



**City of Smithville, Missouri**  
**Board of Aldermen – Regular Session Agenda**

**April 20, 2021**

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

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**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**
    - April 5, 2021 Board of Alderman Work Session Minutes
    - April 5, 2021 Board of Alderman Regular Session Minutes
  - **Financial Report**
    - Finance Report for February 2021

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**REPORTS FROM OFFICERS AND STANDING COMMITTEES**

4. **City Administrator's Report**

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**ORDINANCES & RESOLUTIONS**

5. **Bill No. 2898-21, Annexation Lot 4, Lakeside Crossing – 2<sup>nd</sup> Reading**  
An Ordinance approving the Annexation of Lot 4, 15719 North Chestnut, Lakeside Crossing. 2<sup>nd</sup> reading by title only.
6. **Bill No. 2899-21, Annexation Lot 12, Lakeside Crossing – 2<sup>nd</sup> Reading**  
An Ordinance approving the Annexation of Lot 12, 2416 Northeast 157<sup>th</sup> Terrace, Lakeside Crossing. 2<sup>nd</sup> reading by title only.
7. **Bill No. 2900-21, Annexation Lot 34, Lakeside Crossing – 2<sup>nd</sup> Reading**  
An Ordinance approving the Annexation of Lot 34, 2224 Northeast 158<sup>th</sup> Street, Lakeside Crossing. 2<sup>nd</sup> reading by title only.
8. **Bill No. 2901-21, Amending Schedule VII, Stop Signs – 2<sup>nd</sup> Reading**  
An Ordinance amending Schedule VII of Municipal Codes, Stop Signs adding a three way stop at the intersection of East Main Street and Liberty Street. 2<sup>nd</sup> reading by title only.

**9. Bill No. 2902-21, Amending the Facility Use Policy – 2<sup>nd</sup> Reading**

A Resolution amending the Facility Use Policy. 2<sup>nd</sup> reading by title only.

**10. Resolution 913, Certify the April 6, 2021 Election Results**

A Resolution declaring the results of the April 6, 2021 Municipal Election held in the City of Smithville, Missouri.

**OTHER MATTERS BEFORE THE BOARD**

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**11. Oath of Office for Newly Elected Officials**

City Clerk, Linda Drummond, will administer the oath of office to the newly elected officials and they will officially take their seats as members of the Board of Aldermen for the City of Smithville.

**12. Board of Alderman Orientation**

Mayor Boley will introduce new Board members and briefly discuss Alderman roles, duties, responsibilities and processes.

**13. Public Hearing - Annexation**

Lot 36, Lakeside Crossing

**ORDINANCES & RESOLUTIONS**

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**14. Bill No. 2903-21, Annexation Lot 36, Lakeside Crossing - 1<sup>st</sup> Reading**

An Ordinance approving the Annexation of Lot 36, 2402 Northeast 158<sup>th</sup> Street, Lakeside Crossing. 1<sup>st</sup> reading by title only.

**15. Resolution 914, Event Fireworks Display Approval**

A Resolution approving a Fireworks Display at White Iron Ridge Event Center at 815 East 92 Highway on April 30, 2021.

**OTHER MATTERS BEFORE THE BOARD**

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**16. 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.

**17. Election of Mayor Pro-Tem**

To elect a member of the Board to the position of Mayor Pro-Tem.

**18. Election of Planning Commission Representative**

Each year the Board of Aldermen must nominate and appoint a representative to the Planning and Zoning Commission.

**19. Election of Economic Development Committee Representative**

Each year the Board of Aldermen must nominate and appoint a representative to the Economic Development Committee.

**20. Election of Parks and Recreation Committee Representative**

Each year the Board of Aldermen must nominate and appoint a representative to the Parks and Recreation Committee.

**21. Appointments**

The Mayor will nominate appointments to the Finance Committee and the Board will vote:

- Alderman Atkins
- Alderman Hartman
- Melissa Wilson as citizen representative

**22. 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.

**23. Adjournment to Executive Session Pursuant Section 610.021(1)RSMo.**

[Planning Calendar](#)





## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**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**
  - April 5, 2021 Board of Alderman Work Session Minutes
  - April 5, 2021 Board of Alderman Regular Session Minutes
- **Finance Report**
  - Financial Report for February 2021

### **SUMMARY:**

Voting to approve would approve the Board of Alderman minutes and financial 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: Finance Report |   |

**SMITHVILLE BOARD OF ALDERMAN**  
**WORK SESSION**

April 5, 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 via Zoom, called the meeting to order at 6:29 p.m. A quorum of the Board was present via Zoom meeting: Steve Sarver, Marv Atkins, Melissa Wilson, Dan Ulledahl, and Jeff Bloemker. John Chevalier was absent.

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

**2. Discussion of Solid Waste Services**

Chuck Soules, Public Works Director introduced Tom Coffman with GFL/WCA who was in attendance this evening. He noted that in February the Board discussed that the current contract with WCA (now GLF/WCA) and will expire in March 2022 and that in the agreement the city would have to provide six months' notice prior to any cancellation of the contract or change of service. At that time staff presented to the Board an outline current levels of service and asked the Board if they wanted staff to talk to GFL/WCA about extending the contract or if they wanted staff to look for other proposals. Staff wanted to do this far enough in advance so that if the decision is to go out for bid, we can still provide appropriate six months' notice.

Staff sat down with Tom Coffman to discuss some of the items the Board had expressed desire for, including downtown recycling, some type of rate reduction, e-waste events, stickers on the lid describing what is recyclable and maybe disincentives for additional trash carts. GFL/WCA came back with a proposal that is included the agenda packet. The proposal includes a 5-year extension with an annual automatic renewal and:

- Extends the current contract for a term beginning November 1, 2021 and ending October 31, 2026.
- The first-year rate would be to \$17.98 per month with a 10% discount for city-approved seniors -they would have to apply and provide proof of age (current cost is 19.51).

- Contract would allow for annual increases not to exceed the Consumer Price Index for all Urban Consumers (CPI-U) – Garbage and Trash Collection.
- Maintain current service levels and limits (trash, recycling, yard waste).
- GFL will provide a trash overage sticker program for additional trash bags (for limited high use periods, eliminating need for second trash cart).
- Utilize existing trash and recycling carts, and replace carts as needed.
- To incentivize recycling, the monthly price for an extra trash cart would be \$10.
- Continue the twice-yearly bulky item collection program.
- Establish a downtown cardboard recycling program at no cost to the City.
- Sponsor an annual paper shredding and e-waste recycling event at no cost to the City (fees may apply for certain items).
- Deliver mid-year and year-end reports on local solid waste issues.
- Include auto-renewal contract language that provides non-renewal opportunities (with notice).
- Apply decals to recycling carts that detail acceptable and unacceptable material.

Staff did survey some other communities regarding cost and service level. The comparisons of services vary for what other communities are getting. Chuck said that with the City's contract we are in the middle on the list. We are not the cheapest nor are we the most expensive, but we do receive a lot of services with this contract. He noted if you compare the services GFL/WCA's proposal looks pretty good but said the decision is up to the Board.

Staff is looking for direction from the Board here tonight if they wish to continue with those negotiations and bring back a contract to the Board for continuation of the service with the GFL/WCA or would the Board prefer staff to do another option or solicit proposals?

Mayor Boley stated he appreciated everything in this proposal, it has a lot of things we have asked for. He noted he was sure staff would work out the details on frequency and locations for cardboard recycling. When it comes to cardboard, he knows that Price Chopper takes care of their own, Porter's has been taking some cardboard for recycling. Businesses farther south of the City and downtown have a lot of cardboard that could be recycled instead of ending up in the dumpster.

Trash & Recycling Comparison		Exc. Springs	Kearney	Liberty	Platte City	Raymore	Smithville
Contract With	Residential	Allied Waste	Republic	Republic	City of Platte City	Constable Sanitation	GFL Environmental (WCA)
	Commercial	no	no	no	yes (city limits only)	no	no
What is Collected Curbside?							
	trash	yes	yes	yes	yes	yes - \$14.45 mthly	yes
	cart provided?	65 gal	65 gal	65 gal	no cart	yes	yes
	additional cart fee?	\$3.00 mth	\$2.63/ mo				\$5.00 mth
	recycle	yes	yes	yes	yes	yes - \$5.20 mthly	yes
	cart provided?	65 gal	65 gal	65 gal	95 gal	yes	yes
	additional cart fee?	\$3.00 mth	no	no	one cart	one cart only	no
	glass?	no	no	no	no	no	no
	compost	no	\$137.70 annually	added fee*	no	yes -\$12.95 mthly	yes
	tires	no	no	no	no	no	no
collection frequency							
	trash	weekly	weekly	weekly	weekly	weekly	weekly
	recycle	weekly	weekly	weekly	weekly	weekly	weekly
	compost	drop off only	weekly April -Nov.	weekly	\$20 / pick up	weekly	weekly **
Bulky Item	included in cost?	no*	yes	yes	add cost depend on item, couch \$40, fridge \$60	yes	yes
	frequency	drop-off only		by appt. - 2x yr	1X per year	1 item 1X each month	2X per year
		cash pmt at time of drop off					
Cost of Service		\$23.65	\$14.61	\$17.70	\$15.00	\$19.65	\$19.90
						\$19.65 trash & recycle	
	Senior discount?	no	yes	yes	no	no	no
			\$4 per month	50% reduction			
Other							
Recycling Drop Off?		yes	yes	yes			no
Compost Drop OFF?		yes	yes	tree limbs only	yes - \$20 annually		no
Participate in HHW?		yes	yes	yes	yes	yes	yes
Ripple Glass Drop Off?		unknown	unknown	yes	yes	yes	yes
Population		11,000	10,000	31,779	4700	19,206	10,000
Special Notes	Excel. Springs	*appliances can be dropped off at recycle site other items are charged per item.					**modified during winter months
	Gladstone	* residents choose from 3 companies Republic, KC Waste or Deffenbaugh					
	Kearney	offers refrigerator recycling					
	Liberty	*compost cost is \$205.95 annually or \$51.48 per quarter 95 gallon yard waste tote supplied by Republic					
		if using the tote they add 5 additional yard waste					
		if NOT using the cart there is a 10 bag limit each week					
		NO Cart pick up Jan -March due to moisture concerns					
	Parkville	* residents choose from 4 companies most Spring & Fall "clean up" events yard waste drop off in Gladstone					
	Platte City	Residential service provided by City within City limits Commercial service provided by City and private waste companies					
		4 tires can be put with bulky pick-up Can pay for additional bulky item pick up					
	Raymore	*****residents can put up to 4 bags out with the cart					
		fee for trash, recycle & yard waste = \$32.60 mthly Electronic recycling event held annually					

Alderwoman Wilson had a question about the definition of city approved seniors, but Chuck had covered it and guessed that City staff would move forward with what that definition would definitely be so it will be in print for anyone to see if they questioned it.

Chuck said that in the City of Lawrence it is 65 and older. We can have it that they bring in proof of their age such as a driver's license and they make a request.

Alderwoman Wilson asked if the consumer price index was what the price would increase annually?

Chuck said that was correct.

Alderwoman Wilson asked if the sticker program was a program where residents could buy additional to have on hand as needed?

Tom Coffman explained that they have this program in a lot of communities, in some areas they work with retailers or people can go to City Hall and purchase them. They can call or email GFL/WCA customer service and order and pay with a credit card and they will mail them. He said he believed last he heard it was around \$6.00 for a sheet of five stickers. They can then be used when they have episodic overages.

Alderwoman Wilson noted in looking at the comparison pricing chart, GFL/WCA's current services to compared to other communities, she likes everything she see here but is wondering if the 10% discount for seniors could be raised to 25%. She explained that the 10% discount for seniors is not quite \$2 and wondered if it could be looked at and maybe go up to 20 or 25%?

Chuck explained that one of the concerns is we just do not know what the usage is going to be for seniors. He said it is one thing if it is 10 or 20 residences and another if it is two or three thousand residences. He suggested that what we could do is roll it out for first year at 10% and then maybe the Board have a provision in the contract with GFL/WCA that we would revisit the senior discount and calculate what the usage actual is to see if it justifies a higher discount.

Alderwoman Wilson noted on the price comparison chart, compared to cities that both use the same service, one has a \$4 reduction, their population is comparable to Smithville the other has a 50% deduction by they have a lot more population. Noting the difference in the discounts, she would like to be able to improve the 10% senior discount in the future. She ended that in doing the comparison she believes with what GFL/WCA has come to us with and the extras that the Board had ask for she is fine if we do not go back out for bid.

Alderman Sarver said that he has been very happy with WCA and that with this proposal they have added about everything asked for. He is okay with staff bringing forward a contract with GFL/WCA.



Alderman Atkins agreed he had no issue with WCA and had no problems at all nor heard any issues with their service. He approved of the new agreement.

Alderman Ulledahl said that everything he read looked good and thanked staff for going into detail and working hard on this.

Mayor Boley asked Alderman Ulledahl about his experience with cardboard.

Alderman Ulledahl said that his business does have an issue with disposing of cardboard, they do not have any room in their alley for a dumpster. He would love to have a cardboard recycling container close by maybe closer to City Hall or somewhere in that vicinity that he could send it over there every evening when they close. He went on to explain that the truck they received today had 70 cartons on it and pretty much all of the cartons were cardboard.

Mayor Boley stated he spoke with couple other business downtown that receive shipments and have quite a bit of cardboard to dispose of. He agreed that somewhere near City Hall would be a good location for the cardboard recycle container, somewhere it can be monitored.

Alderman Ulledahl suggested it be located somewhere with easy access, that vehicles can drive up to because some business will have several boxes to dispose of at a time. He agreed that it will need to be able to be monitored.

Alderman Bloemker said he appreciated what he heard and noted we have had good service and WCA has been responsive, so he supports moving forward.

Tom Coffman said how much they liked working with Smithville, it is a great community, and it is a good fit for them. He really enjoyed working through this process with staff and he is excited that the Board wants to continue moving forward. He said this was great news for him and for GFL/WCA.

Mayor Boley appreciated the waste diversion pieces of the proposal, adding the e-waste and shredding events. He said that the Chamber of Commerce does some shredding events, but their vendor does not have the capacity for what we need

Chuck said he believes staff has the direction from the Board and will contact GFL/WCA to will continue the negotiation. Staff will also look to be reviewing the senior discount after the first year.

Mayor Boley suggested looking at the City demographic data to see what the City's senior households look like. He said that some of the City's seniors live at the Housing Authority and they use the dumpsters at those facilities provide not WCA's services. He noted that the actual senior households that might be eligible for the discount do not probably generate three bins of trash like some other residences might.

Chuck said staff will bring a contract forward sometime late spring or early summer.

**3. Adjourn**

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:44 p.m.

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Linda Drummond, City Clerk

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Damien Boley, Mayor

**SMITHVILLE BOARD OF ALDERMEN  
REGULAR SESSION**

April 5, 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 via Zoom, called the meeting to order at 7:01 p.m. A quorum of the Board was present via Zoom meeting: Steve Sarver, Marv Atkins, Melissa Wilson, Dan Ulledahl and Jeff Bloemker. John Chevalier was absent.

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

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

**3. Public Hearing – Lots 4, 12 and 34 in Lakeside Crossing**

Mayor Boley opened the Public Hearing at 7:01 p.m.

No Public Testimony.

Mayor Boley closed the Public Hearing at 7:01 p.m.

**4. Consent Agenda**

**• Minutes**

- March 23, 2021 Board of Alderman Work Session Minutes
- March 23, 2021 Board of Alderman Regular Session Minutes

No discussion.

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

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

**REPORTS FROM OFFICERS AND STANDING COMMITTEES**

**5. Committee Reports**

Mayor Boley reported on the March 25 Parks and Recreation Committee meeting. They discussed two items, one was proposed use of parkland by Humphrey's Bar & Grill for a seating structure deck and outdoor seating. The purpose will be presented that

will be going to go to Main Street at their meeting the third Thursday of this month. If approved, it the next step would be to take it to the Planning and Zoning Commission for approval since it is a park amenity.

Cynthia clarified that the proposal would come to the Board prior to obtain Board direction.

The second item discussed was the Parks Master Plan. Mayor Boley explained that the drawings for the Parks Master Plan had been available to view at Smith's Fork Park. The Mayor believes Future iQ has done a great job of capturing our ideal state. The Parks and Recreation committee recommended some very minor things to be added to the proposals. He stated it will be exciting to see what comes out of the plan.

The survey for the Park Master Plan received over a thousand household responses. He said he reminded the Parks and Recreation Committee and the other people attending the meeting, that was more people than we had turned out for the election when we put the parks and stormwater sales tax on the ballot.

Cynthia added the portals are still active on the Parks and Recreation website and Facebook page. There are some good discussion boards out there and she encouraged everyone to take a look at that and be involved and help promote it.

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

Cynthia confirmed the May 27 Board of Aldermen retreat, staff is working to confirm Paradise Pointe Golf Course as the location and as soon as staff has it confirmed we will let the Board know.

Cynthia reminded everyone of the ribbon-cutting for the Main Street Trail tomorrow at 11:00 a.m. that will be held on the easternmost end of the trail where the bike rack, water station and bench were installed, near the Parks and Recreation facility.

A couple of updates regarding Parks and Recreation the Smith's Fork Park Campground opened last Thursday April 1. The City has recently switched platforms for registration software. Registration began on the morning of April 1 for the whole season. Issues were identified with the third-party credit card processing system. We had significant issues communicating with folks in getting the reservations booked. Staff worked with the vendors of the software and the credit card platform and were able to get those issues fixed by about mid-morning. Staff continued to work with the software vendor to resolve all those issues, but it was a bit of a rocky start.

On Wednesday, staff opened the campground and the other Parks and Recreation restroom facilities to find that even though they were winterized, all of our new touchless equipment including the faucets and sinks experienced damage. We did not know there is a part within the sensors that accumulates water and if you do not disconnect those, you could potentially have freezing pipes or frozen areas. All of our touchless faucet were affected and froze. We have replacement parts on order hope to have those installed as quickly as possible. Staff will be working with Lexington

Plumbing to get the installation done and we plan to use CARES funding to pay for those replacement parts since they are the touchless equipment.

Matt has worked with some local lawn mowing companies to obtain bids similar to what we did for snow plowing this past season. We are going to take a test run of contract mowing. Matt has been able to find a contract within Cynthia's authority. We will have 26 mows this season, so basically on a weekly basis. This will include the downtown area: City Hall, Senior Center, the Courtyard, Remembrance Park, Hawthorne Park, Emerald Ridge Park and the School House. Staff will mow the larger parks. We are pleased to be able to use a contract as a way to complement and enhance staff work and allow them to get some other work done.

## **ORDINANCES & RESOLUTIONS**

### **7. Bill No. 2893-21, Rezoning 15901 North 169 Highway – 2<sup>nd</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2893-21, approving the rezoning of 15901 North 169 Highway from R-1B and B-2 to R-3 and B-3. 2<sup>nd</sup> reading by title only. Alderman Atkins seconded the motion.

Tamara Haarup, 100 West Summit, spoke her concerns to the Board about her property which will adjoin this development. She explained that she has spoken with the Mayor and with Dirk Talley and now has a better understanding of what the plan is for the property. She stated that her only concern now is the construction traffic and whether they will be entering the property off West Summit Street.

Jack Hendrix explained that question will not be answered until the final design and layout are submitted. That process will go to the Planning and Zoning Commission for approval prior to going to the Board.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2893-21 approved.

### **8. Bill No. 2894-21, Rezoning 319 East Main Street – 2<sup>nd</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2894-21, approving the rezoning of 319 East Main Street from R-1B to R-3. 2<sup>nd</sup> reading by title only. Alderwoman Wilson seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2894-21 approved.

**9. Bill No. 2895-21, Amending Section 610.110 Non-Permanent Vendor – 2<sup>nd</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2895-21, amending Section 610.110, eliminating the \$10 festival vendor fee under Section 610.130. 2<sup>nd</sup> reading by title only. Alderman Ulledahl seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2895-21 approved.

**10. Bill No. 2896-21, Agreements with MoDOT – Emergency Ordinance Sponsored by Mayor Boley – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2896-21 authorizing the Mayor to enter into agreements with MoDOT. 1<sup>st</sup> reading by title only. Alderman Wilson seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2896-21 approved first reading.

Alderman Bloemker moved to approve Bill No. 2896-21 authorizing the Mayor to enter into agreements with MoDOT. 2<sup>nd</sup> reading by title only. Alderman Wilson seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2896-21 approved

**11. Bill No. 2897-21, FY21 Budget Amendment No. 4 – Emergency Ordinance Sponsored by Mayor Boley – 1<sup>st</sup> & 2<sup>nd</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2897-21 amending the FY21 Budget to add \$100,000 in expenditures in the Transportation Sales Tax Fund. 1<sup>st</sup> reading by title only. Alderman Ulledahl seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2897-21 approved first reading.

Alderman Bloemker moved to approve Bill No. 2897-21 amending the FY21 Budget to add \$100,000 in expenditures in the Transportation Sales Tax Fund. 2<sup>nd</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 – Absent, Alderman Ulledahl – Aye, Alderwoman Wilson – Aye, Alderman Atkins – Aye.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2897-21 approved

**12. Bill No. 2898-21, Annexation Lot 4, Lakeside Crossing – 1<sup>st</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2898-21, approving the Annexation of Lot 4, 15719 North Chestnut, Lakeside Crossing. 1<sup>st</sup> reading by title only. Alderwoman Wilson seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2898-21 approved first reading.

**13. Bill No. 2899-21, Annexation Lot 12, Lakeside Crossing – 1<sup>st</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2899-21, approving the Annexation of Lot 12, 2416 Northeast 157<sup>th</sup> Terrace, Lakeside Crossing. 1<sup>st</sup> reading by title only. Alderwoman Wilson 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 – Absent.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2899-21 approved first reading.

**14. Bill No. 2900-21, Annexation Lot 34, Lakeside Crossing – 1<sup>st</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2900-21, the Annexation of Lot 34, 2224 Northeast 158<sup>th</sup> Street, Lakeside Crossing. 1<sup>st</sup> reading by title only. Alderwoman Wilson seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2900-21 approved first reading.

**15. Bill No. 2901-21, Amending Schedule VII, Stop Signs – 1<sup>st</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2901-21, amending Schedule VII of Municipal Codes, Stop Signs adding a three way stop at the intersection of East Main Street and Liberty Street. 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 Ulledahl – Aye, Alderwoman Wilson – Aye,  
Alderman Sarver – Aye, Alderman Atkins – Aye, Alderman Chevalier – Absent.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2901-21 approved first reading.

**16. Bill No. 2902-21, Amending the Facility Use Policy – 1<sup>st</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2902-21, amending the Facility Use Policy. 1<sup>st</sup> reading by title only. Alderwoman Wilson seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2902-21 approved first reading.

**17. Resolution 903, Amending the Schedule of Fees**

Alderman Bloemker moved to approve Resolution 903, amending the Schedule of Fees to update the Senior Center Fees and Courtyard Event fees. Alderwoman Wilson seconded the motion.

No discussion.



Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 903 approved.

**18. Resolution 904, Award Bid No. 21-06, Highland Sewer Project**

Alderman Bloemker moved to approve Resolution 904, awarding Bid No. 21-06, Highland Sewer project to Menke Excavating in an amount not to exceed \$154,199.89 with a force account of \$25,000. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 904 approved.

**19. Resolution 905, Award Bid No. 21-09, Street Maintenance Asphalt Overlay**

Alderman Bloemker moved to approve Resolution 905, awarding Bid No. 21-09, Street Maintenance Asphalt Overlay to Superior Bowen in an amount to exceed \$604,245 with a force account of \$20,000. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 905 approved.

**20. Resolution 906, Addendum to the City Administrator's Contract**

Alderman Bloemker moved to approve Resolution 906, approving an addendum to the contract with Cynthia Wagner for services as City Administrator based on the review conducted by the Board of Aldermen. Alderwoman Wilson seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 906 approved.

**21. Resolution 907, Amending the 2020-2021 Compensation Plan**

Alderman Bloemker moved to approve Resolution 907, amending the 2020-2021 Compensation Plan to add the position of Finance Analyst in the Finance Department. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 907 approved.

**22. Resolution 908, Special Event Permit – Lake Festival**

Alderman Bloemker moved to approve Resolution 908, approving a Special Event Permit to the Smithville Festival Committee (Chairman, Barbara Lamb) for Lakefest, to be held at Courtyard Park June 25, 26 and 27, 2021. Alderwoman Wilson seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 908 approved.

**23. Resolution 909, Temporary Liquor License**

Alderman Bloemker moved to approve Resolution 909, approving a Temporary Liquor License to Barbara Lamb, doing business as Smithville Festival Committee, to be part of a special event being held at the Courtyard Park on June 25, 26 and 27, 2021. Alderwoman Wilson seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 909 approved.

**24. Resolution 910, Special Event Request – Missouri 200th Statehood Anniversary**

Alderman Bloemker moved to approve Resolution 910, approving the special event request for the City to help sponsor the American Legion Post 58's Missouri 200th Statehood Anniversary Event to be held at Courtyard Park on April 24, 2021. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 910 approved.

Alderman Ulledahl excused himself for the remainder of the meeting at 7:32 p.m.

**25. Resolution 911, Special Event Permit – Wine and Walk**

Alderman Bloemker moved to approve Resolution 911, approving a Special Event Permit to Smithville Main Street District for the Wine and Walk to be held in the downtown Courtyard on April 24, 2021. Alderwoman Wilson seconded the motion.

No discussion.

Ayes – 4, Noes – 0, motion carries. Mayor Boley declared Resolution 911 approved.

**26. Resolution 912, Temporary Liquor License**

Alderman Bloemker moved to approve Resolution 912, approving a Temporary Liquor License to Chop's BBQ and Catering for the special event being held at Courtyard Park on April 24, 2021. Alderwoman Wilson seconded the motion.

No discussion.

Ayes – 4, Noes – 0, motion carries. Mayor Boley declared Resolution 912 approved.

**OTHER MATTERS BEFORE THE BOARD**

**27. Public Comment**

None

**28. New Business from the Floor**

None

Alderman Bloemker stated that since this was his last full meeting, he would like to thank the entire Board for the work they have done. He also thanked the prior Board for their hard work which has allowed the City to accomplish so much in the last four years. He said that to drive through town and see so many people using the Main Street Trail and to see the people enjoying our beautiful downtown, shopping at the new Price Chopper and the other things the Board has been able to bring into town in four short years. He thanked the dedicated staff who work every day tirelessly to make it all happen.

Alderwoman Wilson agreed and seconded what Alderman Bloemker said. She said that the work the prior Boards had done helped this Board move the City forward. When she drives around the City and looks at all that has been accomplished in four short years, she gets really emotional knowing that she took part in making it happen. She thanked staff for their help in keeping up with the fast pace the Board set and accomplished everything the Board set out to get done.

## **29. Adjourn**

Alderwoman Wilson moved to adjourn. Alderman Bloemker seconded the motion.

Ayes – 4, Noes – 0, motion carries via teleconference. Mayor Boley declared the regular session adjourned at 7:36 p.m.

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Linda Drummond, City Clerk

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Damien Boley, Mayor

# FY21 BUDGET - FINANCIAL UPDATE

2/28/21

REVENUES, BY FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
GENERAL FUND	4,725,176.86	4,634,040.00	2,031,985.85	4,637,140.00	43.85%
CAPITAL PROJECTS FUND	-	273,000.00	6,250.00	272,250.00	2.29%
CAPITAL IMPROVEMENT SALES TAX FUND	579,720.69	530,750.00	184,292.37	530,750.00	34.72%
DEBT SERVICE FUND	556,280.00	342,190.00	-	342,190.00	0.00%
TRANSPORTATION SALES TAX FUND	582,358.98	530,750.00	181,331.02	530,750.00	34.17%
COMBINED WATER & WASTEWATER SYSTEMS FUND	4,460,394.64	4,808,890.00	1,521,364.76	4,824,890.00	31.64%
SANITATION FUND	831,293.48	890,550.00	283,004.33	894,550.00	31.78%
SPECIAL ALLOCATION FUND	8,260.08	520,000.00	107,404.25	520,000.00	20.65%
PARK & STORMWATER SALES TAX FUND	-	442,290.00	140,751.25	442,290.00	31.82%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	-	165,000.00	40,000.00	165,000.00	24.24%
CARES FUND	945,399.87	-	-	-	
	<b>11,743,484.73</b>	<b>13,137,460.00</b>	<b>4,496,383.83</b>	<b>13,159,810.00</b>	34.23%

EXPENDITURES, BY FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
GENERAL FUND	4,909,573.90	5,701,540.00	1,398,156.14	5,633,611.00	24.52%
CAPITAL PROJECTS FUND	699,506.47	1,737,440.00	837,536.58	1,752,440.00	48.21%
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	231,262.50	329,860.00	70.11%
TRANSPORTATION SALES TAX FUND	175,690.18	1,055,820.00	90,372.20	1,055,820.00	8.56%
COMBINED WATER & WASTEWATER SYSTEMS FUND	5,434,892.12	7,525,260.00	1,019,814.65	7,525,260.00	13.55%
SANITATION FUND	813,356.26	885,710.00	290,963.03	885,710.00	32.85%
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	1,036.23	125,000.00	0.83%
CARES FUND	357,892.29	550,000.00	309,090.00	550,000.00	56.20%
	<b>13,272,208.72</b>	<b>19,407,880.00</b>	<b>3,869,141.33</b>	<b>18,804,951.00</b>	19.94%

## FY21 GENERAL FUND

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PROPERTY TAXES	895,583.11	886,950.00	911,295.19	886,950.00	102.74%
SALES AND USE TAXES	1,772,266.24	1,696,150.00	592,298.51	1,696,150.00	34.92%
FRANCHISE TAXES	710,418.37	681,430.00	176,547.29	681,430.00	25.91%
OTHER TAXES	310,538.02	322,040.00	88,370.80	322,040.00	27.44%
LICENSES, FEES, AND PERMITS	362,052.14	325,080.00	161,517.29	325,080.00	49.69%
INTERGOVERNMENTAL REVENUES	25,868.33	49,280.00	13,818.98	49,280.00	28.04%
CHARGES FOR SERVICES	222,151.56	244,810.00	21,719.18	244,810.00	8.87%
FINES AND FORFEITS	144,336.13	168,980.00	37,684.00	168,980.00	22.30%
INTEREST	100,405.48	45,000.00	11,344.20	45,000.00	25.21%
DONATIONS	-	4,750.00	-	4,750.00	0.00%
OTHER REVENUE	7,037.48	400.00	17,390.41	3,500.00	4347.60%
DEBT ISSUED	-	-	-	-	
TRANSFERS IN	174,520.00	209,170.00	-	209,170.00	0.00%
	<b>4,725,176.86</b>	<b>4,634,040.00</b>	<b>2,031,985.85</b>	<b>4,637,140.00</b>	43.85%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	733,241.95	995,070.00	179,208.90	975,240.00	18.01%
STREET	1,025,631.76	1,224,010.00	259,039.58	1,223,302.00	21.16%
POLICE	1,798,704.21	2,024,440.00	589,529.14	1,987,756.00	29.12%
DEVELOPMENT	442,794.55	424,650.00	118,748.56	421,356.00	27.96%
FINANCE	302,904.09	315,860.00	97,237.93	310,275.00	30.79%
COURT	-	-	-	-	
PARKS & REC	547,965.75	646,880.00	140,348.84	645,052.00	21.70%
SENIOR CENTER	16,295.32	21,620.00	5,035.53	21,620.00	23.29%
ELECTED OFFICIALS	32,723.20	40,010.00	7,672.98	40,010.00	19.18%
ANIMAL SHELTER	9,313.07	9,000.00	1,334.68	9,000.00	14.83%
EMERGENCY	-	-	-	-	
	<b>4,909,573.90</b>	<b>5,701,540.00</b>	<b>1,398,156.14</b>	<b>5,633,611.00</b>	24.52%

# ELECTED OFFICIALS

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
PART-TIME WAGES	14,550.00	14,850.00	4,800.00	14,850.00	32.32%
FICA EXPENSE	1,113.43	1,140.00	367.32	1,140.00	32.22%
WORKER'S COMPENSATION	25.50	30.00	-	30.00	0.00%
<b>Personnel</b>	<b>15,688.93</b>	<b>16,020.00</b>	<b>5,167.32</b>	<b>16,020.00</b>	<b>32.26%</b>
WORKER'S COMPENSATION	-	-	-	-	
REPAIRS & MAINTENANCE - BLDG	1,887.48	1,080.00	460.70	1,080.00	42.66%
REPAIRS & MAINT - SOFTWARE	941.50	1,130.00	-	1,130.00	0.00%
ELECTRICITY	1,154.29	990.00	105.81	990.00	10.69%
TELEPHONE/INTERNET	1,979.10	960.00	452.10	960.00	47.09%
MOBILE COMMUNICATIONS	1,469.89	490.00	1,377.46	490.00	281.11%
TOOLS & SUPPLIES	227.84	220.00	25.00	220.00	11.36%
<b>Operation and Maintenance</b>	<b>7,660.10</b>	<b>4,870.00</b>	<b>2,421.07</b>	<b>4,870.00</b>	<b>49.71%</b>
COMMUNITY RELATIONS ALLOWANCE	-	-	-	-	
<b>Contractual Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
PROFESSIONAL SERVICES	1,864.54	6,700.00	86.84	6,700.00	1.30%
<b>Insurance</b>	<b>1,864.54</b>	<b>6,700.00</b>	<b>86.84</b>	<b>6,700.00</b>	<b>1.30%</b>
INSURANCE	1,767.71	2,080.00	-	2,080.00	0.00%
TRAINING & TRAVEL EXPENSE	970.88	2,630.00	-	2,630.00	0.00%
OFFICE SUPPLIES	510.72	1,000.00	14.90	1,000.00	1.49%
ADVERTISING	3,000.32	4,000.00	(17.15)	4,000.00	-0.43%
MEMBERSHIPS & SUBSCRIPTIONS	1,260.00	2,710.00	-	2,710.00	0.00%
<b>Office and Administrative</b>	<b>7,509.63</b>	<b>12,420.00</b>	<b>(2.25)</b>	<b>12,420.00</b>	<b>-0.02%</b>
<b>Capital Improvement Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL GENERAL FUND</b>	<b>32,723.20</b>	<b>40,010.00</b>	<b>7,672.98</b>	<b>40,010.00</b>	<b>19.18%</b>

## ADMINISTRATION

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	335,771.57	332,760.00	92,837.30	332,760.00	27.90%
PART-TIME WAGES	36,145.64	28,500.00	12,748.11	28,500.00	44.73%
OVERTIME WAGES	-	-	17.70	-	1770.00%
FICA EXPENSE	26,558.32	27,640.00	7,724.34	27,640.00	27.95%
EMPLOYEE BENEFITS	25,910.48	51,110.00	8,903.28	27,780.00	17.42%
WORKER'S COMPENSATION	(2,659.81)	640.00	-	640.00	0.00%
RETIREMENT EXPENSE	30,555.12	33,240.00	8,127.99	33,240.00	24.45%
UNEMPLOYMENT BENEFITS	-	-	-	-	
<b>Personnel</b>	<b>452,281.32</b>	<b>473,890.00</b>	<b>130,358.72</b>	<b>450,560.00</b>	<b>27.51%</b>
REPAIRS & MAINTENANCE - BLDG	2,697.99	3,280.00	746.80	3,280.00	22.77%
REPAIRS & MAINTENANCE - EQUIP	5,885.23	6,620.00	1,696.71	6,620.00	25.63%
REPAIRS & MAINTENANCE - VHCLES	52.34	-	-	-	
REPAIRS & MAINTENANCE - SFTWRE	14,841.43	12,710.00	2,132.48	12,710.00	16.78%
ELECTRICITY	2,546.11	1,210.00	649.32	1,210.00	53.66%
TELEPHONE/INTERNET	2,377.69	2,300.00	919.13	2,300.00	39.96%
MOBILE COMMUNICATIONS	1,742.82	2,000.00	645.24	2,000.00	32.26%
CAPITAL EXPENDITURES - EQUIP	-	-	-	-	
capital expenditures - hrdware	-	-	-	-	
TOOLS & SUPPLIES	1,628.58	270.00	593.41	270.00	219.78%
FUEL	1,085.58	-	2,290.26	3,000.00	229026.00%
city events	-	-	-	-	
<b>Operation and Maintenance</b>	<b>32,857.77</b>	<b>28,390.00</b>	<b>9,673.35</b>	<b>31,390.00</b>	<b>34.07%</b>
PROFESSIONAL SERVICES	118,549.77	42,990.00	33,991.42	42,990.00	79.07%
<b>Contractual Services</b>	<b>118,549.77</b>	<b>42,990.00</b>	<b>33,991.42</b>	<b>42,990.00</b>	<b>79.07%</b>
INSURANCE EXPENSE	5,692.09	5,750.00	-	5,750.00	0.00%
<b>Insurance</b>	<b>5,692.09</b>	<b>5,750.00</b>	<b>-</b>	<b>5,750.00</b>	<b>0.00%</b>
TRAINING & TRAVEL EXPENSE	6,167.92	8,540.00	1,154.00	8,540.00	13.51%
OFFICE SUPPLIES	5,280.72	4,800.00	1,188.08	4,800.00	24.75%
POSTAGE	2,250.00	3,000.00	750.00	3,000.00	25.00%
ADVERTISING	-	500.00	172.60	500.00	34.52%
MEMBERSHIPS & SUBSCRIPTIONS	7,132.13	7,210.00	1,537.50	7,210.00	21.32%
<b>Office and Administrative</b>	<b>20,830.77</b>	<b>24,050.00</b>	<b>4,802.18</b>	<b>24,050.00</b>	<b>19.97%</b>
CAPITAL IMPROVEMENT PROJECTS	100,915.00	420,000.00	-	420,000.00	0.00%
<b>Capital Improvement Projects</b>	<b>100,915.00</b>	<b>420,000.00</b>	<b>-</b>	<b>420,000.00</b>	<b>0.00%</b>
MISCELLANEOUS EXPENSE	2,115.23	-	383.23	500.00	38323.00%
<b>Other Expenses</b>	<b>2,115.23</b>	<b>-</b>	<b>383.23</b>	<b>500.00</b>	<b>38323.00%</b>
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL GENERAL FUND</b>	<b>733,241.95</b>	<b>995,070.00</b>	<b>179,208.90</b>	<b>975,240.00</b>	<b>18.01%</b>

# MUNICIPAL COURT

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
salaries & wages	-	-	-	-	
part-time wages	-	-	-	-	
overtime wages	-	-	-	-	
fica expense	-	-	-	-	
employee benefits	-	-	-	-	
WORKER'S COMPENSATION	-	-	-	-	
retirement expense	-	-	-	-	
<b>Personnel</b>	-	-	-	-	
repairs & maintenance - bldg	-	-	-	-	
repairs & maintenance - equip	-	-	-	-	
repairs & maintenance - sftwre	-	-	-	-	
ELECTRICITY	-	-	-	-	
TELEPHONE/INTERNET	-	-	-	-	
capital expenditures - hrdwre	-	-	-	-	
tools & supplies	-	-	-	-	
<b>Operation and Maintenance</b>	-	-	-	-	
professional services	-	-	-	-	
<b>Contractual Services</b>	-	-	-	-	
insurance expense	-	-	-	-	
<b>Insurance</b>	-	-	-	-	
training & travel	-	-	-	-	
office supplies expense	-	-	-	-	
postage	-	-	-	-	
bank charges	-	-	-	-	
<b>Office and Administrative</b>	-	-	-	-	
<b>Capital Improvement Projects</b>	-	-	-	-	
<b>Other Expenses</b>	-	-	-	-	
<b>Debt - Principal</b>	-	-	-	-	
<b>Debt - Interest</b>	-	-	-	-	
<b>Transfers Out</b>	-	-	-	-	
<b>TOTAL GENERAL FUND</b>	-	-	-	-	



# POLICE

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	1,010,456.09	1,070,310.00	311,692.61	1,070,310.00	29.12%
PART-TIME WAGES	15,832.29	17,090.00	4,693.28	17,090.00	27.46%
OVERTIME WAGES	53,578.38	42,000.00	12,603.22	42,000.00	30.01%
FICA EXPENSE	76,800.78	83,190.00	23,275.60	83,190.00	27.98%
EMPLOYEE BENEFITS	156,204.23	192,510.00	51,150.21	155,826.00	26.57%
WORKER'S COMPENSATION	43,521.03	46,280.00	-	46,280.00	0.00%
RETIREMENT EXPENSE	114,221.53	101,230.00	29,322.37	101,230.00	28.97%
UNIFORM EXPENSE	10,467.00	16,370.00	5,522.22	16,370.00	33.73%
<b>Personnel</b>	<b>1,481,081.33</b>	<b>1,568,980.00</b>	<b>438,259.51</b>	<b>1,532,296.00</b>	<b>27.93%</b>
REPAIRS & MAINT - BLDG	5,961.93	7,670.00	4,290.03	7,670.00	55.93%
REPAIRS & MAINTENANCE - EQUIP	30,427.81	14,320.00	1,750.58	14,320.00	12.22%
REPAIRS & MAINT - VEHICLES	16,763.67	18,970.00	14,863.77	18,970.00	78.35%
REPAIRS & MAINT - SOFTWARE	26,739.90	30,820.00	2,926.00	30,820.00	9.49%
ELECTRICITY	3,627.51	6,120.00	1,129.12	6,120.00	18.45%
TELEPHONE/INTERNET	8,440.14	8,380.00	2,167.51	8,380.00	25.87%
MOBILE COMMUNICATIONS	7,716.90	9,030.00	2,218.77	9,030.00	24.57%
CAPITAL EXPENDITURES - EQUIP	23,025.52	19,500.00	22,519.28	19,500.00	115.48%
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPTIAL EXPENDITURES - SFTWARE	-	100,000.00	45,789.68	100,000.00	45.79%
TOOLS & SUPPLIES	12,142.75	16,970.00	2,368.22	16,970.00	13.96%
FUEL	24,891.59	32,500.00	7,808.55	32,500.00	24.03%
ANIMAL CONTROL	258.93	500.00	-	500.00	0.00%
animal shelter	-	-	-	-	
<b>Operation and Maintenance</b>	<b>159,996.65</b>	<b>264,780.00</b>	<b>107,831.51</b>	<b>264,780.00</b>	<b>40.72%</b>
PROFESSIONAL SERVICES	28,628.57	36,460.00	10,895.45	36,460.00	29.88%
DISPATCHING	53,280.31	68,430.00	26,628.37	68,430.00	38.91%
CONFINEMENT	3,042.00	6,000.00	195.00	6,000.00	3.25%
INSURANCE DEDUCTIBLES	3,300.00	1,000.00	-	1,000.00	0.00%
<b>Contractual Services</b>	<b>88,250.88</b>	<b>111,890.00</b>	<b>37,718.82</b>	<b>111,890.00</b>	<b>33.71%</b>
INSURANCE EXPENSE	51,333.63	54,710.00	-	54,710.00	0.00%
<b>Insurance</b>	<b>51,333.63</b>	<b>54,710.00</b>	<b>-</b>	<b>54,710.00</b>	<b>0.00%</b>
TRAINING & TRAVEL EXPENSE	10,770.84	12,500.00	2,608.36	12,500.00	20.87%
OFFICE SUPPLIES EXPENSE	2,302.77	2,000.00	480.88	2,000.00	24.04%
POSTAGE	864.14	1,000.00	344.93	1,000.00	34.49%
ADVERTISING	-	250.00	-	250.00	0.00%
MEMBERSHIPS & SUBSCRIPTIONS	4,103.97	8,330.00	2,285.13	8,330.00	27.43%
<b>Office and Administrative</b>	<b>18,041.72</b>	<b>24,080.00</b>	<b>5,719.30</b>	<b>24,080.00</b>	<b>23.75%</b>
CAPITAL IMPROVEMENT PROJECTS	-	-	-	-	
<b>Capital Improvement Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
MISCELLANEOUS EXPENSE	-	-	-	-	
<b>Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL GENERAL FUND</b>	<b>1,798,704.21</b>	<b>2,024,440.00</b>	<b>589,529.14</b>	<b>1,987,756.00</b>	<b>29.12%</b>

# ANIMAL SHELTER

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
REPAIRS & MAINT - BLDG	13.94	500.00	499.99	500.00	100.00%
TOOLS & SUPPLIES	2,378.50	1,500.00	189.78	1,500.00	12.65%
Operation and Maintenance	2,392.44	2,000.00	689.77	2,000.00	34.49%
PROFESSIONAL SERVICES	6,420.63	6,000.00	644.91	6,000.00	10.75%
Contractual Services	6,420.63	6,000.00	644.91	6,000.00	10.75%
Insurance	-	-	-	-	
ADVERTISING	-	-	-	-	
Office and Administrative	-	-	-	-	
TRAINING & TRAVEL	500.00	1,000.00	-	1,000.00	0.00%
Capital Improvement Projects	500.00	1,000.00	-	1,000.00	0.00%
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	9,313.07	9,000.00	1,334.68	9,000.00	14.83%

## DEVELOPMENT

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	258,647.42	268,000.00	75,455.67	268,000.00	28.16%
OVERTIME WAGES	1,156.15	500.00	194.36	500.00	38.87%
FICA EXPENSE	18,584.36	20,550.00	5,407.01	20,550.00	26.31%
EMPLOYEE BENEFITS	31,585.92	30,260.00	8,822.16	26,466.00	29.15%
WORKER'S COMPENSATION	11,335.91	9,240.00	-	9,240.00	0.00%
RETIREMENT EXPENSE	22,828.28	24,710.00	6,612.70	24,710.00	26.76%
UNIFORM EXPENSE	981.37	1,800.00	368.41	1,800.00	20.47%
<b>Personnel</b>	<b>345,119.41</b>	<b>355,060.00</b>	<b>96,860.31</b>	<b>351,266.00</b>	<b>27.28%</b>
REPAIRS & MAINTENANCE - BLDG	1,773.57	1,310.00	506.80	1,310.00	38.69%
REPAIRS & MAINTENANCE - EQUIP	847.28	790.00	438.36	790.00	55.49%
REPAIRS & MAINT - VEHICLES	348.61	1,390.00	90.42	1,390.00	6.51%
REPAIRS & MAINT - SFTWRE/MAPS	17,677.28	10,580.00	520.00	10,580.00	4.91%
ELECTRICITY	1,154.29	1,210.00	124.44	1,210.00	10.28%
TELEPHONE/INTERNET	2,688.29	2,030.00	651.95	2,030.00	32.12%
MOBILE COMMUNICATIONS	2,902.14	3,520.00	973.32	3,520.00	27.65%
CAPITAL EXPENDITURES - EQUIP	953.05	-	326.93	500.00	32693.00%
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPITAL EXPENDITURES - HRDWARE	-	-	-	-	
TOOLS & SUPPLIES	896.50	1,020.00	339.71	1,020.00	33.30%
FUEL	4,053.11	5,000.00	675.95	5,000.00	13.52%
<b>Operation and Maintenance</b>	<b>33,294.12</b>	<b>26,850.00</b>	<b>4,647.88</b>	<b>27,350.00</b>	<b>17.31%</b>
PROFESSIONAL SERVICES	49,215.19	25,060.00	14,602.84	25,060.00	58.27%
<b>Contractual Services</b>	<b>49,215.19</b>	<b>25,060.00</b>	<b>14,602.84</b>	<b>25,060.00</b>	<b>58.27%</b>
INSURANCE EXPENSE	6,403.47	6,950.00	-	6,950.00	0.00%
<b>Insurance</b>	<b>6,403.47</b>	<b>6,950.00</b>	<b>-</b>	<b>6,950.00</b>	<b>0.00%</b>
TRAINING & TRAVEL EXPENSE	1,513.06	2,870.00	69.00	2,870.00	2.40%
OFFICE SUPPLIES EXPENSE	607.35	500.00	461.63	500.00	92.33%
POSTAGE	1,308.05	1,000.00	285.50	1,000.00	28.55%
ADVERTISING	5,135.90	5,000.00	1,473.40	5,000.00	29.47%
MEMBERSHIPS & SUBSCRIPTIONS	83.00	1,360.00	348.00	1,360.00	25.59%
<b>Office and Administrative</b>	<b>8,647.36</b>	<b>10,730.00</b>	<b>2,637.53</b>	<b>10,730.00</b>	<b>24.58%</b>
<b>Capital Improvement Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
MISCELLANEOUS EXPENSE	115.00	-	-	-	
<b>Other Expenses</b>	<b>115.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL GENERAL FUND</b>	<b>442,794.55</b>	<b>424,650.00</b>	<b>118,748.56</b>	<b>421,356.00</b>	<b>27.96%</b>

## FINANCE

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	170,901.51	171,100.00	46,188.60	171,100.00	27.00%
PART-TIME WAGES	5,000.00	-	212.50	-	21250.00%
OVERTIME WAGES	579.17	500.00	672.87	750.00	134.57%
FICA EXPENSE	12,720.12	13,130.00	3,505.65	13,130.00	26.70%
EMPLOYEE BENEFITS	19,266.56	22,150.00	5,098.65	15,895.00	23.02%
WORKER'S COMPENSATION	298.55	300.00	-	300.00	0.00%
RETIREMENT EXPENSE	14,889.97	15,790.00	1,200.25	15,790.00	7.60%
<b>Personnel</b>	<b>223,655.88</b>	<b>222,970.00</b>	<b>56,878.52</b>	<b>216,965.00</b>	<b>25.51%</b>
REPAIRS & MAINTENANCE - BLDG	808.32	950.00	368.55	950.00	38.79%
REPAIRS & MAINTENANCE - EQUIP	981.41	620.00	231.76	620.00	37.38%
REPAIRS & MAINTENANCE - SFTWRE	12,654.15	13,870.00	1,290.50	13,870.00	9.30%
ELECTRICITY	494.90	880.00	120.53	880.00	13.70%
TELEPHONE/INTERNET	1,493.03	1,480.00	393.09	1,480.00	26.56%
MOBILE COMMUNICATIONS	769.27	520.00	162.58	520.00	31.27%
CAPITAL EXPENDITURES - EQUIP	-	-	-	-	
TOOLS & SUPPLIES	1,018.79	1,160.00	238.18	1,160.00	20.53%
<b>Operation and Maintenance</b>	<b>18,219.87</b>	<b>19,480.00</b>	<b>2,805.19</b>	<b>19,480.00</b>	<b>14.40%</b>
PROFESSIONAL SERVICES	21,748.96	33,740.00	24,022.84	33,740.00	71.20%
<b>Contractual Services</b>	<b>21,748.96</b>	<b>33,740.00</b>	<b>24,022.84</b>	<b>33,740.00</b>	<b>71.20%</b>
INSURANCE EXPENSE	2,490.70	3,130.00	-	3,130.00	0.00%
<b>Insurance</b>	<b>2,490.70</b>	<b>3,130.00</b>	<b>-</b>	<b>3,130.00</b>	<b>0.00%</b>
TRAINING & TRAVEL EXPENSE	348.00	1,200.00	-	1,200.00	0.00%
OFFICE SUPPLIES	402.77	500.00	69.98	500.00	14.00%
ADVERTISING	108.60	60.00	200.16	250.00	333.60%
BANK CHARGES	35,630.31	34,510.00	12,916.24	34,510.00	37.43%
MEMBERSHIPS & SUBSCRIPTIONS	299.00	270.00	345.00	500.00	127.78%
<b>Office and Administrative</b>	<b>36,788.68</b>	<b>36,540.00</b>	<b>13,531.38</b>	<b>36,960.00</b>	<b>37.03%</b>
<b>Capital Improvement Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL GENERAL FUND</b>	<b>302,904.09</b>	<b>315,860.00</b>	<b>97,237.93</b>	<b>310,275.00</b>	<b>30.79%</b>

# SENIOR CENTER

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
<b>Personnel</b>	-	-	-	-	
REPAIRS & MAINTENANCE - BLDG	2,592.48	3,070.00	1,027.85	3,070.00	33.48%
ELECTRICITY	1,146.09	1,500.00	222.07	1,500.00	14.80%
NATURAL GAS	797.32	900.00	282.03	900.00	31.34%
TELEPHONE/INTERNET	2,844.56	-	955.58	-	95558.00%
TOOLS & SUPPLIES	91.16	500.00	-	500.00	0.00%
<b>Operation and Maintenance</b>	<b>7,471.61</b>	<b>5,970.00</b>	<b>2,487.53</b>	<b>5,970.00</b>	<b>41.67%</b>
PROFESSIONAL SERVICES	6,025.50	12,870.00	2,548.00	12,870.00	19.80%
<b>Contractual Services</b>	<b>6,025.50</b>	<b>12,870.00</b>	<b>2,548.00</b>	<b>12,870.00</b>	<b>19.80%</b>
INSURANCE	2,798.21	2,780.00	-	2,780.00	0.00%
<b>Insurance</b>	<b>2,798.21</b>	<b>2,780.00</b>	<b>-</b>	<b>2,780.00</b>	<b>0.00%</b>
<b>Office and Administrative</b>	-	-	-	-	
CAPITAL IMPROVEMENT PROJECTS	-	-	-	-	
<b>Capital Improvement Projects</b>	-	-	-	-	
<b>Other Expenses</b>	-	-	-	-	
<b>Debt - Principal</b>	-	-	-	-	
<b>Debt - Interest</b>	-	-	-	-	
<b>Transfers Out</b>	-	-	-	-	
<b>TOTAL GENERAL FUND</b>	<b>16,295.32</b>	<b>21,620.00</b>	<b>5,035.53</b>	<b>21,620.00</b>	<b>23.29%</b>

PARKS & RECREATION

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	238,484.26	253,140.00	76,656.56	253,140.00	30.28%
PART-TIME WAGES	4,950.00	22,170.00	1,671.70	22,170.00	7.54%
PART-TIME RECREATION WAGES	6,824.41	9,580.00	1,970.00	9,580.00	20.56%
OVERTIME WAGES	3,269.32	2,000.00	196.56	2,000.00	9.83%
FICA EXPENSE	18,868.35	21,950.00	5,965.61	21,950.00	27.18%
EMPLOYEE BENEFITS	23,459.88	31,780.00	9,983.92	29,952.00	31.42%
WORKER'S COMPENSATION	11,039.98	10,770.00	-	10,770.00	0.00%
RETIREMENT EXPENSE	18,382.65	23,480.00	7,070.44	23,480.00	30.11%
UNIFORM EXPENSE	2,121.62	3,250.00	441.10	3,250.00	13.57%
Personnel	327,400.47	378,120.00	103,955.89	376,292.00	27.49%
REPAIRS & MAINTENANCE - BLDG	126.09	1,000.00	-	1,000.00	0.00%
REPAIRS & MAINTENANCE - EQUIP	7,300.13	8,500.00	5,303.66	8,500.00	62.40%
REPAIRS & MAINTENACE - VEHICLE	1,356.15	750.00	166.00	750.00	22.13%
REPAIRS & MAINT - INFRASTRUCTR	20,076.71	18,000.00	8,302.35	18,000.00	46.12%
REPAIRS & MAINT - PARKS	10,766.05	-	(157.85)	-	-15785.00%
REPAIRS & MAINT - SOFTWARE	1,848.70	8,810.00	1,199.00	8,810.00	13.61%
REPAIRS & MAINT - SMITH'S FORK	14,776.27	45,000.00	2,503.54	45,000.00	5.56%
ELECTRICITY	24,591.73	19,080.00	4,200.88	19,080.00	22.02%
PROPANE	3,825.26	5,630.00	2,962.50	5,630.00	52.62%
TELEPHONE/INTERNET	7,426.08	7,660.00	1,980.55	7,660.00	25.86%
MOBILE COMMUNICATIONS	3,369.05	3,080.00	972.94	3,080.00	31.59%
CAPITAL EXPENDITURES - EQUIP	741.17	-	-	-	
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPITAL EXPENDITURES - HRDWARE	-	-	-	-	
CAPITAL EXPENDITURES - BLDG	-	-	-	-	
TOOLS & SUPPLIES	6,823.88	5,000.00	993.13	5,000.00	19.86%
FUEL	5,349.33	7,500.00	2,131.65	7,500.00	28.42%
recreation	-	-	-	-	
YOUTH REC LEAGUE UNIFORMS	4,375.55	10,900.00	402.85	10,900.00	3.70%
YOUTH REC LEAGUE UMPIRES	6,731.50	9,140.00	-	9,140.00	0.00%
ADULT REC LEAGUE UNIFORMS	-	-	-	-	
ADULT REC LEAGUE OFFICIALS	255.00	1,000.00	-	1,000.00	0.00%
REC LEAGUE BACKGROUND CHECKS	200.21	720.00	-	720.00	0.00%
REC LEAGUE SUPPLIES/AWARDS	7,337.86	25,320.00	715.50	25,320.00	2.83%
REC LEAGUE ADVERTISING	552.53	1,000.00	62.00	1,000.00	6.20%
Operation and Maintenance	127,829.25	178,090.00	31,738.70	178,090.00	17.82%
MAYOR'S BIKE RACE	5,109.27	-	221.10	-	22110.00%
PROFESSIONAL SERVICES	3,036.99	2,990.00	2,524.49	2,990.00	84.43%
LEASE EXPENSE	35,103.13	36,860.00	-	36,860.00	0.00%
CAMP HOST SERVICES	19,300.00	17,500.00	-	17,500.00	0.00%
FIREWORKS DISPLAY	12,000.00	12,000.00	-	12,000.00	0.00%
Contractual Services	74,549.39	69,350.00	2,745.59	69,350.00	3.96%
MOVIE NIGHTS	422.08	2,400.00	-	2,400.00	0.00%
Insurance	422.08	2,400.00	-	2,400.00	0.00%
INSURANCE EXPENSE	13,389.17	12,960.00	-	12,960.00	0.00%
TRAINING & TRAVEL EXPENSE	3,210.00	4,320.00	1,075.00	4,320.00	24.88%
OFFICE SUPPLIES	275.98	500.00	-	500.00	0.00%
POSTAGE	-	-	-	-	
ADVERTISING	734.41	500.00	228.66	500.00	45.73%
MEMBERSHIPS	155.00	640.00	605.00	640.00	94.53%
Office and Administrative	17,764.56	18,920.00	1,908.66	18,920.00	10.09%
CAPITAL IMPROVEMENT PROJECTS	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
MISCELLANEOUS EXPENSE	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
Transfers Out	-	-	-	-	
TOTAL GENERAL FUND	547,965.75	646,880.00	140,348.84	645,052.00	21.70%

# PUBLIC WORKS (STREET)

GENERAL FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	332,126.97	403,320.00	125,023.80	403,320.00	31.00%
PART-TIME WAGES	20,552.00	20,400.00	6,182.40	20,400.00	30.31%
OVERTIME WAGES	8,608.58	8,000.00	2,739.65	8,000.00	34.25%
FICA EXPENSE	25,818.79	31,470.00	9,293.61	31,470.00	29.53%
EMPLOYEE BENEFITS	36,385.09	55,080.00	16,823.84	50,472.00	30.54%
WORKER'S COMPENSATION	20,339.58	28,900.00	-	28,900.00	0.00%
RETIREMENT EXPENSE	26,352.12	37,850.00	11,015.77	37,850.00	29.10%
UNIFORM EXPENSE	2,886.21	4,200.00	939.91	4,200.00	22.38%
<b>Personnel</b>	<b>473,069.34</b>	<b>589,220.00</b>	<b>172,018.98</b>	<b>584,612.00</b>	<b>29.19%</b>
REPAIRS & MAINTENANCE - BLDG	1,689.33	980.00	404.31	980.00	41.26%
REPAIRS & MAINTENANCE - EQUIP	448.29	440.00	969.88	1,500.00	220.43%
REPAIRS & MAINTENANCE - VEHICL	1,826.91	1,500.00	294.89	1,500.00	19.66%
REPAIRS & MAINTENANCE - SFWRE	746.21	108,600.00	-	108,600.00	0.00%
ELECTRICITY	90,501.55	92,780.00	27,873.71	92,780.00	30.04%
PROPANE	3,763.63	6,250.00	2,850.00	6,250.00	45.60%
TELEPHONE/INTERNET	6,605.59	6,450.00	1,654.19	6,450.00	25.65%
MOBILE COMMUNICATIONS	2,730.50	4,420.00	1,200.64	4,420.00	27.16%
CAPITAL EXPENDITURES - EQUIP	-	-	-	-	
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
TOOLS & SUPPLIES	-	100.00	1,412.39	100.00	1412.39%
FUEL	-	-	2,355.41	2,500.00	235541.00%
<b>Operation and Maintenance</b>	<b>108,312.01</b>	<b>221,520.00</b>	<b>39,015.42</b>	<b>225,080.00</b>	<b>17.61%</b>
PROFESSIONAL SERVICES	2,564.24	351,930.00	6,264.94	351,930.00	1.78%
DEDUCTIBLES	1,000.00	-	-	-	
<b>Contractual Services</b>	<b>3,564.24</b>	<b>351,930.00</b>	<b>6,264.94</b>	<b>351,930.00</b>	<b>1.78%</b>
INSURANCE EXPENSE	15,839.92	16,180.00	-	16,180.00	0.00%
<b>Insurance</b>	<b>15,839.92</b>	<b>16,180.00</b>	<b>-</b>	<b>16,180.00</b>	<b>0.00%</b>
TRAINING & TRAVEL EXPENSE	774.37	3,000.00	637.00	3,000.00	21.23%
OFFICE SUPPLIES	2,494.39	1,500.00	306.99	1,500.00	20.47%
MEMBERSHIPS & SUBSCRIPTIONS	338.99	660.00	796.25	1,000.00	120.64%
<b>Office and Administrative</b>	<b>3,607.75</b>	<b>5,160.00</b>	<b>1,740.24</b>	<b>5,500.00</b>	<b>33.73%</b>
CAPITAL IMPROVEMENT PROJECTS	421,238.50	-	-	-	
<b>Capital Improvement Projects</b>	<b>421,238.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	
MISCELLANEOUS	-	-	-	-	
<b>Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Principal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Debt - Interest</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
TRANSFERS OUT	-	40,000.00	40,000.00	40,000.00	100.00%
<b>Transfers Out</b>	<b>-</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>40,000.00</b>	<b>100.00%</b>
<b>TOTAL GENERAL FUND</b>	<b>1,025,631.76</b>	<b>1,224,010.00</b>	<b>259,039.58</b>	<b>1,223,302.00</b>	<b>21.16%</b>

## FY21 SPECIAL ALLOCATION FUND

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PROPERTY TAXES	-	20,000.00	17,297.38	20,000.00	86.49%
SALES AND USE TAXES	8,260.08	500,000.00	90,106.87	500,000.00	18.02%
	8,260.08	520,000.00	107,404.25	520,000.00	20.65%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	-	520,000.00	-	520,000.00	0.00%
	-	520,000.00	-	520,000.00	0.00%



## FY21 CAPITAL PROJECTS FUND

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
INTERGOVERNMENTAL REVENUES	-	266,000.00	-	266,000.00	
DEBT ISSUED	-	-	-	-	
TRANSFERS IN	-	-	-	-	#DIV/0!
PARK IMPROVEMENT REVENUE	-	7,000.00	6,250.00	6,250.00	
	-	266,000.00	6,250.00	266,000.00	2.35%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	699,506.47	1,737,440.00	837,536.58	1,752,440.00	48.21%
	699,506.47	1,737,440.00	837,536.58	1,752,440.00	48.21%

## CAPITAL PROJECTS FUND

CAPITAL PROJECTS FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
Operation and Maintenance	-	-	-	-	
PROFESSIONAL SERVICES	102,833.74	-	21,115.17	15,000.00	2111517.00%
Contractual Services	102,833.74	-	21,115.17	15,000.00	2111517.00%
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
CAPITAL IMPROVEMENT PROJECTS	596,672.73	1,737,440.00	816,421.41	1,737,440.00	46.99%
PARK IMPROVEMENT EXPENSE	-	-	-	-	
Capital Improvement Projects	596,672.73	1,737,440.00	816,421.41	1,737,440.00	46.99%
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
TRANSFERS OUT	-	-	-	-	
Transfers Out	-	-	-	-	
<b>TOTAL CAPITAL PROJECTS FUND</b>	<b>699,506.47</b>	<b>1,737,440.00</b>	<b>837,536.58</b>	<b>1,752,440.00</b>	<b>48.21%</b>

## FY21 TRANSPORTATION SALES TAX FUND

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
SALES AND USE TAXES	582,358.98	530,750.00	181,331.02	530,750.00	34.17%
PROCEEDS FROM DEBT ISSUED	-	-	-	-	
TRANSFERS IN	-	-	-	-	
	<b>582,358.98</b>	<b>530,750.00</b>	<b>181,331.02</b>	<b>530,750.00</b>	34.17%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	175,690.18	1,055,820.00	90,372.20	1,055,820.00	8.56%
	<b>175,690.18</b>	<b>1,055,820.00</b>	<b>90,372.20</b>	<b>1,055,820.00</b>	8.56%

# TRANSPORTATION SALES TAX FUND

TRANSP. SALES TAX FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
<b>Personnel</b>	-	-	-	-	
REPAIRS & MAINTENANCE - BLDG	-	1,000.00	-	1,000.00	0.00%
REPAIRS & MAINTENANCE - EQUIP	13,937.23	10,000.00	6,259.55	10,000.00	62.60%
REPAIRS & MAINTENANCE - STREET	89,860.21	660,000.00	20,160.26	660,000.00	3.05%
CAPITAL EXPENDITURES - EQUIP	10,500.00	45,960.00	-	45,960.00	0.00%
SUPPLIES - STREET SIGNS	-	-	-	-	
FUEL	10,756.27	10,000.00	1,978.07	10,000.00	19.78%
<b>Operation and Maintenance</b>	<b>125,053.71</b>	<b>726,960.00</b>	<b>28,397.88</b>	<b>726,960.00</b>	<b>3.91%</b>
PROFESSIONAL SERVICES	-	268,000.00	22,487.50	268,000.00	8.39%
<b>Contractual Services</b>	<b>-</b>	<b>268,000.00</b>	<b>22,487.50</b>	<b>268,000.00</b>	<b>8.39%</b>
INSURANCE EXPENSE	-	-	-	-	
<b>Insurance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
TOOLS & SUPPLIES	5,401.19	22,580.00	1,210.82	22,580.00	5.36%
<b>Office and Administrative</b>	<b>5,401.19</b>	<b>22,580.00</b>	<b>1,210.82</b>	<b>22,580.00</b>	<b>5.36%</b>
<b>Capital Improvement Projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Other Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
LEASE EXPENSE	37,566.25	32,010.00	32,010.00	32,010.00	100.00%
<b>Debt - Principal</b>	<b>37,566.25</b>	<b>32,010.00</b>	<b>32,010.00</b>	<b>32,010.00</b>	<b>100.00%</b>
INTEREST EXPENSE	7,669.03	6,270.00	6,266.00	6,270.00	99.94%
<b>Debt - Interest</b>	<b>7,669.03</b>	<b>6,270.00</b>	<b>6,266.00</b>	<b>6,270.00</b>	<b>99.94%</b>
<b>Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL TRANSP. SALES TAX FUND</b>	<b>175,690.18</b>	<b>1,055,820.00</b>	<b>90,372.20</b>	<b>1,055,820.00</b>	<b>8.56%</b>

## FY21 CAPITAL IMPROVEMENT SALES TAX FUND

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
SALES AND USE TAXES	579,720.69	530,750.00	184,292.37	530,750.00	34.72%
TRANSFERS IN	-	-	-	-	
	<b>579,720.69</b>	<b>530,750.00</b>	<b>184,292.37</b>	<b>530,750.00</b>	34.72%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	556,280.00	752,250.00	-	752,250.00	0.00%
	<b>556,280.00</b>	<b>752,250.00</b>	<b>-</b>	<b>752,250.00</b>	0.00%

# CAPITAL IMPROVEMENT SALES TAX FUND

CAP. IMP. SALES TAX FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
Operation and Maintenance	-	-	-	-	
Contractual Services	-	-	-	-	
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
CAPITAL IMPROVEMENT PROJECTS	-	410,060.00	-	410,060.00	0.00%
Capital Improvement Projects	-	410,060.00	-	410,060.00	0.00%
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
Debt - Interest	-	-	-	-	
TRANSFERS OUT	556,280.00	342,190.00	-	342,190.00	0.00%
Transfers Out	556,280.00	342,190.00	-	342,190.00	0.00%
TOTAL CAP. IMP. SALES TAX FUND	556,280.00	752,250.00	-	752,250.00	0.00%

## FY21 DEBT SERVICE FUND

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PROPERTY TAXES	-	-	-	-	
TRANSFERS IN	556,280.00	342,190.00	-	342,190.00	0.00%
	<b>556,280.00</b>	<b>342,190.00</b>	-	<b>342,190.00</b>	0.00%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
STREET	325,017.50	329,860.00	231,262.50	329,860.00	70.11%
	<b>325,017.50</b>	<b>329,860.00</b>	<b>231,262.50</b>	<b>329,860.00</b>	70.11%

## DEBT SERVICE FUND

DEBT SERVICE FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
Personnel	-	-	-	-	
Operation and Maintenance	-	-	-	-	
Contractual Services	-	-	-	-	
Insurance	-	-	-	-	
Office and Administrative	-	-	-	-	
Capital Improvement Projects	-	-	-	-	
Other Expenses	-	-	-	-	
LEASE PAYMENTS	120,000.00	130,000.00	130,000.00	130,000.00	100.00%
Debt - Principal	120,000.00	130,000.00	130,000.00	130,000.00	100.00%
INTEREST	205,017.50	199,860.00	101,262.50	199,860.00	50.67%
Debt - Interest	205,017.50	199,860.00	101,262.50	199,860.00	50.67%
Transfers Out	-	-	-	-	
<b>TOTAL DEBT SERVICE FUND</b>	<b>325,017.50</b>	<b>329,860.00</b>	<b>231,262.50</b>	<b>329,860.00</b>	<b>70.11%</b>



## FY21 WATER & WASTEWATER SYSTEMS FUND

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
LICENSES, FEES, AND PERMITS	-	-	-	-	
CHARGES FOR SERVICES	4,107,090.29	4,385,180.00	1,361,416.56	4,385,180.00	31.05%
IMPACT FEES	304,540.00	379,010.00	135,469.00	379,010.00	35.74%
OTHER REVENUE	(41.66)	-	15,899.15	16,000.00	
DEBT ISSUED	48,806.01	44,700.00	8,580.05	44,700.00	19.19%
TRANSFERS IN	-	-	-	-	
	<b>4,460,394.64</b>	<b>4,808,890.00</b>	<b>1,521,364.76</b>	<b>4,824,890.00</b>	31.64%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
UTILITIES	5,434,892.12	7,525,260.00	1,019,814.65	7,525,260.00	13.55%
	<b>5,434,892.12</b>	<b>7,525,260.00</b>	<b>1,019,814.65</b>	<b>7,525,260.00</b>	13.55%

PUBLIC WORKS (UTILITIES)

CWWS FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
SALARIES & WAGES	736,653.87	740,470.00	233,500.01	740,470.00	31.53%
OVERTIME WAGES	17,236.26	18,000.00	2,769.62	18,000.00	15.39%
FICA EXPENSE	55,906.64	58,030.00	17,395.57	58,030.00	29.98%
EMPLOYEE BENEFITS	71,261.54	86,680.00	24,736.40	86,680.00	28.54%
WORKER'S COMPENSATION	28,622.29	32,490.00	-	32,490.00	0.00%
RETIREMENT EXPENSE	65,601.54	69,780.00	21,736.79	69,780.00	31.15%
UNIFORM EXPENSE	5,920.52	8,400.00	5,191.51	8,400.00	61.80%
Personnel	981,202.66	1,013,850.00	305,329.90	1,013,850.00	30.12%
REPAIRS & MAINTENANCE - EQUIP	3,143.42	4,490.00	1,228.32	4,490.00	27.36%
REPAIRS & MAINTENCE- VEHICLES	5,413.95	7,500.00	427.22	7,500.00	5.70%
REPAIRS & MAINT - WATER LINES	58,487.30	44,740.00	16,060.27	44,740.00	35.90%
REPAIRS & MAINT - SEWER LINES	70,869.95	85,000.00	19,373.99	85,000.00	22.79%
REPAIRS & MAINT - WATER PLANT	46,985.79	67,500.00	11,643.40	67,500.00	17.25%
REPAIRS & MAINT - WW PLANT	20,149.45	55,000.00	20,550.14	55,000.00	37.36%
REPAIRS & MAINT - SOFTWARE	11,766.64	17,870.00	5,113.43	17,870.00	28.61%
REPAIRS & MAINT - WATER TOWERS	70,634.81	112,150.00	42,477.76	112,150.00	37.88%
ELECTRICITY	344,092.49	292,910.00	73,772.07	292,910.00	25.19%
PROPANE	5,240.38	12,500.00	2,762.50	12,500.00	22.10%
TELEPHONE/INTERNET	15,537.72	12,680.00	4,225.10	12,680.00	33.32%
MOBILE COMMUNICATIONS	7,002.43	9,880.00	2,179.02	9,880.00	22.05%
CAPITAL EXPENDITURES - EQUIP	-	-	-	-	
CAPITAL EXPENDITURES - VEHICLE	-	-	-	-	
CAPITAL EXPENDITURES - SOFTWRE	-	100,000.00	-	100,000.00	0.00%
CAPITAL EXPENDITURES - HRDWRE	-	-	-	-	
CAPTIAL EXPENDITURES - TOWERS	-	-	-	-	
CAPITAL EXPENDITURES - BLDG	48,931.56	-	-	-	
CAPITAL EXPENDITURES - WATER P	-	-	-	-	
CAPITAL EXPENDITURES - WW PLAN	-	-	-	-	
CAPITAL EXPENDITURES - LINES	-	-	-	-	
TOOLS & SUPPLIES	19,014.26	25,000.00	4,924.56	25,000.00	19.70%
SUPPLIES - CONNECTIONS	56,939.30	75,000.00	25,768.91	75,000.00	34.36%
SUPPLIES - LAB	23,499.19	20,000.00	8,063.23	20,000.00	40.32%
SUPPLIES - CHEMICALS	135,805.16	120,000.00	27,154.73	120,000.00	22.63%
SUPPLIES - WW CHEMICALS	13,133.78	13,500.00	1,955.05	13,500.00	14.48%
FUEL	8,417.29	17,500.00	2,229.93	17,500.00	12.74%
Operation and Maintenance	965,064.87	1,093,220.00	269,909.63	1,093,220.00	24.69%
PROFESSIONAL SERVICES	622,254.92	377,740.00	172,803.04	377,740.00	45.75%
LEASE EXPENSE	395,926.51	344,380.00	(87,247.25)	344,380.00	-25.33%
WASTEWATER TREATMENT SERVICE	98,726.67	129,240.00	38,801.30	129,240.00	30.02%
Contractual Services	1,116,908.10	851,360.00	124,357.09	851,360.00	14.61%
INSURANCE EXPENSE	61,135.37	61,220.00	-	61,220.00	0.00%
Insurance	61,135.37	61,220.00	-	61,220.00	0.00%
TRAINING & TRAVEL EXPENSE	2,139.60	3,000.00	962.50	3,000.00	32.08%
OFFICE SUPPLIES	3,567.35	4,500.00	1,646.86	4,500.00	36.60%
POSTAGE	1,601.92	1,500.00	447.19	1,500.00	29.81%
ADVERTISING	-	-	28.00	-	2800.00%
BANK CHARGES	5,565.00	2,000.00	-	2,000.00	0.00%
MEMBERSHIPS & SUBSCRIPTIONS	45.00	380.00	-	380.00	0.00%
Office and Administrative	12,918.87	11,380.00	3,084.55	11,380.00	27.11%
CAPITAL IMPROVEMENT PROJECTS	978,340.37	2,986,000.00	30,511.00	2,986,000.00	1.02%
WATER IMPACT PROJECTS	431,411.78	1,000,000.00	80,592.45	1,000,000.00	8.06%
WASTEWATER IMPACT PROJECTS	467,957.24	-	-	-	
Capital Improvement Projects	1,877,709.39	3,986,000.00	111,103.45	3,986,000.00	2.79%
AMORTIZATION EXPENSE	-	-	-	-	
DEPRECIATION EXPENSE	-	-	-	-	
MISCELLANEOUS EXPENSE	-	-	-	-	
Other Expenses	-	-	-	-	
Debt - Principal	-	-	-	-	
INTEREST EXPENSE	245,432.86	299,050.00	206,030.03	299,050.00	68.89%
Debt - Interest	245,432.86	299,050.00	206,030.03	299,050.00	68.89%
TRANSFERS OUT	174,520.00	209,180.00	-	209,180.00	0.00%
Transfers Out	174,520.00	209,180.00	-	209,180.00	0.00%
TOTAL CWWS FUND	5,434,892.12	7,525,260.00	1,019,814.65	7,525,260.00	13.55%

## FY21 SANITATION FUND

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
CHARGES FOR SERVICES	831,293.48	890,550.00	283,004.33	894,550.00	31.78%
TRANSFERS IN	-	-	-	-	
	<b>831,293.48</b>	<b>890,550.00</b>	<b>283,004.33</b>	<b>894,550.00</b>	31.78%

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMIN	813,356.26	885,710.00	290,963.03	885,710.00	32.85%
	<b>813,356.26</b>	<b>885,710.00</b>	<b>290,963.03</b>	<b>885,710.00</b>	32.85%

## SANITATION FUND

SANITATION FUND	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	Percent Spent
<b>Personnel</b>	-	-	-	-	
SOLID WASTE SERVICES	802,389.83	873,580.00	279,996.60	873,580.00	32.05%
recycling services	-	-	-	-	
HOUSEHOLD HAZARDOUS WASTE	10,966.43	12,130.00	10,966.43	12,130.00	90.41%
yard waste	-	-	-	-	
advertising	-	-	-	-	
<b>Operation and Maintenance</b>	<b>813,356.26</b>	<b>885,710.00</b>	<b>290,963.03</b>	<b>885,710.00</b>	<b>32.85%</b>
<b>Contractual Services</b>	-	-	-	-	
<b>Insurance</b>	-	-	-	-	
<b>Office and Administrative</b>	-	-	-	-	
<b>Capital Improvement Projects</b>	-	-	-	-	
<b>Other Expenses</b>	-	-	-	-	
<b>Debt - Principal</b>	-	-	-	-	
<b>Debt - Interest</b>	-	-	-	-	
yard waste	-	-	-	-	
<b>Transfers Out</b>	-	-	-	-	
<b>TOTAL SANITATION FUND</b>	<b>813,356.26</b>	<b>885,710.00</b>	<b>290,963.03</b>	<b>885,710.00</b>	<b>32.85%</b>

## FY21 PARK AND STORMWATER SALES TAX FUND

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PARK & STRMWTR SALES TAX	-	442,290.00	140,751.25	442,290.00	31.82%
	-	442,290.00	140,751.25	442,290.00	31.82%
EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
PARKS & RECREATION	-	125,000.00	-	125,000.00	
UTILITIES	-	100,000.00	-	100,000.00	0.00%
	-	225,000.00	-	100,000.00	0.00%

## FY21 VEHICLE AND EQUIPMENT REPLACE FUND

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
SALE OF PERSONAL PROPERTY	-	125,000.00	-	125,000.00	0.00%
TRANSFERS IN	-	40,000.00	40,000.00	125,000.00	100.00%
	-	165,000.00	40,000.00	250,000.00	

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	-	125,000.00	1,036.23	125,000.00	0.83%
	-	125,000.00	1,036.23	125,000.00	0.83%

## FY21 CARES ACT STIMULUS FUND

REVENUES, BY SOURCE	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
INTERGOVERNMENTAL REVENUES	945,399.87	-	-	-	#DIV/0!
	<b>945,399.87</b>	-	-	-	#DIV/0!

EXPENDITURES, BY DEPARTMENT	FY20 Actual	FY21 Budget	FY21 YTD	FY21 Projection	
ADMINISTRATION	357,892.29	550,000.00	309,090.00	550,000.00	56.20%
	<b>357,892.29</b>	<b>550,000.00</b>	<b>309,090.00</b>	<b>550,000.00</b>	56.20%



## City Administrator's Report

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April 15, 2021

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### **Personnel Update**

Recruitment for Police Officer vacancies continues. Three appointments have recently been made, bringing the total number of vacancies down to two in the department. This week, Wes Lopez started service with the City of Smithville. He most recently was Police Officer in the City of Marysville. The Department is sponsoring two academy recruits in the upcoming class. Landon Summerville and Colby Matthys will begin with the City on April 26 and start academy training shortly thereafter.

An offer has been extended to a candidate for the Public Works Analyst position. We hope to have a response from this candidate by the end of this week. If accepted, the successful candidate likely will begin work for the City of Smithville in early June.

### **Fireworks Display**

The contract with the current fireworks vendor, Aerial FX, Inc., expires this year. A bid for fireworks display has been posted, with no responses. Staff reached out to representatives of Aerial FX to learn that they did not submit a bid due to uncertainty on their part in being able to provide product. Current stock is very low and shipping out of China and recent events regarding the containership have significantly slowed supply chains. Staff is in contact with the vendor and as we learn that supply may be coming back up, will re-bid the contract in the hopes that we will have responses.

The fireworks display is a joint venture with the Clay County Parks and Recreation Department and they have been notified of the current concerns. Staff will continue to monitor the situation and be in communications with vendors, the County and keep the Board informed.

### **Parks and Recreation Master Plan Update**

The project portal is live and includes discussion boards featuring "big idea" concepts. The discussion boards can be accessed here: <https://lab2.future-iq.com/smithville-park-and-recreation-master-plan-project/discussion-boards/overview/>.



## City Hall Renovation

The renovation project continues, ceiling grid is basically all installed; painting in many areas of the administrative area is nearing completion; and three employees have moved into their new/renovated workspace. Demolition of the men's restroom was delayed but is well underway now. The project remains on schedule overall, with substantial completion anticipated in June.

Residents and customers needing in-person service have been directed to the rear access to the development department. Staff displaced from their office space are working in the Board Meeting Room.



New lobby from front entrance



Police entrance from lobby (police clerk window on right)



Conference Room (left from lobby entrance; right: from internal entrance)



Administration Work Area (left from conference room; right: from kitchen)



Hallway and entrance to City Administrator's old office area and new office space



Assistant City Administrator Office  
(formerly part of City Administrator's Office)



Men's restroom (as seen from former Police Clerk Office)



## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Bill No. 2898-21, Annexation of Lot 4 Lakeside Crossing - 15719 North Chestnut – 2<sup>nd</sup> Reading

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**RECOMMENDED ACTION:**

A motion to approve Bill No. 2898-21 for second reading by title only.

**SUMMARY:**

Approving this ordinance would annex Lot 4 of Lakeside Crossing 1<sup>st</sup> Plat into the City.

**BACKGROUND:**

This is one of the remaining lots in Lakeside Crossing that was requested to voluntarily annex in accordance with a Sewer Service Agreement for the subdivision executed in 1996.

**PREVIOUS ACTION:**

none

**POLICY ISSUE:**

Annexation

**FINANCIAL CONSIDERATIONS:**

Would increase general tax revenues and reduce sewer use fees.

**ATTACHMENTS:**

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

- ☐ Contract
- ☐ Plans
- ☐ Minutes

**AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE CITY OF SMITHVILLE, MISSOURI**

**WHEREAS**, on the 17<sup>th</sup> day of March 2021, a verified petition was signed by all owners of the real estate hereinafter described, requesting annexation of said territory into the City of Smithville, Missouri and filed with the City Clerk; and

**WHEREAS**, said real estate as hereinafter described is adjacent to and contiguous with to the present corporate limits of the City of Smithville, Missouri; and

**WHEREAS**, a public hearing concerning said matter was held at City Hall in Smithville, Missouri, at the hour of 7 p.m. on the 5<sup>th</sup> day of April 2021; and

**WHEREAS**, notice of said public hearing was given by publication of notice hereof on the 18<sup>th</sup> day of March 2021 in the Courier Tribune, a weekly newspaper of general circulation, in the County of Clay, State of Missouri; and

**WHEREAS**, at said public hearing all interested persons, corporation or political subdivisions were afforded the opportunity to present evidence regarding the proposed annexation, and whereas no written objection to the proposed annexation was filed with the Board of Aldermen of the City of Smithville, Missouri, within fourteen (14) days after the public hearing; and

**WHEREAS**, the Board of Aldermen of the City of Smithville, Missouri, does find and determine that said annexation is reasonable and necessary to the proper development of the City; and

**WHEREAS**, the City is able to furnish normal municipal services to said area within a reasonable time after annexation.

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

SECTION 1. Pursuant to the provisions of Section 71.012 RSMo 1969, as amended by laws of 1976, the following described real estate is hereby annexed into the City of Smithville, Missouri, to wit:

Lot 4, Lakeside Crossing 1<sup>st</sup> Plat

SECTION 2. The boundaries of the City of Smithville, Missouri, are hereby altered so as to encompass the above-described tract of land lying adjacent to and contiguous with the present corporate limits.

SECTION 3. The City Clerk of the City of Smithville, Missouri, is hereby ordered to cause three (3) certified copies of this ordinance to be filed with the Clay County Clerk.

SECTION 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor, only if no written objection is received within fourteen (14) days of the public hearing as provided by Section 71.012.

PASSED THIS \_\_\_\_ DAY OF APRIL 2021.

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Damien Boley, Mayor

ATTEST

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Linda Drummond  
City Clerk

First Reading: 04/05/2021

Second Reading 04/20/2021



**Voluntary Annexation  
Staff Report**

April 5, 2021

Annexation of Parcel Id #05-908-00-02-004.00

**Bill No. 2897-21**

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Application for Voluntary Annexation of Land to the City

Code Sections: State Law Section 71-012 Annexation

Property Information: Address: 15719 North Chestnut Street

Owner: Gary and Lisa Duddy

Notice Date: March 18, 2021

**GENERAL DESCRIPTION:**

The applicant seeks to annex Lot 4 of Lakeside Crossing into the city.

**COMPLIANCE WITH COMPREHENSIVE PLAN**

Voluntary annexation is a request by a property owner and is subject to the discretion of the City. The Comprehensive Plan currently identifies certain areas that can be considered for annexation. The subject property is surrounded by the city limits on three sides and a part of the Lakeside Crossing subdivision.

**CONTIGUOUS AND COMPACT**

Property meets the State law requirement of 15% of the boundary be contiguous.

**ABILITY TO PROVIDE SERVICES**

All utilities and services are provided in the subdivision at this time.

**STAFF RECOMMENDATION:**

Staff recommends APPROVAL of the proposed annexation.

Respectfully Submitted,

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Zoning Administrator

## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Bill No. 2899-21, Annexation of Lot 12 Lakeside Crossing – 2416  
Northeast 157<sup>th</sup> Terrace – 2<sup>nd</sup> Reading

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**RECOMMENDED ACTION:**

A motion to approve Bill No. 2899-21 for second reading by title only.

**SUMMARY:**

Approving this ordinance would annex Lot 12 of Lakeside Crossing 1<sup>st</sup> Plat into the City.

**BACKGROUND:**

This is one of the remaining lots in Lakeside Crossing that was requested to voluntarily annex in accordance with a Sewer Service Agreement for the subdivision executed in 1996.

**PREVIOUS ACTION:**

none

**POLICY ISSUE:**

Annexation

**FINANCIAL CONSIDERATIONS:**

Would increase general tax revenues and reduce sewer use fees.

**ATTACHMENTS:**

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

- ☐ Contract
- ☐ Plans
- ☐ Minutes



**BILL NO. 2899-21**

**ORDINANCE NO. XXXX-21**

**AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE CITY OF SMITHVILLE, MISSOURI**

**WHEREAS**, on the 10<sup>th</sup> day of March 2021, a verified petition was signed by all owners of the real estate hereinafter described, requesting annexation of said territory into the City of Smithville, Missouri and filed with the City Clerk; and

**WHEREAS**, said real estate as hereinafter described is adjacent to and contiguous with to the present corporate limits of the City of Smithville, Missouri; and

**WHEREAS**, a public hearing concerning said matter was held at City Hall in Smithville, Missouri, at the hour of 7 p.m. on the 5<sup>th</sup> Day of April 2021; and

**WHEREAS**, notice of said public hearing was given by publication of notice hereof on the 18<sup>th</sup> day of March 2021 in the Courier Tribune, a weekly newspaper of general circulation, in the County of Clay, State of Missouri; and

**WHEREAS**, at said public hearing all interested persons, corporation or political subdivisions were afforded the opportunity to present evidence regarding the proposed annexation, and whereas no written objection to the proposed annexation was filed with the Board of Aldermen of the City of Smithville, Missouri, within fourteen (14) days after the public hearing; and

**WHEREAS**, the Board of Aldermen of the City of Smithville, Missouri, does find and determine that said annexation is reasonable and necessary to the proper development of the City; and

**WHEREAS**, the City is able to furnish normal municipal services to said area within a reasonable time after annexation.

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

SECTION 1. Pursuant to the provisions of Section 71.012 RSMo 1969, as amended by laws of 1976, the following described real estate is hereby annexed into the City of Smithville, Missouri, to wit:

Lot 12, Lakeside Crossing 1<sup>st</sup> Plat

SECTION 2. The boundaries of the City of Smithville, Missouri, are hereby altered so as to encompass the above-described tract of land lying adjacent to and contiguous with the present corporate limits.

SECTION 3. The City Clerk of the City of Smithville, Missouri, is hereby ordered to cause three (3) certified copies of this ordinance to be filed with the Clay County Clerk.

SECTION 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor, only if no written objection is received within fourteen (14) days of the public hearing as provided by Section 71.012.

PASSED THIS \_\_\_\_ DAY OF APRIL 2021.

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Damien Boley, Mayor

ATTEST

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Linda Drummond  
City Clerk

First Reading: 04/05/2021

Second Reading 04/20/2021



**Voluntary Annexation  
Staff Report**

April 5 2021

Annexation of Parcel Id #05-908-00-03-034.00

**Bill No. 2898-21**

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Application for Voluntary Annexation of Land to the City

Code Sections: State Law Section 71-012 Annexation

Property Information: Address: 2416 NE 157<sup>th</sup> Ter.  
Owner: Alan and Nicole Bibler

Notice Date: March 18, 2021

**GENERAL DESCRIPTION:**

The applicant seeks to annex Lot 12 of Lakeside Crossing into the city.

**COMPLIANCE WITH COMPREHENSIVE PLAN**

Voluntary annexation is a request by a property owner and is subject to the discretion of the City. The Comprehensive Plan currently identifies certain areas that can be considered for annexation. The subject property is surrounded by the city limits on three sides and a part of the Lakeside Crossing subdivision.

**CONTIGUOUS AND COMPACT**

Property meets the State law requirement of 15% of the boundary be contiguous.

**ABILITY TO PROVIDE SERVICES**

All utilities and services are provided in the subdivision at this time.

**STAFF RECOMMENDATION:**

Staff recommends APPROVAL of the proposed annexation.

Respectfully Submitted,

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Zoning Administrator

## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Bill No. 2900-21, Annexation of Lot 34 Lakeside Crossing – 2224  
Northeast 158<sup>th</sup> Street – 2<sup>nd</sup> Reading

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**RECOMMENDED ACTION:**

A motion to approve Bill No. 2900-21 for second reading by title only.

**SUMMARY:**

Approving this ordinance would annex Lot 34 of Lakeside Crossing 1<sup>st</sup> Plat into the City.

**BACKGROUND:**

This is one of the remaining lots in Lakeside Crossing that was requested to voluntarily annex in accordance with a Sewer Service Agreement for the subdivision executed in 1996.

**PREVIOUS ACTION:**

none

**POLICY ISSUE:**

Annexation

**FINANCIAL CONSIDERATIONS:**

Would increase general tax revenues and reduce sewer use fees.

**ATTACHMENTS:**

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

- ☐ Contract
- ☐ Plans
- ☐ Minutes

**BILL NO. 2900-21**

**ORDINANCE NO. XXXX-21**

**AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE CITY OF SMITHVILLE, MISSOURI**

**WHEREAS**, on the 9th day of March 2021, a verified petition was signed by all owners of the real estate hereinafter described, requesting annexation of said territory into the City of Smithville, Missouri and filed with the City Clerk; and

**WHEREAS**, said real estate as hereinafter described is adjacent to and contiguous with to the present corporate limits of the City of Smithville, Missouri; and

**WHEREAS**, a public hearing concerning said matter was held at City Hall in Smithville, Missouri, at the hour of 7 p.m. on the 5<sup>th</sup> Day of April 2021; and

**WHEREAS**, notice of said public hearing was given by publication of notice hereof on the 18<sup>th</sup> day of March 2021 in the Courier Tribune, a weekly newspaper of general circulation, in the County of Clay, State of Missouri; and

**WHEREAS**, at said public hearing all interested persons, corporation or political subdivisions were afforded the opportunity to present evidence regarding the proposed annexation, and whereas no written objection to the proposed annexation was filed with the Board of Aldermen of the City of Smithville, Missouri, within fourteen (14) days after the public hearing; and

**WHEREAS**, the Board of Aldermen of the City of Smithville, Missouri, does find and determine that said annexation is reasonable and necessary to the proper development of the City; and

**WHEREAS**, the City is able to furnish normal municipal services to said area within a reasonable time after annexation.

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

SECTION 1. Pursuant to the provisions of Section 71.012 RSMo 1969, as amended by laws of 1976, the following described real estate is hereby annexed into the City of Smithville, Missouri, to wit:

Lot 34, Lakeside Crossing 1<sup>st</sup> Plat

SECTION 2. The boundaries of the City of Smithville, Missouri, are hereby altered so as to encompass the above-described tract of land lying adjacent to and contiguous with the present corporate limits.

SECTION 3. The City Clerk of the City of Smithville, Missouri, is hereby ordered to cause three (3) certified copies of this ordinance to be filed with the Clay County Clerk.

SECTION 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor, only if no written objection is received within fourteen (14) days of the public hearing as provided by Section 71.012.

PASSED THIS \_\_\_\_ DAY OF APRIL 2021.

---

Damien Boley, Mayor

ATTEST

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Linda Drummond  
City Clerk

First Reading: 04/05/2021

Second Reading 04/20/2021



## **STAFF REPORT**

April 5, 2021

Annexation of Parcel Id # 05-908-00-06-001.00

**Bill No. 2899-21**

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Application for Voluntary Annexation of Land to the City

Code Sections: State Law Section 71-012 Annexation

Property Information: Address: 2224 NE 158<sup>th</sup> Street  
Owner: Russell and Betty Woollums

Notice Date: March 18, 2021

### **GENERAL DESCRIPTION:**

The applicant seeks to annex Lot 34 of Lakeside Crossing into the city.

### **COMPLIANCE WITH COMPREHENSIVE PLAN**

Voluntary annexation is a request by a property owner and is subject to the discretion of the City. The Comprehensive Plan currently identifies certain areas that can be considered for annexation. The subject property is surrounded by the city limits on three sides and a part of the Lakeside Crossing subdivision.

### **CONTIGUOUS AND COMPACT**

Property meets the State law requirement of 15% of the boundary be contiguous.

### **ABILITY TO PROVIDE SERVICES**

All utilities and services are provided in the subdivision at this time.

### **STAFF RECOMMENDATION:**

Staff recommends APPROVAL of the proposed annexation.

Respectfully Submitted,

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Zoning Administrator



## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Police

**AGENDA ITEM:** Bill No. 2901-21, Ammending Schedule VII- Stop Signs 2nd Reading

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**RECOMMENDED ACTION:**

Approval of Bill 2901-21 will amend Schedule VII- Stop Signs, of the Municipal Code of Ordinances. Second reading by title only.

**SUMMARY:**

With the proress made on the Main Street Trails Project, additional Stop Signs will be needed at the intersection of Main Street and Liberty Road. Bill No. 2901-21 will add the following locations to Schedule VII- Stop Signs:

Main Street, the Southwest corner at Liberty Road  
Main Street, the Northeast corner at Liberty Road  
Liberty Road, the Northwest corner, at Main Street

**PREVIOUS ACTION:**

This schedule was last upadate in 2018.

**POLICY ISSUE:**

Public Safety

**FINANCIAL CONSIDERATIONS:**

Budget Item.

**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. 2901-21**

**ORDINANCE NO.**

**AN ORDINANCE AMENDING SCHEDULE VII – STOP SIGNS OF THE CODES OF ORDINANCES.**

**WHEREAS**, the City of Smithville, Missouri Code of Traffic Ordinances regulates the placement of stop signs in certain locations; and

**WHEREAS**, recent installation of a walking trail has required the City of Smithville, Missouri to update the existing Code of Traffic Ordinances Schedule VII for the placement of stop signs at certain locations; and

**WHEREAS**, the safe passage of citizens traveling on the streets of Smithville is supported by the proper placement of stop signs at certain locations; and

**WHEREAS**, the Police Department and the Board of Alderman have considered the requirements and determined that it is in the best interest of the City of Smithville to amend Schedule VII of the Traffic Code of the City of Smithville.

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

Section 1. The following locations are hereby added to Schedule VII, Stop Signs of the Code of Ordinances:

Main Street, the Southwest corner at Liberty Road  
Main Street, the Northeast corner at Liberty Road  
Liberty Road, the Northwest corner, at Main Street

Section 2. This ordinance shall take effect and be in full force from and after its passage according to law.

PASSED THIS \_\_\_\_\_ DAY OF APRIL 2021.

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

ATTEST:

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Linda Drummond, City Clerk

First Reading: 4/05/2021

Second Reading: 4/20/2021



## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Parks and Recreation

**AGENDA ITEM:** Bill No. 2902-21 – Amending the Public Facility Use Policy - 2nd Reading

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**RECOMMENDED ACTION:**

Motion to Approve Bill No. 2902-21 Changes to the Public Facility Use Policy second reading by title only.

**SUMMARY:**

The Public Facility Use Policy governs use of public facilities pursuant to Section 105.030 of the Municipal Code. The purpose of this policy is to provide access fairly and reasonably to City facilities for the Smithville community. It is the goal of the City to balance the needs of users to reserve facilities for exclusive use, and the needs and expectations of residents so they will have access to City facilities for their use. The primary purpose of public parks is for the use and enjoyment of City residents.

The Public Facility Use Policy was last revised in 2015. Since then, the facility reservation and event process has changed for the convenience of Smithville residents. Staff reviewed the policy and identified recommendations that reflect how facilities and events are currently handled. Based on Board feedback and direction at the March 2, 2021 Work Session staff updated the policy to be approved.

Staff recommends approving the changes to the Public Facility Use Policy.

**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: Public Facility Use Policy -Redline |                                   |

**BILL NO. 2902-21**

**ORDINANCE NO.**

**AN ORDINANCE REPEALING THE PUBLIC USE FACILITY POLICY AND ENACTING IN ITS PLACE A NEW PUBLIC USE FACILITY POLICY**

**WHEREAS**, the City of Smithville has adopted and set forth a Public Facility Use Policy that governs use of public facilities pursuant to Section 105.030 of the Municipal Code ; and

**WHEREAS**, the Public Facility Use Policy provides for fair and reasonable access to City facilities for the Smithville community; and

**WHEREAS**, recommended changes to the Public Facility Use Policy were presented to the Board of Alderman at a work session held on March 2, 2021; and

**WHEREAS**, the Board of Aldermen of the City of Smithville desires to adopt the following changes to the existing Public Facility Use Policy which should be followed by the City.

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

Section 1. That the previous policy adopted by the Board of Alderman on this date by this ordinance is hereby repealed and a new policy to be titled and numbered as follows shall be enacted:

**I. Purpose**

The Facility Use Policy governs use of public facilities pursuant to Section 105.030 of the Municipal Code. The purpose of this policy is to provide access fairly and reasonably to City facilities for the Smithville community. It is the goal of the City to balance the needs of users to reserve facilities for exclusive use, and the needs and expectations of residents so they will have access to City facilities for their use. The primary purpose of public parks is for the use and enjoyment of City residents. Uses which will substantially impair the rights of the public in general to use public facilities in favor of specific individuals or groups should not be permitted.

**II. Requirements for Use**

**a. Availability**

Facilities are available for general reservation on a first-come, first-served basis. Planned parties must make a reservation prior to use. The City reserves the right to determine which days, times, and facilities are reserved based on other scheduled use, wear, and maintenance issues. The City does not give priority to returning reservations.

**III. Facilities**

All facilities can be reserved through [www.smithvilleparksrec.com/reservations](http://www.smithvilleparksrec.com/reservations)

For all Special Events and Tournaments please contact the Parks and Recreation Department.

Reservations open on January 1 for the full calendar year.

**a. Indoor Facilities:**

**Senior Center**

The primary use of this facility is for the Smithville Senior Citizens. The facility may be reserved during hours of operation not reserved under the lease with the Smithville Senior Citizens. For recurring reservations, please contact the Parks and Recreation Department.

**b. Outdoor Facilities:**

**Courtyard Park**

Courtyard Park should be reserved for all organized parties or events. When the park is not reserved, it may be used by the public for walk-on private party activities during park hours per the Smithville Park Regulations.

**Helvey Park Shelter House**

Helvey Park Shelter House should be reserved for all organized parties or events. When the shelter houses are not reserved, they may be used by the public for walk-on private party activities during park hours per the Smithville Park Regulations.

**Heritage Park Shelter Houses**

Heritage Park Shelter House should be reserved for all organized parties or events. When the shelter houses are not reserved, they may be used by the public for walk-on private party activities during park hours per the Smithville Park Regulations.

**Smith's Fork Park Shelter Houses**

Smith's Fork Park Shelter Houses should be reserved for all organized parties or events. When the shelter houses are not reserved, they may be used by the public for walk-on private party activities during park hours per the Smithville Park Regulations.

**Smith's Fork Park Girl Scout Shelter House**

Smith's Fork Park Girl Scout Shelter House should be reserved for all organized parties or events. When the shelter house is not reserved, it may be used by the

public for walk-on private party activities during park hours per the Smithville Park Regulations.

**Smith's Fork Park Boy Scout Camping Area**

Use of the Smith's Fork Park Boy Scout Camping Area requires a reservation. When the shelter houses are not reserved, they may be used by the public for walk-on private party activities during park hours per the Smithville Park Regulations.

### **Smith's Fork Campground**

Use of the Smith's Fork Campground requires a reservation. If campsites are needed for an event, an occupancy rate is determined by using the average campground occupancy per day based on the previous season.

### **C. Sports Fields**

All sports fields can be reserved through [www.smithvilleparksrec.com/reservations](http://www.smithvilleparksrec.com/reservations)

Reservations open on January 1 of the calendar year and can be reserved for up to three months at a time.

Field maintenance is mandatory and will be provided by the Smithville Parks and Recreation Department during weekday hours of 7:00 AM – 3:00 PM.

### **Heritage Park Baseball Fields**

Heritage Park Baseball Fields are open to the public for walk-on private party activities during unreserved park hours. Walk-on use is not permitted after dusk.. Sports Field reservations are available for the sole use of the customer and may not be traded, exchanged or resold without approval by the Parks and Recreation Department. Organized use of City sports parks is prohibited without a permit. Contact the Parks and Recreation Department for more information. Sports field lighting will only be turned on for special events approved by the Parks and Recreation Department.

After March 31 availability will be blocked for City Recreation programs for Baseball/Softball and T-Ball. Availability will be opened back up once the practice and game times and dates are scheduled.

### **Smith's Fork Park Baseball Fields**

Smith's Fork Park Baseball Fields are open to the public for walk-on private party activities during unreserved park hours. Walk-on use is not permitted after dusk. Sports Field reservations are available for the sole use of the customer and may not be traded, exchanged or resold without approval by the Parks and Recreation Department. Organized use of City sports parks is prohibited without a permit. Contact the Parks and Recreation Department for more information. Sports field lighting will only be turned on for special events approved by the Parks and Recreation Department.

### **Smith's Fork Park Soccer Fields**

Smith's Fork Park Soccer Fields are open to the public for walk-on private party activities during unreserved park hours. Walk-on use is not permitted after dusk.

Sports Field reservations are available for the sole use of the customer and may not be traded, exchanged or resold without approval by the Parks and Recreation Department. Organized use of City sports parks is prohibited without a permit. Contact the Parks and Recreation Department for more information.

Reservations will be opened during the Spring and Fall Smithville Recreational Soccer Season. Fields will be marked and maintained during those times. Soccer fields may be reserved during facility hours not reserved by Smithville Recreational Soccer teams.

### **Smith's Fork Park Football Field**

Smith's Fork Park Football Fields are open to the public for walk-on private party activities during unreserved park hours. Walk-on use is not permitted after dusk. Sports Field reservations are available for the sole use of the customer and may not be traded, exchanged or resold without approval by the Parks and Recreation Department. Organized use of City sports parks is prohibited without a permit. Contact the Parks and Recreation Department for more information. Sports field lighting is not available to the public.

Football Field is unavailable August – November for contract use by the Smithville Youth Football program.

## **IV. Rate Categories**

The following categories are utilized only for the purpose of determining fees and charges for events. All events will be charged as a Category II unless documentation required is submitted stating a sponsorship with the City.

Misrepresentation of any event category will result in loss of an organization's category status, all deposits and/or fees paid and may jeopardize future reservations.

**Category I – City or City Co-Sponsor:** A Joint Use Agreement with the City is required. Generally, applicants do not pay rental fees unless the event imposes additional expenses to the City.

**Category II - Other:** Subject to any fees according to the Schedule of Fees.

## **V. Permits for Parades and Special Events**

### **a. Parades**

A parade is defined as any parade, march, race, walk or procession, or any similar event, in or upon any public street, pursuant to Section 520.100 of the Municipal Code.

### **Standards of Issuance**

A parade permit shall be issued under the following considerations:

The conduct of the parade will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route;

The concentration of persons, animals and vehicles at assembly points of the parade will not unduly interfere with proper police protection of areas contiguous to such assembly areas;

The conduct of the parade is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create a disturbance; and

The parade is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays en route.

### **Exceptions**

This article shall not apply to:

Funeral or wedding processions.

Students going to and from school classes or participating in education activities, providing such conduct is under the immediate discretion and supervision of the proper school authorities; or

A governmental agency acting within the scope of its functions.

### **b. Special Events**

A special event is defined as any ceremony, show, exhibition, festival, pageant or gathering, or any similar event, in or upon any public street, pursuant to Section 520.100 of the Municipal Code.

### **Standards of Issuance**

A special event permit shall be issued under the following considerations:

The conduct of the special event will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route;

The concentration of persons, animals and vehicles at assembly points of the special event will not unduly interfere with proper police protection of areas contiguous to such assembly areas; and

The conduct of the special event is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create a disturbance.

### **Exceptions**

This article shall not apply to:

Funeral or wedding processions.



Students going to and from school classes or participating in education activities, providing such conduct is under the immediate discretion and supervision of the proper school authorities; or

A governmental agency acting within the scope of its functions.

## **VI. Signs and Advertisement**

### **a. Posting Signs in City Parks**

Applicants requesting to display signs at City parks and facilities during reservations are subject to the sign requirements outlined in Section 400.505 of the Municipal Code. Requests must be approved during the application process. Signs must be removed at the end of the reservation.

### **b. Advertisements**

For any event that will be advertised to the public, the following disclaimer is required to be printed on the flyer or electronic communication: This event is a private reservation and is not endorsed or sponsored by the City of Smithville.

## **VII. Application and Cancellations**

### **a. Applications**

An applicant applying on behalf of an organization must be authorized by that organization to reserve facilities.

Applications and all required documentation should be submitted at least thirty (30) calendar days prior to the requested reservation date. Requests received outside this timeframe may be granted only if time and conditions allow. An approved application does not guarantee access to the facility. A facility is not considered reserved until payment is received in full.

Applicants have the ability to re-schedule within 7 days of making the initial reservation.

### **b. Changes and Cancellations**

The City will not be held financially or legally responsible for consequences experienced by users due to circumstances beyond the City's control, including, but not limited to inclement weather, natural disasters and naturally occurring health hazards. The City reserves the right to cancel or reject current and future reservations due to the misrepresentation, misuse of facilities, flagrant violation of policies and regulations, or mistreatment of staff.

### **c. Changes**

Changes include, but are not limited to any adjustment to time, number of attendees etc.

Only one change per application with a 48-hour advanced notice will be processed.

### **d. Cancellations**

Cancellations are defined as discontinuing a reservation and not rescheduling. Cancellations must be made more than thirty (30) days prior to the event.

Cancellations made less than thirty (30) days prior to the original reservation date forfeit all fees paid (excluding deposits). No shows are considered cancellations.

**e. Deposits**

Any expense incurred by the City to correct facilities and/or equipment not returned to original condition due to the applicant's use will be billed against the applicant's deposits.

The City reserves the right to bill the applicant for damages and costs incurred above the deposit amount.

**f. Insurance**

Liability insurance coverage in the amount of \$2,000,000 per occurrence is required for outdoor events consisting of 100 or more people. Any event requiring such liability insurance must provide a copy of the certificate of insurance and a separate endorsement page naming the City of Smithville as additionally insured. Events held at Smith's Fork Park facilities also require the Army Corps of Engineers to be listed as additional insured.

A City of Smithville "Hold Harmless Agreement" is required as part of the application.

**VIII. Alcohol Use**

**a.** Alcohol is prohibited for indoor facility permits.

**b.** Completion of the Alcohol section of the Special Event Application and a Temporary Liquor License will need to be reviewed and approved by the Chief of Police and Board of Alderman for events serving alcoholic beverages. Security is required for all events serving alcoholic beverages.

**c.** Any person or group wishing to serve alcoholic beverages at an outdoor facility will be required to prove bartenders are at least twenty-one (21) years of age, with proof of completion of the State of Missouri Alcohol Responsibility Training (SMART) Online Server Training Program. Bartenders and serving attendants are not allowed to drink alcoholic beverages or be under the influence of alcohol while serving alcohol.

**e.** Alcohol may only be consumed within the authorized area, and not beyond the perimeters of these areas. (Alcohol use is not permitted on athletic fields or courts.)

**f.** The applicant is responsible for contacting the Missouri Department of Public Safety to obtain a license if alcohol is to be sold during the scheduled activity. A copy of all applicable liquor licenses must be provided.

**g.** Service to or consumption of alcoholic beverages by minors will result in immediate cancellation of the event without refund of fees. Alcohol is not allowed at events where the majority of participants are minors.

**h.** Alcoholic beverages may only be served within a designated area that is pre-approved by the City, pursuant to Section 600.070 of the Municipal Code.

**j.** Alcoholic service must be suspended one (1) hour prior to the ending time of the event. At last call, only one (1) drink per person will be allowed, and the serving cup size may not exceed ten (10) ounces.

### **IX. Smoking**

Smoking is prohibited in all indoor facilities. Smoking is only permitted in designated smoking areas for outdoor parks and facilities.

### **X. Security**

The City of Smithville reserves the right to require security at events held on City property. A security plan must be submitted for all parades and special events, subject to approval by the Police Department.

### **XI. Street Closings**

If an event will require the closure of any portion of City roadways (i.e., partial lane closures or complete road closures), a map and traffic control plan showing road and lane closures, delineation, and detour routes meeting the requirements of the Manual on Uniform Traffic Control Devices (MUTCD) is required.

Certification that the applicant or sponsoring organization has notified in writing all owners, managers, or residents of property adjacent to the proposed street closing(s), to include 1) name of event; 2) name of sponsor organization, mailing address, and telephone number; 3) date of event; 4) starting and ending times; and 5) detailed description of streets to be closed.

#### **a. Block Parties**

A Block Party is defined as barricading a specific portion of a residential street, denying access to the through-traffic for a purpose of allowing the residents who reside within the barricaded area to conduct a special event.

At least 60% of the residents who live in the blocked-off area must sign this application indicating they are in favor. Neighborhood block parties are to be conducted only between the hours of 7:00 a.m. and 10:00 p.m.

#### **b. Reservation Times**

Reservation times requested on the application must include the entire time needed to prepare food, decorate, set-up before the event and to completely clean up after the event. Refunds or credits are not available for early departure from a scheduled reservation or for unused time or facility.

#### **c. Festival Vendors**

If an event will have vendors present, the vendors are subject to Section 610.110 of the Municipal Code.

#### **d. Structures**

If an event includes structures (i.e. bleachers, tents, stages, platforms, etc.), a site plan identifying the location of such structures, including electrical, plumbing, and sanitation plans is required as part of the application process.

Section 2. All future revision to this policy shall be made by Resolution of the Board of Alderman instead of by Ordinance.

Section 3. The existing policies and procedures as amended herein are the policies and procedures shall be in full force and effect upon from and after its passage by the Board of Alderman and approval by the Mayor.

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

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Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk

First Reading: 4/05/2021

Second Reading: 4/20/2021

# City of Smithville Public Facility Use Policy

## I. Purpose

The Facility Use Policy governs use of public facilities pursuant to Section 105.030 of the Municipal Code. The purpose of this policy is to provide access fairly and reasonably to City facilities for the Smithville community. It is the goal of the City to balance the needs of users to reserve facilities for exclusive use, and the needs and expectations of residents so they will have access to City facilities for their use. The primary purpose of public parks is for the use and enjoyment of City residents. Uses which will substantially impair the rights of the public in general to use public facilities in favor of specific individuals or groups should not be permitted.

## II. Requirements for Use

### a. Availability

Facilities are available for general reservation on a first-come, first-served basis.

Planned parties must ~~should~~ make a reservation prior to use. The City reserves the right to determine which days, times, and facilities are reserved based on other scheduled use, wear, and maintenance issues. The City does not give priority to returning reservations.

## III. Facilities

All facilities can be reserved through [www.smithvilleparksrec.com/reservations](http://www.smithvilleparksrec.com/reservations)

For all Special Events and Tournaments please contact the Parks and Recreation Department.

Reservations open on January 1 for the full calendar year.

### a. Indoor Facilities:

#### Senior Center

The primary use of this facility is for the Smithville Senior Citizens. The facility may be reserved during hours of operation not reserved under the lease with the Smithville Senior Citizens. For re-occurring reservations, please contact the Parks and Recreation Department.

#### ~~City Hall Meeting Room~~

~~The City Hall Meeting Room is a government facility. The primary use of this facility is for City functions. To protect the integrity of the City Hall Meeting room and preserve~~

~~space for government functions, while allowing citizen access for civic function, the City Hall Meeting Room may be available for use. Category I or Category II facility users in good standing.~~

## **b. Outdoor Facilities:**

### **Courtyard Park**

Courtyard Park should be reserved for all organized parties or events. When the park is not reserved, it may be used by the public for walk-on private party activities during park hours per the Smithville Park Regulations.

### **Helvey Park Shelter House**

Helvey Park Shelter House should be reserved for all organized parties or events. When the shelter houses are not reserved, they may be used by the public for walk-on private party activities during park hours per the Smithville Park Regulations.

### **Heritage Park Shelter Houses**

Heritage Park Shelter House should be reserved for all organized parties or events. When the shelter houses are not reserved, they may be used by the public for walk-on private party activities during park hours per the Smithville Park Regulations.

### **Smith's Fork Park Shelter Houses**

Smith's Fork Park Shelter Houses should be reserved for all organized parties or events. When the shelter houses are not reserved, they may be used by the public for walk-on private party activities during park hours per the Smithville Park Regulations.

### **Smith's Fork Park Girl Scout Shelter House**

Smith's Fork Park Girl Scout Shelter House should be reserved for all organized parties or events. When the shelter house is not reserved, it may be used by the public for walk-on private party activities during park hours per the Smithville Park Regulations.

### **Smith's Fork Park Boy Scout Camping Area**

Use of the Smith's Fork Park Boy Scout Camping Area requires a reservation. When the shelter houses are not reserved, they may be used by the public for walk-on private party activities during park hours per the Smithville Park Regulations.

### **Smith's Fork Campground**

Use of the Smith's Fork Campground requires a reservation. If campsites are needed for an event, an occupancy rate is determined by using the average campground occupancy per day based on the previous season.

## **c. Sports Fields**

All sports fields can be reserved through [www.smithvilleparksrec.com/reservations](http://www.smithvilleparksrec.com/reservations)

Reservations open on January 1 of the calendar year and can be reserved for up to three months at a time.

Field maintenance is mandatory and will be provided by the Smithville Parks and Recreation Department during weekday hours of 7:00 AM – 3:00 PM.

### **Heritage Park Baseball Fields**

Heritage Park Baseball Fields are open to the public for walk-on private party activities during unreserved park hours. Walk-on use is not permitted after dusk. ~~Sports fields are available for the sole use of the customer and may not be shared with others without approval by the City.~~ Sports Field reservations are available for the sole use of the customer and may not be traded, exchanged or resold without approval by the Parks and Recreation Department. Organized use of City sports parks is prohibited without a permit. Contact the Parks and Recreation Department for more information. Sports field lighting will only be turned on for special events approved by the Parks and Recreation Department.

After March 31 availability will be blocked for City Recreation programs for Baseball/Softball and T-Ball. Availability will be opened back up once the practice and game times and dates are scheduled.

### **Smith's Fork Park Baseball Fields**

Smith's Fork Park Baseball Fields are open to the public for walk-on private party activities during unreserved park hours. Walk-on use is not permitted after dusk. ~~Sports fields are available for the sole use of the customer and may not be shared with others without approval by the City.~~ Sports Field reservations are available for the sole use of the customer and may not be traded, exchanged or resold without approval by the Parks and Recreation Department. Organized use of City sports parks is prohibited without a permit. Contact the Parks and Recreation Department for more information. Sports field lighting will only be turned on for special events approved by the Parks and Recreation Department.

### **Smith's Fork Park Soccer Fields**

Smith's Fork Park Soccer Fields are open to the public for walk-on private party activities during unreserved park hours. Walk-on use is not permitted after dusk. ~~Sports fields are available for the sole use of the customer and may not be shared with others without approval by the City.~~ Sports Field reservations are available for the sole use of the customer and may not be traded, exchanged or resold without approval by the Parks and Recreation Department. Organized use of City sports parks is prohibited without a permit. Contact the Parks and Recreation Department for more information.

Reservations will be opened during the Spring and Fall Smithville Recreational Soccer Season. Fields will be marked and maintained during those times. Soccer fields may be reserved during facility hours not reserved by Smithville Recreational Soccer teams.

### **Smith's Fork Park Football Field**

Smith's Fork Park Football Fields are open to the public for walk-on private party activities during unreserved park hours. Walk-on use is not permitted after dusk. ~~Sports fields are available for the sole use of the customer and may not be shared with others without approval by the City. Sports Field reservations are available for the sole use of the customer and may not be traded, exchanged or resold without approval by the Parks and Recreation Department.~~ Organized use of City sports parks is prohibited without a permit. Contact the Parks and Recreation Department for more information. Sports field lighting is not available to the public.

Football Field is unavailable August – November for contract use by the Smithville Youth Football program.

## **IV. Rate Categories**

The following categories are utilized only for the purpose of determining fees and charges for events. ~~Category status is determined based upon the type of event and individual or group who is reserving. Category status is determined when the reservation application is approved.~~ All events will be charged as a Category ~~II~~ IV unless documentation required is submitted stating a sponsorship with the City.

Misrepresentation of any event category will result in loss of an organization's category status, ~~and~~ all deposits and/or fees paid and may jeopardize future reservations.

### **Category I ~~A~~ – City or City Co-Sponsor**

#### **~~B – City co-sponsor:~~**

A Joint Use Agreement with the City is required. Generally, applicants do not pay rental fees unless the event imposes additional expenses to the City.

### **Category II ~~-~~ Other governmental entities**

~~Must provide a Letter of Authorization on letterhead from the governmental entity responsible for the event.~~

### **~~Category III – Smithville-incorporated non-profit entities~~**

~~Must submit the following items to maintain status:~~



- ~~-A copy of the organization's State of Missouri certification of good standing~~
- ~~-A copy of the organization's tax-exempt IRS 501(c)(3) letter~~
- ~~-Proof of a current City of Smithville Business License~~
- ~~-A Letter of Authorization on letterhead from the organization responsible for the event.~~

#### ~~Category IV Smithville incorporated for-profit entities, residents~~

~~Businesses must provide proof of a current City of Smithville Business License and a Letter of Authorization on letterhead from the entity responsible for the event. Residents must provide photo identification to provide proof of resident status.~~

#### ~~Category V Non-Smithville incorporated businesses, non-residents and any other individual or group not identified elsewhere~~

~~Subject to any fees according to the Schedule of Fees. Businesses using City facilities for commercial purposes must provide proof of a current City of Smithville Business License.~~

## V. Permits for Parades and Special Events

### a. Parades

A parade is defined as any parade, march, race, walk or procession, or any similar event, in or upon any public street, pursuant to Section 520.100 of the Municipal Code.

#### Standards of Issuance

A parade permit shall be issued under the following considerations:

The conduct of the parade will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route;

The concentration of persons, animals and vehicles at assembly points of the parade will not unduly interfere with proper police protection of areas contiguous to such assembly areas;

The conduct of the parade is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create a disturbance; and

The parade is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays en route.

#### Exceptions

This article shall not apply to:

Funeral or wedding processions.

Students going to and from school classes or participating in education activities, providing such conduct is under the immediate discretion and supervision of the proper school authorities; or

A governmental agency acting within the scope of its functions.

## **b. Special Events**

A special event is defined as any ceremony, show, exhibition, festival, pageant or gathering, or any similar event, in or upon any public street, pursuant to Section 520.100 of the Municipal Code.

### **Standards of Issuance**

A special event permit shall be issued under the following considerations:

The conduct of the special event will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route;

The concentration of persons, animals and vehicles at assembly points of the special event will not unduly interfere with proper police protection of areas contiguous to such assembly areas; and

The conduct of the special event is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create a disturbance.

### **Exceptions**

This article shall not apply to:

Funeral or wedding processions.

Students going to and from school classes or participating in education activities, providing such conduct is under the immediate discretion and supervision of the proper school authorities; or

A governmental agency acting within the scope of its functions.

## **VI. Signs and Advertisement**

### **a. Posting Signs in City Parks**

Applicants requesting to display signs at City parks and facilities during reservations are subject to the sign requirements outlined in Section 400.505 of the Municipal Code.

Requests must be approved during the application process. Signs must be removed at the end of the reservation.

### **b. Advertisements**

For any event that will be advertised to the public, the following disclaimer is required to be printed on the flyer or electronic communication: This event is a private reservation and is not endorsed or sponsored by the City of Smithville.

## **VII. Application and Cancellations**

### **a. Applications**

An applicant applying on behalf of an organization must be authorized by that organization to reserve facilities.

Applications and all required documentation should be submitted at least thirty (30) calendar days prior to the requested reservation date. Requests received outside this timeframe may be granted only if time and conditions allow. ~~A nonrefundable application fee of 10% or \$25 (whichever is higher) is required at the time of application. Once an application has been approved, the fee will be applied toward reservation fees.~~ An approved application does not guarantee access to the facility. A facility is not considered reserved until payment ~~in full~~ is received in full.

Applicants have the ability to re-schedule within 7 days of making the initial reservation.

### **b. Changes and Cancellations**

The City will not be held financially or legally responsible for consequences experienced by users due to circumstances beyond the City's control, including, but not limited to inclement weather, natural disasters and naturally occurring health hazards. The City reserves the right to cancel or reject current and future reservations due to the misrepresentation, misuse of facilities, flagrant violation of policies and regulations, or mistreatment of staff.

### **c. Changes**

Changes include, but are not limited to any adjustment to time, number of attendees etc.

~~Only One~~ change per application with a 48-hour advanced notice will be processed ~~at no charge. Additional changes made will be charged an additional non-refundable application fee per change.~~

### **d. Cancellations**

Cancellations are defined as discontinuing a reservation and not rescheduling. Cancellations must be made more than thirty (30) days prior to the event. Cancellations made less than thirty (30) days prior to the original reservation date forfeit all fees paid (excluding deposits). No shows are considered cancellations.

#### **e. Deposits**

Any expense incurred by the City to correct facilities and/or equipment not returned to original condition due to the applicant's use will be billed against the applicant's deposits.

The City reserves the right to bill the applicant for damages and costs incurred above the deposit amount.

#### **f. Insurance**

Liability insurance coverage in the amount of \$21,000,000 per occurrence is required for outdoor events consisting of 100 or more people. Any event requiring such liability insurance must provide a copy of the certificate of insurance and a separate endorsement page naming the City of Smithville as additionally insured. Events held at Smith's Fork Park facilities also require the Army Corps of Engineers to be listed as additional insured.

A City of Smithville "Hold Harmless Agreement" is required as part of the application.

~~Liquor liability insurance is required for all events serving alcoholic beverages.~~

### **VIII. Alcohol Use**

**a.** Alcohol is prohibited for indoor facility permits.

**b.** Completion of the Alcohol section of the Special Event Application and a Temporary Liquor License will need to be reviewed and approved by the Chief of Police and Board of Alderman for events serving alcoholic beverages. ~~Liquor liability insurance and security are both~~ required for all events serving alcoholic beverages.

**c.** Any person or group wishing to serve alcoholic beverages at an outdoor facility will be required to prove bartenders are at least twenty-one (21) years of age, with proof of completion of the State of Missouri Alcohol Responsibility Training (SMART) Online Server Training Program. Bartenders and serving attendants are not allowed to drink alcoholic beverages or be under the influence of alcohol while serving alcohol.

**e.** Alcohol may only be consumed within the ~~facility or~~ authorized area, and not beyond the perimeters of these areas. (Alcohol use is not permitted on athletic fields or courts.)

**f.** The applicant is responsible for contacting the Missouri Department of Public Safety to obtain a license if alcohol is to be sold during the scheduled activity. A copy of all applicable liquor licenses must be provided.

**g.** Service to or consumption of alcoholic beverages by minors will result in immediate cancellation of the event without refund of fees. Alcohol is not allowed at events where the majority of participants are minors.

**h.** Alcoholic beverages may only be served within a designated area that is pre-approved by the City, pursuant to Section 600.070 of the Municipal Code.

**j.** Alcoholic service must be suspended one (1) hour prior to the ending time of the event. At last call, only one (1) drink per person will be allowed, and the serving cup size may not exceed ten (10) ounces.

## **IX. Smoking**

Smoking is prohibited in all indoor facilities. Smoking is only permitted in designated smoking areas for outdoor parks and facilities.

## **X. Security**

The City of Smithville reserves the right to require security at events held on City property. A security plan must be submitted for all parades and special events, subject to approval by the Police Department.

## **XI. Street Closings**

If an event will require the closure of any portion of City roadways (i.e., partial lane closures or complete road closures), a map and traffic control plan showing road and lane closures, delineation, and detour routes meeting the requirements of the Manual on Uniform Traffic Control Devices (MUTCD) is required.

Certification that the applicant or sponsoring organization has notified in writing all owners, managers, or residents of property adjacent to the proposed street closing(s), to include 1) name of event; 2) name of sponsor organization, mailing address, and telephone number; 3) date of event; 4) starting and ending times; and 5) detailed description of streets to be closed.

### **a. Block Parties**

A Block Party is defined as barricading a specific portion of a residential street, denying access to the through-traffic for a purpose of allowing the residents who reside within the barricaded area to conduct a special event.

At least 60% of the residents who live in the blocked-off area must sign this application indicating they are in favor. Neighborhood block parties are to be conducted only between the hours of 7:00 a.m. and 10:00 p.m.

### **b. Reservation Times**

Reservation times requested on the application must include the entire time needed to prepare food, decorate, set-up before the event and to completely clean up after the event. ~~If use of the facility begins prior to or ends after the scheduled reservation, the~~

~~City reserves the right to bill at 150% of the applicable rate.~~ Refunds or credits are not available for early departure from a scheduled reservation or for unused time or facility.

### **c. Festival Vendors**

If an event will have vendors present, the vendors are subject to Section 610.110 of the Municipal Code.

### **d. Structures**

If an event includes structures (i.e. bleachers, tents, stages, platforms, etc.), a site plan identifying the location of such structures, including electrical, plumbing, and sanitation plans is required as part of the application process.



## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Resolution 913 – Certification of 2021 Election Results

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**RECOMMENDED ACTION:**

A motion to approve Resolution 913.

**SUMMARY:**

Approval of Resolution 913 will certify the results of the April 6, 2021 Municipal election. The results of the election are certified by the Clay and Platte County Election Boards and are then approved by the City of Smithville by passage of a resolution. The slate of elected officials as provided by the County Election Boards are as follows:

Alderman Ward 1 – Daniel Hartman

Alderman Ward 2 – John Chevalier, Jr.

Alderman Ward 3 – Kelly Kobylski

**PREVIOUS ACTION:**

Municipal elections are held every year in April.

**POLICY ISSUE:**

Missouri State Statute 190.329, Election of board.

**FINANCIAL CONSIDERATIONS:**

N/A

**ATTACHMENTS:**

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

## RESOLUTION 913

### A RESOLUTION DECLARING THE RESULTS OF THE APRIL 6, 2021 REGULAR ELECTION HELD IN THE CITY OF SMITHVILLE, MISSOURI.

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

Section 1. The Board of Aldermen finds and declares on the face of the returns of the Judges and Clerks the results of the regular city election to be as follows:

Alderman		
Ward I	Daniel Hartman	149
	Write-in votes	13
Ward II	John Chevalier, Jr.	135
	Write-in votes	17
Ward III	Kelly Kobylski	211
	Write-in votes	11

Section 2. That upon the face of the returns of the Judges and Clerks as certified by the City Clerk, the following have been elected to the offices and for the terms indicated below:

Alderman Ward I	Daniel Hartman - Two-year term
Alderman Ward II	John Chevalier, Jr. – Two-year term
Alderman Ward III	Kelly Kobylski – Two-year term

PASSED THIS 20<sup>th</sup> DAY OF APRIL 2021

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Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk



BLAKE SHERER, CHAIRMAN  
DARLA WIERZBECKI, MEMBER  
JON M. KREBBS, ATTORNEY  
PATTY LAMB, DIRECTOR



THELMA CRAWFORD, SECRETARY  
ANTHONY BOLOGNA, MEMBER  
STEVEN B. SALMON, ATTORNEY  
TIFFANY FRANCIS, DIRECTOR

**CLAY COUNTY**  
**BOARD OF ELECTION COMMISSIONERS**  
100 W. Mississippi Street. Liberty, MO 64068 Phone: 816-415-8683 Fax: 816-792-5334  
[www.claycoelections.com](http://www.claycoelections.com)

April 9, 2021

City of Smithville  
Linda Drummond  
107 W. Main St.  
City Hall  
Smithville, MO 64089

**April 6, 2021 General Municipal Election**  
**Certification of Election Results**

The Clay County Board of Election Commissioners hereby certifies the attached document/s to be a true, correct and complete abstract of all the votes cast in Clay County in the City of Smithville at the General Municipal Election held on April 6, 2021 as shown by the returns made from the precincts in said district within Clay County, and as verified by the Verification Board.

IN TESTIMONY WHEREOF, I hereunto  
set my hand and affix the seal of the County  
at the Board of Election Commissioners  
office in Liberty, Missouri.

(SEAL)

Handwritten signature of Patty Lamb in cursive script.

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Patty Lamb  
Republican Director

Handwritten signature of Tiffany Francis in cursive script.

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Tiffany Francis  
Democrat Director

Statement of Votes Cast  
GENERAL MUNICIPAL ELECTION  
CLAY COUNTY, MISSOURI  
TUESDAY, APRIL 6, 2021  
ELECTION RESULTS  
OFFICIAL

Date: 4/9/2021  
Time: 12:18:52 PM CDT  
Page 1/4

	Turnout			SMITHVILLE ALDERMAN WARD 1				SMITHVILLE ALDERMAN WARD 2			
	Reg. Voters	Ballots Cast	% Turnout	Reg. Voters	Total Votes	DAN HARTMAN	Write-in	Reg. Voters	Total Votes	JOHN R. CHEVALIER, JR.	Write-in
Jurisdiction Wide											
21 GALLATIN 1	3864	264	6.83%	-	-	-	-	-	-	-	-
21 GALLATIN 2	4583	458	9.99%	-	-	-	-	-	-	-	-
21 GALLATIN 3	2166	143	6.60%	-	-	-	-	-	-	-	-
21 GALLATIN 4	1793	150	8.37%	-	-	-	-	-	-	-	-
21 GALLATIN 5	2646	272	10.28%	-	-	-	-	-	-	-	-
21 GALLATIN 6	1782	128	7.18%	-	-	-	-	-	-	-	-
21 GALLATIN 7	1552	159	10.24%	-	-	-	-	-	-	-	-
21 GALLATIN 8	1609	168	10.44%	-	-	-	-	-	-	-	-
21 GALLATIN 9	1733	116	6.69%	-	-	-	-	-	-	-	-
21 GALLATIN 10	2674	426	15.93%	-	-	-	-	-	-	-	-
21 GALLATIN 11	1610	69	4.29%	-	-	-	-	-	-	-	-
21 CHOUTEAU 12	4115	397	9.65%	-	-	-	-	-	-	-	-
21 CHOUTEAU 13	3030	321	10.59%	-	-	-	-	-	-	-	-
21 GALLATIN 14	1707	125	7.32%	-	-	-	-	-	-	-	-
21 GALLATIN 15	3017	139	4.61%	-	-	-	-	-	-	-	-
21 CHOUTEAU 16	3016	231	7.66%	-	-	-	-	-	-	-	-
21 CHOUTEAU 17	4631	525	11.34%	-	-	-	-	-	-	-	-
21 CHOUTEAU 18	2867	176	6.14%	-	-	-	-	-	-	-	-
21 CHOUTEAU 19	1474	120	8.14%	-	-	-	-	-	-	-	-
21 GALLATIN 20	1917	232	12.10%	-	-	-	-	-	-	-	-
21 CHOUTEAU 21	2500	204	8.16%	-	-	-	-	-	-	-	-
21 CHOUTEAU 22	244	72	29.51%	-	-	-	-	-	-	-	-
21 GALLATIN 23	1675	61	3.64%	-	-	-	-	-	-	-	-
21 GALLATIN 24	1644	105	6.39%	-	-	-	-	-	-	-	-
21 GALLATIN 25	1493	162	10.85%	-	-	-	-	-	-	-	-
21 CHOUTEAU 26	4695	460	9.80%	-	-	-	-	-	-	-	-
21 LIBERTY 1-27	2983	278	9.32%	-	-	-	-	-	-	-	-
21 LIBERTY 2-28	4434	399	9.00%	-	-	-	-	-	-	-	-
21 PLATTE 1-29	4475	306	6.84%	-	-	-	-	-	-	-	-
21 LIBERTY 4-30	2137	174	8.14%	-	-	-	-	-	-	-	-
21 LIBERTY 5-31	2890	279	9.65%	-	-	-	-	-	-	-	-
21 LIBERTY 6-32	1853	193	10.42%	-	-	-	-	-	-	-	-
GALLATIN 4-33	3282	620	18.89%	-	-	-	-	-	-	-	-
GALLATIN 5-34	292	73	25.00%	-	-	-	-	-	-	-	-
21 LIBERTY 07	1909	164	8.59%	-	-	-	-	-	-	-	-
GALLATIN 7-36	1559	70	4.49%	-	-	-	-	-	-	-	-
CHOUTEAU 8-37	969	80	8.26%	-	-	-	-	-	-	-	-
GALLATIN 9-38	1794	221	12.32%	-	-	-	-	-	-	-	-
GALLATIN 10-39	1857	99	5.33%	-	-	-	-	-	-	-	-
GALLATIN 11-40	2276	164	7.21%	-	-	-	-	-	-	-	-
GALLATIN 12-41	1629	85	5.22%	-	-	-	-	-	-	-	-

Statement of Votes Cast  
GENERAL MUNICIPAL ELECTION  
CLAY COUNTY, MISSOURI  
TUESDAY, APRIL 6, 2021  
ELECTION RESULTS  
OFFICIAL

Date: 4/9/2021  
Time: 12:18:52 PM CDT  
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	Turnout			SMITHVILLE ALDERMAN WARD 1						SMITHVILLE ALDERMAN WARD 2					
	Reg. Voters	Ballots Cast	% Turnout	Reg. Voters	Total Votes	DAN HARTMAN				Reg. Voters	Total Votes	JOHN R. CHEVALIER, JR.			
								Write-in						Write-in	
GALLATIN 13-42	2088	190	9.10%	-	-	-	-	-	-	-	-	-	-	-	-
GALLATIN 14-43	1713	48	2.80%	-	-	-	-	-	-	-	-	-	-	-	-
GALLATIN 15-44	2375	167	7.03%	-	-	-	-	-	-	-	-	-	-	-	-
GALLATIN 16-45	2433	137	5.63%	-	-	-	-	-	-	-	-	-	-	-	-
GALLATIN 17-46	944	94	9.96%	-	-	-	-	-	-	-	-	-	-	-	-
GALLATIN 18-47	1407	49	3.48%	-	-	-	-	-	-	-	-	-	-	-	-
FISHING RIVER 1-48	1205	68	5.64%	-	-	-	-	-	-	-	-	-	-	-	-
FISHING RIVER 2-49	2788	231	8.29%	-	-	-	-	-	-	-	-	-	-	-	-
FISHING RIVER 3-50	1694	108	6.38%	-	-	-	-	-	-	-	-	-	-	-	-
FISHING RIVER 4-51	785	55	7.01%	-	-	-	-	-	-	-	-	-	-	-	-
FISHING RIVER 5-52	451	21	4.66%	-	-	-	-	-	-	-	-	-	-	-	-
KEARNEY 1-53	1595	183	11.47%	-	-	-	-	-	-	-	-	-	-	-	-
KEARNEY 2-54	3835	393	10.25%	-	-	-	-	-	-	-	-	-	-	-	-
KEARNEY 3-55	2740	210	7.66%	-	-	-	-	-	-	-	-	-	-	-	-
KEARNEY 4-56	3538	303	8.56%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 1-57	1919	205	10.68%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 2-58	2160	289	13.38%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 3-59	1482	150	10.12%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 4-60	1835	121	6.59%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 5-61	1946	89	4.57%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 6-62	2598	282	10.85%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 7-63	2393	227	9.49%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 8-64	397	17	4.28%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 9-65	2640	147	5.57%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 10-66	2396	219	9.14%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 11-67	2937	249	8.48%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 12-68	437	41	9.38%	-	-	-	-	-	-	-	-	-	-	-	-
PLATTE 1-69	4693	377	8.03%	2260	162	149	91.98%	13	8.02%	2433	152	135	88.82%	17	11.18%
PLATTE 2-70	2394	217	9.06%	44	2	2	100.00%	0		324	32	27	84.38%	5	15.62%
PLATTE 3-71	2469	262	10.61%	158	10	10	100.00%	0		-	-	-	-	-	-
WASHINGTON 1-72	690	47	6.81%	-	-	-	-	-	-	-	-	-	-	-	-
WASHINGTON 2-73	1470	126	8.57%	-	-	-	-	-	-	-	-	-	-	-	-
WASHINGTON 3-74	860	68	7.91%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 13-75	2527	278	11.00%	-	-	-	-	-	-	-	-	-	-	-	-
LIBERTY 14-76	1366	100	7.32%	-	-	-	-	-	-	-	-	-	-	-	-
21 LIBERTY 3-77	3678	417	11.34%	-	-	-	-	-	-	-	-	-	-	-	-
21 CHOUTEAU 27-78	2110	117	5.55%	-	-	-	-	-	-	-	-	-	-	-	-
21 CHOUTEAU 28-79	3153	124	3.93%	-	-	-	-	-	-	-	-	-	-	-	-
ABSENTEE	0	1957	-	0	24	24	100.00%	0		0	19	18	94.74%	1	5.26%
VOTE CENTER	0	172	-	0	0	0	-	0		0	0	0	-	0	-
Total	176517	17443	9.88%	2462	198	185	93.43%	13	6.57%	2757	203	180	88.67%	23	11.33%

Statement of Votes Cast  
GENERAL MUNICIPAL ELECTION  
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SMITHVILLE ALDERMAN WARD 3

	Reg. Voters	Total Votes	KELLY KOBYLSKI	Write-in
Jurisdiction Wide				
21 GALLATIN 1	-	-	-	-
21 GALLATIN 2	-	-	-	-
21 GALLATIN 3	-	-	-	-
21 GALLATIN 4	-	-	-	-
21 GALLATIN 5	-	-	-	-
21 GALLATIN 6	-	-	-	-
21 GALLATIN 7	-	-	-	-
21 GALLATIN 8	-	-	-	-
21 GALLATIN 9	-	-	-	-
21 GALLATIN 10	-	-	-	-
21 GALLATIN 11	-	-	-	-
21 CHOUTEAU 12	-	-	-	-
21 CHOUTEAU 13	-	-	-	-
21 GALLATIN 14	-	-	-	-
21 GALLATIN 15	-	-	-	-
21 CHOUTEAU 16	-	-	-	-
21 CHOUTEAU 17	-	-	-	-
21 CHOUTEAU 18	-	-	-	-
21 CHOUTEAU 19	-	-	-	-
21 GALLATIN 20	-	-	-	-
21 CHOUTEAU 21	-	-	-	-
21 CHOUTEAU 22	-	-	-	-
21 GALLATIN 23	-	-	-	-
21 GALLATIN 24	-	-	-	-
21 GALLATIN 25	-	-	-	-
21 CHOUTEAU 26	-	-	-	-
21 LIBERTY 1-27	-	-	-	-
21 LIBERTY 2-28	-	-	-	-
21 PLATTE 1-29	-	-	-	-
21 LIBERTY 4-30	-	-	-	-
21 LIBERTY 5-31	-	-	-	-
21 LIBERTY 6-32	-	-	-	-
GALLATIN 4-33	-	-	-	-
GALLATIN 5-34	-	-	-	-
21 LIBERTY 07	-	-	-	-
GALLATIN 7-36	-	-	-	-
CHOUTEAU 8-37	-	-	-	-
GALLATIN 9-38	-	-	-	-
GALLATIN 10-39	-	-	-	-
GALLATIN 11-40	-	-	-	-
GALLATIN 12-41	-	-	-	-

Statement of Votes Cast  
GENERAL MUNICIPAL ELECTION  
CLAY COUNTY, MISSOURI  
TUESDAY, APRIL 6, 2021  
ELECTION RESULTS  
OFFICIAL

Date: 4/9/2021  
Time: 12:18:52 PM CDT  
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SMITHVILLE ALDERMAN WARD 3

	Reg. Voters	Total Votes	KELLY KOBYLSKI		Write-in	
GALLATIN 13-42	-	-	-	-	-	-
GALLATIN 14-43	-	-	-	-	-	-
GALLATIN 15-44	-	-	-	-	-	-
GALLATIN 16-45	-	-	-	-	-	-
GALLATIN 17-46	-	-	-	-	-	-
GALLATIN 18-47	-	-	-	-	-	-
FISHING RIVER 1-48	-	-	-	-	-	-
FISHING RIVER 2-49	-	-	-	-	-	-
FISHING RIVER 3-50	-	-	-	-	-	-
FISHING RIVER 4-51	-	-	-	-	-	-
FISHING RIVER 5-52	-	-	-	-	-	-
KEARNEY 1-53	-	-	-	-	-	-
KEARNEY 2-54	-	-	-	-	-	-
KEARNEY 3-55	-	-	-	-	-	-
KEARNEY 4-56	-	-	-	-	-	-
LIBERTY 1-57	-	-	-	-	-	-
LIBERTY 2-58	-	-	-	-	-	-
LIBERTY 3-59	-	-	-	-	-	-
LIBERTY 4-60	-	-	-	-	-	-
LIBERTY 5-61	-	-	-	-	-	-
LIBERTY 6-62	-	-	-	-	-	-
LIBERTY 7-63	-	-	-	-	-	-
LIBERTY 8-64	-	-	-	-	-	-
LIBERTY 9-65	-	-	-	-	-	-
LIBERTY 10-66	-	-	-	-	-	-
LIBERTY 11-67	-	-	-	-	-	-
LIBERTY 12-68	-	-	-	-	-	-
PLATTE 1-69	-	-	-	-	-	-
PLATTE 2-70	8	0	0	-	0	-
PLATTE 3-71	2311	222	211	95.05%	11	4.95%
WASHINGTON 1-72	-	-	-	-	-	-
WASHINGTON 2-73	-	-	-	-	-	-
WASHINGTON 3-74	-	-	-	-	-	-
LIBERTY 13-75	-	-	-	-	-	-
LIBERTY 14-76	-	-	-	-	-	-
21 LIBERTY 3-77	-	-	-	-	-	-
21 CHOUTEAU 27-78	-	-	-	-	-	-
21 CHOUTEAU 28-79	-	-	-	-	-	-
ABSENTEE	0	15	14	93.33%	1	6.67%
VOTE CENTER	0	0	0	-	0	-
Total	2319	237	225	94.94%	12	5.06%

We, Chris Hershey and Wendy M. Flanigan, Directors of Elections for the Platte County Board of Election Commissioners, election authority of the County of Platte, hereby certify the above and foregoing to be a true, correct and complete abstract of all the votes cast in said County for the

## ***City of Smithville***

during the General Municipal Election held on the Sixth day of April, 2021, as shown by the returns made to the office by the judges of election of the different voting precincts in said County, and as verified by the Verification Board on the Ninth day of April, 2021, as provided in Section 115.507 and 115.499(1) RSMo

IN TESTIMONY WHEREOF, we hereunto set our hands and affix the seal of the Platte County Board of Election Commissioners at our office in Platte City, Missouri, this Ninth day of April 2021.



*Chris Hershey*  
\_\_\_\_\_  
*Wendy M. Flanigan*  
\_\_\_\_\_

# PLATTE COUNTY BOARD OF ELECTION COMMISSIONERS

STATE OF MISSOURI   )  
                                  )  
COUNTY OF PLATTE   )

We, Edward P. Davis, Stephen Foster, Bruce E. Kerr, and Kurt Killen being qualified voters of Platte County and per Statute section 115.499(1) RSMo 1986, the Verification Board, hereby certify the attached results are a true, correct and complete abstract of all votes cast in said County at the General Municipal election held on April 6, 2021 as shown by the returns made to the Board of Election Commissioners Office by the various and respective precincts, and the absentee ballots, for the said election on all issues and questions submitted thereon.

IN TESTIMONY WHEREOF, we hereunto subscribe our signatures.


  
Democratic Board Member

  
Democratic Board Member

  
Republican Board Member

  
Republican Board Member

Subscribed and Sworn to before me this 9th day of April 2021.

  
Director of Elections

  
Director of Elections

(SEAL)

Statement of Votes Cast  
General Municipal Election  
Platte County, Missouri  
April 6, 2021  
2021 General Municipal  
Official

Date: 4/9/2021  
Time: 10:50:14 AM CDT  
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	Public Safety Tax						Smithville Ward 3		
	Reg. Voters	Total Votes	YES		NO		Reg. Voters	Total Votes	Kelly Kobylski (NP)
Jurisdiction Wide	2040	287	199	69.34%	88	30.66%	-	-	-
01 Riverside / 03 Northmoor	-	-	-	-	-	-	-	-	-
02 Prairie Point / 32 Tiffany Springs	-	-	-	-	-	-	-	-	-
04 Houston Lake / 37 Southeast	-	-	-	-	-	-	-	-	-
05 Parkville	-	-	-	-	-	-	-	-	-
06 Par 4	-	-	-	-	-	-	-	-	-
07 Platte Hills / 15 Hampton East	-	-	-	-	-	-	-	-	-
08 Platte Woods / 36 Park Hill	-	-	-	-	-	-	-	-	-
09 Lake Waukomis	-	-	-	-	-	-	-	-	-
10 Weatherby Lake	-	-	-	-	-	-	-	-	-
11 Embassy	-	-	-	-	-	-	-	-	-
12 Farley	-	-	-	-	-	-	-	-	-
13 Hampton West	-	-	-	-	-	-	-	-	-
14 Platte City	-	-	-	-	-	-	-	-	-
16 Beverly / 17 Tracy / 28 Settles Station	-	-	-	-	-	-	-	-	-
18/19 Weston et al	-	-	-	-	-	-	-	-	-
23 New Market / 24 Dearborn	-	-	-	-	-	-	-	-	-
25 Edgerton / 26 Ridgely	-	-	-	-	-	-	-	-	-
27 Camden Point	-	-	-	-	-	-	1	0	0
29 Hoover / 43 Shiloh	-	-	-	-	-	-	-	-	-
30 Ferrelview/31 Mid-Continent/33 Linkville	-	-	-	-	-	-	-	-	-
34 Barry East	-	-	-	-	-	-	-	-	-
35 Northern Heights	-	-	-	-	-	-	-	-	-
38 Line Creek	-	-	-	-	-	-	-	-	-
40 Barry North	-	-	-	-	-	-	-	-	-
41 Park Hill North	-	-	-	-	-	-	-	-	-
42 Barry South	-	-	-	-	-	-	-	-	-
44 Seven Bridges	-	-	-	-	-	-	-	-	-
ABSENTEE	0	10	6	60.00%	4	40.00%	0	0	0
Total	2040	297	205	69.02%	92	30.98%	1	0	0





## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Annexation Public Hearing

---

**RECOMMENDED ACTION:**

Conduct a public hearing in accordance with State Law concerning annexing certain lots. Lot 36, Lakeside Crossing.

**SUMMARY:**

This lot is included in the legal action filed by the City earlier this year. Upon completion of this annexations, a total of two lots remain to be annexed.

**BACKGROUND:**

These are some of the final annexations resulting from a 1996 sewer service agreement for Lakeside Crossing.

**PREVIOUS ACTION:**

None

**POLICY ISSUE:**

Comprehensive Plan and Board Strategic Plan.

**FINANCIAL CONSIDERATIONS:**

None.

**ATTACHMENTS:**

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



MISSOURI St. Joseph News-Press • Smithville Herald • Kearney Courier • Liberty Tribune • Gladstone Dispatch • Green Acres Publication • Daily Star-Journal • Read It Free - NWMO KANSAS Atchison Globe Hiawatha World • Miami County Republic • Osawatomie Graphic • Louisburg Herald • Read It Free - Miami County

NPG Newspapers, Inc., P.O. Box 29, St. Joseph, MO 64502

Proof of Ad 03/29/21

Account: <b>269213</b>	Ad ID: <b>6677607</b>	Discount: <b>\$0.00</b>
Name: <b>JACK HENDRIX</b>	Description: <b>Hearing Apr 20.Lot 36.Volun Annex appl</b>	Gross: <b>\$30.42</b>
Company: <b>CITY OF SMITHVILLE</b>	Run Dates: <b>04/01/21 to 04/01/21</b>	Paid Amount:- <b>\$0.00</b>
Address: <b>107 W. MAIN</b>	Class: <b>189</b>	Amount Due: <b>\$30.42</b>
<b>SMITHVILLE, MO 64089</b>	Orig User: <b>SANDRAR</b>	
Telephone: <b>(816) 532-3897</b>	Words: <b>156</b>	
	Lines: <b>36</b>	
	Agate Lines: <b>60</b>	

Publication	Start	Stop	Inserts	Cost
Courier Tribune	04/01/21	04/01/21	1	\$30.42

(Published in the Courier-Tribune  
Thurs. 4/01/21)

#### **NOTICE OF PUBLIC HEARING**

To whom it may concern and to all parties interested, notice is hereby given that at **7:00 PM on April 20, 2021, the Smithville Board of Aldermen in City Hall, 107 W. Main St., Smithville, Mo. will conduct public hearings on the following Voluntary Annexation applications:**

**Lot 36, Lakeside Crossing First Plat, a subdivision of land in Clay County, Missouri, according to the recorded plat thereof, more commonly known as 2402 NE 158th St.**

All persons interested in said matter will be heard at this time concerning their views and wishes; and any protest of any of the provisions of the proposed changes to the city limits will be considered by the Board as provided by law. The hearings will be conducted by videoconference via Zoom. To obtain online access to attend or speak, please email [ldrummond@smithvillemo.org](mailto:ldrummond@smithvillemo.org) or call (816)532-3897 to speak with the City Clerk.

Proof

## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Bill No. 2903-21, Annexation of Lot 36 Lakeside Crossing – 2402  
Northeast 158<sup>th</sup> Street – 1<sup>st</sup> Reading

---

**RECOMMENDED ACTION:**

A motion to approve Bill No. 2903-21 for first reading by title only.

**SUMMARY:**

Approving this ordinance would annex Lot 36 of Lakeside Crossing 1<sup>st</sup> Plat into the City.

**BACKGROUND:**

This is one of the remaining lots in Lakeside Crossing that was requested to voluntarily annex in accordance with a Sewer Service Agreement for the subdivision executed in 1996.

**PREVIOUS ACTION:**

none

**POLICY ISSUE:**

Annexation

**FINANCIAL CONSIDERATIONS:**

Would increase general tax revenues and reduce sewer use fees.

**ATTACHMENTS:**

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

- ☐ Contract
- ☐ Plans
- ☐ Minutes

**BILL NO. 2903-21**

**ORDINANCE NO. XXXX-21**

**AN ORDINANCE ANNEXING CERTAIN ADJACENT TERRITORY INTO THE CITY OF SMITHVILLE, MISSOURI**

**WHEREAS**, on the 11th day of March 2021, a verified petition was signed by all owners of the real estate hereinafter described, requesting annexation of said territory into the City of Smithville, Missouri and filed with the City Clerk; and

**WHEREAS**, said real estate as hereinafter described is adjacent to and contiguous with to the present corporate limits of the City of Smithville, Missouri; and

**WHEREAS**, a public hearing concerning said matter was held at City Hall in Smithville, Missouri, at the hour of 7 p.m. on the 20<sup>th</sup> Day of April 2021; and

**WHEREAS**, notice of said public hearing was given by publication of notice hereof on the 1<sup>st</sup> day of April 2021 in the Courier Tribune, a weekly newspaper of general circulation, in the County of Clay, State of Missouri; and

**WHEREAS**, at said public hearing all interested persons, corporation or political subdivisions were afforded the opportunity to present evidence regarding the proposed annexation, and whereas no written objection to the proposed annexation was filed with the Board of Aldermen of the City of Smithville, Missouri, within fourteen (14) days after the public hearing; and

**WHEREAS**, the Board of Aldermen of the City of Smithville, Missouri, does find and determine that said annexation is reasonable and necessary to the proper development of the City; and

**WHEREAS**, the City is able to furnish normal municipal services to said area within a reasonable time after annexation.

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

SECTION 1. Pursuant to the provisions of Section 71.012 RSMo 1969, as amended by laws of 1976, the following described real estate is hereby annexed into the City of Smithville, Missouri, to wit:

Lot 36, Lakeside Crossing 1<sup>st</sup> Plat

SECTION 2. The boundaries of the City of Smithville, Missouri, are hereby altered so as to encompass the above-described tract of land lying adjacent to and contiguous with the present corporate limits.

SECTION 3. The City Clerk of the City of Smithville, Missouri, is hereby ordered to cause three (3) certified copies of this ordinance to be filed with the Clay County Clerk.

SECTION 4. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor, only if no written objection is received within fourteen (14) days of the public hearing as provided by Section 71.012.

PASSED THIS \_\_\_\_ DAY OF MAY 2021.

---

Damien Boley, Mayor

ATTEST

---

Linda Drummond  
City Clerk

First Reading: 04/20/2021

Second Reading 05/04/2021



## **STAFF REPORT**

April 20, 2021

Annexation of Parcel Id # 05-908-00-05-002.00

**Bill No. 2903-21**

---

Application for Voluntary Annexation of Land to the City

Code Sections: State Law Section 71-012 Annexation

Property Information: Address: 2402 NE 158<sup>th</sup> Street  
Owner: Kevin and Regina Obrien

Notice Date: April 1<sup>st</sup>, 2021

### **GENERAL DESCRIPTION:**

The applicant seeks to annex Lot 36 of Lakeside Crossing into the city.

### **COMPLIANCE WITH COMPREHENSIVE PLAN**

Voluntary annexation is a request by a property owner and is subject to the discretion of the City. The Comprehensive Plan currently identifies certain areas that can be considered for annexation. The subject property is surrounded by the city limits on three sides and a part of the Lakeside Crossing subdivision.

### **CONTIGUOUS AND COMPACT**

Property meets the State law requirement of 15% of the boundary be contiguous.

### **ABILITY TO PROVIDE SERVICES**

All utilities and services are provided in the subdivision at this time.

### **STAFF RECOMMENDATION:**

Staff recommends APPROVAL of the proposed annexation.

Respectfully Submitted,

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Zoning Administrator



## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Development

**AGENDA ITEM:** Resolution 914 - Fireworks Display Approval 815 East 92 Highway – White Iron Ridge

---

**RECOMMENDED ACTION:**

A Motion to approve Resolution 914 – Approving a Fireworks Display at 815 East 92 Highway on April 30, 2021.

**SUMMARY:**

The White Iron Ridge Event Center at 815 East 92 Highway seeks approval to discharge fireworks in the evening of April 30, 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 ten minutes. The anticipated time of the display is between 10:45 p.m. and 11:00 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:**

This is the third request for a fireworks display. 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 basis.

The Board approved Resolution 902 on March 23, 2021 for a wedding at White Iron Ridge and directed staff review the approval process and bring a policy forward for Board review, comment and action. Staff is currently in the process of developing information for Board review.

**POLICY ISSUE:**

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

**FINANCIAL CONSIDERATIONS:**

N/A

**ATTACHMENTS:**

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

## **RESOLUTION 914**

### **A RESOLUTION APPROVING A FIREWORKS DISPLAY AT 815 EAST 92 HIGHWAY (WHITE IRON RIDGE) ON APRIL 30, 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 ten minutes on April 30, 2021 as a sendoff to the bride and groom between 10:45 p.m. and 11:00 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 APRIL 30, 2021 FOR APPROXIMATELY 10 MINUTES AND TO BE COMPLETED BETWEEN 10:45PM AND 11:00PM.**

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 20<sup>th</sup> day of April 2021.

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Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk





## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Election of Mayor Pro-Tem

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### **RECOMMENDED ACTION:**

The Board should make nominations to elect their representative to serve as Mayor Pro-Tem and roll call vote.

### **SUMMARY:**

The Board of Aldermen are required to elect a Mayor Pro-Tem annually per City Ordinance.

Section 130.030. Acting President of The Board of Aldermen.

A. Pursuant to Section 79.090, RSMo, the Board of Aldermen shall elect one of their own number who shall be styled "Acting President of the Board of Aldermen" and who shall serve for a term of one year. The Acting President of the Board of Aldermen may commonly be referred to as Mayor pro tem.

B. Pursuant to Section 79.100, RSMo, when any vacancy shall happen in the office of mayor by death, resignation, removal from the City, removal from office, refusal to qualify or from any other cause whatever, the acting president of the Board of Aldermen shall for the time being, perform the duties of mayor, with all the rights, privileges, powers and jurisdiction of the mayor until such vacancy be filled or such disability be removed; or, in case of temporary absence of the mayor, until the mayor's return.

### **PREVIOUS ACTION:**

This is an annual event.

### **POLICY ISSUE:**

### **FINANCIAL CONSIDERATIONS:**

### **ATTACHMENTS:**

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



## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Election of Planning and Zoning Commission Member

---

**RECOMMENDED ACTION:**

The Board should make nominations and roll call vote.

**SUMMARY:**

The Board of Aldermen are required to elect a member to serve on the Planning and Zoning Commission.

Section 155.020 of the Code of Ordinances requires the Board of Aldermen to nominate and appoint a representative to the Parks and Recreation Committee. The process is similar to the appointment of Mayor Pro-Tem.

**PREVIOUS ACTION:**

This is an annual event.

**POLICY ISSUE:**

**FINANCIAL CONSIDERATIONS:**

**ATTACHMENTS:**

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

- ☐ Contract
- ☐ Plans
- ☐ Minutes



## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Election of Economic Development Committee Member

---

**RECOMMENDED ACTION:**

The Board should make nominations and roll call vote.

**SUMMARY:**

The Board of Aldermen are required to elect a member to serve on the Economic Development Committee.

Section 155.020 of the Code of Ordinances requires the Board of Aldermen to nominate and appoint a representative to the Economic Development Committee. The process is similar to the appointment of Mayor Pro-Tem.

**PREVIOUS ACTION:**

This is an annual event.

**POLICY ISSUE:**

**FINANCIAL CONSIDERATIONS:**

**ATTACHMENTS:**

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

- ☐ Contract
- ☐ Plans
- ☐ Minutes



## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Election of Parks and Recreation Committee Member

---

**RECOMMENDED ACTION:**

The Board should make nominations and roll call vote.

**SUMMARY:**

The Board of Aldermen are required to elect a member to serve on the Parks and Recreation Committee.

Section 155.020 of the Code of Ordinances requires the Board of Aldermen to nominate and appoint a representative to the Parks and Recreation Committee. The process is similar to the appointment of Mayor Pro-Tem.

**PREVIOUS ACTION:**

This is an annual event.

**POLICY ISSUE:**

**FINANCIAL CONSIDERATIONS:**

**ATTACHMENTS:**

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

- ☐ Contract
- ☐ Plans
- ☐ Minutes



## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Administration

**AGENDA ITEM:** Appointments to the Finance Committee

---

**RECOMMENDED ACTION:**

Mayor will make nominations and the Board will vote.

**SUMMARY:**

The Mayor will make nominations for the Finance Committee.

Appointments to committees and boards are needed regularly. The Mayor will make nominations and the Board will vote.

Finance Committee – Alderman Atkins  
Alderman Hartman  
Melissa Wilson as citizen representative

A vote will be needed for each nomination.

**PREVIOUS ACTION:**

**POLICY ISSUE:**

**FINANCIAL CONSIDERATIONS:**

**ATTACHMENTS:**

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

## **Volunteer Application**

### **Parks and Recreation Committee**

Melissa Wilson  
19507 Diamond Ln.  
Smithville MO 64089  
[Melkay7982@yahoo.com](mailto:Melkay7982@yahoo.com)

#### **Background:**

I am a 20-year citizen of the City of Smithville. My 40 plus years in banking taught me to study and analyze reports to consider the outcome or results. I used this experience while serving as Smithville Ward 1 alderwoman from April 2017-April 2021. During my tenure as alderwoman, I served 3 years on the Planning and Zoning Commission and 1 year on the Parks and Recreation Committee. I was a highly active participant in the drafting of the city's new strategic and comprehensive plans. I also served as a member of numerous committees to review Request for Qualifications to assist city staff in the selection of the successful company of various projects. I served on committees which interviewed applicants for key city positions.

#### **Reason for Volunteering:**

I would like to continue being actively involved on planning our city's future. However, I would like to do so in a different capacity than alderwoman. I would like to be a part of the Park and Recreation Committee to assist in finalizing the new Park and Recreation Master Plan. As a result of the new master plan there will be new projects that will need sound decision making. I believe I can make those sound decisions.

#### **Additional experience or information which a City Committee might benefit from:**

During the past four years as alderwoman, I have been involved in discussions about the future for parks and recreation. I believe that knowledge can be valuable to this committee.

# MELISSA WILSON

19507 Diamond Lane, Smithville, MO 64089. (816) 898-8435. [melkay7982@yahoo.com](mailto:melkay7982@yahoo.com)

## PROFESSIONAL SUMMARY

Highly organized and meticulous with experience in corporate office settings. Adept at preparing and maintaining files and greeting visitors. Good communicator and planner with strong judgement and critical thinking abilities.

## SKILLS

- Recruiting and Hiring
- Staff training/development
- Effective leader
- Organized
- Consistently meets goals
- Efficient multi-tasker
- Deadline-oriented

## WORK HISTORY

### **Deposit Operations, 09/1990 to 08/2017**

#### **Platte Valley Bank of Missouri** - Platte City, Missouri

27 years in Deposit Operations; officer promotions through years of service.

Promoted to Senior Vice President September 2012.

Supervised 15 employees in daily bank Deposit Operations bookkeeping duties.

Scheduled necessary training for the department.

Handled all back-office bond accounting functions; including booking buys, sells, interest received, maturities, monthly fair market value adjustments, pledging securities to public entities for excess deposited funds, furnish month-end reports to public entities.

Handled IRA and HSA oversight and tax reporting.

Handled year-end tax reporting for deposit accounts.

Completed quarterly FDIC Call Reports.

Reconciled general ledger and correspondent accounts on daily, weekly, monthly basis.

Handled wire transfers and ACH functions.

Created excel spreadsheets for reconciling and balances accounts, tracking securities pledged for repurchase agreements.

Handled customer and bank employees' inquiries.

Handled bank investments in overnight Fed Funds.

As needed assisted with bank branch audits.

Account payables.

### **Return Item Clerk, 04/1988 to 09/1990**

#### **American National Bank** - St Joseph, Missouri

Daily processing of return checks for 3 American National Bank locations across the state of Missouri, proof machine operator as needed.

### **Bank Bookkeeper, 04/1987 to 04/1988**

#### **Valley State Bank** - Atchison, KS

Daily balancing of deposit general ledger accounts.

Return item processing.

Proof machine operator.

Drive up teller.

**Claims Specialist, 12/1985 to 04/1987**

**Federal Deposit Insurance Corporation - St Joseph, Missouri**

Handled depositor FDIC insurance claims for failed financial institutions. Onsite work at failed payout financial institutions; balance deposit account general ledgers to customers account statements; determined total insurance payout per insured customer and possible excess amounts over FDIC insurance coverage.

Audited FDIC settlement records of failed institutions.

**Bookkeeper, 04/1977 to 12/1985**

**Princeton State Bank - Princeton, Missouri**

Daily balancing of deposit ledger accounts

Processed return items

Prepared quarterly FDIC call report

booked new loans and loan payments.

drive up teller.

**Bookkeeper, 03/1974 to 04/1977**

**Peoples State Bank - Spickard, Missouri**

Balanced deposit general ledgers

Posted checks and deposits to customer statements and bank's ledgers.

Filed paid checks and deposits.

Mailed customer statements

**Retail Clerk, 06/1973 to 03/1974**

**P N Hirsch - Trenton, Missouri**

Responsible men's clothing department

Weekly inventory of men's apparel

Ordered men's apparel.

Assisted customers in all store departments.

Rang up sales.

## Education

High School Diploma:

1973

Princeton R- V –

Princeton, MO

## ADDITIONAL INFORMATION

Served on Clay County Senior Services board January 2014-November

2017

Served as board treasurer 2015-2017

Smithville Missouri Ward 1 Alderman April 2017 to April 2021

Smithville Missouri Planning and Zoning committee April 2017 -April 2019, May 2020- April 2021

Smithville Missouri Parks and Rec committee-May 2019 to April 2020

Smithville Missouri Financial Review Committee--March 2019 to present- monthly review city financial statements.











## Board of Alderman Request for Action

**MEETING DATE:** 4/20/2021

**DEPARTMENT:** Administration

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

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**RECOMMENDED ACTION:**

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

**SUMMARY:**

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

**PREVIOUS ACTION:**

N/A

**POLICY ISSUE:**

The Board of Alderman will vote to close part of this meeting directly following the Board of Alderman Regular Session Pursuant Section 610.021(1) RSMo. This Executive Session will be conducted via videoconference.

**FINANCIAL CONSIDERATIONS:**

**ATTACHMENTS:**

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