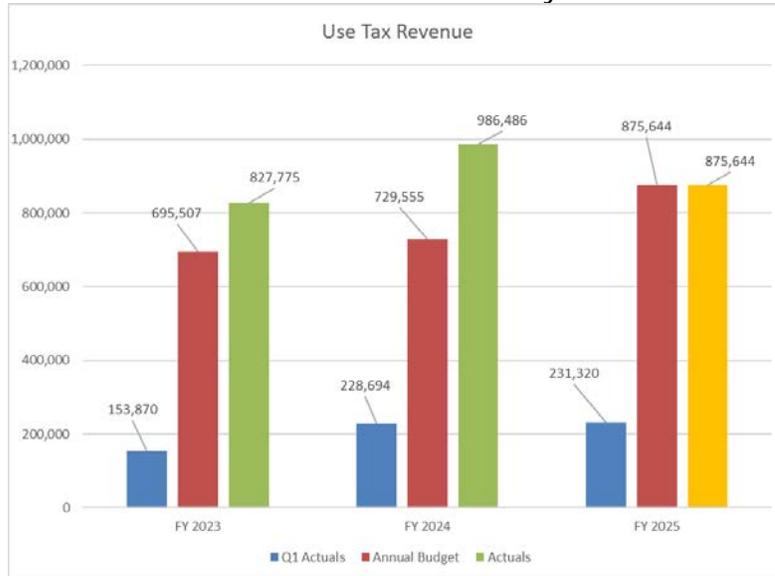


Use Tax Revenue

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Use Tax Revenues	\$875,644	\$875,644	\$231,320	26.4%

- The City, on average in the past 3 years, receives 25.2% of use tax annual revenue by the 1st quarter of the fiscal year.
- Use Tax performed well in FY2024, but projections for FY2025 have been lowered due to a possible economic downturn.

Use Tax Revenue – 3 Year Trend History



City Use Tax Revenue – Five Year Lookback

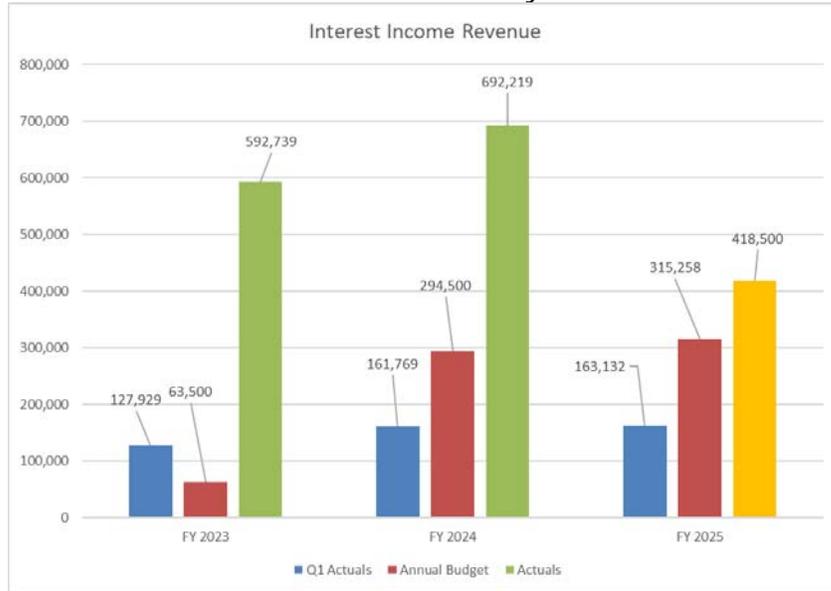


Interest Income Revenue

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Interest Income	\$315,258	\$418,500	\$163,132	51.7%

- The City has received 51.7% of the annual budgeted interest income by the 1st quarter of the fiscal year.
- Projected interest income has been increased for FY2025 due to Federal Reserve predictions of fewer interest rate cuts.

Interest Income – 3 Year Trend History

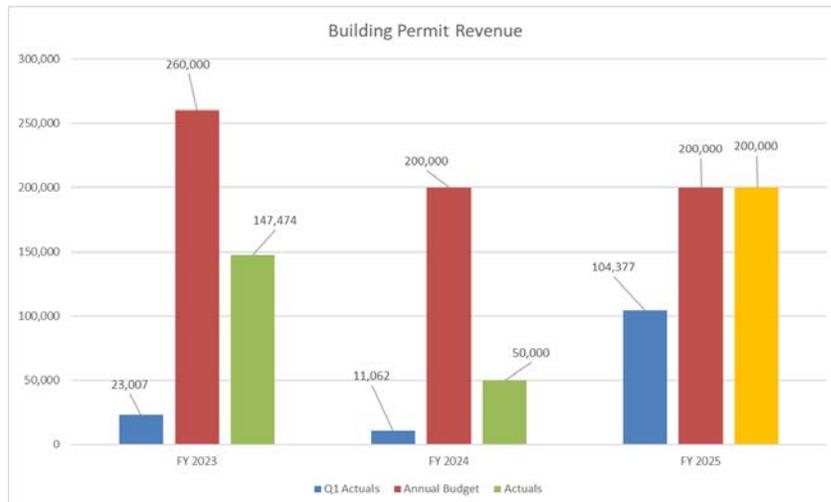


Building Permit Revenue

General Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Building Permit	\$200,000	\$200,000	\$104,377	52.2%

- Fairview Crossings, both residential and commercial, has been the largest project driving YTD revenue. Anticipate 110 Smithville revenue to commence during the summer of 2025.

Building Permit Revenue



General Fund – Bottom Line

	Actual FY 2024	Budgeted FY 2025	Projected FY 2025
Beginning Fund Balance	\$ 3,963,979	\$ 3,806,561	\$ 3,806,561
Total Revenues	\$ 6,942,100	\$ 6,737,657	\$ 6,840,899
Total Expenses	\$ 7,099,518	\$ 7,547,496	\$ 7,547,496
Net Change in Fund Balance	\$ (157,418)	\$ (809,839)	\$ (706,597)
Ending Fund Balance	\$ 3,806,561	\$ 2,996,722	\$ 3,099,964
			\$ 103,242

Combined Water and Wastewater Fund

CWWS Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Revenues	\$7,143,660	\$7,143,660	\$2,076,798	29.1%

- Water and wastewater sales are in line with budget. Revenues as a % of budget received slightly higher due to timing of grant reimbursements.

CWWS Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Expended
Expenditures	\$10,800,684	\$10,800,684	\$1,196,643	11.1%

- Expenditures will increase during summer months as capital projects start and others are completed.

2025 Capital Funded Projects – CWWS Fund

Projected CWWS Capital Projects	Status
West Bypass of the 144th Street Lift Station (Construction)	Awaiting Bid
Smith's Fork Force Main (Construction)	In Process
Owens Branch Gravity Line Phase #1, Line #1 (Engineering)	In Process
Maple Ave & River Crossing (12" Waterline) (50% of Construction)	In Process
Stonebridge Lift Station (Engineering)	In Process
Stonebridge Lift Station (Construction With SSD Cost Sharing)	In Process
Water Plant Improvements (Construction)	In Process
McDonalds/Central Bank Lift Station (Engineering)	On Hold

144th Street Lift Station has a \$1,050,000 Federal Earmark in FY2025.

Water and Wastewater Sales Revenue

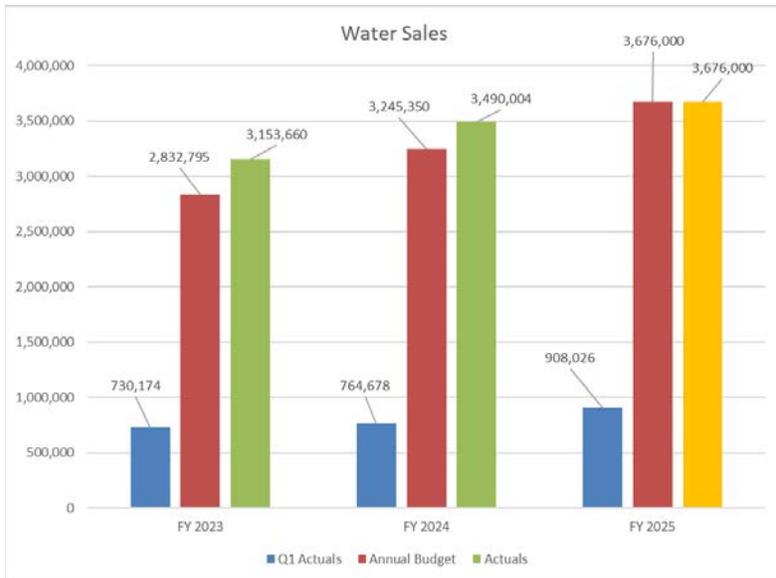
CWWS Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Received of Budget
Water Sales	\$3,676,000	\$3,676,000	\$908,026	24.7%

The City, on average in the past 3 years, receives 23.41% of water sales annual revenue by the 1st quarter of the fiscal year.

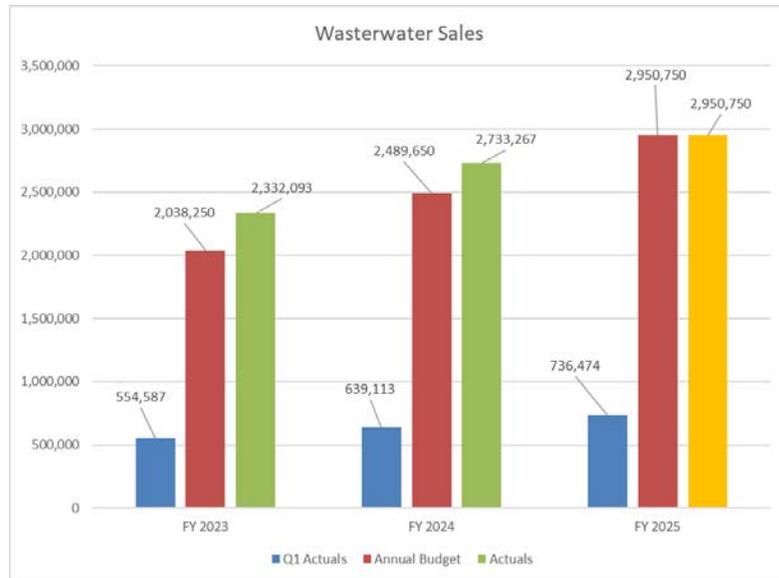
CWWS Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Received of Budget
Wastewater Sales	\$2,950,750	\$2,950,750	\$763,474	25.9%

The City, on average in the past 3 years, receives 24.02% of wastewater sales annual revenue by 1st quarter of the fiscal year.

Water and Wastewater Sales Revenue – 3 Year History of Quarter 1



Water Sales Revenue



Wastewater Sales Revenue

CWWS Fund – Bottom Line

	Actual FY 2024	Budgeted FY 2025	Projected FY 2025
Beginning Fund Balance	\$ 6,589,526	\$ 7,725,820	\$ 7,725,820
Total Revenues	\$ 6,604,273	\$ 7,143,660	\$ 7,143,660
Total Expenses	\$ 5,467,979	\$ 10,800,684	\$ 10,800,684
Net Change in Fund Balance	\$ 1,136,294	\$ (3,657,024)	\$ (3,657,024)
Ending Fund Balance	\$ 7,725,820	\$ 4,068,796	\$ 4,068,796

Alderman Hartman asked whether impact fees are included in the fund balance and what was the percentage of the fees.

Cynthia explained that as we do the budget staff reviews projects eligible for funding through the impact fees, which are used for projects that expand capacity. This year, staff plans to utilize some of these fees and will provide a detailed breakdown regarding the total fund balance and the specific projects. Cynthia noted that impact fees are collected from developers of residential and commercial projects can significantly contribute to funding, depending on the size and requirements of those projects.

Cynthia noted that at last week’s work session we discussed the Combined Water and Wastewater System Fund. There is more discussion scheduled for the March 18 work session. These discussions will include an analysis of past expenditures and revenue increases, especially in relation to rates, as well as updates on development trends. At the Board Retreat last year, Development Director Jack Hendrix presented capacity information the development on the north end of town. He will be providing an update, and staff will continue to focus on utilities throughout the budget process. We want to ensure that information is shared with the public to clarify the various costs associated with utilities.

Capital Improvement Sales Tax Fund

Projected Capital Improvement Sales Tax Projects	Status
Riverwalk & Trail (Engineering)	In Process
2 nd Creek Sidewalks (Engineering)	In Process
Downtown Streetscape Phase III	In Process
1st & Bridge Street Round-A-Bout (Engineering)	In Process

Capital Improvement Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Sales tax	\$783,132	\$783,132	\$196,112	25.0%
Reimbursements	\$2,568,000	\$1,488,000	\$215,000	-
All Revenues	\$3,351,132	\$2,271,132	-	-

Budget includes a \$1,488,000 MoDOT reimbursement for Streetscape Phase III Construction.

Capital Improvement Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Expended
All Expenditures	\$4,217,875	\$2,827,917	\$840,720	19.9%

Current reimbursement request for Streetscape Phase III Construction expenses is approximately \$597,000. Expect full reimbursement by July 2025.

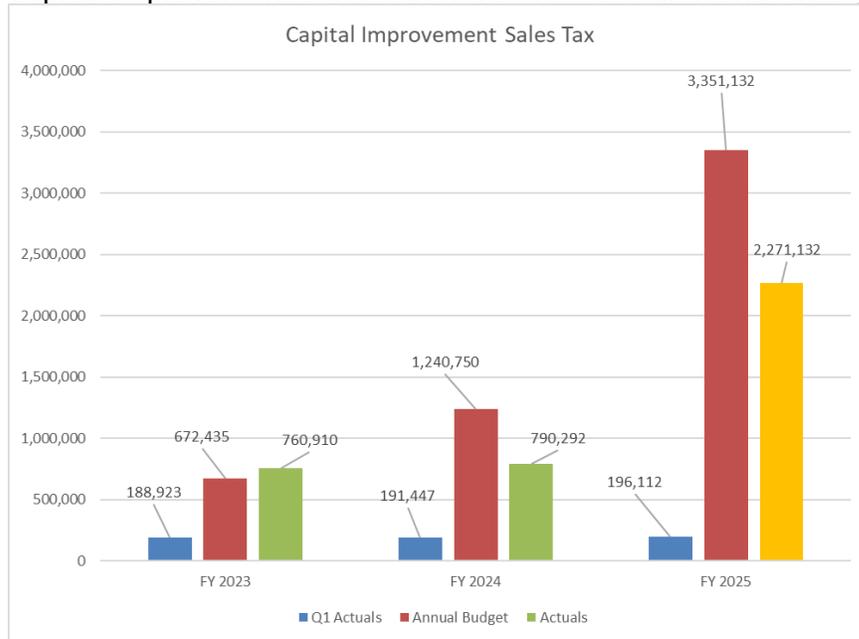
Cynthia noted that some funds do not have a reserve balance requirement, and the Capital Improvement Sales Taxes is one of those. We want to use those funds for those projects.

Alderman Hartman asked if the contractor for Streetscape Phase III is doing draws as needed.

Rick explained that we have been receiving invoices from them.

Chuck clarified that once we receive them we have been submitting their invoices to MARC for reimbursement. He added that we just recently submitted one for \$300,000

Capital Improvement Sales Tax Revenue – 3 Year Trend History



Transportation Sales Tax Fund

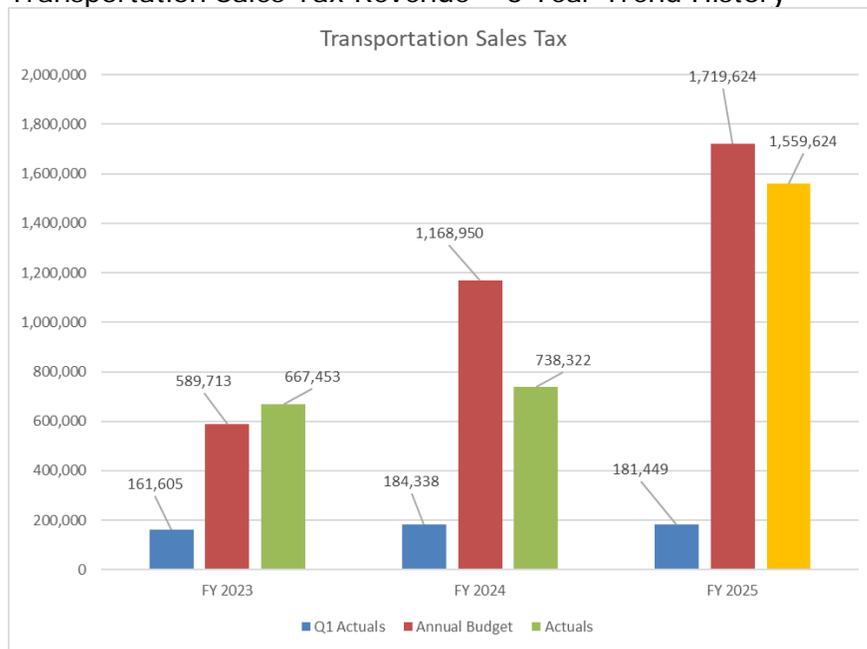
Projected Transportation Sales Tax Projects	Status
Annual Asphalt Overlay Program (Projects TBD)	In Process
Annual Sidewalk Replacement Program	In Process
Commercial Street Sidewalks (Construction)	In Process
1st & Bridge Street Round-A-Bout (Engineering)	In Process

Transportation Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Sales tax	\$758,624	\$758,624	\$181,209	23.9%
Street & Curb Fees	\$1,000	\$1,000	\$240	24.0%
Reimbursements	\$960,000	\$800,000	-	-
Revenues	\$1,719,624	\$1,559,624	-	-

Budget includes a \$800,000 MARC reimbursement for Commercial Street Sidewalks.

Transportation Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Expended
Expenditures	\$1,652,000	\$1,652,000	\$59,497	3.6%

Transportation Sales Tax Revenue – 3 Year Trend History



Alderman Hartman noted that he knows we have the PCI index for streets. He asked if there is a way to create a system for potholes. When staff see a pothole, do we fix it based on report a concern. Is there a way we can track them better. He asked if there was a way to have a pothole index that shows how bad they are and where they are located.

Chuck explained that staff goes out to evaluate the streets and this involves some subjectivity. He noted that for the FY2026 budget he will be asking for a computerized model for PCI that is not very expensive and offers more objectivity. Chuck explained that staff typically fix potholes that are rated as bad and if they are not bad enough to fix, then they are not really an issue. Chuck said that he did not know of any program that addresses the potholes or indexes them. He explained that right now they are fixing the potholes with cold mix and will go back do a permanent fix when it is warmer.

Parks and Stormwater Sales Tax Fund

Projected Park and Stormwater Sales Tax Projects	Status
OK Railroad Trail - Phase I (Construction)	In Process
Dundee Road Stormwater Improvements (Engineering)	On Hold
Dundee Road Stormwater Improvements (Construction)	On Hold

Park & Stormwater Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Sales tax	\$781,294	\$781,294	\$196,156	25.1%
Reimbursements	\$184,000	\$184,000	-	-
Revenues	\$965,294	\$965,294	-	-

The City, on average in the past year 3 years, receives 20.68% of park and stormwater sales tax annual revenue by the 1st quarter of the fiscal year.

Mayor Boley noted that a couple of years ago, there were major cleanouts done for stormwater. He asked if there any areas of concern that need cleaning this year.

Chuck explained that Cynthia had mentioned one near Forest Oaks, we need to check the Little Platte River for debris by Heritage Park. Staff from the street division have identified other areas that need cleaning before spring rains to help prevent any problems.

Rick noted that projects are not being undertaken right now to build the fund balance up in this fund. The Smith's Fork Complex project is expected in a couple of years, with engineering starting soon, and construction funded for 2028, which is a significant project.

Cynthia noted as we go through the budget process we will be discussing this fund and that project. As we watch projects around the area and as we have even seen with the construction at Emerald Ridge and improvement at Diamond Crest Park we have seen continual cost increases. We will need to evaluate the amount that we are looking at and that looks like. Staff will evaluate the funding and budget as they prepare for upcoming meetings.

Matt explained The engineering was planned for 2027, but discussions are underway to move it to 2026 due to cost concerns. We would like to be able to avoid delays.

OK Railroad Trail has a \$184,000 grant.

Park & Stormwater Sales Tax	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Expended of Budget
Expenditures	\$1,081,000	\$570,000	\$17,207	1.6%

Debt Service Fund

Debt Service	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Received
Revenues	\$365,000	\$365,000	\$0	0.0%

Series 2018 and Series 2019 debt issuance

Debt Service	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% of Budget Expended
Expenditures	\$365,000	\$365,000	\$0	0.0%

General Obligation scheduled debt payments (for Series 2018 and Series 2019 issuances) have been paid in February 2025.

Sanitation Fund

Solid Waste Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Received of Budget
Revenues	\$971,205	\$971,205	\$241,988	24.9%

The City, on average in the past 3 years, receives **24.75%** of solid waste annual revenue by the 1st quarter of the fiscal year.

Solid Waste Fund	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Expended of Budget
Expenditures	\$970,617	\$970,617	\$244,064	25.1%

The City also pays to participate in the Household Hazardous Waste collection program administered by MARC which is funded by the Solid Waste Fund.

Mayor Boley reminded everyone that the city wide garage sale has been posted (April 26). Household Hazardous Waste Event is Saturday, April 12, at Smithville High School from 8am – 12pm.

Chuck added that we are looking for volunteers to help at this event.

VERF (Vehicle and Equipment Replacement Fund)

VERF	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Received of Budget
Revenues	\$469,000	\$469,000	\$0	0.0%

The VERF will receive the annual operational support in Q2 of 2024.

VERF	FY2025 Budgeted	FY2025 Projections	FY2025 YTD	% Expended of Budget
Expenditures	\$474,794	\$474,794	\$102,798	21.7%

The City is evaluating its leased vehicles and choosing to keep them longer rather than returning them, and trading between departments to align with department needs, resulting in cost savings.

The City is currently leasing 38 vehicles with Enterprise Fleet Management.

Rick noted that we are getting some pressure from Enterprise to upgrade vehicles for new ones when some of our vehicle only getting approximately 5,000 miles a year on them. We are telling them no, so we should be seeing some cost savings in the next couple of years. He explained that we have begun accommodating departments by swapping vehicle between departments. We recently swapped a pickup for an SUV between development and parks.

Alderman Hartman said that he was glad staff was keeping a close eye on this.

Cynthia noted that we have been able to use Enterprise's expertise to maximize our return on vehicles and trade them in earlier if we can get more for them at a similar cost. We want to focus on the cost to us and increase the return on the turnover value. We are learning more about this process and not letting them pressure us for constant turnover, which means higher rates.

Mayor Boley asked what the oldest leased vehicle was and if the City still owned any vehicles.

Rick said he believed the oldest leased vehicles were around three years old. The City does still own some vehicles that Enterprise cannot get like a boom truck.

Mayor Boley asked if we were getting a new police vehicle or if the one that was wrecked in the snow storm was being repaired.

Rick explained that we have identified one in Kansas City that is available we have our name on it.

3 Month Budget Review – Conclusion

Revenues

- *Property Tax*: Property tax is tracking to hit budget in FY2025.
- *Sales Tax*: Slight growth through Q1, which is likely somewhat driven by consumer inflation, but also growth in the local economy.
- *Use Tax*: Recognized growth through Q1 compared to previous year but anticipate FY 2025 actual to slow as the year progresses.
- *Interest Income*: Higher than budgeted revenue as rates remain high, anticipate a slight decline in rates in FY 2025.
- *Building Permits*: Increase in new residential and commercial permits resulting a positive outlook for FY 2025.

Expenditures

- *General Fund Operational Expenditures*: Although it is early in the year, expenditures are trending as budgeted.
- *Capital Budgets*: Projected capital budget spending is moderate in all funds this year. Staff will continue to monitor budgets for any potential change orders or project cost increases.

3. Adjourn

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:57 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

**SMITHVILLE BOARD OF ALDERMEN
REGULAR SESSION**

March 4, 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 6:58 p.m. A quorum of the Board was present: Marv Atkins, Leeah Shipley, Kelly Kobylski, Ronald Russell and Dan Hartman. Melissa Wilson was present via Zoom.

Staff present: Cynthia Wagner, Chuck Soules, Rick Welch, Matt Denton and Linda Drummond. Gina Pate and Chief Lockridge joined the meeting at 7:03 p.m.

2. Pledge of Allegiance lead by Mayor Boley

3. Consent Agenda

- **Resolution 1446, Award Bid No. 25-06 – Water Tower Mowing Services**
A Resolution awarding Bid No. 25-06 to Warrior Lawn and Landscape, LLC for water tower mowing services.
- **Resolution 1447, Award Bid No. 25-04 - Slipline Maintenance Program**
A Resolution awarding Bid No.25-04 to SAK Construction, LLC for sanitary sewer rehabilitation in the amount of \$149,413.

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 reminded everyone of the Proposition P information meeting tomorrow evening at 6:00 p.m. here at City Hall. Members of the public as well as the Board are encouraged to attend.

Street Superintendent Anthony Glenn and the street crews are monitoring the weather. The incoming rain is preventing us from being able to pre-treat the roads. There is potential for significant snow in the morning and strong winds, so crews are ready to come in and remove snow for the morning commute.

Cynthia noted that the bids were opened last week for the 144th Street Pump Station. The apparent low and most responsive bid was just under \$3.4 million. We also anticipate an additional \$100,000 for the electric service for the project. Approval of that bid and payment amount for Evergy will be on the agenda for the March 18 meeting.

Cynthia reminded the Board that the Board of Alderman Retreat is scheduled for Thursday and Friday, April 17 and 18. Tomorrow, Assistant City Administrator Gina Pate will send out a survey with questions to assess our goals and plans. The Board will have about a week and a half to return it. Cynthia noted that she will also reach out to each of the Board individually to schedule a meeting to discuss responses and their vision for the retreat agenda.

Cynthia noted that at the February 25 meeting, Mr. Palmer from Hills of Shannon had voiced some questions and concerns. Development Director Jack Hendrix and Code Enforcement Officer Keowa Norton have reached out to him. They have set up a meeting for later this week.

ORDINANCES & RESOLUTIONS

5. Bill No. 3055-25, Destruction of Records – 2nd Reading

Alderman Atkins moved to approve Bill No. 3055-25, authorizing the destruction of certain records. 1st reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3055-25 approved.

6. Bill No. 3056-25, FY2025 Budget Amendment No. 5 – Emergency Reading Sponsored by Mayor Boley – 1st and 2nd Reading

Alderman Atkins moved to approve Bill No. 3056-25, amending the FY2025 Operating Budget to add \$6,802.25 to the General Fund Expenditure Budget. 1st reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3056-25 approved first reading.

Alderman Atkins moved to approve Bill No. 3056-25, amending the FY2025 Operating Budget to add \$6,802.25 to the General Fund Expenditure Budget. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 3056-25 approved.

- 7. Bill No. 3057-25, Repealing Section 155.050, Economic Development – 1 Reading**
Alderman Atkins moved to approve Bill No. 3057-25, repealing Article II – Economic Development Committee Section 155.020 Economic Development Committee. 1st reading by title only. Alderman Hartman seconded the motion.

Alderman Hartman clarified that this was a Board decision.

Upon roll call vote:

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3057-25 approved first reading.

OTHER MATTERS BEFORE THE BOARD

- 8. Public Comment**

None

- 9. New Business from the Floor**

None

- 10. 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 7:06 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

FY 2025 BUDGET - FINANCIAL UPDATE

2/28/2025

REVENUES, BY FUND	FYE 2024 ACTUAL	FYE 2025 BUDGET	FYE 2025 YTD	FYE 2025 PROJECTION	
GENERAL FUND	6,942,100	6,737,657	3,148,504	6,840,899	46.73%
CAPITAL IMPROVEMENT SALES TAX FUND	776,869	3,351,132	491,243	2,271,132	14.66%
DEBT SERVICE FUND	357,830	365,000	-	365,000	0.00%
TRANSPORTATION SALES TAX FUND	738,322	1,719,624	246,166	1,559,624	14.32%
COMBINED WATER/WASTEWATER SYSTEMS FUND	6,604,273	7,143,660	2,678,333	7,143,660	37.49%
SOLID WASTE FUND (FORMALLY SANITATION FUND)	924,551	971,205	321,707	971,205	33.12%
SPECIAL ALLOCATION FUND	913,681	892,000	634,296	892,000	71.11%
PARK & STORMWATER SALES TAX FUND	774,822	965,294	275,438	965,294	28.53%
VEHICLE AND EQUIPMEMENT REPLACEMENT FUND	373,851	469,000	-	469,000	0.00%
COMMONS CID FUND	375,034	362,000	161,114	362,000	44.51%
AMERICAN RESCUE PLAN ACT FUND	-	-	-	-	
	18,781,333	22,976,572	7,956,802	21,839,814	34.63%

EXPENDITURES, BY FUND	FYE 2024 ACTUAL	FYE 2025 BUDGET	FYE 2025 YTD	FYE 2025 PROJECTION	
GENERAL FUND	7,099,518	7,547,496	2,282,429	7,547,496	30.24%
CAPITAL IMPROVEMENT SALES TAX FUND	790,292	4,217,875	943,846	2,827,917	22.38%
DEBT SERVICE FUND	351,333	365,000	268,913	365,000	73.67%
TRANSPORTATION SALES TAX FUND	599,249	1,652,000	66,664	1,652,000	4.04%
COMBINED WATER/WASTEWATER SYSTEMS FUND	5,467,979	10,800,684	1,581,194	10,800,684	14.64%
SOLID WASTE FUND (FORMALLY SANITATION FUND)	907,202	970,617	320,846	970,617	33.06%
SPECIAL ALLOCATION FUND	1,187,820	1,136,542	496,998	1,136,542	43.73%
PARK & STORMWATER SALES TAX FUND	704,533	1,081,000	17,207	570,000	1.59%
VEHICLE AND EQUIPMEMENT REPLACEMENT FUND	462,387	474,794	133,128	474,794	28.04%
COMMONS CID FUND	277,989	362,000	107,510	362,000	29.70%
AMERICAN RESCUE PLAN ACT FUND	141,689	-	-	-	
	17,989,990	28,608,008	6,218,733	26,707,050	21.74%



Board of Aldermen Request for Action

MEETING DATE: 3/18/2025

DEPARTMENT: Finance

AGENDA ITEM: Resolution 1448, Approving a Water and Wastewater Leak Adjustment Request

REQUESTED BOARD ACTION:

Motion to approve Resolution 1448, approving a water and wastewater leak adjustment request for Meredith Ivey in the amount of \$170.14.

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

On or about January, 27, 2025 the Utilities Division obtained electronic reads of water usage for the month of January. 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 January billing cycle, Meredith Ivey had started the cycle with a read of 1,631 and finished the January cycle with a read of 1,867, which resulted in consumption of 23,600 gallons. This amount was more than twice the established monthly average. As required by Ordinance 2989-18, Meredith Ivey has provided proof of repair/maintenance of the toilet leak which caused the high usage during the January billing cycle.

On or about February, 26, 2025 the Utilities Division obtained electronic reads of water usage for the month of February. 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 February billing cycle, Meredith Ivey had started the cycle with a read of 1,867 and finished the February cycle with a read of 2016, which resulted in consumption of 14,900 gallons. This amount was more than twice the established monthly average. As required by Ordinance 2989-18, Meredith Ivey has provided proof of repair/maintenance of the toilet leak which caused the high usage during the February billing cycle.

If approved, the leak adjustment would issue a credit of \$170.14 to Meredith Ivey's utility account.

PREVIOUS ACTION:

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

POLICY OBJECTIVE:

FINANCIAL CONSIDERATIONS:

Reduce utility revenues by \$170.14.

ATTACHMENTS:

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

RESOLUTION 1448

**A RESOLUTION APPROVING A WATER AND WASTEWATER
LEAK ADJUSTMENT REQUEST FOR MEREDITH IVEY IN
THE AMOUNT OF \$170.14**

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

WHEREAS, Meredith Ivey, a residential utility billing customer with account 05-002460-01, 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 \$170.14.

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

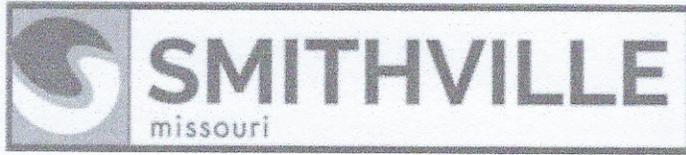
A water and wastewater leak adjustment in the amount of \$170.14 shall be credited to account 05-002460-01 of residential utility billing customer Meredith Ivey.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 18th day of March, 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Water and Wastewater Leak Adjustment Request

Utility Customer Name: Meredith Ivey

Utility Service Address: 705 Quincy Blvd

Utility Account Number: 05-0002460-01

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 \$170.14 at the Board of Alderman meeting on 3/18/2025.

Upon resolution by the Board of Alderman, I, Meredith Ivey, 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.

Meredith Ivey
Customer's Signature

03/03/2025
Date

807783

ment

DATE 1-31-25

TERMS

Meredith Ivey
705 Quincy Blvd.
Smithville Mo 64089
WITH Ken Westpfahl

1	complete Rebuild kit	31	00
1	Supply line	6	00
1	Shut off valve	18	00
	Material	58	00
	Labor	80	00
	Total	\$138	00

Paid 1-31-25
V# 6972

Thank You

OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT
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Water and Wastewater Leak Adjustment Calculation

Utility Customer Name: **Meredith Ivey**

Utility Service Address: **705 Quincy Blvd**

Utility Account Number: **05-002460-01**

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): \$11.96
 Average monthly water usage for this property: 800 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): \$7.14

- 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): \$10.17
 Average monthly wastewater usage for this property: 800 gallons

Was the leak inside or outside the home: inside

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	
23,600 gallons @ 11.96 per 1,000 gallons =	282.26
Adjusted Water Bill Amount	
1,600 gallons @ 11.96 per 1,000 gallons =	19.14
+ 22,000 gallons @ 7.14 per 1,000 gallons =	157.08
	176.22
Water Discount =	106.04
Original Wastewater Bill Amount	
23,600 gallons @ 10.17 per 1,000 gallons =	240.01
Adjusted Wastewater Bill Amount	
23,600 gallons @ 10.17 per 1,000 gallons =	240.01
Wastewater Discount =	0.00

MONTH 2 (if applicable)	
Original Water Bill Amount	
14,900 gallons @ 11.96 per 1,000 gallons =	178.20
Adjusted Water Bill Amount	
1,600 gallons @ 11.96 per 1,000 gallons =	19.14
+ 13,300 gallons @ 7.14 per 1,000 gallons =	94.96
	114.10
Water Discount =	64.10
Original Wastewater Bill Amount	
14,900 gallons @ 10.17 per 1,000 gallons =	151.53
Adjusted Wastewater Bill Amount	
14,900 gallons @ 10.17 per 1,000 gallons =	151.53
Wastewater Discount =	0.00

Total Discount = 170.14



Board of Aldermen Request for Action

MEETING DATE: 3/18/2025

DEPARTMENT: Finance

AGENDA ITEM: Resolution 1449, Approving a Water and Wastewater Leak Adjustment Request

REQUESTED BOARD ACTION:

Motion to approve Resolution 1449, approving a water and wastewater leak adjustment request for Suzanne Bass in the amount of \$1,627.93.

SUMMARY:

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

On or about February 27, 2025, the Utilities Division obtained electronic reads of water usage for the month of February. 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 February billing cycle, Suzanne Bass had started the cycle with a read of 4,023 and finished the February cycle with a read of 5,172, which resulted in consumption of 114,900 gallons. This amount was more than twice the established monthly average. As required by Ordinance 2989-18, Suzanne Bass has provided proof of repair/maintenance of the sprinkler line which caused the high usage during the February billing cycle.

If approved, the leak adjustment would issue a credit of \$1,627.93 to Suzanne Bass utility account.

PREVIOUS ACTION:

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

POLICY OBJECTIVE:

FINANCIAL CONSIDERATIONS:

Reduce utility revenues by \$1,627.93.

ATTACHMENTS:

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

RESOLUTION 1449

**A RESOLUTION APPROVING A WATER AND WASTEWATER
LEAK ADJUSTMENT REQUEST FOR SUZANNE BASS IN THE
AMOUNT OF \$1,627.93**

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

WHEREAS, Suzanne Bass, a residential utility billing customer with account 10-004371-02, has notified the City of a water leak and is requesting a leak adjustment; and

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

WHEREAS, the adjustment calculation set forth in 705.110 of the Code of Ordinances as amended has been determined to be \$1,627.93.

**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 \$1,627.93 shall be credited to account 10-004371-02 of residential utility billing customer Suzanne Bass.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 18th day of March, 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Water and Wastewater Leak Adjustment Request

Utility Customer Name: Suzanne Bass

Utility Service Address: 18710 Woodruff St

Utility Account Number: 10-004371-02

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

In accordance with the Leak Adjustment Ordinance No. 705.110, the Board of Alderman may consider a leak adjustment calculated to be \$1,627.93 at the Board of Alderman meeting on 3/18/2025.

Upon resolution by the Board of Alderman, I, Suzanne Bass, 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.

Suzanne M. Bass

Customer's Signature

3/11/25

Date



Water and Wastewater Leak Adjustment Calculation

Utility Customer Name: **Suzanne Bass**
 Utility Service Address: **18710 Woodruff St**
 Utility Account Number: **10-004371-02**

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

- The adjusted bill(s) shall charge the City's normal water rate on all water volume used up to two (2) times the average monthly water use for this property.

City's normal water rate (per 1,000 gallons): \$11.96
 Average monthly water usage for this property: 4,766 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): \$7.14

- 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): \$10.17
 Average monthly wastewater usage for this property: 4,766 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	
114,900 gallons @ 11.96 per 1,000 gallons =	1374.20
Adjusted Water Bill Amount	
9,532 gallons @ 11.96 per 1,000 gallons =	114.00
+ 105,368 gallons @ 7.14 per 1,000 gallons =	752.33
	866.33
Water Discount =	507.87
Original Wastewater Bill Amount	
114,900 gallons @ 10.17 per 1,000 gallons =	1168.53
Adjusted Wastewater Bill Amount	
4,766 gallons @ 10.17 per 1,000 gallons =	48.47
Wastewater Discount =	1120.06

MONTH 2 (if applicable)	
Original Water Bill Amount	
gallons @ 11.96 per 1,000 gallons =	0.00
Adjusted Water Bill Amount	
0 gallons @ 11.96 per 1,000 gallons =	0.00
+ 0 gallons @ 7.14 per 1,000 gallons =	0.00
	0.00
Water Discount =	0.00
Original Wastewater Bill Amount	
0 gallons @ 10.17 per 1,000 gallons =	0.00
Adjusted Wastewater Bill Amount	
0 gallons @ 10.17 per 1,000 gallons =	0.00
Wastewater Discount =	0.00

Total Discount = 1,627.93

Go Green Lawn & Sprinklers

PO BOX 9292
KC, MO 64168
816-746-6392
sprinklermanjoe@gmail.com
www.gogreensprinklers.com

INVOICE

BILL TO

Bass Michelle
18710 Woodroff ST
Smithville, MO 64089

INVOICE # 44905

DATE 03/10/2025

DUE DATE 03/10/2025

TERMS Due on receipt

ACTIVITY	QTY	RATE	AMOUNT
Labor/Hr Labor / Hour (min 1 hr)	1.50	95.00	142.50
1113 850 Double Check 3/4 Inline W/Bv Febco	1	255.00	255.00
U134LF 3/4 X 3/4 Straight Connector Mnpt - Shark Lead F	1	17.18	17.18
discount Discount per Joe Warranty	1	-414.68	-414.68

PAID

Thank you for your business! We accept Credit/Debit Cards, ACH payments,
Please mail checks to PO Box 9292, Kansas City, MO 64168
This was caused by freeze damage and has been repaired completely.

BALANCE DUE

\$0.00

Thank you for your business!



Board of Aldermen Request for Action

MEETING DATE: 3/18/2025

DEPARTMENT: Parks and Recreation

AGENDA ITEM: Resolution 1450 – Temporary Liquor License – Chops BBQ and Catering

REQUESTED BOARD ACTION:

A motion to approve Resolution 1450, issuing a Temporary Liquor License to Chops BBQ and Catering for the Adult Egg Hunt to be held Friday, April 11, 2025.

SUMMARY:

Approval of this item would issue a Temporary Liquor License to Chops BBQ and Catering, to be part of the Special Event at Heritage Park for the Adult Egg Hunt to be held on Friday, April 11, 2025. Smithville Parks and Recreation are putting on the event.

Vendors are:

-Chops BBQ and Catering

Requested Licenses: Temporary Permit

This license will be effective April 11, 2025 (pending all state license requirements).

PREVIOUS ACTION:

Chops BBQ and Catering Temporary Permit was approved for the event in 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: Approval Letter | |

RESOLUTION 1450

**A RESOLUTION ISSUING A TEMPORARY LIQUOR LICENSE
TO CHOPS BBQ AND CATERING FOR THE ADULT EGG HUNT
TO BE HELD FRIDAY, APRIL 11, 2025**

WHEREAS, Smithville Parks and Recreation will be hosting an Adult Egg Hunt on April 11, 2025; and

WHEREAS, the vendor is Chops BBQ and Catering; and

WHEREAS, the license will be effective April 11, 2025, pending all state license requirements.

**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 CHOPS BBQ
AND CATERING FOR THE ADULT EGG HUNT TO BE HELD FRIDAY, APRIL
11, 2025.**

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, on the 18th day of March 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



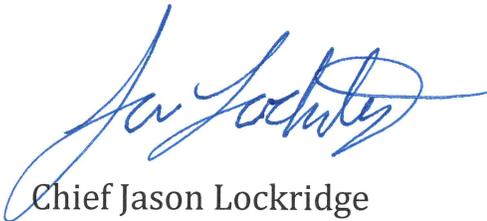
March 14, 2025

Cynthia Wagner:

I have reviewed the Temporary Liquor application submitted by Sarah Ulledahl (Chop's BBQ) for the Parks & Rec Adult Easter Egg hunt, on April 11th. I have reviewed Mrs. Ulledahl's background as well as public records and found nothing that would disqualify her from being issued a liquor permit.

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

Respectfully,



Chief Jason Lockridge



Board of Aldermen Request for Action

MEETING DATE: 3/18/2025

DEPARTMENT: Public Works

AGENDA ITEM: Resolution 1451, authorizing the purchase of wet well aerators

REQUESTED BOARD ACTION:

A motion to approve Resolution 1451, authorizing the purchase of wet well aerators and on-off timers from Letts, Van Kirk and Associates in the amount of \$19,995.90.

SUMMARY:

The City operates and maintains 31 sanitary sewer lift stations. Oils and greases build up and accumulate in lift stations causing mechanical failures and potential sewer backups. Wet well aerators constantly mix the wastewater prohibiting the greases from congealing.

Staff has been using Dawn dish soap to help cut the grease to keep the lift stations running. When the build-up gets to a point where this treatment is not effective, a contractor with larger equipment is required to vacuum out the lift station. This can cost up to \$6,000 to clean out a single lift station.

Staff installed a demo wet well aerator in Rollins Landing and the results were positive. The 2025 budget includes \$26,000 for the purchase of wet well aerators. It is recommended to purchase three wet well aerators to be installed in the lift stations at Rollins Landing, Quail Ridge and Diamond Crest.

The addition of the on-off timers will allow staff to program when the aerators come on and off so they do not run constantly. This will prolong the life of the unit.

Three Quotes were received:

Company	Price/ each	Total for 3 units	
Allied Systems	\$9,941.00	\$29,823.00	
EZ Electric	\$8255.00	\$24,765.00	
Letts, Van Kirk	\$5437.00	\$16,311.00	
Add On-Off Timer	\$1288.30	\$3864.90	
Total Letts, Van Kirk Plus On-Off Timer Total		\$19,995.90	

Staff is recommending proceeding with the low bid from Letts, Van Kirk and Associates for an amount of \$16,311 plus the addition of the on-off timers, \$3,864.90, for a total amount of \$19,995.90.

PREVIOUS ACTION:

N/A

POLICY ISSUE:

Infrastructure Maintenance

FINANCIAL CONSIDERATIONS:

This expense is included in the 2025 CWWS operating 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: Quote | |

RESOLUTION 1451

**A RESOLUTION AUTHORIZING THE PURCHASE OF WET WELL
AERATORS AND ON-OFF TIMERS FROM LETTS, VAN KIRK AND
ASSOCIATES IN THE AMOUNT OF \$19,995.90**

WHEREAS, the City operates 31 sanitary sewer lift stations; and

WHEREAS, oils and grease build up and accumulate in lift stations causing potential for mechanical failures and potential sewer backups; and

WHEREAS, wet well aerators constantly mix the wastewater keeping the oils and greases from congealing and accumulating; and

WHEREAS, three quotes were received with Letts, Van Kirk and Associates providing the lowest bid of \$5,437 per each wet well aerator and an additional \$1,228.30 for each unit for a timer switch, the total per installation is \$6,665.30; and

WHEREAS, three units will be purchased for a total of \$19,995.90.

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

THAT the purchase of three wet well aerators for a total amount of \$19,995.90 from Letts, Van Kirk and Associates is approved.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, this 18th day of March, 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

Letts, Van Kirk and Associates

Municipal Pumps and Equipment

5600 Inland Drive
 Kansas City, KS
 913-287-3900 Fax: 913-287-6641

Proposal Quote

Date	Quote #	LKP #
1/10/2025	114383	A-20851

Customer
CITY OF SMITHVILLE ATTN: ACCOUNTS PAYABLE 1 HELVEY PARK DRIVE SMITHVILLE, MO 64089

Terms and Conditions of this sale
Freight Charges – None included Freight Liability – FOB point is per shipping origin Expediting Fees -- Not Included Proposal Term – 30 days Equipment Warranty - Per the manufacturer's warranty

Terms	Quote Prepared By	Sales Person
NET 30 DAYS	JACOB WIEWEL	JW

Item	Description	Qty	Cost Each	Std. Delivery	Total
AP500-AU200	<p>AP500-AU200 Includes AP500 mixer, AU200 air unit, 50' of floating air hose, 50' of chain.</p> <p>AP500 Mixer: non-clog mixer is constructed of 316L stainless steel and non-corrosive polymer materials.</p> <p>AU200 Air Unit: 275 watts, 120V 1ph, comes in a weatherproof enclosure.</p> <p>AU200 air flow: 6 cfm @ 4' deep - 5 cfm @ 6' deep - 3.5 cfm @ 8' deep - 2.2 cfm @ 10' deep' - 10' max water depth</p>	1	5,437.00	FACTORY STOCK	5,437.00
			Sales Tax (0.0%)		\$0.00
			Total		\$5,437.00

Letts, Van Kirk and Associates

Municipal Pumps and Equipment

5600 Inland Drive
 Kansas City, KS
 913-287-3900 Fax: 913-287-6641

Proposal Quote

Date	Quote #	LKP #
1/10/2025	114413	A-20851

Customer
CITY OF SMITHVILLE ATTN: ACCOUNTS PAYABLE 1 HELVEY PARK DRIVE SMITHVILLE, MO 64089

Terms and Conditions of this sale
Freight Charges – None included Freight Liability – FOB point is per shipping origin Expediting Fees -- Not Included Proposal Term – 30 days Equipment Warranty - Per the manufacturer's warranty

Terms	Quote Prepared By	Sales Person
NET 30 DAYS	Jake Purl	JW

Item	Description	Qty	Cost Each	Std. Delivery	Total
ADDER	ADDER for AC655 Air Unit: 655 watts, 1.0 hp, 120V 1ph, air flow: 4.5 cfm at 15 psi - 4 cfm at 40 psi, Max pressure: 40 psi	1	585.00	FACTORY STOCK	585.00
ADDER	ADDER for Control Box 100264, NEMA 4X enclosure, UL listed, 8" X 6" X 4", 2-position On/Off switch, contactor for mixer control, run indicator light, timer, grounding lug, 120v/1ph male molded plug, and locking latch for security. With timer but SCADA not included. Programmable timer for scheduling run times and duty cycles to prolong motor life. Shipped with mixer for electrical contractor installation.	1	1,228.30	FACTORY STOCK	1,228.30
			Sales Tax (0.0%)		\$0.00
			Total		\$1,813.30



Board of Aldermen Request for Action

MEETING DATE: 3/18/2025

DEPARTMENT: Public Works

AGENDA ITEM: Resolution 1454, License Agreement with the Missouri Highways and Transportation Commission for the OK Trail

REQUESTED BOARD ACTION:

A motion to approve Resolution 1454, authorizing the Mayor to sign a license agreement with the Missouri Highways and Transportation Commission for the OK Trail.

SUMMARY:

The City received a grant in the amount of \$184,600 from the Missouri Department of Natural Resources – Recreational Trails Program to construct the OK Trail. The estimated total cost is \$288,000.

The trail will be a ten-foot wide trail with a parallel four foot running trail constructed of lime screenings. A butterfly garden will also be constructed in conjunction with the project.

The trail will connect the Diamond Crest subdivision to the splash pad and extend south the Lake Meadows subdivision.

A portion of the trail will be within the Highway W right of way that is owned by MoDOT. The State requires a no cost license agreement for usage of the right-of-way. The license allows the City to construct and maintain the trail in the right of way. The license outlines that the City is responsible for maintenance and also holds the State harmless for any accident that may occur as a result of the trail being in the right-of-way or it's usage. The license also includes that if the State needs the right of way where the trail exists the City would be responsible for moving the improvements.

PREVIOUS ACTION:

[Click or tap here to enter text.](#)

POLICY ISSUE:

Neighborhood connectivity / Trail improvement

FINANCIAL CONSIDERATIONS:

The City received a grant for \$184,600 from the Missouri Department of Natural Resources – Recreational Trails Program. The estimated cost is \$288,000. This project is budgeted in the 2025 Parks and Stormwater Sales Tax fund.

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 Agreement | |

RESOLUTION 1452

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A LICENSE AGREEMENT
WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION
COMMISSION FOR THE OK TRAIL**

WHEREAS, the City is constructing the OK Trail from Diamond Lane west along Highway W to the City Splash Pad then south to Lake Meadows Drive; and

WHEREAS, the Missouri Highways and Transportation Commission (MODOT) owns and maintains State Route W (Highway W) as part of the State Highway System in Clay County, Missouri; and

WHEREAS, the City desires to use a portion of the Commissions property along Highway W for construction and access to the OK Trail; and

WHEREAS, the City desires to enter into a no cost license agreement with the Commission for maintenance and access of the OK Trail.

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

THAT the Mayor is hereby authorized to sign the License Agreement with the Missouri Highways and Transportation Commission.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, this 18th day of March, 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

CCO Form: RW37
Approved: 01/09 (ASB)
Revised: 07/24 (JDS)
Modified:

COUNTY: Clay
ROUTE: W

**MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION
LICENSE AGREEMENT**

THIS AGREEMENT is entered into by the MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION (hereinafter, "Commission") and the City of Smithville (hereinafter, "City").

WITNESSETH:

WHEREAS, the Commission is an entity of the State of Missouri created by state law and owns and maintains State Route W (hereinafter, "Highway") as part of the State Highway System in Clay County, Missouri;

WHEREAS, the City owns and operates the Pedestrian trail(s) (hereinafter, "Trail") located throughout the area, including those portions of the Trail laying outside of the Commission's property limits of Highway lying between centerline station 0+00E and centerline station 1+78;

WHEREAS, the City desires to use that portion of the Commission property limits of Highway lying between centerline station 0+00E and centerline station 1+78, (hereinafter, "Trail Connector") for the users of the Trail to cross Commission property when traveling on those portions of the Trail laying outside the said Commission property limits;

WHEREAS, the Commission agrees to allow the City to use Commission property for the purposes, and subject to the terms and conditions, herein stated.

NOW, THEREFORE, in consideration of the promises, covenants and representations in this Agreement, the parties agree as follows:

(1) LICENSE GRANTED: The Commission hereby grants the City and its successors, a non-exclusive right to use that portion of the Commission property across Highway at the location described on Exhibit "A" for the users of the Trail to cross the said Commission property to reach the point where the trail resumes, while traveling from one trail end to the other trail end outside the Commission property limits.

(2) CONSIDERATION FOR THIS LICENSE: The Commission grants this license freely and without charge, based on the City's express agreement to comply with the terms and conditions of this Agreement. This license is revocable by the Commission

through its Missouri Department of Transportation (MoDOT) representatives at any time, with or without cause; and this license is automatically revoked by operation of law if the City violates any term or condition of this Agreement. The conditions of this License are:

(A) The license is conditioned on pedestrian or bicycle use of this area only.

(B) Use of the Commission property is prohibited in times of floodwaters on the Trail Connector.

(C) There will be no public park or recreational use or dedication of the Commission property for outdoor recreational use.

(3) WORK BY THE CITY: The City shall construct a paved surface on the Trail Connector in the Commission property limits of Highway lying between centerline station 0+00E and centerline station 1+78, pursuant to the plans and specifications as referred to herein. This non-exclusive license prohibits conversion of the property to a 4f or 6f property as stated in the Code of Federal Regulations 23CFR771.135. It is expressly understood and agreed that the primary purpose of the property which is the subject matter of this agreement shall remain for use of the Commission.

(4) CERTIFICATES/PERMITS: The City's Engineer will complete and provide the necessary permits and the no-rise certificate, which will certify that the proposed paved surface will cause "no rise" in the 100-year flood elevation.

(5) TRAIL CONNECTOR DESIGN: The City, consulting engineers and architects, have prepared final plans and final specifications for the Trail Connector to be constructed by the City. The Trail Connector is designed to meet requirements of AASHTO, ADA, and Commission standards. The City shall submit to Commission's Kansas City District Engineer (hereinafter, "District Engineer") the final plans and specifications for the Trail Connector for written approval by the District Engineer subject to the concurrence of the Federal Highway Administration (hereinafter, "FHWA") before any construction can begin over the Commission property. The general design and location of the Trail Connector is shown on Exhibit "B" which is attached to this Agreement and incorporated herein by reference.

The Commission shall either approve or disapprove the final plans and specifications for the Trail Connector within a reasonable time after receipt from the City. The Commission, having no authority over FHWA approval measures, makes no representation as to the amount of time necessary to obtain FHWA concurrence to approval of the final plans and specifications. However, the Commission will promptly cooperate with and provide all information within its control to the FHWA in order to expedite the approval process.

After written approval is obtained from the Commission and upon proper application by the City, the Commission shall issue, through its District Engineer or the

District Engineer's authorized representative, any permits necessary for the City to perform the work contemplated herein. Any significant revision in the design or construction of the Trail Connector shall receive prior written approval of the Commission subject to concurrence by the FHWA. The Trail Connector shall be constructed in accordance with the plans and specifications to the satisfaction of the District Engineer or the District Engineer's authorized agents.

(6) PLAN SHEET: The plan sheet showing the property lines subject to this license is attached to this Agreement as Exhibit "C" and incorporated herein by reference.

(7) CONSTRUCTION CONTRACTOR: The Commission acknowledges that the City will enter into a construction contract with an approved Contractor (hereinafter, "Contractor") to construct the Trail Connector Improvements in accordance with the approved plans and specifications. The City shall cause Contractor to submit appropriate documentation to the Commission, to include the following provisions:

(A) Commission Inspection: The Commission's agents and employees will be authorized to inspect the work on the Trail Connector and to approve or disapprove such work in the same manner as if the construction contract has been entered into between the Contractor and the State of Missouri acting by and through the Commission. The Commission agrees that all such inspections shall be conducted in a timely and reasonable manner.

(B) Responsible Party for Payment: The Contractor will look solely to the City for payments pursuant to the construction contract, including, but not limited to payments for base contract work and change order work, and for claims pursuant to the contract or for breach thereof, and confirming that Contractor shall have no claim rights against the Commission, its employees, agents, successors, or assigns.

(C) Construction Bonds: The City shall acquire from the Contractor and shall deliver, prior to commencement of work on the Trail Connector, executed copies of Contractor's performance and payment bonds from commercial surety companies qualified and authorized to do business in Missouri, each in a penal amount equal to the contract sum, assuring the City and the Commission, which shall be named as obligees therein, as their interests may appear, of (1) performance of all contractual obligations, and (2) payment for all related labor, materials, and costs. Such bonds may be issued as part of performance and payment bonds on construction for work other than the Trail Connector. The performance and payment bond requirement does not render the Trail Connector construction project a public works project.

(8) RESTORATION OF COMMISSION PROPERTY: At all times during the construction or maintenance of the Trail Connector, the City and Contractor shall construct and maintain the Trail Connector in a manner that will not injure or damage the paved highway facility area or any of Commission property adjacent thereto, unless as specified herein. After construction of the Trail Connector, the City will restore the unpaved property to its original condition, as determined by the District Engineer.

Disturbed areas will be fine graded, seeded, mulched or sodded by the City.

(9) TRAIL CONNECTOR COST: The City shall construct and maintain the Trail Connector at its own cost and expense in accordance with the final plans and final specifications as approved by the Commission and the FHWA. If and when the highway is expanded, the Commission is fully responsible for cost of the restoration to the Trail Connector. Once restoration has been completed the City shall resume its maintenance responsibility for the Trail Connector.

(10) DURATION OF LICENSE: The Commission and the City agree that this license and all rights of entry granted hereunder shall terminate and no longer be in effect no later than sunset on December 31st, 2049. Upon approval of both parties, the terms and conditions of this Agreement are renewable for an additional twenty-five (25) years from the date of the expiration of the Agreement. Any extension shall be memorialized in an appropriate Supplemental Agreement and executed by the duly authorized representatives of the parties.

(11) NOT A JOINT VENTURE: Nothing contained in this Agreement shall be deemed to constitute the Commission and the City as partners in a partnership or joint venture for any purpose whatsoever.

(12) NO KNOWLEDGE OF HAZARDOUS OR TOXIC SUBSTANCES ON PROPERTY: The Commission states that to the best of its knowledge and belief, there has been no generation, transportation, storage, treatment, disposal, release, leakage, spillage or emission of any hazardous or toxic substance or material or any aboveground or underground petroleum product contamination on the subject property during the Commission's ownership of the property, and the Commission's representatives are not aware of the presence of any such hazardous or toxic substance or material, or petroleum product contamination, on the subject site. The Commission makes no warranty or representation concerning the possibility of or absence of concealed property contamination by such substances or materials, and the City assumes the risk of their presence, unknown and undetected. If the City discovers actual or potential hazardous or toxic substances or materials, or petroleum contamination on the subject property, the City is requested to leave the property and notify the Commission's MoDOT representatives immediately.

(13) HUMAN REMAINS, SACRED OBJECTS AND ARTIFACTS: If human remains, or Native American or other sacred objects, artifacts or items of value are encountered during the use of the Trail Connector, their treatment will be handled in accordance with Sections 194.400 to 194.410, RSMo, as amended. There are no human remains, sacred objects, artifacts or other items of value known to be on the subject Trail Connector, to the best knowledge of Commission's MoDOT representatives. However, if the City finds any human remains, sacred objects, artifacts, or other items of value on the subject property, the City shall immediately cease the use of the Trail Connector and contact the Commission's MoDOT representatives.

(14) ASSIGNMENT OF RIGHTS UPON DEFAULT, COMMISSION OPTION: If the City defaults and abandons the Trail Connector construction project, the Commission has the right, at its discretion, to complete construction of the Trail Connector or demolish the structure. The Commission shall have the right to charge all payments associated with and costs of construction or demolition to the City. Such assignment is at the option of the Commission, so that the Commission, if it elects, may compel performance and payments by Contractor (or a substitute contractor) in compliance with the construction contract as secured by the required surety bonds.

(15) TRAFFIC CONTROL PLAN, SIGNING AND SCHEDULING OF CONSTRUCTION: The City agrees to provide to the District Engineer a traffic control plan for handling traffic during the contemplated construction. The City agrees to provide construction signing in compliance with the Manual on Uniform Traffic Control Devices. This Agreement is conditioned upon written District Engineer approval of the traffic control plan and any revisions or modifications to the plan before construction may begin. All construction shall be scheduled to minimize disruption of the traffic flow. Any lane closure shall be coordinated with MoDOT and scheduled during nonpeak hours except in the case of an emergency.

(16) MAINTENANCE AND REPAIR: At all times during the construction of the Trail Connector and after its completion, the site of the Trail Connector and all related structures and approaches will be maintained by and at the expense of the City with respect to City use and operation of the Trail Connector so as to assure that these structures and the area within, above and beside Commission's property will be kept in accordance with ADA and Commission standards and in good condition as to safety, use and appearance and such maintenance will be accomplished in a manner so as to cause no unreasonable interference with the use of or access to the Commission's state highway system. The City's maintenance requirements herein shall be limited to the maintenance required for the use of the Trail Connector as provided for herein. Notwithstanding anything herein to the contrary, the City shall have no maintenance requirements with regard to the paved highway area on Commission property, except for cleaning trash or items thrown from the Trail Connector and maintaining any adjoining highway structure in a graffiti-free condition in accordance with direction as provided by MoDOT.

(17) THE COMMISSION ACTION IF THERE IS FAILURE TO MAINTAIN PROPOSED STRUCTURE: In the event the City fails to meet its maintenance obligations set forth in this Agreement, the Commission or its contractors, agents and employees shall have the authority, but not a duty or obligation, to maintain the facility as the Commission deems necessary. If the City fails to begin making repairs within thirty days of receiving written notice or fails to continue with the repairs in a diligent manner, the maintenance work may be performed by the Commission, unless the District Engineer or his/her authorized representative determines that an actual or potential emergency exists requiring immediate repairs. Any expenses incurred by or on behalf of the Commission in performing the maintenance work described in this section shall be the debt of and shall be chargeable to the City.

(18) MAINTENANCE PERMIT: Any maintenance performed on the infrastructure of the Trail Connector shall require a permit to be issued by the District Engineer, or the District Engineer's authorized representative. Maintenance of the Trail Connector within the roadway limits may require proper lane closures as specified in the Manual on Uniform Traffic Control Devices or as directed by the District Engineer. Any lane closure shall be coordinated with MoDOT and scheduled during nonpeak hours except in the case of an emergency.

(19) INDEMNIFICATION:

(A) To the extent allowed or imposed by law, the City shall defend, indemnify and hold harmless the Commission, including its members and department employees, from any claim or liability whether based on a claim for damages to real or personal property or to a person for any matter relating to or arising out of the City's wrongful or negligent performance of its obligations under this Agreement.

(B) The City will require any contractor procured by the City to work under this Agreement:

(1) To obtain a no cost permit from the Commission's district engineer prior to working on the Commission's right-of-way, which shall be signed by an authorized contractor representative (a permit from the Commission's district engineer will not be required for work outside of the Commission's right-of-way); and

(2) To maintain insurance as required for the City in Paragraph 20 of this License, and to name the Commission, and the Missouri Department of Transportation and its employees, as additional named insureds in amounts as required for the City in Paragraph 21 of this License.

(C) In no event shall the language of this Agreement constitute or be construed as a waiver or limitation for either party's rights or defenses with regard to each party's applicable sovereign, governmental, or official immunities and protections as provided by federal and state constitution or law.

(20) INSURANCE:

The City shall purchase and maintain at the City's own expense commercial general liability, automobile liability, and umbrella/excess liability insurance with an insurance company(ies) eligible to do business in the state of Missouri in the following types and minimum limits:

High Risk, as defined by Commission, for Licenses with, but not limited to, the following characteristics: Cattle pass agreement, storing commercial/agricultural equipment, material storage, trash clean up under bridge, tunnel under a route,

conveyor belt to move aggregate through box culvert, repair transit vehicles, beneath structure Licenses, construction of tunnels over roadway, emergency helicopter landing area, underground gas storage, pedestrian path, airspace for Metrolink bridge over roadway, park and ride lot, gas station drive lanes, future tunnels for mining/quarrying.

Commercial General Liability (CGL) Insurance:

Policy Form: An Insurance Services Office (ISO)-based occurrence form CGL policy (CG 00 01 or its equivalent) shall be used.

Limits:

Each Occurrence Limit (Bodily Injury and Property Damage) Low risk: \$600,000, Moderate: \$800,000, High: \$1,000,000.
Personal and Advertising Injury Limit Low risk: \$600,000, Moderate: \$800,000, High: \$1,000,000
Products and Completed Operations Aggregate Limit Low risk: \$1,000,000, Moderate: \$1,500,000, High: \$2,000,000
General Aggregate Limit Low risk: \$1,000,000, Moderate: \$1,500,000, High: \$2,000,000

Deductible: \$10,000 maximum per occurrence.

Additional Insured: To be provided for premise and completed operations under ISO Endorsements CG 20 10 and CG 20 37, or their equivalent, for *Missouri Highways and Transportation Commission, its members and department employees* Coverage is to apply on a primary noncontributory basis when coverage is available to the Commission, using ISO Endorsement CG 20 01, or its equivalent. Copies of the additional insured coverage must be attached to the certificate.

Waiver of Subrogation: To be provided under ISO Endorsement CG 24 04, or its equivalent in favor of *Missouri Highways and Transportation Commission, its members and department employees* to waive the rights of the City's insurers' rights of recovery.

Umbrella/Excess Liability Insurance

Policy Form: Coverage must follow-form and include the required CGL and Business Automobile Liability as underlying insurance, including additional insured coverage. If umbrella/excess liability insurance coverage is not follow-form, differences must be identified to Commission.

Additional Insured: To be provided for premise and completed operations for *Missouri Highways and Transportation Commission, its members and department employees* Coverage is to apply on a primary noncontributory basis when coverage is available to

the Commission. Copies of the additional insured coverage must be attached to the certificate.

Waiver of Subrogation: To be provided in favor of *Missouri Highways and Transportation Commission, its members and department employees* to waive the rights of the City's insurers' rights of recovery.

The City shall cause insurer to include the Missouri Highways and Transportation Commission as an additional insured. This insurance shall be for the payment of any property damages, personal injury or death to person(s) on the premises as licensees or invitees, expressed or implied, of the City. Evidence of the City's liability insurance by certificates of insurance shall be furnished to the Commission, upon renewal or replacement of each required policy of insurance, and upon Commission's written request, and if the City fails, refuses or neglects to take out, extend or maintain said insurance this License shall be null and void. The certificates will also include copies of endorsements evidencing the Commission as an additional insured on the City's commercial general liability insurance policy, business automobile liability insurance policy, and umbrella/excess liability policy or policies. Delivery or acceptance of a certificate of insurance not meeting the requirements of this License shall not be deemed to waive any of City's requirements hereunder.

(21) ASSUMPTION OF RISK AND RELICENSE:

(A) Assumption of Risk: The City, by signing this license agreement, acknowledges that it has carefully read this legal document, and that it understands that the Commission property has vehicular traffic and other potential hazards on it that cannot reasonably be protected against, or warned of, in advance. By signing this license agreement, the City agrees to comply with the safety instructions it receives in this document and from MoDOT employees; the City acknowledges the existence of these and other risks on Commission property and agrees to assume these risks by accepting this license and using the Commission's property for the activity permitted herein.

(22) REVOCATION OF AGREEMENT: This license granted in this Agreement is at the pleasure or discretion of the Commission. The occurrence of any one of the following shall constitute a default by the City under the terms of this Agreement and, at Commission discretion, may result in revocation of this Agreement.

(A) Failure to Construct the Trail Connector as Approved: The Trail Connector is not completed in compliance with the plans and specifications approved or approved as modified by the Commission and the FHWA;

(B) Nonuse or Abandonment of Trail Connector: The Trail Connector ceases to be used for the purposes stated herein, or is abandoned;

(C) Damage or Disrepair: The Trail Connector is damaged or falls into disrepair, such that it becomes structurally unsound or unsafe to be used for the purpose

for which it was built, and it cannot be repaired or the City will not repair the Trail Connector to a condition satisfactory to the Commission and the FHWA;

(D) Violation of Agreement: The City violates any term of this Agreement;

(E) Change in Use: The City changes or attempts to change the use or purpose of the Trail Connector, without prior written approval of the Commission, with the concurrence of the FHWA;

(F) Violation of Laws: The City constructs, operates, uses or maintains the Trail Connector or any other structure within the Commission's property in violation of any state or federal laws or regulations which are applicable at that time, but only after notice is given by the Commission specifying the violation and giving a reasonable opportunity to cure, not to exceed thirty (30) days, and which is not cured by the City within the applicable time;

(G) Failure to Pay Debts: The City fails to pay its debts or liabilities to the Commission under this Agreement;

(H) Failure to Maintain Insurance: The City fails to maintain insurance as required by this Agreement;

(I) Void or Invalid Agreement: This Agreement, or any material portion thereof is deemed void or invalid by a court of competent jurisdiction.

(J) Unsafe Action: If the City acts in an unsafe manner, negligently, or refuses to follow safety instructions of MoDOT officials, or in any way breaches the terms of this license agreement. The City understands that it shall not assign or delegate any interest in this Agreement and shall not transfer any interest in or use of this license to another. This license is granted solely to the City and to no other person or entity.

(K) Removal of the Trail Connector: In the event this Agreement is revoked under provisions of Section (22) of this Agreement and the Commission deems it necessary to request to remove the Trail Connector Improvement, the removal shall be accomplished by the City or a responsible party as determined by the Commission, in a manner prescribed by the Commission, with all costs and expenses associated with the Trail Connector removal paid by the City.

(23) Redesign, Relocation, or Alteration of Highway: In the event that the Commission should find that it is necessary to redesign, relocate, or alter the highway at this location, the Commission, at its sole discretion, may suspend this license as needed to redesign, relocate, or alter the highway at this location. Further, should the Commission find, that changes should be made at this location, but does not desire to terminate this Agreement, the Commission shall make changes at its expense. Once the changes have been completed, the City shall resume its maintenance responsibility for the Trail Connector.

(24) ADVERTISING RESTRICTIONS: No billboards or advertising is to be placed on or over the Commission's property or airspace, either within, on, attached to or apart from the Trail Connector. On premise directional signs pertaining only to the Trail and Trail Connector will be allowed and installed only after approval by the Commission or its representative. All such proposed-on premise directional signs including, but not limited to, "City Name" or "Welcome To" signs and all aesthetic sign treatments and components (i.e., sign sheeting, mounting height, characteristics of pole and breakaway assembly, etc.) shall be submitted in detailed plans to the Commission or its representative and approved prior to installation.

(25) OPPORTUNITY TO CURE: As to any default described in paragraph (22) above, same shall not be a basis of terminating or revoking this Agreement until written notice is delivered to the City specifying the default with particularity, giving a reasonable opportunity to cure, not to exceed thirty (30) days, and which is not cured by the City within the applicable time.

(26) REMOVAL OF THE TRAIL CONNECTOR: In the event this Agreement is revoked and the Commission deems it necessary to request the removal of the Trail Connector Improvement, the removal shall be accomplished by a responsible party, as determined by the Commission, in a manner prescribed by the Commission, with all costs and expenses associated with the Trail Connector removal paid by the City.

(27) UTILITY RELOCATION: With respect to any utility facilities requiring relocation or adjustment in connection with the herein contemplated construction, the City agrees that said relocation or adjustment shall be in accordance with the detailed plans as approved by the Commission with all costs and expenses associated with the utility relocation or adjustment paid by the City.

(28) NONDISCRIMINATION: The City, for itself, its representatives, and successors in interest, as part of the consideration hereof, does hereby covenant and agree as a covenant running with the property that no person on the grounds of race, color, religion, creed, national origin, disability, sex or age shall be denied the benefits of or otherwise be subjected to discrimination in the construction or use of the City facilities served by the Trail Connector.

(29) AMENDMENTS: Any change in this Agreement, whether by modification and/or supplementation, must be accomplished by a formal contract amendment signed and approved by the duly authorized representatives of the City and the Commission.

(30) AUTHORITY TO EXECUTE: The signers of this Agreement warrant that they are acting officially and properly on behalf of their respective institutions and have been duly authorized, directed and empowered to execute this Agreement.

(31) SEVERABILITY: If any clause or provision of this Agreement is found to be void or unenforceable by a court or district of proper jurisdiction, then the remaining

provisions not void or unenforceable shall remain in full force and effect.

(32) SURVIVABILITY: The City's obligation to the Commission under this Agreement shall survive the completion of the terms of this Agreement.

(33) DEFENSE: This Agreement may be pleaded as a full and complete defense to any subsequent action or other proceeding arising out of, or relating to, or having anything to do with, any and all claims, counterclaims, issues, defenses or other matters released and discharged by this Agreement. This Agreement may also be used to abate any such action or other proceedings and as the basis of a counterclaim for damages.

(34) LAW OF MISSOURI TO GOVERN: This Agreement shall be construed according to the laws of the State of Missouri. The City shall comply with all local, state and federal laws and regulations relating to the performance of this Agreement.

(35) VENUE: It is agreed by the parties that any action at law, suit in equity, or other judicial proceeding to enforce or construe this Agreement, or respecting its alleged breach, shall be instituted only in the Circuit Court of Cole County, Missouri.

(36) AUTHORITY TO GRANT LICENSE: The parties enter into this Agreement with full understanding that the Commission, to the best of its knowledge and belief, has the authority to grant this license. The Commission makes no representation that it has full fee simple title to the property which is the subject of this Agreement. In the event this Agreement is rendered null and void based upon a determination that the Commission did not have the authority to grant this license on the subject property, the Commission will not be responsible for any damages, costs or other expenses incurred by the City in connection with this Agreement.

(37) NOTICES: Any notice or other communication required or permitted to be given hereunder shall be in writing and shall be deemed given three (3) days after delivery by United States mail, regular mail postage prepaid, or upon receipt by personal or facsimile delivery, addressed as follows:

(A) To the City of Smithville, Missouri:
2 Helvey Park Dr
Smithville, MO 64089
(816) 532- 2080

(B) To the Commission:
District Engineer
600 NE Colbern Road
Lee's Summit, MO 64086
(816) 622-6500

or to such other place as the parties may designate in accordance with this Agreement.

To be valid, facsimile delivery shall be followed by delivery of the original document, or a clear and legible copy thereof, within three (3) business days of the date of facsimile transmission of that document.

(38) ENTIRE AGREEMENT: This Agreement represents the entire understanding between the parties regarding this subject and supersedes all prior written or oral communications between the parties regarding this subject.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below.

Executed by the City on _____(DATE).

Executed by the Commission on _____(DATE).

**MISSOURI HIGHWAYS AND
TRANSPORTATION COMMISSION**

THE CITY OF Smithville, MISSOURI

By: _____

By: _____

Title _____

Title Damien Boley, Mayor

Attest: (SEAL)

Attest: (SEAL)

Secretary to the Commission

By: _____

Title: Linda Drummond, City Clerk

Approved as to Form:

Approved as to Form:

Commission Counsel

By: _____

Title: _____

Resolution No. 1452

Smithville, MO



Legend

- Road
- Parcel Public

Notes

400.0 0 200.00 400.0 Feet

This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



City Administrator's Report

March 14, 2025

Personnel Update

This week, we received Police Officer Chris Mendoza's resignation. Officer Mendoza has accepted a position with the Platte County Sheriff's Office. He has been with the City of Smithville for the last 16 years. Most recently he has worked as a School Resource Officer. His last day with the SPD will be April 1. Chief Lockridge is reaching out to the Smithville School District with regard to this resignation and the effect it will have on our ability to provide SROs in the schools.

While all vacant positions had been filled, this creates one vacancy in the department. We currently have a conditional offer out to a candidate.

We have received several applications for the vacant Finance Analyst position. Applications remain open until filled, but review of candidates submitting applications has begun in an effort to identify candidates for the interview process.

Follow Up to Public Comment

At the February 25 Board Meeting, Randall Palmer spoke with questions and concerns regarding possible code issues adjacent to his property. Subsequent to the meeting, Development Director Jack Hendrix and Code Enforcement Officer Keowa Norton met with Mr. Palmer. A summary of that discussion is attached.

Proposition P Update

On April 8, City of Smithville residents will have the opportunity to vote on a Public Safety Sales Tax. This proposition asks voters to consider imposing a citywide ½ percent public safety sales tax to be placed on all retail sales made in the City of Smithville. Funds generated would be dedicated to Police Department related purposes, including the enhancements to officer compensation and benefits to aid in recruitment and retention of officers; fund public safety equipment and staff to support community growth; and implementation of an animal control program.

In the last two weeks, staff has presented information on the ballot question at a public meeting held at City Hall, attended Kiwanis and Lions Club meetings, presented inform at the Chamber luncheon and attended Cedar Lakes HOA meeting. Additional meetings are scheduled through election day, including a second public meeting on

Wednesday, April 2 at City Hall at 6 p.m. Board members are encouraged to attend as they are able.

The Smithville Chamber of Commerce has worked with the City, Smithville School District and Northland Regional Ambulance District to schedule an informational forum to be held on Thursday, April 3 at 6:30 p.m. in the Performing Arts Center at Smithville High School.

An informational flyer has been mailed with utility bills arriving in mailboxes in March.

If you have any questions regarding the ballot question, please contact Chief Jason Lockridge jlockridge@smithvillemo.org or Assistant City Administrator Gina Pate gpate@smithvillemo.org.

For more information on the ballot issue, please visit www.smithvillemo.org/PropositionP.

Infrastructure Project Updates

Streetscape Phase III Project Update

The contractor is currently installing the fence at the bridge, as well as light poles and conduit throughout Bridge Street. Mill and overlay are scheduled for March 27-28, with striping planned for mid-April. After completing a few punch list items, North Bridge Street is expected to reopen by the end of April.

Utility Improvements

An Amendment to Authorization 99 with HDR for the Water Treatment Plant Improvements Project will be on the April 1 agenda. This project is proceeding however due to material and equipment deliveries, the anticipated completion date is now July 2025. The project was originally scoped to be completed in August 2024. Additional, construction management services to review contractor submittals, pay applications and site visits have been necessary, increasing the project costs by approximately \$36,000.

The scope of services that HDR will provide for Smithville Lake Sampling to determine any water quality issues that may be contributing to taste and odor issues. HDR will develop a lake sampling plan. City staff will collect the samples and send them to PACE Labs for analysis. HDR will review the results, document findings and provide recommendations to improve the finished water quality. The project will run from April to December 2025. HDR fees for this service is \$28,120.00

The City will be invoiced directly for the laboratory services from Pace.

Board of Aldermen Retreat

The 2025 Board of Aldermen Retreat is scheduled for Thursday and Friday April 17 and 18. Times of the meeting will be determined in the coming weeks.



Date:	February 28, 2025
Prepared By:	Jack Hendrix, Development Director
Subject:	Nuisance Complaints from the February 25 Board Meeting

This memo is to memorialize the Development Department’s response(s) to the complaints made at the last Board meeting from Mr. Randy Palmer, 14702 Shamrock Way pertaining to Lot 4 and Lot 5, Fairview Crossing North. Some of Mr. Palmer’s concerns are similar to some of those previously made by Ms. Kristine Bunch. In addition to Mr. Palmer and Ms. Bunch, Keowa previously addressed issues with Mr. Dave Mullen, 104 Hudson Ln. who also made nuisance related complaints last year. Mr. Mullen contacted Keowa in September and December of 2024 about concerns with trees along the property line between his house in Hills of Shannon and the Fairview Crossing North subdivision. That area is the undeveloped Lot 4 between the strip center on Lot 5 and the stormwater detention basin to the south. She provided him with the information that any tree dispute and potential damage from trees would be a civil matter between the parties.

Mr. Palmer, Keowa Norton and I met at City Hall on March 6, 2025 to discuss the various issues brought up by Mr. Palmer at the February 25, 2025 Board Meeting. The following is a description of our meeting, and more particularly the subjects discussed, including the code interpretations we went through with him.

Rocks and Debris concerns

The first item we discussed was his concern with the rocks and debris located on Lot 4. This matter was inspected Wednesday, February 26, 2025, by both Keowa and myself. We notified Mr. Palmer that it was determined that there exist one large (10’x10’ area) pile of concrete demolition materials, as well as several instances of large rocks removed during the utility construction located in various places on the vacant Lot 4. As a result, the Keowa notified the owner through her normal procedures that the lot must be cleaned up from this debris. She also provided notice that the lot appears to be missing enough vegetation to meet our stormwater standards. Those standards require that at least 80% of this lot must be vegetated and that the Public Works Department will be responsible for further inspections and verification of compliance. Mr. Palmer thanked Keowa for her work on this matter. Following this, we moved to discuss his concerns related to several zoning/site plan issues he mentioned at the Board meeting.

Lighting concerns

Mr. Palmer expressed concerns that the lighting was impacting his view. The lighting installed was identified in the initial application for site plan review and complies with the lighting standards there. See <https://ecode360.com/28675252>

The lighting on the rear of the building is composed of both parking lot lighting as well as egress lighting. The egress lighting is specifically exempted from the lighting protection standards, but the parking lot lighting must comply. The lights are LED and are aimed directly down with the LED panel slightly recessed into the fixture. While the lighting may be disruptive to Mr. Palmer, it complies with the above standards. Mr. Palmer indicated that at the time of the original planning commission hearing on the conceptual plan, he wasn't aware of the elevation that the buildings would be set at, or he would have addressed the lighting concerns then. I acknowledged that the elevation of the lights in relation to his property do certainly impact the visibility of them from his property, but that our codes do not take that into account. We use the photometric plan method to determine how much light leaves the property and this complied with the standards above. We next discussed trees and tree buffering requirements.

Buffering Tree concerns

The concern about landscape buffering between the Hills of Shannon properties and the Fairview Crossing North properties were first identified in the Planning and Zoning meetings in the initial subdivision hearings. Those concerns included the removal of the existing trees for the drainage easement between the properties and the visual impact of the future buildings. Prior to approving the subdivision, it was identified and made clear that any and all buildings would be subject to the site plan review process, and specifically the landscaping and buffering requirements of the following: <https://ecode360.com/28675320>

I explained to Mr. Palmer that during that site plan review, the developer agreed that the evergreen buffer trees should not be planted at the bottom of the hill adjacent to the fencing, but instead on top of the hill adjacent to the parking lot. The grade of each of the houses is such that those yards slope downhill, and the building pads would be at or near the same elevation of the houses so placing the trees higher up would provide the best protection for the properties. This is what was approved, and those trees are all installed but have not fully matured to increase the visual buffer. Mr. Palmer then asked why the trees don't extend past the building to the end of the parking lot. I explained that our codes create the number, type and spacing of landscaping based upon the building length in particular and the trees are centered upon the building and laid out accordingly.

Stormwater concerns

At the meeting, Mr. Palmer indicated that when it rains he gets water running through his yard. Obviously staff has not been able to view this condition. I explained that the subdivision design and lot design of Lot 5's stormwater were designed and constructed to remove the majority of the original drainage from between the two subdivisions into separate storm structures. Those structures then drained that water to the west into the primary storm drainage in the street, then down to the detention basin south of both Lots 4 and 5. I explained that this design actually removed much of the properties drainage that went through that swale between the properties and contained it into the storm system as stated above. The basin then holds the water and releases it back into the natural system

at the same location and volume as existed prior to any buildings. That basin is performing as designed, and is also subject to annual review and inspection by the Public Works department.

We finally discussed the parking/storage of the kayaks and boats on Lot 4. This matter has been subject to complaints from Ms. Bunch in the past, in particular the storage of kayaks, boats and a trailer on the ground of the undeveloped Lot 4. I mentioned that my research on this matter began on the basis of the similarities between his and Ms. Bunch's statements. Specifically, they both stated that the City's ordinances CLEARLY prohibit parking the boats on the ground. My research started on viewing the online ordinances available to both citizens to determine how they both reached the same conclusion of it being clearly prohibited. I was unable to find the relevant zoning code provisions on the Website and worked with Linda Drummond to get this ordinance on the website. Ultimately, this was the basis upon which I explained the city's determinations on the parking and outdoor storage of the kayaks, etc.

Parking and Outdoor Storage concerns

First, I provided copies of the two relevant ordinances listed below, and clarified the timing and reasons for each. Specifically, the Board of Aldermen added a new provision to the property maintenance code by Ordinance 3077-20 on November 2, 2020. That provision required parking to be on an approved parking surface (either pavement or gravel). I then explained that following that adoption, concerns and questions were expressed to me about both of the tractor businesses parking on grass. I was aware of the zoning definitions concerning an exemption from outdoor storage requirements for merchandise of the business. My research further indicated that the link between that definition and the rest of the code was broken during the changes made to the code in 2013. As a result, staff brought forward a new ordinance that restored the provisions previously removed in 2013. That ordinance was passed by Ordinance 3160-22 on October 4, 2022. It effectively changed and clarified the zoning regulations for Outdoor Storage in the B-1 through B-4 districts in the city limits. The changes in this newer ordinance clarify outdoor storage rules, including an exception for display of merchandise.

There is now a difference in how parking is handled versus storage, especially if the storage is merchandise to be displayed outdoors. The new ordinance clarified the differences and included provisions that outdoor storage must be hidden by storage screening except as allowed in the district zoning regulations. Since Fairview Crossing North is zoned B-3, it is subject to the following from the 2022 ordinance available here at the following link.

<https://ecode360.com/SM3433/laws/LF2284485.pdf>

§400.170.B.8

No outdoor storage except the display of merchandise for sale to the public during business hours, except outdoor storage completely enclosed in proper storage screening.

To understand what this provision means, the following definitions are provided in the zoning code for context:

OUTDOOR STORAGE

The keeping of goods, equipment, property, etc., business related or otherwise, not completely enclosed in a building.

STORAGE SCREENING

A solid or semisolid fence or wall or trees or shrubs at least six (6) feet but not more than eight (8) feet high (maximum height excluded for trees and shrubs) and having a density of not less than eighty percent (80%) per square foot.

DISPLAY OF MERCHANDISE FOR SALE TO THE PUBLIC

Outdoor storage of goods, equipment, property, etc., in a visually pleasing manner for retail purchase by the general public, excluding the outdoor storage of repair parts, and supplies, assembly items, and/or items primarily used for contracted services, repairs and/or installations.

See this link for the above zoning code definitions. <https://ecode360.com/28674183>

After providing him with the ordinances and the background, he asked as to whether we thought that this merchandise had been placed “in a visually pleasing manner”. I explained that Keowa and I were limited to what we could prove beyond a reasonable doubt in court. Obviously, “visually pleasing” is a subjective term which is difficult to define, but having the merchandise laid out in lines seems to meet that definition. He went on to say that Heritage Tractor and Coleman Equipment stores merchandise in the grass, but in a clearly visually pleasing manner and that these kayaks don't seem to be in a visually pleasing manner. I again explained that since it was so subjective, we did not believe it was in anyone's interest to bring this to a state court judge to determine the issue. I explained that we would likely continue to be able to discuss the matter with the parties involved to see if they could address the visually pleasing portion.

Following the meeting, Mr. Palmer thanked Keowa and I for meeting and explaining our positions. He expressed that the meeting did not proceed as he imagined going in, but was pleased with how we handled it and explained things to him.



Board of Aldermen Request for Action

MEETING DATE: 3/18/2025

DEPARTMENT: Administration

AGENDA ITEM: Bill No. 3057-25 – Repealing Article II – Economic Development Committee Section 155.020 Economic Development Committee. 2nd Reading

REQUESTED BOARD ACTION:

A motion to approve Bill No. 3057-25, repealing Article II – Economic Development Committee Section 155.020 Economic Development Committee. Second reading by title only.

BACKGROUND:

On November 5, 2024, the Board of Aldermen met in work session to discuss the role of the Economic Development Committee (EDC). Historically, the EDC has worked on a variety of projects relating to business attraction, economic incentives, branding, tourism and marketing.

The City has formed partnerships with a variety of entities to help move economic development efforts forward:

- Clay Economic Development Council
- Northland Chamber of Commerce
- Smithville Area Chamber of Commerce
- Smithville Main Street District

At the work session the Board directed staff to bring forward ordinance language to repeal the Economic Development Committee, but to maintain an Alderman Representative for Economic Development. The Mayor shall annually appoint (subject to the approval of the Board of Aldermen) a member of the Board of Aldermen as the “economic development representative” to work with staff to consider and recommend policies and initiatives regarding Economic Development, as well as attend Economic Development functions with staff.

The Board and staff appreciate all of the efforts that the members on the EDC have done over the years to move forward economic development efforts, and their commitment to the City of Smithville

PREVIOUS ACTION:

The Board has discussed the role of the Economic Development Committee at multiple work sessions.

FINANCIAL CONSIDERATIONS:

None.

ATTACHMENTS:

- Ordinance
- Resolution
- Staff Report
- Other

- Contract
- Plans
- Minutes

**REPEALING ARTICLE II - ECONOMIC DEVELOPMENT COMMITTEE
SECTION 155.020 ECONOMIC DEVELOPMENT COMMITTEE.**

WHEREAS the Mayor and the Board thank all current and former members of the Economic Development Committee and all the people who have aided the Committee in its deliberations and studies. Your efforts are very much appreciated.

However, the Board and Staff have decided that in the interest of the more efficient and effective use of staff time, that Article II - Ordinance §155.020 *Economic Development Committee* be repealed and the Economic Development Committee be dissolved and disbanded; and

WHEREAS henceforth, the Mayor will annually appoint (subject to the approval of the Board of Aldermen) a member of the Board of Aldermen to collaborate with staff to consider and recommend policies and amendments to an Economic Development Strategic Plan, as well as specific actions to implement such a plan, or other related activities.

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

Effective immediately, Article II - Ordinance §155.020 *Economic Development Committee* of the Municipal Ordinances of the City of Smithville, Missouri is repealed, and the existing Economic Development Committee is dissolved and disbanded; and

Henceforth, during the annual election for Board representatives, the Mayor shall annually appoint (subject to the approval of the Board of Aldermen) a member of the Board of Aldermen as the "economic development representative" to work with staff to consider and recommend policies and initiatives regarding Economic Development, as well as attend Economic Development functions with staff.

PASSED THIS 18th DAY OF MARCH 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 03/04/2025

Second Reading: 03/18/2025



Board of Aldermen Request for Action

MEETING DATE: 3/4/2025

DEPARTMENT: Public Works

AGENDA ITEM: Approve Bill No. 3058-25, FY2025 Budget Amendment No. 6 - 1st Reading

REQUESTED BOARD ACTION:

A motion to approve Bill No. 3058-25, amending the FY2025 Operating Budget to add \$70,000 to the Transportation Sales Tax Fund expenditure budget. 1st reading by title only.

SUMMARY:

Anthony Glenn began his tenure as Street Superintendent on January 2 as we geared up for the first major snow event this year. He has implemented some changes and developed an ambitious work plan. The focus of this plan is to enhance the durability of asphalt patches and pothole repairs, as well as to expand concrete repairs to streets, including curb and gutter repair and replacement. Implementation of this plan requires an amendment to the FY2025 Budget adding \$70,000 in expenditures to the Transportation Sales Tax Fund.

Proposed Equipment Acquisition

To further improve the efficiency and quality of street repairs, the Street Division is requesting the acquisition of a hot box for asphalt street repair. Currently, asphalt is spread using the bucket of a skid steer or the blade from a grader for larger areas. The proposed hot box would attach to the skid steer, enabling a more even and consistent application of asphalt across larger surface areas. This equipment is estimated to cost approximately \$10,000 and is not currently included in the 2025 budget.

Improved street surface repairs will result in longer-lasting repairs, enhanced rideability, and increased street longevity. The adopted 2025 budget currently allocates \$20,000 for asphalt and crack seal materials. Following review, staff currently estimates that this amount needs to be increased to \$40,000 to accommodate the planned repair efforts.

Concrete Repair and Replacement

In addition to the asphalt repairs, the work plan includes a significant focus on curb and gutter repair and replacement, as well as concrete pavement patching. The adopted 2025 budget includes only \$12,000 for concrete repairs, but an increase to \$30,000 is being requested to cover the additional concrete work planned.

Building and Facility Repairs

The 2025 budget currently allocates only \$1,000 for building and facility repairs and maintenance. Staff is requesting an additional \$14,500.

Recently, the crew room, office, and restroom were renovated by staff to create a functional space for staff breaks, training, and division meetings. The total cost of these renovations, including furnishings, was approximately \$7,500.

Additionally, there is a need for a covered material storage area for AB-3, a base material used for road subgrade and street excavation backfill (e.g., for water main breaks). Currently, this material is not stored on-site, requiring staff to travel to the quarry to retrieve it. A new, covered storage area is needed to keep the AB-3 dry, as it absorbs water and becomes difficult to use when wet. The estimated cost for this storage area is approximately \$5,000.

The salt storage bins have also deteriorated over time, with the rear wall pushed out. Repairs to the existing salt storage bin are estimated at \$3,000.

Street Sweeping Disposal

As part of our MS-4 permit requirements, the Street Division is responsible for completing street sweeping activities. Historically, street sweepings have been piled at the street division, creating a significant accumulation of material that contains oils and greases from vehicles. This material must be properly disposed of at a landfill. The estimated cost for hauling this material to the landfill, including landfill fees, is \$7,500. After reviewing several vendors, Huntley Disposal in Smithville has provided the most competitive pricing and service. Staff is requesting an increase of \$7,500 to the professional services account to cover this cost.

Summary:	2025 Budget	Requested increase	TOTAL
Repairs and Maintenance – BLDG	\$1,000	\$14,500	\$15,500
Capital Purchases Equipment	\$6,959 Skid steer lease	\$10,000	\$16,959
Repairs and Maintenance – STREET			
Concrete Repairs	\$12,000	\$18,000	\$30,000
Asphalt / Crack Seal Repairs	\$20,000	\$20,000	\$40,000
Professional Services	<u>\$40,000 Engineering</u>	<u>\$7,500</u>	<u>\$47,500</u>
TOTAL	\$79,959	\$70,000	\$149,959

This amendment increases the Transportation Sales Tax Fund allocation in the amount of \$70,000 for maintenance and operational expenses.

PREVIOUS ACTION:

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

POLICY ISSUE:

Approving an amendment to the FY2025 Budget.
Infrastructure and facility maintenance

FINANCIAL CONSIDERATIONS:

There are sufficient funds in the Transportation Sales Tax Fund for these expenses.

ATTACHMENTS:

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

**AN ORDINANCE AMENDING THE FY2025 OPERATING BUDGET
TO ADD \$70,000 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, The Public Works Department Streets Division provides a comprehensive range of services, including street maintenance (pothole repairs, crack sealing, curb repairs, concrete and asphalt patching), street sweeping, snow removal, storm sewer maintenance and repair, ditch and waterway clearing, and right-of-way mowing; and

WHEREAS, the Public Works Department Streets Division has developed a work plan that improves and enhances the operations and services the division provides; and

WHEREAS, the Public Works Department Streets Division is requesting an increase of \$70,000 to the approved 2025 Transportation Sales Tax Expenditure Budget for additional materials and necessary improvements to the Streets Division building and maintenance facilities; and

WHEREAS, the FY2025 Budget originally allocated \$79,959 in the Transportation Sales Tax Fund for these materials and operations; and

WHEREAS, an amendment to the Transportation Sales Tax Fund is required to allocate an additional \$70,000 to complete the planned maintenance operations.

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:

- \$70,000 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 18th day of March 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 03/04/2025

Second Reading: 03/18/2025



Board of Aldermen Request for Action

MEETING DATE: 3/18/2025

DEPARTMENT: Administration

AGENDA ITEM: Adjournment to Executive Session Pursuant to Section 610.021(1) RSMo.

REQUESTED BOARD ACTION:

A motion to close the regular session for the purpose of discussing legal matters pursuant to Section 610.021(1) RSMo.

SUMMARY:

To allow the Board of Aldermen to adjourn to Executive Session to discuss legal matters.

PREVIOUS ACTION:

N/A

POLICY ISSUE:

The Board of Aldermen will vote to close the Board of Aldermen Regular Session Pursuant Section 610.021(1) RSMo.

FINANCIAL CONSIDERATIONS:

ATTACHMENTS:

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



FY2025 Planning Calendar

***** Items on the Planning Calendar are subject to change *****

April 1, 2025 Work Session 6:00 p.m.

Utility Discussion

April 1, 2025 Regular Session 7:00 p.m.

Ordinance – FY2025 Budget Amendment No. 6 (Transportation Sales Tax Fund) – 2nd Reading

Resolution – Reimbursement Resolution

Resolution – Award Bid – 144th Street Lift Station and West Bypass

Resolution – Facilities Extension Agreement with Evergy

Resolution – HDR – Taste and Odor Scope

Resolution – Award Bid for Janitorial Services

Resolution – Nehemiah Festival 2025 Contract

Resolution – Award Bid for Debt Collections Services

April 15, 2025 Work Session

FY2024 Audit Presentation

Discussion of Banking Services

April 15, 2025 Regular Session 7:00 p.m.

Planning commission items need to be added

Resolution – Bid Award – Sidewalk Maintenance Program

Resolution – Bid Award – Street Maintenance Program

Election of Mayor Pro-Tem

Election for Planning Commission Representative

Election for Economic Development Representative

Election for Parks and Recreation Committee Representative

Executive Session Pursuant to Section 610.021(3)RSMo.

April 17 & 18, 2025 Board Retreat

May 6, 2025 Work Session

Discussion of Liquor Licensing

May 6, Regular Session 7:00 p.m.

Proclamation – Public Service Recognition Week (to include Public Works and Public Safety)

Proclamation – Older Americans Month

Resolution – Amending the City Administrator's Contract

Resolution – Award Bid – Banking Services

Resolution – Award Bid – OK Trail

May 20, 2025 Work Session

Discussion Departmental Budget Presentation
Discussion 6-Month FY2024 Budget Review
Discussion 5-Year Capital Improvement Plan Update

May 20, Regular Session 7:00 p.m.

Ordinance – Amending Section 600.030 Liquor Licenses – 1st Reading

June 3, 2025 Work Session

Discussion 5-Year Capital Improvement Plan Update

June 3, Regular Session 7:00 p.m.

Proclamation – Elderly Abuse Awareness
Ordinance – Amending Section 600.030 Liquor Licenses – 2nd Reading
Resolution – Award Bid - City Tow Contract

June 17, 2025 Work Session

June 17, Regular Session 7:00 p.m.

Resolution – Sports League Contract with Warrior Youth Football Club
Resolution – DWI Enforcement Grant
Resolution – Hazardous Moving Violation Grant

July 1, 2025 Work Session

July 1, Regular Session 7:00 p.m.

July 15, 2025 Work Session

July 15, Regular Session 7:00 p.m.

Resolution - Hazardous Mitigation Plan
Resolution – Warriors Youth Football Park Use Agreement
Resolution – Purchase Winter Materials

August 5, 2025 Work Session

August 5, Regular Session 7:00 p.m.

Resolution – MOU with Smithville School District - SRO

August 19, 2025 Work Session

Discussion 9-Month FY2025 Budget Update
Discussion FY2026 Operating Budget (1st Discussion)

August 19, 2025 Regular Session 7:00 p.m.

Resolution – Destination Safe Grant
Resolution – DWI Enforcement Grant Agreement
Resolution – Hazardous Moving Violation Grant Agreement
Resolution – Audit Services

September 2, 2025 Work Session

Discussion FY2026 Operating Budget (2nd Discussion if needed)

September 2, 2025 Regular Session 7:00 p.m.

September 16, 2025 Work Session 5:30 p.m.

Smithville Main Street District Update
Discussion FY2026 Operating Budget (2nd Discussion)

September 16, 2025 Regular Session 7:00 p.m.

Proclamation – Constitution Week
Public Hearing – Property Tax Levy
Ordinance – Setting the 2025 Property Tax Rate – Emergency Ordinance - 1st & 2nd Reading
Resolution – Award Bid - Snow Removal
Resolution – Acknowledgement of On-Call Engineering Services Agreement Renewal

October 7, 2025 Work Session

October 7, 2025 Regular Session 7:00 p.m.

Public Hearing – Sewer Rates
Ordinance – FY2026 Operating Budget – 1st Reading

October 14, 2025 Work Session

October 14, 2025 Regular Session 7:00 p.m.

Ordinance – FY2026 Operating Budget – 2nd Reading
Resolution – Amending the Schedule of Fees
Resolution – Employee Compensation Plan
Resolution – Changes to the Policy Manual
Resolution – Acknowledgement of Chamber Agreement Renewal
Executive Session Pursuant to Section 610.021(3)RSMo.

November 4, 2025 Work Session

November 4, 2025 Regular Session 7:00 p.m.

Resolution – HHW (MARC) 2026
Resolution – Award Bid Camp Host
Resolution – Award Bid Audit Services

November 18, 2025 Work Session 6:00 p.m.

November 18, 2025 Regular Session 7:00 p.m.

December 2, 2025 Work Session

December 2, 2025 Regular Session 7:00 p.m.

Resolution – Renew Agreement with Piper Sandler & Co. for City Financial Services
Resolution - Agreement with Clay County Senior Services – Grant Funding

December 16, 2025 Work Session

FY2025 Year End Budget Review

December 16, 2025 Regular Session 7:00 p.m.

Unscheduled:

City/County Shared Roads – Clay and Platte

Contract with PWSD #8

ADU's (Accessory Dwelling Units) on Existing Properties

Award Bid "OK" Railroad Phase

Highway 92 & Commercial Street Waterline Improvements – Engineering Contract

McDonald's & Central Bank Lift Station – Engineering Contract Later maybe 2025

Smith's Fork Park Waterline – Construction Contract

Past Planning Calendars can be found on the City's website in each Board of Aldermen Regular session meeting under more....additional documents.