



# **SMITHVILLE, MISSOURI**

## **Board of Aldermen - Regular Session**

**7:00 p.m.**

**February 16, 2021**

<b>TABLE OF CONTENTS</b>
--------------------------

<b>AGENDA .....</b>	<b>3</b>
<b>CONSENT AGENDA.....</b>	<b>6</b>
BOARD OF ALDERMEN MINUTES – FEBRUARY 2, 2021 WORK SESSION .....	7
BOARD OF ALDERMEN MINUTES – FEBRUARY 2, 2021 REGULAR SESSION .....	15
FINANCE REPORT – DECEMBER 2020 .....	21
<b>CITY ADMINISTRATOR’S REPORT .....</b>	<b>22</b>
<b>PURCHASING AGREEMENT WITH GREENBUSH .....</b>	<b>25</b>
<b>AMENDING SECTION 120.030 - ACKNOWLEDGING MEETING DATE CHANGE .....</b>	<b>31</b>
<b>INITIAL ZONING – CERTAIN LOTS IN LAKESIDE CROSSING.....</b>	<b>34</b>
<b>DESTRUCTION OF RECORDS.....</b>	<b>40</b>
<b>APPROVE WASTEWATER MASTER PLAN.....</b>	<b>44</b>
<b>BID AWARD – SUNSHADE STRUCTURE FOR SPLASHPAD .....</b>	<b>53</b>
<b>AMENDING THE 2020-2021 COMPENSATION PLAN .....</b>	<b>56</b>
<b>EVENT FIREWORKS DISPLAY .....</b>	<b>59</b>
<b>RESIDENTIAL LEAK ADJUSTMENT .....</b>	<b>62</b>
<b>AUTHORIZATION NO. 93 – RISK AND RESILIENCY ASSESSMENT .....</b>	<b>67</b>
<b>RIGHT OF WAY – HILLCREST STREET AND RAINTREE LANE .....</b>	<b>70</b>
<b>CHANGE ORDER NO. 1 – CITY HALL RENOVATION .....</b>	<b>74</b>
<b>SURPLUS CITY PROPERTY .....</b>	<b>78</b>

AGENDA



City of Smithville, Missouri  
Board of Aldermen – Regular Session Agenda  
February 16, 2021

**7:00 pm – City Hall Council Chambers \*\*Via Videoconference\*\***

**NOTICE:** \*Due to the Health Officer's orders for safety, public meetings and public comment during public meetings will require modification. The City of Smithville is committed to transparent public meetings and will continue this commitment during the COVID-19 crisis. Anyone who wishes to view the meeting may do so in real time as it will be streamed live on the city's FaceBook page through FaceBook Live.

For Public Comment, please email your request to the City Clerk at [ldrummond@smithvillemo.org](mailto:ldrummond@smithvillemo.org) prior to the meeting to be invited via Zoom.

1. Call to Order
2. Pledge of Allegiance
3. Consent Agenda
  - Minutes
    - February 2, 2021 Board of Alderman Work Session Minutes
    - February 2, 2021 Board of Alderman Regular Session Minutes
  - Financial Report
    - December Finance Report

**REPORTS FROM OFFICERS AND STANDING COMMITTEES**

4. Committee Reports
5. City Administrator's Report

**ORDINANCES & RESOLUTIONS**

6. **Bill No. 2886-21, Purchasing Agreement with Greenbush – 2<sup>nd</sup> Reading**  
An Ordinance authorizing the Mayor to sign on behalf of the City the Participation Agreement with Greenbush -The Southeast Kansas Education Service. 2<sup>nd</sup> reading by title only.

**7. Bill No. 2887-21, Amending Section 120.030, Acknowledgement of Meeting Date Change – 1<sup>st</sup> Reading**

An Ordinance repealing section 120.030, Board of Aldermen meetings and enacting in its place a new section 120.030, Board of Aldermen meetings and acknowledgement of meeting date change. 1<sup>st</sup> reading by title only.

**8. Bill No. 2888-21, Initial Zoning Certain Lots in Lakeside Crossing – 1<sup>st</sup> Reading**

An Ordinance setting the initial zoning of Lots 9, 14, 26 and 40 in Lakeside Crossing. 1<sup>st</sup> reading by title only.

**9. Bill No. 2889-21, Destruction of Records – 1<sup>st</sup> Reading**

An Ordinance authorizing staff to proceed with the destruction of certain administrative and finance documents as authorized by the retention and destruction schedule approved by the Secretary of State's Office. 1<sup>st</sup> reading by title only.

**10. Resolution 880, Adopting the Wastewater Master Plan**

A Resolution adopting the Wastewater Master Plan to define and prioritize wastewater infrastructure improvement needs within the next ten years.

**11. Resolution 881, Purchase of Sunshade Structure for the Splashpad**

A Resolution approving the purchase of a Sunshade Structure for the splashpad through the cooperative agreement with Greenbush in an amount not to exceed \$10,420.

**12. Resolution 882, Amending the 2020-2021 Compensation Plan**

A Resolution amending 2020-2021 Compensation Plan to include police officer signing incentives and field training pay.

**13. Resolution 883, Event Fireworks Display Approval**

A Resolution approving a Fireworks Display at White Iron Ridge Event Center at 815 East 92 Highway on May 20, 2021.

**14. Resolution 884, Residential Leak Adjustment**

A Resolution approving a leak adjustment of \$122.29 for residential utility billing customer, David Petty for his December 2020 utility bill.

**15. Resolution 885, Authorization No. 93, Risk and Resiliency Assessment**

A Resolution authorizing and directing the Mayor to execute Authorization No. 93 with HDR Engineering, Inc. for engineering services for the AWIA Risk and Resiliency Assessment.

**16. Resolution 886, Accepting Right-of-Way – Hillcrest Street and Raintree Lane**

A Resolution accepting certain road right-of-way for Hillcrest Street and Raintree Lane.

**17. Resolution 887, Amendment No. 1, City Hall Renovation Project**

A Resolution approving Amendment No. 1, City Hall Renovation Project in the amount not to exceed \$8,861.

**18. Resolution 888, Surplus City Property**

A Resolution directing the City purchasing agent to dispose of certain equipment in its possession as surplus and no longer of value.

**OTHER MATTERS BEFORE THE BOARD**

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**19. Public Comment**

Pursuant to the public comment policy, **an email request must be submitted to the City Clerk at [ldrummond@smithvillemo.org](mailto:ldrummond@smithvillemo.org) prior to the meeting.** When recognized, please state your name, address and topic before speaking. Each speaker is limited to three (3) minutes.

**20. New Business From The Floor**

Pursuant to the order of business policy, members of the Board of Aldermen may request a new business item appear on a [future meeting agenda](#).

**21. Adjourn**

**CONSENT AGENDA**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Consent Agenda

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**RECOMMENDED ACTION:**

The Board of Aldermen can review and approve by a single motion. Any item can be removed from the consent agenda by a motion. The following items are included for approval:

**Minutes**

- Approve the February 2, 2021 Board of Alderman Work Session Minutes
- Approve the February 2, 2021 Board of Alderman Regular Session Minutes

**Financial Report**

- Approve the December 2020 Finance Report

**SUMMARY:**

Voting to approve would approve the Board of Alderman minutes and December finance report.

**PREVIOUS ACTION:**

N/A

**POLICY ISSUE:**

N/A

**FINANCIAL CONSIDERATIONS:**

N/A

**ATTACHMENTS:**

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

Board of Aldermen Minutes – February 2, 2021 Work Session

**SMITHVILLE BOARD OF ALDERMAN  
WORK SESSION**

February 2, 2021 6:30 p.m.

City Hall Council Chambers

**Due to the COVID-19 pandemic this meeting was held via teleconference.**

**The meeting was streamed live on the city's FaceBook page.**

**1. Call to Order**

Mayor Boley, present at City Hall, called the meeting to order at 6:30 p.m. A quorum of the Board was present via Zoom meeting: Steve Sarver, Marv Atkins, Dan Ulledahl, Melissa Wilson and John Chevalier. Jeff Bloemker was present at City Hall.

Staff present via Zoom: Cynthia Wagner, Chuck Soules, Stephen Larson, Matt Denton and Linda Drummond.

**2. Discussion of the Solid Waste Contract Renewal Process**

Chuck Soules, Public Works Director, gave a brief history of the Solid Waste Management Plan.

In 2016 the City established the steering committee to develop a solid waste management plan and that was attached to the staff report. The Solid Waste Management Plan was never adopted by the City. At that time the City did request a proposal for residential collection services and WCA was awarded the contract. Their services started in 2017 and the contract is up March 31, 2022.

Staff was recently notified by WCA that they were acquired by the firm GFL Environmental so we may be seeing some changes in the City's bills and correspondence.

WCA's services provide weekly collection of municipal solid waste to our residential customers, collection of recyclables, seasonally collect compostable materials and bulky item pick-up twice a year in the spring and late summer/early fall.

- *In 2016 Steering Committee developed a Solid Waste Management Plan (not adopted)*
- *City requested proposals for Solid Waste Collection*

- *WCA was awarded the contract beginning in 2017 and ending March 31, 2022*  
*(WCA was recently acquired by GFL Environmental)*
- *Services Provided:*
  - *Weekly collection of MSW*
  - *Weekly collection of Recyclables*
  - *Seasonal collection of Compostable materials*
  - *Twice / year Bulky Item pick-up*

The City has 3,621 residential solid waste accounts, and we charge residents \$19.90 per month. Of that, \$19.51 per month goes to WCA to pay for their services. The remaining \$ .39 the City pays to MARC to participate in the Household Hazardous Waste Program.

In 2020 WCA reported they collected 3,274 tons of municipal solid waste from our residences which is fairly consistent with the 2019 numbers.

In 2020 WCA collected 626 tons of recycling and in 2019 it was 608 tons. This gives the City only about a 16% recycling rate which does not include compost. WCA estimated that they collected about 550 tons of compost in 2020. Recycling and compost collection total diversion rate that were not sending to the landfill is about 26%. This does not include the bulky item weight; we do not receive a report on that.

### *Data*

- *City has 3621 Residential Solid Waste Accounts*
- *Cost of collection service is \$19.90/ month*
  - *WCA cost- \$19.51/ month*
  - *Remainder of fee is for City participation in MARC HHW program*
- *WCA collected 3274 tons of solid waste (2019 – 3149 tons)*
- *WCA collected 626 tons of recycling (2019 – 608 tons)*
- *16% recycling rate (compost not included)*
  - *2019 - 16% recycling rate*
- *Estimated 550 tons compost*
  - *Diversion Rate (including compost) – 26%*

### *Additional services / areas for improvement:*

- *Improved reporting*
- *Incentives to recycle*
- *Tire disposal*
- *Education*
- *E-Waste*



*- Paper Shredding*

Chuck noted some areas where we could see some improvement in the contract and in service:

- bulky item pick-up - a report on the total weight and how much they collect. We know they collect it, but we do not have any quantitative numbers for it.
- We receive a list of people that call in and every month (around 200 in 2020), but we do not receive a resolution. Most are missed calls or missed pick up, or they want another cart. We assume that those are taken care of, but it would be nice to know and how long it does take WCA to respond and that it was resolved.
- Incentives to recycle - if somebody wants a second solid waste cart there is an additional \$5 charge. We could increase that cost and to disincentivize people from getting that second cart for solid waste.
- Tire disposal - we could ask for them to be picked it up with the bulky item pick up, or have one day a year for residents to put the tires out have them picked up.
- Educating residents on what is recyclable – using social media and maybe including information in the water bills.
- E-Waste is essentially computers, TVs etc. These types of things can be collected and salvaged and can be picked up separately.
- Paper shredding for documents that residents do not want to throw in the trash like sensitive materials. A lot of businesses have that service, but lot of communities hold a paper shredding event for residents to bring those documents to be shredded. This could be done for an upfront fee or be included in the in solid waste fee every month.

Mayor Boley said that the Chamber of Commerce does do a paper shredding event for members but agrees that a citywide event would be beneficial. He stated that he likes the idea of adding E-Waste. He explained that there are a lot of businesses in the Northland that have giant shredders that will take E-Waste and shred the hard drives. For the education, since we now have e-billing for the water bills, inserts would not go to all residents. He explained that he has been talking to some folks about working with the schools to come up an information sheet and turn it into a sticker sheet to send home with the kids to stick to the trash cans to remind them what is recyclable is not.

Chuck explained that in Lawrence they had stickers just like this that the city put right on the recycling can that way people could take a second look at it when they are throwing things away.

Chuck said that due to COVID-19, MARC did not hold Household Hazardous Waste events last year, but we could definitely host an event for our residents, so they do not have to haul their items so far.

Mayor Boley said he would like to see cardboard collection on the list for our businesses. He knows some of the other solid waste companies offered that service. He explained that right now MARC is accepting proposals for grants and there is a category that our Main Street could apply for that could be used for cardboard recycling. He feels we should add business waste to our Solid Waste Plan.

Alderwoman Wilson stated she would like to add on the paper shredding she said in previous years she believes it was Clay County who coordinated events where you could take your paper to be shredded at different locations around the county. She would like to see us coordinate one here in Smithville once or twice a year.

Mayor Boley said he would like to see these events lined up with the bulky item pick up or the city-wide garage sale. That way if our residents do not sell items during the garage sale, they can put them on the curb for pick up.

Chuck said that some of the items can be things that the city can take on and some of them can be also included in the support from our solid waste provider. These items we can add whether the Board decides to go with another RFP or decides to try and negotiate the contract with WCA.

*Action Requested:*

- *Does Board desire to review services and identify any changes?*
- *Does Board desire to negotiate with WCA/ GFL for renewal of contract?*
- *Does Board desire to solicit proposals for solid waste collection?*

Alderwoman Wilson said we need to be careful. She likes what Chuck presented but does not know that we want to see items like the shredding be included in the monthly bill. She explained that the shredding is going to be very minimal and there are still people who do not want to recycle. Those are the ones who feel their bills are too high now due to paying for the recycling. They are not recycling now and probably never will. She believes those are the items that really need to be discussed going forward.

Alderman Atkins agreed and said we do not want to add additional benefits they do not want to pay for.

Alderman Sarver asked if there was any way glass could be added to the recycling?

Chuck said the recyclers do not like glass. He said that what happens when you put it in with your recyclables all the glass shards end mixed in with all the fiber. The fiber then is not as valuable. Chuck explained that in Lawrence they said that had to be included and they ended up paying significantly for that collection. Chuck asked if Ripple still has a dumpster out by Price Chopper?

Mayor Boley said they do, but the problem we have in Smithville is the length of the City. People also have a difficult time remembering to take their glass when they go to the grocery store. He said that he has had to make special trips because he forgets to take it. He asked if we could maybe work with Ripple to get one or two smaller bins placed somewhere else in the city? Chuck said that staff could have those discussion with Ripple about getting additional smaller glass bins.

Chuck noted that staff is looking for direction from the Board on how to proceed with the City's next Solid Waste contract. He said obviously the Board is not interested in increasing cost to our residents for these services. Services like paper shredding can be separate events the community can hold. Chuck explained that we have to give notice if we are going to change service providers to WCA six months in advance of the March 31, 2022. He asked if the Board wants to look at another steering committee to discuss this, or if they want staff to send out an RFP or do you want staff to talk to WCA and see what some of their thoughts could be? He explained that he and Cynthia have a meeting with WCA Thursday morning and would be able to find out some more information from them to bring back to the Board.

Alderman Chevalier asked with the GFL Environmental acquisition of WCA would residents notice any kind of service level changes or if we would be anticipating changes in customer service with this new take over, or does staff think it is going to be similar to how WCA has operated in the past few years?

Chuck said that they sent a letter that said we would still receive service from the same people that are servicing our contract now and still speak to the same people in the office, so as far as we know everything should remain the same.

Cynthia noted that when the City received the notification from WCA of the acquisition in advance of receiving that email, our contact at WCA had called her

to let her know that the change was coming and indicated that there should not be any change. As Chuck noted the contract remains the same and she and Chuck are actually meeting with our contact in person Thursday here at City Hall to go through the report just so he can answer any issues and questions we have.

Alderman Chevalier said that he has been very happy with WCA and does not feel it is necessary to go through the bid process. He said they are light years ahead of who we used to have, and we do not have near the complaints we used to. We do still hear some complaints but WCA seems to go out there and actually fix the problems. He really would like to continue that service.

Alderman Chevalier noted concerning the \$5 for extra trash bin, he would like to see that definitely increase significantly. He said he would also like the extra recycle bins to be a cheaper fee.

Mayor Boley said he believed there was no charge for extra recycle bins.

Chuck agreed that charging more for the trash bins and no charge for recycle bins might be a good incentive for people to recycle.

Alderwoman Wilson stated that she does not disagree with Alderman Chevalier on not getting bids from other vendors, WCA seems to have done a good job. She asked what complaints City staff has had from residents calling the city having issues with the trash service? Have we seen a change in that since we have had WCA or if there any way of knowing?

Chuck said he did not know how it was before, but he knows when the residents call City Hall staff transfers them over to WCA. He said it does seem like WCA takes care of those and we do not get calls from the same person over and over. He said he would like to see some better reporting on that so we could track it better.

Alderwoman Wilson said she does not really agree with staff referring the residents on to WCA with their questions and concerns, she said she understands that being they are the ones providing the service. She said that she has always been of the mindset the City is the one providing that service to the citizens the City should be the one handling the frustration or the concerns of the citizen. She said that she is not aware of a vendor that is providing a service to a city where the customer is being told you need to call that vendor.

Cynthia stated that she and Alderwoman Wilson have had that conversation and she did have some conversation with staff and for the most part the first time a person calls staff takes the information, and then staff follows up with WCA. Staff has had a few instances where there becomes a communication gap and

perhaps that resident may not be pleased with what had happened and they continue calling. Cynthia said it is her understanding for the most part staff does call that first time and beyond when there are issues.

Alderswoman Wilson said that based on the information received from the conversation that Cynthia and Chuck will have with our contact at WCA Thursday is when the decision is made whether we need to negotiate or send out another request for services. She suggested that based off of what is learned from that meeting, if Cynthia or Chuck pick up anything that leads them to think it may not be the service we have been used to, then we decide what needs to be done.

Cynthia noted that after that discussion staff could provide information to the Board and have a brief follow up at the next work session.

Alderswoman Wilson said that would work for her.

Alderman Ulledahl said he has been relatively pleased with the service from WCA

Mayor Boley said that they have actually had two pretty big incidents and one was near his house where they accidentally dumped the whole truck in the street. He said they cleaned it up pretty quickly.

Alderman Chevalier noted that the last trash service the City had had issues all the time, not picking up for a week, trucks breaking down, etc.

Mayor Boley said he only knew of a couple incidents with WCA having truck issues. He said that he also does not get a lot of calls for missed pick-ups either.

Cynthia said that we do have calls and we track those calls, but it is not a significant volume. Cynthia asked if there anything in particular the Board wants staff to inquire about when they meet with our contact from WCA other than about that continued service-level, what we can expect in the changes with that transition?

Mayor Boley said cut their cost, reduce their fees.

Alderman Sarver said he would like them to continue having only three holidays a year for no pick-up service.

Mayor Boley said he wants to see the continued yard waste pick-up.

Chuck noted that having the yard waste pick-up helps with our storm water by keeping it out of the storm drains.

Dan Hartman, candidate for Alderman Ward I, stated he agreed with Alderman Chevalier, the level of service has been exceptional, and he has not been disappointed since we started with them.

### **3. Adjourn**

Alderman Sarver moved to adjourn. Alderman Ulledahl seconded the motion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:55 p.m.

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Linda Drummond, City Clerk

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Damien Boley, Mayor

Board of Aldermen Minutes – February 2, 2021 Regular Session

**SMITHVILLE BOARD OF ALDERMEN  
REGULAR SESSION**

February 2, 2021 7:00 p.m.  
City Hall Council Chambers

**Due to the COVID-19 pandemic this meeting was held via teleconference.**

**Mayor, Aldermen and staff attended via Zoom meeting. The meeting was streamed live on the city's FaceBook page. Attendance in person by members of the public was not permitted.**

**1. Call to Order**

Mayor Boley present at City Hall, called the meeting to order at 7:01 p.m. A quorum of the Board was present via Zoom meeting: John Chevalier, Steve Sarver, Marv Atkins, Melissa Wilson and Dan Ulledahl. Jeff Bloemker was present at City Hall.

Staff present via Zoom: Cynthia Wagner, Chuck Soules, Chief Jason Lockridge, Matt Denton, Stephen Larson, and Linda Drummond.

**2. Pledge of Allegiance lead by Mayor Boley**

**3. Consent Agenda**

• **Minutes**

- January 19, 2021 Board of Alderman Work Session Minutes
- January 19, 2021 Board of Alderman Regular Session Minutes

No discussion.

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

Ayes – 5, Noes – 0, Abstained – 1, motion carries. The Mayor declared the consent agenda approved.

**REPORTS FROM OFFICERS AND STANDING COMMITTEES**

**4. Committee Reports**

Alderman Chevalier reported on the January 28 Parks and Recreation Committee meeting. They discussed the Parks and Recreation Master Plan and some of the issues that we are looking at. One of the issues is with the trails and how Smithville has certain areas with more access than others. He explained that

one of our biggest problems was going to be the southern portion of town where we do not have a lot of property so getting trails in might be a challenge.

Mayor Boley encouraged everyone to participate in the Parks and Recreation Master Plan meetings. The public participation portal will be open soon.

### **5. City Administrator's Report**

Cynthia noted that her staff report includes a couple of personnel recognitions. Melissa Knowles was recognized recently as Police Officer of the Year. This recognition is not awarded on an annual basis, it is only awarded when it is merited and recommended by a supervisor. Excerpts from her supervisor's recommendation is included in the staff report. Cynthia commended the outstanding work on the part of Officer Knolls.

Matt Denton, Parks and Recreation Director has been recognized by the National Parks and Recreation Association as one of their "30 Under 30 to Watch in 2021". There is a link in her staff report about all 30 recipients, including Matt.

Cynthia noted that she the Board retreat has been scheduled for May 27, the location is yet to be determined. Patty Gentrup, Program Manager for the University of Kansas Public Management Center, will be the facilitator for the Board retreat and follow-up to the session she did in 2018 and 2019. We will be looking at information from those retreats, the Strategic Plan and Comprehensive Plan as to how we are proceeding in those areas to develop or short and long-term goals.

Cynthia also noted that prior to the Board retreat, staff will be coming together for a team-building exercise. This will include all Department Directors as well as first level supervisors in all departments.

As indicated in the staff report, the March 16 meeting is being recommended to be moved to March 23, due to conflicting with the school's spring break. Change of a meeting date is required to be made by Ordinance. That Ordinance will be presented to the Board for approval at the February 16 meeting and then the March 2 meeting for final reading.

Cynthia gave an update on the Clay County coordinated vaccination effort. There has been a lot of movement and a lot of change that is has transpired in the last two weeks. The way the state is structuring the dissemination of the vaccines is based on the eight Highway Patrol troops throughout the state. Clay County Communities, North Kansas City Hospital and Liberty Hospital have partnered with Cerner to use their campus as one of those areas that will receive vaccinations for distribution. This will begin this coming Thursday, Friday and Saturday. Chief Lockridge participates in a group of emergency services personnel that will be providing support to that effort. If there is staffing



needed, we will stand at the ready. At this point in time, support needs are limited to traffic direction and control. Cynthia stated that she would encourage anyone who is interested in a vaccination go to the Clay County Public Health Center's website or on their Facebook page and complete the interest form.

## **ORDINANCES & RESOLUTIONS**

### **6. Bill No., 2884-21, Annexation, Lot 9 Lakeside Crossing – 1<sup>st</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2884-21, approving the annexation of 2411 NE 157<sup>th</sup> Street, Lot 9 in Lakeside Crossing. 2<sup>nd</sup> reading by title only. Alderman Atkins seconded the motion.

No discussion.

Upon roll call vote via teleconference:

Alderman Sarver – Aye, Alderwoman Wilson – Aye, Alderman Ulledahl – Aye, Alderman Chevalier – Aye, Alderman Atkins – Aye, Alderman Bloemker – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2884-21 approved.

### **7. Bill No. 2885-21, Amending Section 150.080 Exceptions to the Purchasing Policy – 2<sup>nd</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2885-21, Ordinance to repeal Section 150.080 Exception (to the Purchasing Policy) and replacing it with a new Section 150.080 Exceptions. 2<sup>nd</sup> reading by title only. Alderman Ulledahl seconded the motion.

No discussion.

Upon roll call vote via teleconference:

Alderman Ulledahl – Aye, Alderman Atkins – Aye, Alderman Bloemker – Aye, Alderwoman Wilson – Aye, Alderman Sarver – Aye, Alderman Chevalier – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2885-21 approved.

### **8. Bill No. 2886-21, Purchasing Agreement with Greenbush – 1<sup>st</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2886-21, authorizing the Mayor to sign on behalf of the City the Participation Agreement with Greenbush-The Southeast Kansas Education Service. 1<sup>st</sup> reading by title only. Alderman Ulledahl seconded the motion.

No discussion.

Upon roll call vote via teleconference:

Alderman Bloemker – Aye, Alderman Sarver – Aye, Alderman Chevalier – Aye, Alderwoman Wilson – Aye, Alderman Atkins – Aye, Alderman Ulledahl – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2886-21 approved first reading.

**9. Resolution 873, Amending the Schedule of Fees**

Alderman Bloemker moved to approve Resolution 873, amending the Schedule of Fees to reflect the new water and wastewater rates. Alderman Atkins seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 873 approved.

**10. Resolution 874, Bid Award 21-05 Streetscape Phase II**

Alderman Bloemker moved to approve Resolution 874, awarding Bid No. 21-05, Downtown Streetscape Phase II to East to Sands Construction in the amount of \$916,871.29. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 874 approved.

**11. Resolution 875, Award Bid No. 21-07, Turbidity Meters**

Alderman Bloemker moved to approve Resolution 875, awarding Bid No. 21-07, Turbidity Meters, to Mid-America Pump in the amount not to exceed \$22,071.74. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 875 approved.

**12. Resolution 876, Contract Amendment with Missouri Highway and Transportation Commission**

Alderman Bloemker moved to approve Resolution 876, authorizing the Mayor to sign an amendment to the Blueprint for Safer Roadways Grant, to fund the purchase of speed data collection equipment. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 876 approved.

**13. Resolution 877, Award Bid No. 21-02, City Hall Renovation Project**

Alderman Bloemker moved to approve Resolution 877, to award Bid. No 21-02, City Hall Renovation Project to Hartline Construction, LLC in the amount not to exceed \$292,500. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 877 approved.

**14. Resolution 878, Amend the 2020-2021 Compensation Plan**

Alderman Bloemker moved to approve Resolution 878, amending the 2020-2021 Compensation Plan to add the position of Management Analyst in the Public Works Department. Alderman Atkins seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 878 approved.

**15. Resolution 879, Storm Sewer Repairs on Pope Lane**

Alderman Bloemker moved to approve Resolution 879, authorizing repairs to storm sewer (crossroad pipe) on Pope Lane to be completed by Menke Excavation in the amount not to exceed \$10,180.00. Alderman Sarver seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 879 approved.

**OTHER MATTERS BEFORE THE BOARD**

**16. Public Comment**

None

**17. Appointment – University of Missouri Extension Council of Clay County**

Mayor Boley nominated Andrea Plunkett for the University of Missouri Extension Council of Clay County for a two-year term to begin March 1, 2021 and end February 28, 2023.

Upon roll call vote via teleconference:

Alderman Atkins – Aye, Alderman Sarver – Aye, Alderwoman Wilson – Aye,

## **Smithville Board of Aldermen**

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Alderman Ulledahl – Aye, Alderman Chevalier – Aye, Alderman Bloemker – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley Andrea Plunkett for the University of Missouri Extension Council of Clay County.

### **18. New Business from the Floor**

None

### **19. Adjourn.**

Alderman Bloemker moved to adjourn. Alderman Ulledahl seconded the motion.

Ayes – 6, Noes – 0, motion carries via teleconference. Mayor Boley declared the regular session adjourned at 7:16 p.m.

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Linda Drummond, City Clerk

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Damien Boley, Mayor

## Finance Report – December 2020

**FY21 BUDGET - FINANCIAL UPDATE**

12/31/20

REVENUES, BY FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
GENERAL FUND	4,725,176.86	4,634,040.00	568,290.02	4,634,040.00	12.26%
CAPITAL PROJECTS FUND	-	-	-	-	#DIV/0!
CAPITAL IMPROVEMENT SALES TAX FUND	579,720.69	530,750.00	95,155.37	530,750.00	17.93%
DEBT SERVICE FUND	556,280.00	342,190.00	-	342,190.00	0.00%
TRANSPORTATION SALES TAX FUND	582,358.98	530,750.00	95,196.96	530,750.00	17.94%
COMBINED WATER & WASTEWATER SYSTEMS FUND	4,460,394.64	4,808,890.00	811,809.60	4,808,890.00	16.88%
SANITATION FUND	831,293.48	890,550.00	140,402.94	890,550.00	15.77%
SPECIAL ALLOCATION FUND	8,260.08	520,000.00	704.57	520,000.00	0.14%
PARK & STORMWATER SALES TAX FUND	-	442,290.00	53,646.13	442,290.00	12.13%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	-	165,000.00	40,000.00	165,000.00	24.24%
	<b>11,743,484.73</b>	<b>12,864,460.00</b>	<b>1,805,205.59</b>	<b>12,864,460.00</b>	<b>14.03%</b>

EXPENDITURES, BY FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
GENERAL FUND	4,909,573.90	5,701,540.00	707,495.84	5,701,540.00	12.41%
CAPITAL PROJECTS FUND	699,506.47	1,624,440.00	403,244.33	1,624,440.00	24.82%
CAPITAL IMPROVEMENT SALES TAX FUND	556,280.00	752,250.00	-	752,250.00	0.00%
DEBT SERVICE FUND	325,017.50	329,860.00	-	329,860.00	0.00%
TRANSPORTATION SALES TAX FUND	175,690.18	955,820.00	16,348.51	955,820.00	1.71%
COMBINED WATER & WASTEWATER SYSTEMS FUND	5,434,892.12	7,325,260.00	601,967.39	7,325,260.00	8.22%
SANITATION FUND	813,356.26	885,710.00	149,804.94	885,710.00	16.91%
SPECIAL ALLOCATION FUND	-	520,000.00	-	520,000.00	0.00%
PARK & STORMWATER SALES TAX FUND	-	225,000.00	-	225,000.00	0.00%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	-	125,000.00	-	125,000.00	0.00%
	<b>12,914,316.43</b>	<b>18,444,880.00</b>	<b>1,878,861.01</b>	<b>18,444,880.00</b>	<b>10.19%</b>

[Full Finance Report](#)

**CITY ADMINISTRATOR'S REPORT**



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## **City Administrator's Report**

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**February 11, 2021**

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### **Winter Weather Response Update**

Chuck and Allan have provided the following accounting of snow operations over the last several days:

- On Tuesday morning, 1/26, the street crews came in at 5:00 a.m. to begin clearing and treating snow and about ¼" of ice on the roads, approximately 40 tons of salt were used.
- On Wednesday, 1/27, we received about 1 ½" to 2" of snow. We called in our contractor Lotus to assist with clearing. Operations lasted all day. Approximately 50 tons of salt were used.
- On Monday, 2/1, we received a new shipment of approximately 109 tons of salt.
- On Saturday, 2/6, we received a snow and ice mix of about 1". The street crew started operations at 12:45 p.m. Operations continued through 7:30 p.m., using approximately 90 tons of salt.
- On Monday, 2/8, the City received another 1" of snow. Crews plowed and spread salt all day, using 50 tons of salt. With the temperatures so cold salt was not very effective.
- On Tuesday, 2/9, street crews continued to plow and spread approximately 50 tons of sand/salt mix. Temperatures rose a little and we did see some melting and improvement in the road conditions.

As you know, the frigid temperatures are predicted to continue the remainder of this week and into the first part of next week. The streets are passable, and we haven't had many concerns nor accidents on city-maintained streets. Crews will continue "chipping" away to remove what snow/ice remains. Improved temperatures and some sun would make a big difference. Snow/ice removal performance really comes down to, can people get around safely. While the roads are not totally clear, to pavement, in all areas, as noted, we have not heard of significant problems or are aware of accidents.

Having the contractor available to assist when needed has helped us get on top of snow removal quicker and allowed crews more time to complete other areas. We will continue to evaluate operations for safety and efficiencies.

**Police Officer Recruitment**

The Police Department currently has five Police Officer vacancies. Recruitment for replacement has been ongoing. The most recent posting on December 30, 2020 has resulted in 36 applications. The initial step in a screening/review process is a written test. Of those 36 applicants, 10 either didn't schedule a test time or failed to show up for testing and four are working to schedule a test time. Three applicants have withdrawn to take jobs elsewhere. Seven applicants did not score high enough on combined written and oral interview to proceed through the process. Eight oral interviews are being conducted this week. Two applicants have reached the background process. One applicant to date has successfully completed all testing and background stages to have received a conditional offer. This applicant will go through drug screening, truth verification and psychological testing in the next week to two weeks. This applicant is not POST-certified, so would require city sponsorship to attend the academy.

Police Department personnel will attend three job fair events beginning next week. These include a veteran's event in conjunction with the Army Base at Fort Leavenworth and two police academies in the area that currently have classes in session.

**City Hall Renovation**

The contract for this project was awarded at the last Board meeting. Staff, the contractor and architect met in a project meeting and reviewed the project scope and timing. Staff had identified a potential change to the project to divide the City Administrator's office into two offices, allowing for additional office space in City Hall. Included on the agenda for Tuesday is a change order for the project reflecting this change.

The contractor is working with city staff for a building permit and dumpster permit for construction. Demolition of the lobby has been identified as the first step in the construction process. Customer service operations will shift from the administrative area to the rear of the building. The customer service window will be in the Development Department window and other administrative staff will work in the Board Meeting Room. Public access will be limited to the rear of the building, through the Development Department entrance.

Staff will work to provide signage and social media information regarding the changed customer service area.

## **Smithville Board of Aldermen**

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Zoom Board of Aldermen and Planning Commission meetings will continue the duration of the project as we will need to utilize that as office/storage space for most of the project.

Substantial completion of the project is anticipated in June.

### **Budget Amendment – Slipline Sewer Project**

Staff had anticipated a budget amendment item on the agenda for February 16. The 2020 Budget included funds to do a sewer rehabilitation project which was not initiated, and funds not spent. However, funds were not included in the FY21 Budget. Staff still wishes to proceed on a project as this is a high maintenance priority. Bids were issued for a project earlier this year and will be opened on Tuesday, February 16. At that time, total project cost will be known. Rather than providing an Ordinance with a Budget Amendment forward with an unknown amount, staff believes it best to bring forward the Budget Amendment and award of bid at the same time, which would require emergency approval of the amendment on first and second reading at the same meeting on March 2.

### **Meeting with GFL (formerly WCA) Regarding Trash Service**

Following last week's work session on Solid Waste, Chuck and I meet with our representative from GFL. The representative indicated that the company is interested in providing services for the City in the future. Following discussion of a desire for additional services at no increased cost (or even lower cost), the representative indicated he will work with corporate to develop a proposal for Board review. It is anticipated they will have that to staff by mid to late March. A discussion with the Board would then be scheduled in work session. This timeline continues to allow sufficient time for review of their submittal in order to determine if the City desires to pursue a contract extension with them or bid the service.

### **Upcoming Meeting Schedule**

The Smithville School District Spring Break falls on March 16, the third Tuesday of March. Given this fact, Mayor Boley has recommended that we adjust the March meeting schedule to meet on March 2 and 23.

With the municipal election on April 6, Mayor Boley also recommended change of the meeting that evening to April 5. Both of these changes are included in an Ordinance on the agenda for Tuesday evening.

Also please remember the Governing Body Retreat scheduled for all day Thursday, May 27 – location to be determined.



**PURCHASING AGREEMENT WITH GREENBUSH**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Parks and Recreation

**AGENDA ITEM:** Bill No. 2886-21, Purchasing Agreement with Greenbush – 2<sup>nd</sup> Reading

---

**RECOMMENDED ACTION:**

A motion to approve Bill No. 2886-21, for second reading by title only.

**SUMMARY:**

The purpose of this Agreement is to facilitate compliance with state procurement requirements, to relieve the burdens of the public agency purchasing function, and to realize various potential economies, including administrative cost savings.

**PREVIOUS ACTION:**

Ordinance 3087-21 was approved to amend the Purchasing Policy for such purchase agreements.

**POLICY ISSUE:**

N/A

**FINANCIAL CONSIDERATIONS:**

City staff is recommending that the City enter into an agreement with Greenbush to take advantage of its additional bidding process particularly for (but not limited to) the purchase of park equipment and supplies.

**ATTACHMENTS:**

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

**BILL NO. 2886-21**

**ORDINANCE NO. \_\_\_\_\_**

**ORDINANCE APPROVING AN AGREEMENT WITH GREENBUSH-THE  
SOUTHEAST KANSAS EDUCATION SERVICE CENTER**

**WHEREAS**, Greenbush-The Southeast Kansas Education Service Center, hereinafter referred to as "Greenbush" or "SEKESC" is classified as Interlocal No. 609. It has all the rights and privileges of a Kansas school district, except the power to levy taxes. SEKESC is governed by a board consisting of one representative from each of the five original, or "charter" districts: Erie, Girard, Yates Center, Riverton and Fort Scott Community College. The board serves as at-large representatives for those served.

**WHEREAS** the structure of the SEKESC permits all school districts, Interlocals and other qualified agencies to participate in awarded contracts under the SEKESC bidding process. All public-school districts in the state of Kansas can legally purchase through the SEKESC. Qualified agencies include all public educational institutions to include, universities, community colleges, and technical colleges, state, private and parochial schools, and charter schools. By mutual agreement with vendor and SEKESC, all awarded Kansas contracts are eligible to be offered to all cities, counties, governmental agencies and nonprofit organizations. Also, by mutual agreement with vendor and SEKESC, contracts may be used by school districts and **other eligible entities in adjoining states. [Emphasis Added]**

**WHEREAS**, *Section § 70.220(1) R.S.Mo. provides as follows:* 1. Any municipality or political subdivision of this state, as herein defined, may contract and cooperate with any other municipality or political subdivision, or with an elective or appointive official thereof, or with a duly authorized agency of the United States, or of this state, or with other states or their municipalities or political subdivisions, or with any private person, firm, association or corporation, for the planning, development, construction, acquisition or operation of any public improvement or facility, or for a common service; provided, that the subject and purposes of any such contract or cooperative action made and entered into by such municipality or political subdivision shall be within the scope of the powers of such municipality or political subdivision.

**WHEREAS**, City staff has recommended that the City enter into an agreement with Greenbush to take advantage of its additional bidding process particularly for (but not limited) the purchase of park equipment and supplies.

**WHEREAS**, Greenbush has provided a Participation Agreement (attached hereto as Exhibit 1) for the City to participate in this program.

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

That the Mayor is authorized and empowered to sign on behalf of the City the Participation Agreement with Greenbush-The Southeast Kansas Education Service Center attached hereto in the form of Exhibit 1.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the \_\_\_\_ day of February 2021.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk

1<sup>st</sup> reading 02/02/2021

2<sup>nd</sup> reading \_\_/\_\_/\_\_



Southeast Kansas Education Service Center • PO Box 189 • 947 W. 47 Highway • Girard, Kansas 66743 • P: 620-724-6281 • F: 620-724-6284 • [www.greenbush.org](http://www.greenbush.org)

**PARTICIPATION AGREEMENT  
INTERLOCAL/COOPERATIVE PURCHASING  
Southeast Kansas Education Service Center (Greenbush)**

This Participation Agreement (“Agreement”) is made and entered into on the date indicated below by and between the Greenbush-Southeast Kansas Education Service Center (SEKESC), and the undersigned cooperative participant.

SEKESC is classified as Interlocal No. 609. It has all the rights and privileges of a school district, except the power to levy taxes. SEKESC is governed by a board consisting of one representative from each of the five original, or “charter” districts: Erie, Girard, Yates Center, Riverton and Fort Scott Community College. The board serves as at-large representatives for those served. The structure of the SEKESC permits all school districts, Interlocals and other qualified agencies to participate in awarded contracts under the SEKESC bidding process.

The Southeast Kansas Education Service Center Cooperative Purchasing Program pricing is offered to all eligible participants as defined in statute. Bids administered by the SEKESC fall under the guidelines of Kansas Statutes Annotated regarding Interlocals.  
(K.S.A. 72-6760; K.S.A. 12-2903; K.S.A. 12-2904)

The purpose of this Agreement is to facilitate compliance with state procurement requirements, to relieve the burdens of the public agency purchasing function, and to realize various potential economies, including administrative cost savings.

**Cooperative Guidelines**

**Governing Documents:** This agreement and all associated transactions will be held in accordance with each respective bid invitation, instructions, contracts, and all other applicable procurement documents.

**No Obligation:** The SEKESC will make its cooperative contracts for goods, materials, and services to the Governmental Unit. This Agreement in no way obligates an eligible entity to utilize a SEKESC Contract for purchasing or participate in other programs offered by the SEKESC.

**Responsibility.** It is the sole responsibility of each cooperative participant to follow their state and local procurement statutes pertaining to cooperative purchasing, interlocal agreements, or joint power agreements. Both parties to this Agreement agree to strict accountability of all public funds disbursed in connection with this cooperative agreement as required by each party’s respective laws. Each party agrees that is responsible for its acts and the results thereof, to the extent authorized by law, and will not be responsible for the acts of the other part and the results thereof.

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Southwest Kansas Education Service Center • PO Box 189 • 947 W. 47 Highway • Girard, Kansas 66743 • P: 620-724-6281 • F: 620-724-6284 • www.greenbush.org

**Ordering.** Purchase orders are directed to the appropriate vendor in accordance with the terms and conditions of the bid invitation, instructions, and all other applicable procurement documents. Each order will specify the appropriate bid identification number.

**Payment.** Prompt payment will be made by the cooperative participant to vendor for the goods, materials, and services received in accordance with the terms and conditions of the bid invitation, instructions, and all other applicable procurement documents. There will be no financial remunerations by the Governmental Unit to the SEKESC for the use of SEKESC cooperative contracts or the payment of any fees to the SEKESC

**Payments by Vendors.** The parties agree that SEKESC will require payment from vendors which are selected to provide goods, materials, or services to cooperative participants. Such payment ("Vendor Fees") are due directly to the SEKESC and in no event shall a cooperative participant be responsible for payment of Vendor Fees.

This Agreement incorporates all Agreements, covenants, and understandings between the SEKESC and the cooperative participant. No prior Agreement or understanding, verbal or otherwise, shall be valid or enforceable unless embodied in this Agreement. Modifications to the Agreement only upon written amendment executed by both parties.

This agreement will become effective on the date hereof and shall remain in effect until canceled by either party upon thirty (30) days written notice to either party.

#### COOPERATIVE PARTICIPANT INFORMATION

##### BY

<b>Authorized Signature</b>			
<b>Printed Name</b>		<b>Title</b>	
<b>Date:</b>			

##### AGENCY

<b>Agency Name</b>			
<b>Address</b>			
<b>City, State, Zip</b>			
<b>Contact Person (Name)</b>		<b>Title</b>	
<b>Contact Person (Email)</b>			
<b>Contact Person (Phone)</b>			

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### ORGANIZATION TYPE

- ☐ K-12 Public School
- ☐ K-12 Private School
- ☐ College or University
- ☐ City/County/State Government
- ☐ Parks and Recreation Department
- ☐ Public Library
- ☐ Not-for-Profit

<b>Southeast Kansas Education Service Center (SEKESC) (Greenbush)</b>
<b>Tina Smith, Director of Business Relations/Procurement &amp; Contract Services</b>
<b>Date:</b>
<b>Signature:</b>

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**AMENDING SECTION 120.030 - ACKNOWLEDGING MEETING DATE CHANGE**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Bill No. 2887-21, Repealing Section 120.030 Meeting Change – 1<sup>st</sup> Reading

---

**RECOMMENDED ACTION:**

A motion to approve Bill No. 2887-21, first reading by title only.

**SUMMARY:**

The Board of Alderman hold regular meetings on the first and third Tuesday of each month at 7:00 p.m. Occasionally, schedules conflict with these dates and meeting dates need to be changed in order for a quorum of the Board to be present. Amending this Bill will give the Mayor the authority to reschedule a meeting as soon as practical, but not later than eight (8) days prior to the regular meeting date unless approved by the Board.

Upcoming meeting date request changes due to conflict schedule with schools and election day, the March 16, 2021 to March 23, 2021 and the April 6, 2021 to April 5, 2021.

**PREVIOUS ACTION:**

Ordinance 2924-15, the Board of Alderman amended Section 120 concerning meetings and records.

**POLICY ISSUE:**

**FINANCIAL CONSIDERATIONS:**

N/A

**ATTACHMENTS:**

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

**BILL NO. 2887-21**

**ORDINANCE NO. \_\_\_\_\_**

**ORDINANCE REPEALING SECTION 120.030 BOARD OF ALDERMEN MEETINGS  
AND ENACTING IN ITS PLACE A NEW ORDINANCE SECTION 120.030 BOARD  
OF ALDERMEN MEETINGS AND ACKNOWLEDGEMENT OF MEETING CHANGE**

**WHEREAS** Section 120.030 Board of Aldermen currently reads as follows:

Section 120.030 Board of Aldermen Meetings.

A. When Held. The Board of Aldermen shall hold regular meetings on the first and third Tuesday of each month at 7:00 P.M. except when legal or national holidays or other important special events conflict with the regularly scheduled meeting. The Board of Aldermen shall vote to set the date(s) of any meeting(s) that must be rescheduled due to such conflicts. The Mayor has the authority to cancel or postpone meetings due to emergencies and inclement weather. The Mayor may call special meetings of the Board of Aldermen whenever in his/her opinion the public business may require it or at the express written request of any two (2) members of the Board.

B. Notice. Notice shall be given as required by Chapter 610, R.S.Mo.

C. Place. All regular meetings of the Board of Aldermen shall be held in the City Hall of the City, unless otherwise stated on the notice.

**WHEREAS** the City of Smithville wishes to clarify the Mayor's authority to cancel or postpone meetings.

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

Effective Immediately Smithville City Ordinance Section 120.030 Board of Aldermen is repealed, and a new Section 120.030 Board of Aldermen is adopted which shall read as follow:

Section 120.030 Board of Aldermen Meetings.

A. When Held. The Board of Aldermen shall hold regular meetings on the first and third Tuesday of each month at 7:00 P.M. except when legal or national holidays or other important special events conflict with the regularly scheduled meeting. The Board of Aldermen shall vote to set the date(s) of any meeting(s) that must be rescheduled due to such conflicts. The Mayor has the authority to cancel or postpone meetings due to emergencies, inclement weather, or a reasonable belief that a quorum of the Board is not likely to attend. Any such meeting canceled by the Mayor shall be reasonably rescheduled as soon as practical, but not later than eight (8) days prior to the



regular meeting date unless otherwise approved by the Board. The Mayor may call special meetings of the Board of Aldermen whenever in his/her opinion the public business may require it or at the express written request of any two (2) members of the Board.

- B. Notice. Notice shall be given as required by Chapter 610, R.S.Mo.
- C. Place. All regular meetings of the Board of Aldermen shall be held in the City Hall of the City, unless otherwise stated on the notice.

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

The Board further acknowledges, authorizes, and approves the formally scheduled meetings of the Board for March 16, 2021 as being changed and reset to March 23, 2021 and April 6, 2021 as being changed and reset to April 5, 2021 at the same time and place.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the \_\_\_\_ day of March 2021.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk

1<sup>st</sup> reading    \_\_/\_\_/\_\_

2<sup>nd</sup> reading    \_\_/\_\_/\_\_

**INITIAL ZONING – CERTAIN LOTS IN LAKESIDE CROSSING**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Bill No. 2888-21, Initial Zoning Certain Lots in Lakeside Crossing – 1st Reading

---

**RECOMMENDED ACTION:**

A motion to Read Bill No. 2888-21 Initial zoning of certain lots in Lakeside Crossing by title only, for first reading.

**SUMMARY:**

The ordinance would set the initial zoning of the four most recently annexed lots in Lakeside Crossing to R-1B.

**BACKGROUND:**

**PREVIOUS ACTION:**

**POLICY ISSUE:**

**FINANCIAL CONSIDERATIONS:**

**ATTACHMENTS:**

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

**FINDING OF FACTS AND  
CONCLUSIONS OF LAW**

Applicants: GPC Fund LLC; Michael and April Duncan; Jack and Jill Green;  
Pamela and Ronald Eason

Land Use Proposed: R-1B

Zoning: County Single Family

Property Locations: 2411 NE 157<sup>th</sup> Ter; 15726 N. Chestnut St.; 15701 N. Wabash St.;  
and 15808 N. Chestnut.

Pursuant to the provisions of Section 400.560(C) of the Smithville Code, the Planning Commission does hereby make the following findings of fact based upon the testimony and evidence presented in four public hearings of the Planning and Zoning Commission of the City of Smithville, held on February 9, 2021, and presents these findings to the Board of Aldermen, with its' recommendations on the application.

**Finding of Facts**

1. Character of the neighborhood.  
The surrounding area is single family residential housing in a standard subdivision.
2. Consistency with the City's Comprehensive Plan and ordinances.  
The Comprehensive Plan in effect when the homes were built was approved on October 6, 2005 and calls for low density housing. The current plan adopted in November 2020 recommends that annexations occur to clean up the borders of the city limits. It complies with the plan.
3. Adequacy of public utilities and other needed public services.  
The lot is in a fully completed subdivision with all utilities and public services.
4. Suitability of the uses to which the property has been restricted under its existing zoning.  
The current use is single family residential formerly outside the city limits.
5. Length of time the property has remained vacant as zoned.  
The property was constructed in the county but had never previously annexed while the bulk of the lots in the subdivision were annexed over 15 years ago.
6. Compatibility of the proposed district classification with nearby properties.  
The proposed district matches the adjacent existing uses.

7. The extent to which the zoning amendment may detrimentally affect nearby property.  
No detriment is anticipated.
8. Whether the proposed amendment provides a disproportionately great loss to the individual landowners nearby relative to the public gain.  
No loss to landowners is expected.
9. That in rendering this Finding of Fact, testimony at the public hearings on February 9, 2021 has been taken into consideration as well as the documents provided.

### **Recommendation of the Planning Commission**

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

- A. This application and the Zoning of these properties from County Single Family Residential to R-1B is governed by Section 400.620 of the zoning ordinance of Smithville, Missouri.
- B. The proposed zoning is compatible with the factors set out in Section 400.560(C) of the zoning ordinance.
- C. The Planning and Zoning Commission of the City of Smithville, Missouri recommends approval of zoning the properties to R-1B.

**BILL NO. 2888-21**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE CHANGING THE ZONING CLASSIFICATIONS OR DISTRICTS OF CERTAIN LANDS LOCATED IN THE CITY OF SMITHVILLE, MISSOURI.**

**WHEREAS,** The City of Smithville received an application for annexation of each of the properties identified as 2411 NE 157th Terrace; 15726 North Chestnut Street; 15701 North Wabash Street; and 15808 North Chestnut Street; and

**WHEREAS,** after the properties were annexed, the City is required to designate the initial zoning of newly annexed property, so a Public Hearing for each lot was conducted before the Planning Commission on February 9, 2021; and

**WHEREAS,** the Planning Commission presented its' findings to the Board of Aldermen and recommended approval of the initial zoning for the property as R-1B.

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

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

The property legally described as: Lot 9, Lot 14, Lot 26 and Lot 40, Lakeside Crossing 1st Plat, a subdivision in Clay County Missouri

is hereby set as R-1B.

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

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

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021

\_\_\_\_\_  
Mayor

ATTEST:

---

City Clerk

First Reading: 02/16/2021

Second Reading / /

**Exhibit A**

All that part of the North one half of Section 36, Township 34, Range 33, Clay County, Missouri, described as follows: Beginning at the Northwest corner of the Northeast Quarter of said Section 36; thence North 89 degrees 49 minutes 48 seconds East along the North line of the Northeast Quarter of said Section 36, a distance of 662.69 feet to the Northeast corner of the Northwest Quarter of the Northwest Quarter of the Northeast Quarter of said Section 36; thence South 0 degrees 20 minutes 18 seconds West along the East line of the Northwest Quarter of the Northwest Quarter of the Northeast Quarter of said Section 36, a distance of 663.23 feet to the Southeast corner of the Northwest Quarter of the Northwest Quarter of the Northeast Quarter of said Section 36; thence North 89 degrees 50 minutes 00 seconds East along the South line of the Northeast Quarter of the Northwest Quarter of the Northeast Quarter of said Section 36, a distance of 590.45 feet to the West line of the East 170 Acres of said Section 36; thence South 0 degrees 26 minutes 29 seconds West along the West line of the East 170 Acres of said Section 36, a distance of 114.37 feet; thence North 89 degrees 43 minutes 06 seconds West, a distance of 971.22 feet; thence South 56 degrees 32 minutes 56 seconds West, a distance of 98.83 feet; thence South 46 degrees 04 minutes 14 seconds West, a distance of 376.49 feet to the most Westerly corner of Tract "G", HARBOR LAKE FIFTH PLAT, a subdivision of land in the City of Smithville, Clay County, Missouri; thence North 89 degrees 43 minutes 06 seconds West, a distance of 238.15 feet; thence South 13 degrees 23 minutes 08 seconds West, a distance of 70.00 feet; thence North 89 degrees 43 minutes 06 seconds West, a distance of 1004.87 feet to a point on the East line of Lot 1, CARTER FARMS, a subdivision of land in the City of Smithville, Clay County, Missouri; thence North 00 degrees 34 minutes 50 seconds East, along the East line of said Lot 1, a distance of 60.52 feet to the Northeast corner of said Lot 1; thence North 89 degrees 28 minutes 47 seconds West, along the North line of said Lot 1, a distance of 528.68 feet to the Northwest corner of said Lot 1, said point also being on the East right of way line of Missouri State Highway "F"; thence North 0 degrees 34 minutes 50 seconds East along said right of way line, a distance of 794.51 feet; thence along said right of way line, along a curve to the left, tangent to the last described course, having a radius of 349.73 feet, an arc distance of 66.19 feet; thence South 89 degrees 38 minutes 07 seconds East, a distance of 192.23 feet; thence North 0 degrees 35 minutes 50 seconds East, a distance of 233.0 feet to the North line of the Northwest Quarter of said Section 36; thence South 89 degrees 38 minutes 07 seconds East along said line, a distance of 1666.64 feet to the point of beginning. Said tract contains 60.87 acres more or less.

**DESTRUCTION OF RECORDS**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Administration/Finance

**AGENDA ITEM:** Bill No. 2889-21, Destruction of Records - 1<sup>st</sup> Reading

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**RECOMMENDED ACTION:**

A motion to approve Bill No. 2889-21 for 1st reading by title only.

**SUMMARY:**

The City keeps administrative, fiscal and legal records as required by the State of Missouri. The Secretary of State's Office publishes a records retention manual which establishes minimum retention periods for the administrative, fiscal and legal records created by local governments. Some records are permanent while others must be kept for various lengths of time. When non-permanent records have reached their retention date, the State recommends those records be destroyed by certified shred.

The Administration Department desires the destruction the applications of FY16 through FY18 Liquor Licenses, Fireworks Permits, Facility Reservation and FY11 through FY2018 Peddlers Permits. These documents have met the retention schedule listed in the Missouri Records Manual as outlined in Section 109.200 RSMo.

The Finance Department desires the destruction of FY16 through FY18 Dog Tag Applications, FY146 through FY19 Meals on Wheels monthly billing information and FY10 through FY19, Meals on Wheels discontinued services applications, FY14 through FY18 Business License applications, FY15 through FY17 Utility Billing Reports and FY15 and FY16 Utility Billing Adjustments. These documents have met the retention schedule listed in the Missouri Records Manual as outlined in Section 109.200 RSMo.

**PREVIOUS ACTION:**

N/A

**POLICY ISSUE:**

Destroy documents per the records retention schedule published by the Secretary of State's Office.

**FINANCIAL CONSIDERATIONS:**

N/A



**ATTACHMENTS:**

- ☒ Ordinance
- ☐ Resolution
- ☐ Staff Report
- ☐ Other:

- ☐ Contract
- ☐ Plans
- ☐ Minutes

**BILL NO. 2889-21**

**ORDINANCE NO.**

**AN ORDINANCE AUTHORIZING THE DESTRUCTION OF CERTAIN RECORDS.**

**WHEREAS**, it has been determined that the applications of the FY16 through FY18 Liquor Licenses, Fireworks Permits, Facility Reservation and FY11 through FY2018 Peddlers Permits documents have met the retention schedule listed in the Missouri Records Manual as outlined in Section 109.200 RSMo.; and

**WHEREAS**, it has been determined that the FY16 through FY18 Dog Tag Applications, FY16 through FY19 Meals on Wheels monthly billing information and FY10 through FY19 Meals on Wheels discontinued service applications, FY14 through FY18 Business License Applications, FY15 through FY17 Utility Billing Reports and FY15 and FY16 Utility Billing Adjustments documents have met the minimum retention schedule listed in the Missouri Records Manual as outlined in Section 109.200 RSMo.; and

**WHEREAS**, it has been determined that the records and documents have no further administrative, legal, fiscal, research or historical value; and

**WHEREAS**, destruction of said records will allow for easier access to needed records, provide a better environment of records, allow more space for operations and increase storage space, which must be legally retained; and

**WHEREAS**, the Smithville Board of Aldermen wish to authorize the destruction of said records.

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

- Section 1. That the Board of Aldermen hereby elects, pursuant to Section 109.200 RSMo., to approve the destruction certain finance and administration documents that have met the requirements of the retention schedule and no longer have value.
- Section 2. The Board of Aldermen hereby directs the City Clerk to find a method of destruction approved by the State of Missouri.
- Section 3. This Ordinance shall take effect and be in full force from and after its passage according to law.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the \_\_\_\_ of March 2021.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk

First Reading:                 / /2021

Second Reading:             / /2021

**APPROVE WASTEWATER MASTER PLAN**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Public Works - Street

**AGENDA ITEM:** Resolution 880 – Adoption of Wastewater Master Plan

---

**RECOMMENDED ACTION:**

Approve Resolution 880 adopting the Wastewater Master Plan and associated CIP for budget planning purposes.

**SUMMARY:**

The Board approved Resolution 745 with HDR in November 2019 to complete work associated with a Wastewater Master Plan.

The purpose of the Master Plan was to:

- Define and prioritize wastewater infrastructure needs within the next 10 years related to growth and capacity upgrades and regulatory requirements (CIP attached).
- Develop a long-term collection system plan that prioritizes a gravity collection system and eliminates many of the City's lift stations and minimizes the need for future pump stations.

Late in 2020, the Board received a report on initial findings and recommendations of the Plan. The final report was completed earlier this year and includes a recommended list of capital projects with associated timing based on the goals outlined in the plan.

A long-term goal outlined the Plan is to more efficiently serve the community's wastewater collection needs and provide additional capacity to facilitate growth opportunities. The most efficient long-term method to convey wastewater is through the strategic implementation of gravity sewers to serve the north and south portions of the City.

A second goal is to meet regulatory requirements for wastewater effluent discharging into the Little Platte River and enhancing / improving the environment.

**PREVIOUS ACTION:**

November 5, 2019 – Resolution 745 – Authorization No. 88: Wastewater Master Plan  
New NPDES permit issued December 1, 2020.

**POLICY ISSUE:**

Infrastructure / asset management  
Capital Improvement Program

**FINANCIAL CONSIDERATIONS:**

The CIP provides the City with budget estimates for future projects.

**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: <a href="#">Master Plan</a> , <a href="#">CIP</a> , Exec Summary, <a href="#">MAP</a> |                                   |

**RESOLUTION 880**

**A RESOLUTION ADOPTING THE CITY OF SMITHVILLE WASTEWATER MASTER PLAN**

**WHEREAS**, the City of Smithville operates the Smithville Wastewater Treatment Plant and maintains an extensive wastewater collection system consisting of gravity sewers, force mains and pump stations, and;

**WHEREAS**, the Board of Aldermen entered a contract with HDR to complete a comprehensive Wastewater Master Plan to define and prioritize wastewater infrastructure improvement needs within the next ten years related to growth and capacity upgrades and regulatory requirements.

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

**THAT THE WASTEWATER MASTER PLAN, DATED JANUARY 11, 2021 WITH THE TEN YEAR CAPITAL IMPROVEMENT PLAN IS HEREBY ADOPTED.**

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 16<sup>th</sup> day of February 2021.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk



# 1 Executive Summary

## 1.1 Master Plan Purpose

HDR Engineering Inc. was retained by the City of Smithville to prepare a Wastewater Master Plan. The Master Plan summarizes HDR's assessment of the City of Smithville's Wastewater Treatment Plant (WWTP) as well as the City's collection and conveyance system, including pump stations, force mains, and major gravity interceptors. The purpose of this Master Plan is to:

- Define and prioritize wastewater infrastructure improvement needs within the next ten years related to growth and capacity upgrades and regulatory requirements.
- Develop a long term, "ultimate", collection system plan that prioritizes a gravity collection system that eliminates many of the City's existing pump stations and minimizes the need for future pump stations.

HDR's findings and recommendations are summarized throughout this Master Plan.

## 1.2 Analysis

Information about the existing wastewater collection and conveyance system was collected from the City. Major infrastructure, including pump stations and the WWTP, were evaluated to determine condition and performance.

This information, along with the existing and future wastewater flows, was analyzed to determine the performance of the wastewater system. These conditions were modeled to derive the following recommendations.

## 1.3 Recommendation

A long-term goal of the City of Smithville is to more efficiently serve the community's wastewater collection needs and provide additional capacity to facilitate growth opportunities. The most efficient long-term method to convey wastewater is through the strategic implementation of gravity sewers to serve the north and south portions of the City. With this goal in the mind, the below recommendations were made.

### 1.3.1 Ten-year Recommendations

#### 1. North Smithville

The recommended ten-year improvements are described in detail in Section 6.2. These improvements generally include:

ONGOING IMPROVEMENTS – The City is currently in the process of improving Wildflower and Smith's Fork pump stations.

Authorization No. 88

**GRAVITY SEWER** – Installation of gravity sewers along Owens Branch north of the WWTP to Hillcrest Drive and connect to the existing force main tie-in. This will allow for increased capacity in the primary force main that serves north Smithville.

**PUMP STATIONS** – Decommissioning of Cub Cadet pump station as gravity sewer installation allows. Installation of new pump stations "Davenport Farms", "Diamond Crest West", and "Greyhawke 3" to facilitate growth in northern Smithville. The cost of these projects will be the responsibility of the developer, and construction costs have not been included in this Master Plan.

## 2. South Smithville

The recommended ten-year improvements are described in detail in Section 6.2. These improvements generally include:

**ONGOING IMPROVEMENTS** – The South Booster pump station and associated piping is a planned pump station that will be located along 144<sup>th</sup> Street east of Highway 169 to collect gravity flow from the surrounding area and convey it to the WWTP by way of the South Force main. The installation of this project will allow for the decommissioning of existing Hills of Shannon pump station, as well as the capacity to eliminate Diversified Metal, McDonalds, and Platte Valley pump stations in the future. The Rocky Branch Interceptor is a planned gravity interceptor to convey flow from Forest Oaks subdivision to the WWTP by way of the new South Booster pump station and South Force main.

These ongoing improvements will provide sufficient capacity in the South for the proposed ten year period due to the limited growth predicted.

## 1.3.2 Ultimate Recommendations

### 1. North Smithville

The recommended ultimate improvements are described in detail in Section 6.3. These improvements generally include:

**GRAVITY SEWER** – Installation of the remainder of the Owen's Branch Interceptor and associated tributaries to provide a foundation for a gravity wastewater collection system in the northern portion of the City.

**PUMP STATIONS** – Decommissioning of pump stations as gravity sewer installation allows. Installation of new pump station "Davenport Farms South" as development demands. The cost of this project will be the responsibility of the developer, and construction costs have not been included in this Master Plan.

### 2. South Smithville

The recommended ultimate improvements are described in detail in Section 6.3. These improvements generally include:

**GRAVITY SEWER** – Install the First Creek Interceptor, Wilkerson Creek Interceptor, and associated tributaries to provide a foundation for a gravity wastewater collection system in the southern portion of the City.

**PUMP STATIONS** – Decommissioning of pump stations as gravity sewer installation allows.





## 1.4 Cost

### 1.4.1 Ten-year Cost

The cost for the proposed installation of Owens Branch Interceptor during the ten-year planning period is shown in Table 1-1 below:

**Table 1-1. Owens Branch Interceptor – Phase 1 Total Cost**

OWENS BRANCH INTERCEPTOR - PHASE 1 TOTAL COST	Pipe Length (Ft.)	Pipe Size (In.)	Total Cost <sup>1,2,3</sup>
Owens Branch - Phase 1	9,157	30	\$6,517,000

**Notes**

1. Includes complete installation of pipes, MHs, and other ancillary structure and surface restoration.
2. Includes 20% for survey, engineering, legal, & easements and 30% contingency.
3. Estimated cost in 2020 dollars.

### 1.4.2 Ultimate cost

The cost for the proposed installation of the remainder of Owens Branch Interceptor, as well as the installation of the First Creek Interceptor, Wilkerson Creek Interceptor, and all associated tributaries is shown in Table 1-2 below. Note that these large interceptors are long-term solutions that should be constructed in phases as growth and development require. See Section 6.4 for a proposed phasing approach.

**Table 1-2. Collection System Ultimate Interceptor Expansion**

Collection System Ultimate Interceptor Expansion	Length (LF)	Size (IN)	Total Cost <sup>1,2,3</sup>
Owens Branch Phase 2	9,075	18	\$ 3,342,700
Owens Branch Phase 3	3,478	8	\$ 826,000
Owens Branch Tributary 1	1,249	8	\$ 297,500
Owens Branch Tributary 2	4,950	10	\$ 1,471,300
Owens Branch Tributary 3	2,884	8	\$ 683,900
Owens Branch Tributary 4	5,309	10	\$ 1,580,800
First Creek Phase 1	2,279	21	\$ 974,200
First Creek Phase 2	6,317	18	\$ 2,327,300
First Creek Phase 3	9,075	10 - 18	\$ 2,167,300
Wilkerson Creek Phase 1	1,373	36	\$ 1,115,400
Wilkerson Creek Phase 2	8,109	36	\$ 6,542,300

Authorization No. 88

**Table 1-2. Collection System Ultimate Interceptor Expansion**

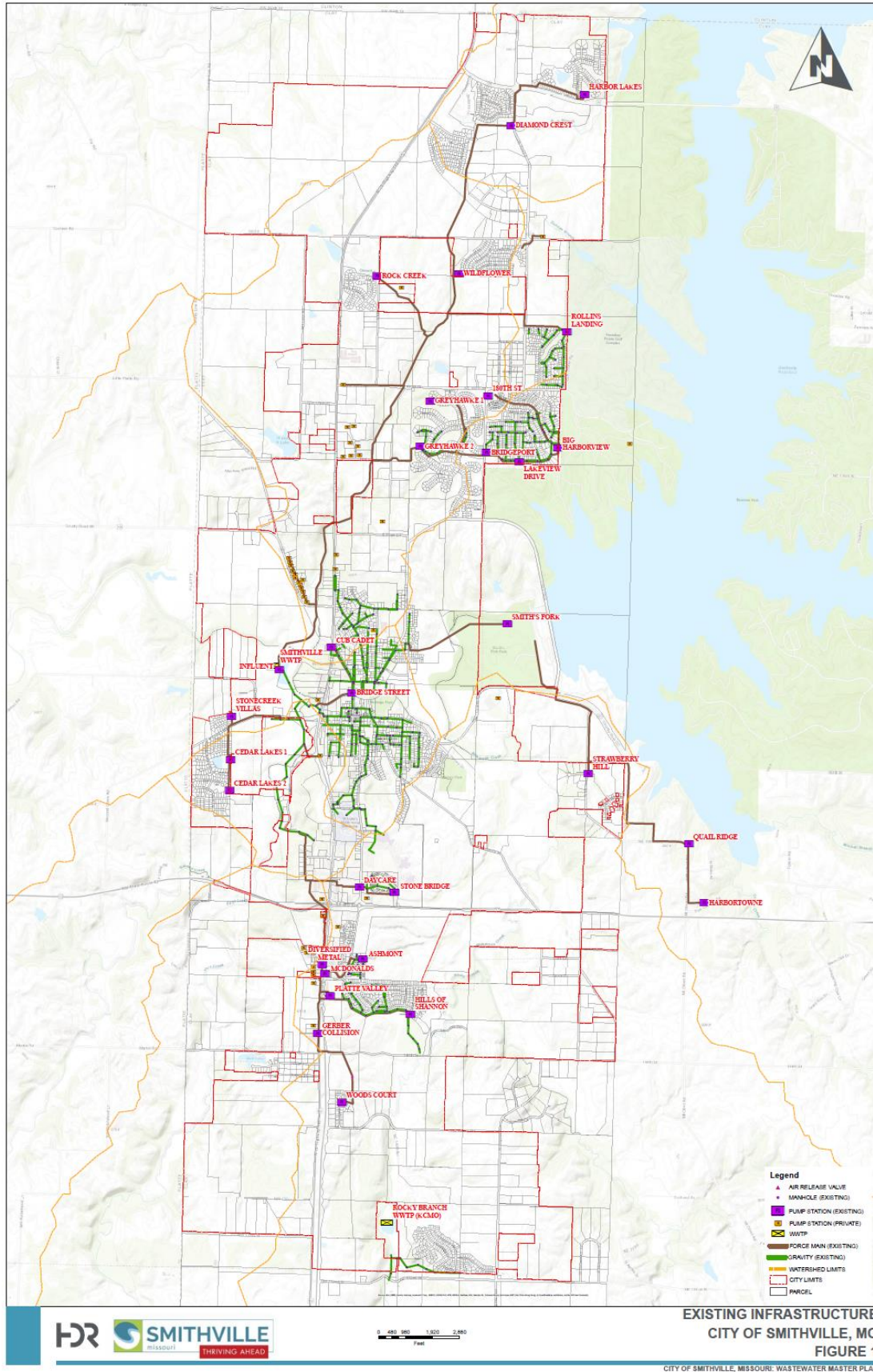
Collection System Ultimate Interceptor Expansion	Length (LF)	Size (IN)	Total Cost <sup>1,2,3</sup>
Wilkerson Creek Phase 3	6,580	27 - 30	\$ 4,315,700
Wilkerson Creek Phase 4	10,839	21	\$ 4,628,800
Wilkerson Creek Tributary 1	1,638	8	\$ 390,500
Wilkerson Creek Tributary 2	3,686	10	\$ 1,092,700
Rocky Branch Segment 1	5,938	21	\$ 2,539,100
<b>TOTAL</b>	<b>80,382</b>		<b>\$ 34,295,500</b>

**Notes**

1. Includes complete installation of pipes, MHs, and other ancillary structure and surface restoration.
2. Includes 20% for survey, engineering, legal, & easements and 30% contingency.
3. Estimated cost in 2020 dollars.

WASTEWATER INFRASTRUCTURE CIP						
City of Smithville, MO						
Updated: 2/8/2021						
TOTAL	\$ 1,798,570.00	\$ 2,380,234.00	\$ 4,688,068.00	\$ 1,905,000.00	\$ 714,167.00	\$ 3,570,833.00
Fiscal Year	2021	2022	2023	2024	2025	2026
PROJECTS						
PLANT	\$ 181,570.00	\$ 680,234.00	\$ 3,401,068.00	\$ -	\$ -	\$ -
Sludge Aerobic Digester #1 Floating Aerator	\$ 181,570.00					
Phase 1 Plant Expansion - Liquids Process		\$ 380,434.00	\$ 1,902,168.00			
Phase 1 Plant Expansion - Solids Process		\$ 299,800.00	\$ 1,498,900.00			
SEWER	\$ 750,000.00	\$ 1,625,000.00	\$ 1,247,000.00	\$ 1,860,000.00	\$ 714,167.00	\$ 3,570,833.00
South PS & 8" Force Main Connection to Ex. South FM	\$ 750,000.00	\$ 750,000.00				
Rocky Branch Interceptor		\$ 875,000.00	\$ 875,000.00			
Owens Branch Segment 1			\$ 372,000.00	\$ 1,860,000.00		
Owens Branch Segment 2					\$ 327,167.00	\$ 1,635,833.00
Owens Branch Segment 3					\$ 387,000.00	\$ 1,935,000.00
PUMP STATIONS	\$ 867,000.00	\$ 75,000.00	\$ 40,000.00	\$ 45,000.00	\$ -	\$ -
Smith Fork Pump Station Replacement	\$ 750,000.00					
Harbor Lakes	\$ 17,000.00					
Diamond Crest			\$ 10,000.00			
Wildflower	\$ -					
Rock Creek				\$ 5,000.00		
Rollins Landing			\$ 15,000.00			
Greyhawke No. 1				\$ 10,000.00		
Greyhawke No. 2				\$ 10,000.00		
180th Street			\$ 15,000.00			
Lakeview Drive				\$ 5,000.00		
Bridgeport	\$ 25,000.00					
Big Harborview				\$ 5,000.00		
Bridge Street	\$ 10,000.00					
Stone Creek Villas	\$ 20,000.00					
Cedar Lakes No. 1		\$ 15,000.00				
Cedar Lakes No. 2	\$ 45,000.00					
Strawberry Hill		\$ 15,000.00				
Quail Ridge		\$ 10,000.00				
Harbortowne		\$ 30,000.00				
Daycare				\$ 5,000.00		
Stone Bridge				\$ 5,000.00		
Woods Court		\$ 5,000.00				
TOTAL	\$ 1,798,570.00	\$ 2,380,234.00	\$ 4,688,068.00	\$ 1,905,000.00	\$ 714,167.00	\$ 3,570,833.00

Note: All figures in 2020 \$\$



**BID AWARD – SUNSHADE STRUCTURE FOR SPLASHPAD**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Parks and Recreation

**AGENDA ITEM:** Resolution 881, Purchase of Sunshade Structure for Splashpad

**RECOMMENDED ACTION:**

A motion to approve Resolution 881, Purchase of Sunshade Structure for Splashpad.

**SUMMARY:**

Improvements for the splashpad were included in the FY21 Parks and Recreation and Stormwater Sales Tax. In review of needs, a sunshade structure is desired. Through the Greenbush Purchasing Cooperative, staff has identified a structure through Athco LLC and recommends purchase of two 12' by 12' SkyWays Cantilever Single Post with a rapid release function. Total cost for the shades is \$10,420.

Staff will be completing the installation of the sunshade, saving \$8,775. With this savings, staff will review other amenities and features that can be added to the Splashpad and Main Street Trail.

Staff recommends approval of a purchase of the sunshade utilizing the Greenbush Cooperative Purchasing bid, for the price not to exceed \$10,420.

**PREVIOUS ACTION:**

Ordinance 3087-21 was approved to amend the Purchasing Policy for such cooperative agreement purchases.

**POLICY ISSUE:**

N/A

**FINANCIAL CONSIDERATIONS:**

The FY21 Budget includes \$25,000 for improvements at the splashpad. Purchasing items through the purchasing agreement provides a savings to the City.

**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: Picture |                                   |



**RESOLUTION 881**

**A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS FOR THE  
PURCHASE OF A SUNSHADE STRUCTURE FOR THE SPLASHPAD, THROUGH  
THE COOPERATIVE PURCHASING AGREEMENT WITH GREENBUSH  
IN AN AMOUNT NOT TO EXCEED \$10,420**

**WHEREAS**, the Parks and Stormwater Sales Tax includes funds to purchase a sunshade structure for the splashpad, and;

**WHEREAS**, the improvements at the splashpad were included in the Parks and Recreation and Stormwater Sales Tax FY21 Budget, and;

**WHEREAS**, the City Code Section 105.080.C authorizes staff to utilize cooperative purchase agreements, and;

**WHEREAS**, staff has made a recommendation to purchase the planned for equipment from Athco, LLC through the cooperative purchasing agreement with the Greenbush.

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

**THAT** staff is hereby authorized and directed to purchase said equipment from Athco, LLC in the amount not to exceed \$10,420.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 16<sup>th</sup> day of February 2021.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk



**AMENDING THE 2020-2021 COMPENSATION PLAN**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Resolution of 882 – Resolution Amending the 2020-2021 Compensation Plan

---

**RECOMMENDED ACTION:**

A motion to approve Resolution 882 amending the 2020-2021 Compensation Plan to include police officer signing incentives and field training pay.

**BACKGROUND:**

Recruitment and retention of Police Officers is an ongoing concern for the Smithville Police Department as well as departments around the metro and nationwide. The Department is currently down five officers and is in active recruitment to fill these vacancies.

In order to enhance our recruitment and retention efforts, staff has reviewed incentive programs provided by other police departments and recommend changes to our compensation plan to allow additional recruitment and retention tools for the department.

It is recommended that a signing incentive be approved to allow compensation to Missouri POST Class A Certified Officers. A \$4,000 incentive would be available for qualified officers. Working with city legal counsel, an agreement has been established outlining that one-half of the incentive would be paid following successful completion of officer field training (a 16-week period), with the remaining half paid upon successful completion of the probationary period (12 months from date of hire). A 36-month employment agreement would also be required, outlining repayment of the signing bonus if the employee voluntarily leaves the department within that 36-month period.

It is further recommended that Field Training Pay be implemented. This pay classification would be provided to officers who are assigned field training duties for new employees. This would add one hour of regular time pay per day to field training officers while training to compensate for the additional duties of training and reporting while assigned these duties.

**PREVIOUS ACTION:**

N/A



**POLICY ISSUE:**

N/A

**FINANCIAL CONSIDERATIONS:**

The Police Department budget includes funds for officer salaries.

**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 type="checkbox"/> Other:                |                                   |

**RESOLUTION 882**

**A RESOLUTION AMENDING THE 2020-2021 COMPENSATION PLAN.**

**WHEREAS,** The Board of Aldermen approved a 2020-2021 Compensation Plan on September 15, 2020; and,

**WHEREAS,** it has been determined that addition of Police retention and recruitment compensation is desired.

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

**THAT** the 2020-2021 Compensation Plan is hereby amended to incorporate a Police Officer Signing Incentive for Missouri POST Certified Candidates and to implement Field Training Officer Pay.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 16<sup>th</sup> day of February 2021.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk

**EVENT FIREWORKS DISPLAY**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Resolution 883 - Fireworks Display Approval 815 East 92 Highway – White Iron Ridge

**RECOMMENDED ACTION:**

A Motion to approve Resolution 883 – Approving a Fireworks Display at 815 East 92 Highway on May 20, 2021.

**SUMMARY:**

The White Iron Ridge Event Center at 815 East 92 Highway seeks approval to discharge fireworks in the evening of May 20, 2021 as a part of a wedding celebration. The City Code, Section 205.2210.B.5. states, in relevant part: "Fireworks may only be discharged in accordance with the following: . . . 5. In an approved fireworks display." Without specific instructions in the Code only the Board of Alderman may approve such a request.

The request is for approval to discharge "Class C" fireworks, (now known as 1.4G Consumer Fireworks) at the sendoff of the bride and groom for approximately five minutes. The anticipated time of the display is between 7:30 p.m. and 8:00 p.m. The type of fireworks is standard consumer level fireworks, so no certified shooter is required. The Smithville Area Fire Protection District has indicated that they have no regulatory authority over this class of Fireworks.

**PREVIOUS ACTION:**

The Board approved Resolution 861 on December 1, 2020 for a wedding at White Iron Ridge and directed that future requests be reviewed for adoption by the Board of Aldermen on a case-by-case.

**POLICY ISSUE:**

Current code does not describe any specifics other than Board approval.

**FINANCIAL CONSIDERATIONS:**

N/A

**ATTACHMENTS:**

- ☐ Ordinance
- ☒ Resolution
- ☐ Staff Report
- ☐ Other:

- ☐ Contract
- ☐ Plans
- ☐ Minutes

**RESOLUTION 883**

**A RESOLUTION APPROVING A FIREWORKS DISPLAY AT 815 EAST 92  
HIGHWAY (WHITE IRON RIDGE) ON MAY 20, 2021**

**WHEREAS**, City Code Section 205.2210 restricts the discharge of fireworks to certain days and/or under certain conditions, and

**WHEREAS**, one such condition that allows fireworks to be discharged is in Section 205.2210.B.5. which states, "In an approved fireworks display.", and

**WHEREAS**, Without further description in the code, only the Board of Aldermen may grant such approval, and

**WHEREAS**, the applicant seeks to discharge 1.4G Consumer Fireworks for approximately 5 minutes on May 20, 2021 as a sendoff to the bride and groom between 7:30 and 8:00 pm.

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

**THAT WHITE IRON RIDGE EVENT CENTER IS HEREBY APPROVED TO  
DISCHARGE FIREWORKS ON MAY 20, 2021 FOR APPROXIMATELY 5  
MINUTES AND TO BE COMPLETED BETWEEN 7:30 AND 8:00PM.**

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 16<sup>th</sup> day of February 2021.

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Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk

**RESIDENTIAL LEAK ADJUSTMENT**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/2/2021

**DEPARTMENT:** Finance Department

**AGENDA ITEM:** Resolution 884 – Leak Adjustment for David Petty

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**RECOMMENDED ACTION:**

A motion to approve Resolution 884 authorizing a credit of \$122.29.

**SUMMARY:**

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

On or about December 28, 2020 the Utilities Department obtained electronic reads of water usage for the month of December. Those reads were uploaded to the billing system later the same day which provides warnings for customers with no, little, or high usage. Mr. Petty had a read of 2,547, with a consumption of 43,000 gallons.

Mr. Petty Submitted the necessary documentation (attached) satisfying the requirements of the policy. Staff is bringing forward the two-month leak adjustment request according to the policy and recommends its approval.

**PREVIOUS ACTION:**

**POLICY ISSUE:**

**FINANCIAL CONSIDERATIONS:**

**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                              |                                   |
| Signed Request,<br>Repair documentation,<br>and Adjustment Calculation |                                   |

**RESOLUTION 884**

**A RESOLUTION APPROVING A WATER AND WASTEWATER LEAK  
ADJUSTMENT REQUEST.**

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

**WHEREAS**, David Petty, a residential utility billing customer with account 16-000053-02, 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 \$122.29.

**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 \$122.29 shall be credited to account 16-000053-02 of residential utility billing customer David Petty.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri the 16<sup>th</sup> day of February 2021.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk



**Water and Wastewater Leak Adjustment Request**

Utility Customer Name: David & Kathy Petty

Utility Service Address: 1010 NW 134<sup>th</sup> St. Smithville

Utility Account Number: \_\_\_\_\_

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. 2989-18, the Board of Alderman may consider a leak adjustment calculated to be \$12.19 at the Board of Alderman meeting on \_\_\_\_\_.

I, KAP, agree to attend the Board of Alderman meeting referenced above, and understand that my failure to be present is cause for the Board of Alderman to deny my request.

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

Kathleen C. Petty  
Customer's Signature

Feb 02 2021  
Date





### Water and Wastewater Leak Adjustment Calculation

Utility Customer Name: **David Petty**  
 Utility Service Address: **NW 134th Street**  
 Utility Account Number: **16-000053-02**

#### 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): **\$7.43**  
 Average monthly water usage for this property: **7,800 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): **\$4.76**

- 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 water rate (per 1,000 gallons): **\$3.07**  
 Average monthly wastewater usage for this property: **N/A** gallons  
 Was the leak inside or outside the home: **N/A**  
 Was the wastewater billed winter average or actual usage: **N/A**

#### Calculating the adjustment amount using Ordinance 2989-18(C), Adjustment Calculations

MONTH 1	MONTH 2 (if applicable)
Original Water Bill Amount 43,000 gallons @ 7.43 per 1,000 gallons = 319.49	Original Water Bill Amount 34,000 gallons @ 7.43 per 1,000 gallons = 252.62
Adjusted Water Bill Amount 15,600 gallons @ 7.43 per 1,000 gallons = 115.91 + 27,400 gallons @ 4.76 per 1,000 gallons = 130.42 246.33 Water Discount = 73.16	Adjusted Water Bill Amount 15,600 gallons @ 7.43 per 1,000 gallons = 115.91 + 18,400 gallons @ 4.76 per 1,000 gallons = 87.58 203.49 Water Discount = 49.13
Original Wastewater Bill Amount 0 gallons @ 3.07 per 1,000 gallons = 0.00	Original Wastewater Bill Amount 0 gallons @ 3.07 per 1,000 gallons = 0.00
Adjusted Wastewater Bill Amount 0 gallons @ 3.07 per 1,000 gallons = 0.00 Wastewater Discount = 0.00	Adjusted Wastewater Bill Amount 0 gallons @ 3.07 per 1,000 gallons = 0.00 Wastewater Discount = 0.00
Total Discount = 122.29	

**INVOICE / WORK ORDER**

DATE	1 8 12	ORDERED BY:	SAH
CUSTOMER NAME	K. W. P. H.		
ADDRESS	1010 P. W. 1300 St		
	Smithville mo		
PHONE		EMAIL	
REFERRED HOW?			

☐ WORK TO BE DONE  
☐ WORK PERFORMED

**TERMS:**

[illegible]

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**AUTHORIZATION NO. 93 – RISK AND RESILIENCY ASSESSMENT**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Public Works - Street

**AGENDA ITEM:** Res 885 - Authorization No. 93 - Risk and Resiliency Plan

**RECOMMENDED ACTION:**

A motion to approve Resolution 885 approving Authorization No. 93 with HDR Engineering Inc. for a water infrastructure risk and resiliency plan.

**SUMMARY:**

America's Water Infrastructure Act of 2018 requires all public water systems serving populations greater than 3,300 persons to assess the risks to, and resilience of, its system (referred to as the Risk and Resilience Assessment or "RRA"). The RRA is to include:

- Risk to the City's drinking water system from malevolent acts and natural hazards;
- Resilience of the infrastructure, including SCADA/cyber resilience;
- The monitoring practices of the system;
- The financial infrastructure of the system;
- The use, storage, or handling of various chemicals by the system; and,
- The operation and maintenance of the system.

The detailed RRA will culminate with an implementation plan for capital and operational needs for risk and resilience management of the system. For the City, the RRA needs to be finalized and then certified to the Administrator of the Environmental Protection Agency (EPA) by June 30, 2021.

The RRA must be reviewed at least every five years to determine if the assessment will be revised. Upon review, the water system shall recertify the original assessment or certify a revision to the assessment.

Within six months of completion of the RRA, America's Water Infrastructure Act of 2018 also requires each system to submit a letter of certification to the EPA that the Emergency Response Plan (ERP) for a utility was created or updated (where necessary), and at least every 5 years thereafter. For the City of Smithville, the ERP certification is required by December 30, 2021.

## Smithville Board of Aldermen

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Due to their familiarity with the utility system, staff requested that HDR Engineering Inc. request Authorization No. 93 to complete the RRA and ERP. The Authorization includes \$37,300 for the RRA and \$31,900 for the ERP.

### **PREVIOUS ACTION:**

None

### **POLICY ISSUE:**

Infrastructure assessment / resiliency

### **FINANCIAL CONSIDERATIONS:**

This is an unfunded mandate that the City must complete. This expense will be paid for from the Combined Water and Wastewater Utility Fund operating budget.

### **ATTACHMENTS:**

- |   |  |
|---|--|
| <input type="checkbox"/> Ordinance  | <input checked="" type="checkbox"/> Contract |
| <input checked="" type="checkbox"/> Resolution                                | <input type="checkbox"/> Plans               |
| <input type="checkbox"/> Staff Report   | <input type="checkbox"/> Minutes             |
| <input checked="" type="checkbox"/> Other: <a href="#">Auth. 93 Agreement</a> |  |

**RESOLUTION 885**

**A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AUTHORIZATION NO. 93 WITH HDR ENGINEERING, INC. FOR ENGINEERING SERVICES FOR THE AWIA RISK AND RESILIENCY ASSESSMENT**

**WHEREAS**, the America's Water Infrastructure Act (AWIA) of 2018 requires all public water systems serving a population greater than 3300 persons to assess the risks to, and resilience of, its public water system; and

**WHEREAS**, the Risk and Resilience Assessment (RRA) needs to be finalized and then certified to the Administrator of the Environmental Protection Agency (EPA) by June 30, 2021; and

**WHEREAS**, the AWIA also requires an Emergency Response Plan (ERP) to be completed within six months of the completion of the RRA (by December 31, 2021); and

**WHEREAS**, HDR Engineering Inc. has submitted Authorization No. 93 to complete the system risk and resiliency assessment (RRA) for an amount of \$37,300 and the emergency response plan (ERP) for an amount of \$31,900.

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

**THAT** the Mayor is hereby authorized to execute Authorization No. 93 with HDR Engineering, Inc. to complete the Risk and Resilience Plan (RRA) and the Emergency Response Plan (ERP) for the City's public water system in an amount of \$69,200.00

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 16<sup>th</sup> day of February 2021

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk

**RIGHT OF WAY – HILLCREST STREET AND RAINTREE LANE**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Public Works - Street

**AGENDA ITEM:** Resolution 886 - Right-of-Way Acceptance

---

**RECOMMENDED ACTION:**

A motion to approve Resolution 886 – A Resolution accepting certain road right-of-way into the City of Smithville Missouri.

**SUMMARY:**

In summer of 2020 it was discovered that not all the right-of-way for Hillcrest Street and Raintree Lane had been dedicated to the City. The City has been maintaining these streets and has plans to do repairs in 2021. The property owners were asked to dedicate the right-of-way and provided the necessary Right-Of-Way Dedication documents.

**PREVIOUS ACTION:**

None

**POLICY ISSUE:**

Infrastructure maintenance

**FINANCIAL CONSIDERATIONS:**

Both Hillcrest Street and Raintree Lane are in disrepair and are included in the 2021 Street Maintenance Program

**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: <a href="#">survey</a> |                                   |

**RESOLUTION NO. 886**

**AN RESOLUTION ACCEPTING CERTAIN ROAD RIGHT-OF-WAY INTO THE CITY OF SMITHVILLE, MISSOURI**

**WHEREAS**, the City of Smithville provides street maintenance services for publicly owned right-of-way with the corporate City Limits; and

**WHEREAS**, when certain properties adjacent to Hillcrest Street and Raintree Lane were annexed into the City limits, public right-of-way was not dedicated to the City; and

**WHEREAS**, owners of the real estate adjacent to Hillcrest Street and Raintree Lane desire to dedicate said right-of-way hereinafter described, to the City of Smithville, Missouri and filed with the City Clerk.

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

SECTION 1. The following described real estate is Accepted for right-of-way by City of Smithville, Missouri, to wit:

Right of Way A

All that part of the Southwest Quarter of Section 11, Township 53, Range 33, Smithville, Clay County, Missouri, described as follows: Commencing at the Southeast corner of the Southwest Quarter of said Section 11; thence North 89 degrees 56 minutes 23 seconds West, along the South line of the Southwest Quarter of said Section 11, a distance of 684.82 feet to the Point of Beginning of the tract of land here in to be described: thence North 89 degrees 56 minutes 23 seconds West, along the South line of the Southwest Quarter of said Section 11, a distance of 225.82 feet; thence North 00 degrees 26 minutes 27 seconds East, a distance of 30.00 feet; thence South 89 degrees 56 minutes 23 seconds East, and parallel to the South line of the Southwest Quarter of said Section 11, a distance of 176.17 feet; thence Northeasterly along a to the Left being tangent to the last described course, having a radius of 50.00 feet and an arc length of 78.19 feet; thence South 00 degrees 27 minutes 23 seconds West, a distance of 79.66 feet to the Point of Beginning.

Right of Way B

All that part of the Southwest Quarter of Section 11, Township 53, Range 33, Smithville, Clay County, Missouri, described as follows: Commencing at the Southeast corner of the Southwest Quarter of said Section 11; thence North 89 degrees 56 minutes 23 seconds West, along the South line of the Southwest Quarter of said Section 11, a distance of 910.64 feet to the Point of Beginning of the tract of land here in to be described: thence North 89 degrees 56 minutes 23 seconds West, along the South line of the Southwest Quarter of said Section 11, a distance of 300.00 feet; thence North 00 degrees 26 minutes 27 seconds East, a distance of 40.00 feet; thence South 88 degrees 01 minutes 49 seconds East, a distance of 300.10 feet; thence South 00 degrees 26 minutes 27 seconds West, a distance of 30.00 feet to the Point of Beginning.

## Smithville Board of Aldermen

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### Right of Way C

All that part of the Southwest Quarter of Section 11, Township 53, Range 33, Smithville, Clay County, Missouri, described as follows: Commencing at the Southeast corner of the Southwest Quarter of said Section 11; thence North 89 degrees 56 minutes 23 seconds West, along the South line of the Southwest Quarter of said Section 11, a distance of 1210.64 feet to the Point of Beginning of the tract of land here in to be described: thence North 89 degrees 56 minutes 23 seconds West, along the South line of the Southwest Quarter of said Section 11, a distance of 99.00 feet to the East Line of COULTER ADDITION, a subdivision of land in Smithville, Clay County, Missouri; thence North 00 degrees 26 minutes 27 seconds East along said East line of said COULTER ADDITION, a distance of 50.00 feet; thence South 84 degrees 10 minutes 05 seconds East, a distance of 99.44 feet; thence South 00 degrees 26 minutes 27 seconds West, a distance of 40.00 feet to the Point of Beginning.

### Right of Way D

All that part of the Southwest Quarter of Section 14, Township 53, Range 33, Smithville, Clay County, Missouri, described as follows: Commencing at the Northwest corner of the Northwest Quarter of said Section 14; thence South 00 degrees 23 minutes 10 seconds West, along the East line of the Northwest Quarter of said Section 14, a distance of 654.67 feet; thence North 89 degrees 50 minutes 43 seconds West, a distance of 654.86 feet to the Point of Beginning of the tract of land here in to be described: thence North 89 degrees 50 minutes 43 seconds West, a distance of 45.00 feet; thence South 24 degrees 31 minutes 36 seconds West, a distance of 43.57 feet; thence Southeasterly along a curve to the left being tangent to the last described course having a radius of 25.00 feet with an arc length of 49.49 feet; thence South 89 degrees 50 minutes 43 seconds East, a distance of 39.90 feet; thence North 00 degrees 23 minutes 24 seconds East, a distance of 75.00 feet to the Point of Beginning.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, this 16<sup>th</sup> day of February 2021.

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Damien Boley, Mayor

ATTEST

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Linda Drummond  
City Clerk





**CHANGE ORDER NO. 1 – CITY HALL RENOVATION**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Resolution 887, Amendment #1 to Contract with Hartline Construction, LLC for the City Hall Renovation Project

---

**RECOMMENDED ACTION:**

A motion to approve Resolution 887, amending the contract with Hartline Construction, LLC.

**SUMMARY:**

The Board approved a contract with Hartline Construction, LLC for renovation of City Hall on February 2, 2020. The contract total was \$292,500. Staff, the contractor and architect met in a project kickoff meeting and reviewed the project scope and timing. Staff had identified a potential change to the project to divide the City Administrator's office into two offices, allowing for additional office space in City Hall. Additionally, changes to cabinetry work have been identified to allow for more storage of files.

Hartline has submitted a change to the contract totaling \$8,861 to address the revised scope.

The FY21 Budget includes \$315,000. This change will bring the contract amount to \$301,361,

Staff recommends approval of the amendment to the contract.

**PREVIOUS ACTION:**

Approval of Resolution 877, contract with Hartline Construction, LLC on February 2, 2021.

**POLICY ISSUE:**

**FINANCIAL CONSIDERATIONS:**

The FY21 Budget includes \$315,000 for this project.

**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: Amendment Document |                                   |

**RESOLUTION 887**

**A RESOLUTION APPROVING AMENDMENT NO. 1 TO THE CONTRACT WITH HARTLINE CONSTRUCTION, LLC FOR THE CITY HALL RENOVATION PROJECT.**

**WHEREAS**, the Fiscal Year 2021 Budget allocates funds for the City Hall Renovation project; and

**WHEREAS**, Bid No. 21-02 was awarded to Hartline Construction, LLC and the Mayor executed Resolution 877 on February 2, 2021 in an amount not to exceed \$292,500; and

**WHEREAS**, Hartline Construction, LLC has submitted Amendment No. 1 for an additional \$8,861 as a result of on-site discussions and/or changes made to project; and

**WHEREAS**, staff recommends acceptance of Amendment No. 1.

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

**THAT** the contract with Hartline Construction, LLC, for City Hall Renovations be amended and the Mayor is hereby authorized to execute Amendment No. 1 for an additional amount of \$8,861.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 16<sup>th</sup> day of February 2021.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk



751 East 63<sup>rd</sup> Street, Suite 107 • Kansas City, Missouri • 64110  
Ph: 816-921-6002 / FAX: 816-920-0502

**PR No: 01\_Plan Updates**

Smithville City Hall Renovation  
107 East Main Street, Smithville, MO 64089

Date: 2/10/2021

To: a3G Architects  
Attention: Brandi Atwell  
Email: [batwell@a3garchitects.com](mailto:batwell@a3garchitects.com)  
Phone: 816-581-6332

PR No: 01  
Smithville City Hall Renovation  
107 East Main Street  
Smithville, MO 64089

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*Hartline Construction, LLC is W/D/SLBE certified by The City of Kansas City Missouri and States of MO and KS.*

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**Scope of Work:**

On the above noted project, per revised plans, as requested by a3G Architects dated 2/8/2021. Hartline Construction presents this PR No 1.

**Proposal Request 1 Breakdown Includes Material and Install:**

• New sheet rock walls and finish	\$2,749.00
• Patch floor and ceiling	\$425.00
• Paint new walls and ceiling	\$980.00
• New rubber base	\$228.00
• New Door 104A	\$826.00
• Mechanical work	\$550.00
• Electrical work	\$375.00
• Modify casework	\$1,460.00
• General conditions	\$265.00
• Mark up	\$786.00
• Bond	\$216.00

**Total Add PR 1** **\$8,861.00**

**Notes:**

- Davis Bacon wage order 27 with weekly certified payroll.
- Work performed from 7 am to 3:30 pm, Monday –Friday.
- Daily cleanup and final clean of scope of work noted above.

**Work Excluded:**

- Hazardous material testing and/or removal.
- Overtime labor.
- Taxes

**SURPLUS CITY PROPERTY**



**Board of Alderman  
Request for Action**

**MEETING DATE:** 2/16/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Resolution 888, Surplus of City Property

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**RECOMMENDED ACTION:**

A motion to approve Resolution 888, declaring certain items surplus.

**SUMMARY:**

Earlier this month, the Board of Alderman approved Resolution 877 and awarded the bid for the City Hall Renovation. In preparation for demolition related to the renovation, certain furnishings, fixtures and equipment have been identified by staff as surplus. It is anticipated that additional items may be identified as no longer necessary as construction progresses.

In order to be disposed of, items must be identified by the Board as surplus.

Staff recommends disposal of items in an appropriate manner in compliance with City Ordinance 2916-15, namely that as they are identified they be listed through GovDEals.com with a starting bid of \$1.

Staff further recommends that any revenue from sales would be deposited into the General Fund as Sale of Property and earmarked for use in purchase of furnishings and equipment relating to the renovation.

**PREVIOUS ACTION:**

N/A

**POLICY ISSUE:**

N/A

**FINANCIAL CONSIDERATIONS:**

Funds received are recommended to be used to assist with purchase of furnishings and equipment relating to the renovation of City Hall.

**ATTACHMENTS:**

- ☐ Ordinance
- ☒ Resolution
- ☐ Staff Report
- ☐ Other:

- ☐ Contract
- ☐ Plans
- ☐ Minutes

**RESOLUTION 888**

**A RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS EQUIPMENT.**

**WHEREAS**, the Board of Alderman approved Resolution 877 and awarded the bid for the City Hall Renovation; and,

**WHEREAS**, the City of Smithville has identified certain furniture, fixtures and equipment in its possession as surplus and no longer of value; and,

**WHEREAS**, staff recommends that the Board of Aldermen of the City of Smithville identify these items as surplus equipment.

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

**THAT** the identified property is declared as surplus equipment and the City purchasing agent is directed to dispose of such property in accordance with City Ordinance 2916-15.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 16<sup>th</sup> day of February 2021.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk