



City of Smithville, Missouri

Board of Aldermen - Work Session Agenda

Tuesday, August 6, 2024

5:30 p.m. – City Hall Council Chambers and Via Videoconference

Anyone who wishes to view the meeting may do so in real time as it will be streamed live on the City's YouTube page.

For Public Comment via Zoom, please email your request to the City Clerk at ldrummond@smithvillemo.org prior to the meeting to be sent the meeting Zoom link.

- 1. Call to Order**
- 2. Board of Aldermen and Economic Development Committee Joint Discussion**
- 3. Discussion Combined Water and Wastewater Fund**
- 4. Discussion Schedule of Fees**
- 5. Adjourn**

Join Zoom Meeting

<https://us02web.zoom.us/j/84128002358>

Meeting ID: 841 2800 2358

Passcode: **275931**



Date:	August 6, 2024
Prepared By:	Gina Pate, Assistant City Administrator
Subject:	Economic Development Committee Joint Work Session

Background:

Over the past year, the Economic Development Committee (EDC) has reviewed the 2019 Strategic Plan and the 2030 Comprehensive Plan to identify goals and priorities. Our focus has been on the Strengthened Business and Economic Development pillar, a key area called out in both plans. The EDC is assigned as a responsible party in many of action items for this pillar within the Comprehensive Plan.

Through extensive discussions on goal setting and priorities, the EDC has made significant progress in advancing the goals outlined in these plans. We have developed a working list of goals and action items for the upcoming year.

As some of these action items vary in priority, we seek the Board's feedback to determine which specific items should be prioritized in the near term that are not currently identified in the upcoming goals and action items listed in the memo.

Accomplishments so far in 2024:

Discussed murals for downtown Smithville, and hosted MU Extension staff to provide more guidance on how to create more opportunities for public art. The EDC gave direction for Smithville Main Street District to lead the effort for the public art opportunities in the downtown area, once the pilot program is established the EDC can create a formal policy for other public art initiatives throughout the city.

Comprehensive Plan Alignment: ST.3.4 *Explore public art opportunities, such as murals, in Smithville's Historic Downtown Subdistrict to strengthen the visual appeal of the Downtown*

The EDC prioritized updating our current city website with more information on our [Economic Development](#) page. This in turn spurred discussion regarding marketing materials. The EDC prompted the idea to pass out marketing materials to campers at Smith's Fork Campground. Camp hosts provide the brochure as campers to check in to provide more opportunities for visitors to find out what to do in Smithville. There is a [landing page](#) on the city's website to help drive visitors to local amenities.

Comprehensive Plan Alignment: BE.2.5 *Consider undertaking a city marketing campaign emphasizing the recreational activities associated with Smithville Lake.*

Strategic Plan Alignment: *Pursue tourism related business potential*

With the partnership of the Smithville Area Chamber of Commerce, the EDC presented the idea of having lunch and learns for individuals and small businesses in the community. So far the EDC has hosted one lunch and learn focusing on the resources from the Missouri Department of Economic Development available for businesses. Future lunch and learns include safety best practices for small businesses and a marketing workshop.

Comprehensive Plan Alignment: BE 1.5 *Continue to provide Small Business Resources, such as the city's Business Startup Checklist, the Smithville Area Chamber of Commerce, and Main Street programming and assistance.*

Strategic Plan Alignment: *Build a lifelong learning culture*

Currently scheduling the South Employment Overlay district engagement meeting, so moving that project along for future development opportunities and economic data.

Comprehensive Plan Alignment: BE 3.2 *Establish a Zoning Overlay in the 169 South Character Area on the west side of Hwy 169 for which commercial uses are allowed if they meet the key priority industry criteria or metrics.*

Upcoming Goals and Action Items:

- Create a marketing campaign/strategy for two areas:
 - Tourism
 - Supporting Comprehensive Plan 2030 Goal: BE 2.5
 - Strategic Plan Goal: Pursue tourism related business potential
 - Development
 - Supporting Comprehensive Plan 2030 Goal: BE 3.5
 - Strategic Plan Goal: Leverage off airport redevelopment
- Potential review of the need of personnel or a vendor to provide marketing services
 - Including the tasks of Economic Development
 - Supporting Comprehensive Plan 2030 Goal: BE 3.4
- Review opportunities to leverage off Smithville Lake for Economic Development
 - Include in marketing materials
 - Supporting Comprehensive Plan 2030 Goal: BE 2.4
- Explore Airbnb visitor data for economic development
 - Supporting Comprehensive Plan 2030 Goal: BE 2.2
- Website Development to be a one-stop-shop for the following:
 - Tourism Information Packet
 - Development Information Packet
 - Site interest / locations for available land and buildings
 - Website timing with RFQ in FY2025

Board Feedback:

1. Is there anything that the EDC should be working on in the short-term and long-term in addition to the list above?
2. What is the vision of the Board for development in 2, 5, 10 years? How would the Board like the EDC to proceed in assisting with accomplishing these goals?

Date:	August 6, 2024
Prepared By:	Rick Welch, Finance Director
Subject:	FY25 Proposed Utility Rate Changes

Staff has prepared a presentation and discussion of proposed changes for consideration by Board of Aldermen as a part of the FY2025 Proposed Utility Rate Changes. In 2022, the City of Smithville contracted with Raftelis Financial Consultants to create a utility rate study. That rate study outlined projected rate adjustments over the next five years.

Staff are proposing a 15% increase in both the monthly fixed water fee and the monthly water volume rate (charged per 1,000 gallons of water used) and a 15% increase in the monthly fixed wastewater fee, and the monthly wastewater volume rate (charged per 1,000 gallons of wastewater used). Both the water and wastewater fee increases have been recommended by the utility rate study.

Capital projects are the primary driver of the proposed rate adjustments, but there are other needs that influence utility rates. There are several requested items for the FY2025 proposed budget in the CWWF Fund, which includes:

- Water Master Plan Update:** The Utilities Department seeks approval to have HDR review and re-do our water and wastewater masterplans. These plans have been changed due to growth and consumption and we would like to see it updated to ensure we do the projects needed on time. The estimated cost is \$100,000.
- Wastewater Master Plan Update and Plan Renewal:** A request for HDR to work with MoDNR to renew our wastewater treatment plant permit, which expires in 2025. HDR has worked well with MoDNR in the past to ensure our permit has us doing testing that is needed for this plant and not extra sampling that will cost the city more money yearly. The estimated cost is \$100,000.
- Sewer Jetter Machine:** The Utilities Department is requesting a new setter jetter to clean clogged sewer lines, perform preventative maintenance, and clean up streets after water breaks occur. The current jetter is over 20 years old and has 1,100 hours of run time and has required four pump rebuilds. If the jetter is not functioning properly, the City must hire a company to clean the sewer lines (which typically costs about \$1,000 each time to clean a line). The jetter was identified for replacement in the City's long-term equipment replacement plan. The sewer jetter machine is expected to cost \$200,000 to acquire.

- **Wet Well Wizard:** This product works to eliminate grease and hydrogen sulfide in sewer pump stations. Rollins Landing pump station has a very bad grease problem and the Quail Ridge pump station has a very bad hydrogen sulfide issue. Hydrogen sulfide is a very potent gas that is highly corrosive to metal and concrete. Since Quail Ridge has very low flow it allows the wastewater to go septic and emit this gas. The wet well wizard will correct this problem. The estimated cost to purchase two units, one for each station, is \$26,000.
- **Chemical Building Lighting and Windows Replacement:** In 2023, a portion of the existing lighting at the WTP was updated to more energy efficient LED fixtures in the high service pump area, pipe gallery, and Morton building. Utilities staff would like to update the remaining lighting to reduce maintenance costs and provide energy savings. The cost estimate to complete the lighting and window replacement is \$25,000.

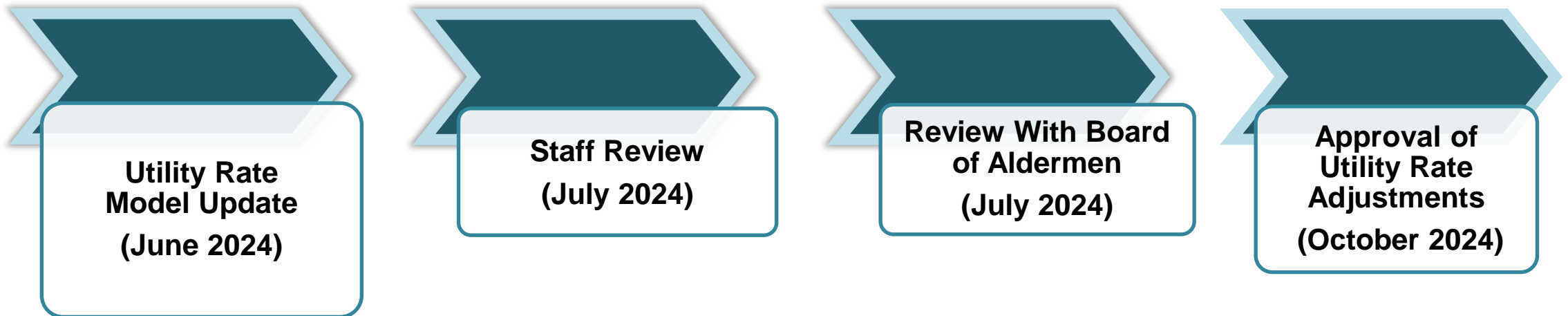
The PowerPoint presentation will review scenarios of the CWWS Fund cashflow, changes with the proposed rate increases, a history of the City's utility billing average invoice, and a comparison of the City's utility billing compared to surrounding cities. The operational needs, capital projects and proposed rate discussion increases reflect the ongoing review of the CWWS fund requirements to maintain utility services to our customers, as directed by the City's rate study and the Board.



FY2025 Proposed Utility Rate Adjustments



Utility Rate Adjustments – Review Process



Developing the CWSWS Fund Budget

- Utility rate adjustments are *necessary to fund the following items*:
 - ✓ Ongoing Water & Sewer “Pay-As-You-Go” (Cash Funded) Capital Improvement Projects Recommended from Water and Wastewater Master Plans.
 - ✓ Future Water & Sewer Debt Financed Projects (WTP & WWTP Plant Expansion Projects) Recommended from Water and Wastewater Master Plans.
 - ✓ Increased Expenses for Operational Maintenance and Repairs for the CWSWS System.
 - ✓ Equipment Upgrades (Water Master Plant Update, Wastewater Master Plant Update and Plant Renewal, Sewer Jetter Machine, Wet Well Wizard, and Chemical Building Lighting and Windows Replacement).



Utilities Operational Staff

Five Year CIP – CWWS Fund

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY2028	FY2029
West Bypass of the 144th Street Lift Station (Construction)	\$2,200,000	-	-	-	-
144 th Street Lift Station (Construction)	\$100,000	-	-	-	-
144 th Street Lift Station Federal Earmark	-\$1,500,000				
Smith's Fork Force Main (Construction)	\$600,000	-	-	-	-
Owens Branch Gravity Line Phase #1, Line #1 (Engineering)	\$200,000	-	-	-	-
Maple Ave & River Crossing (12" Waterline) (50% of Construction)	\$700,000	-	-	-	-
Stonebridge Lift Station (Engineering)	\$30,000	-	-	-	-
Stonebridge Lift Station (Construction With SSD Cost Sharing)	\$1,300,000	-	-	-	-
Water Plant Improvements (Construction)	\$1,400,000	-	-	-	-
McDonalds/Central Bank Lift Station (Engineering)	\$100,000	-	-	-	-
Grand Total (Net Cost)	\$5,130,000	\$0	\$0	\$0	\$0

Five Year CIP – CWWS Fund (Continued)

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY2028	FY2029
Interconnect Mains at 144 th /169 Highway/Major Mall (S2, Construction)	-	\$55,000	-	-	-
Highway 92 & Commercial Waterline (Engineering)	-	\$150,000	-	-	-
Smith's Fork Park Waterline (Construction)	-	\$170,000	-	-	-
Owens Branch Gravity Line Phase #1, Line #1 (Construction)	-	\$1,150,000	-	-	-
Highway 92 & Commercial Waterline (Construction)	-	\$300,000	-	-	-
Owens Branch Gravity Line Phase #1 and #3, Line #2 (Engineering)	-	\$1,000,000	-	-	-
McDonalds/Central Bank Lift Station (Construction)	-	\$500,000	-	-	-
Grand Total (Net Cost)	\$5,130,000	\$3,325,000	\$0	\$0	\$0

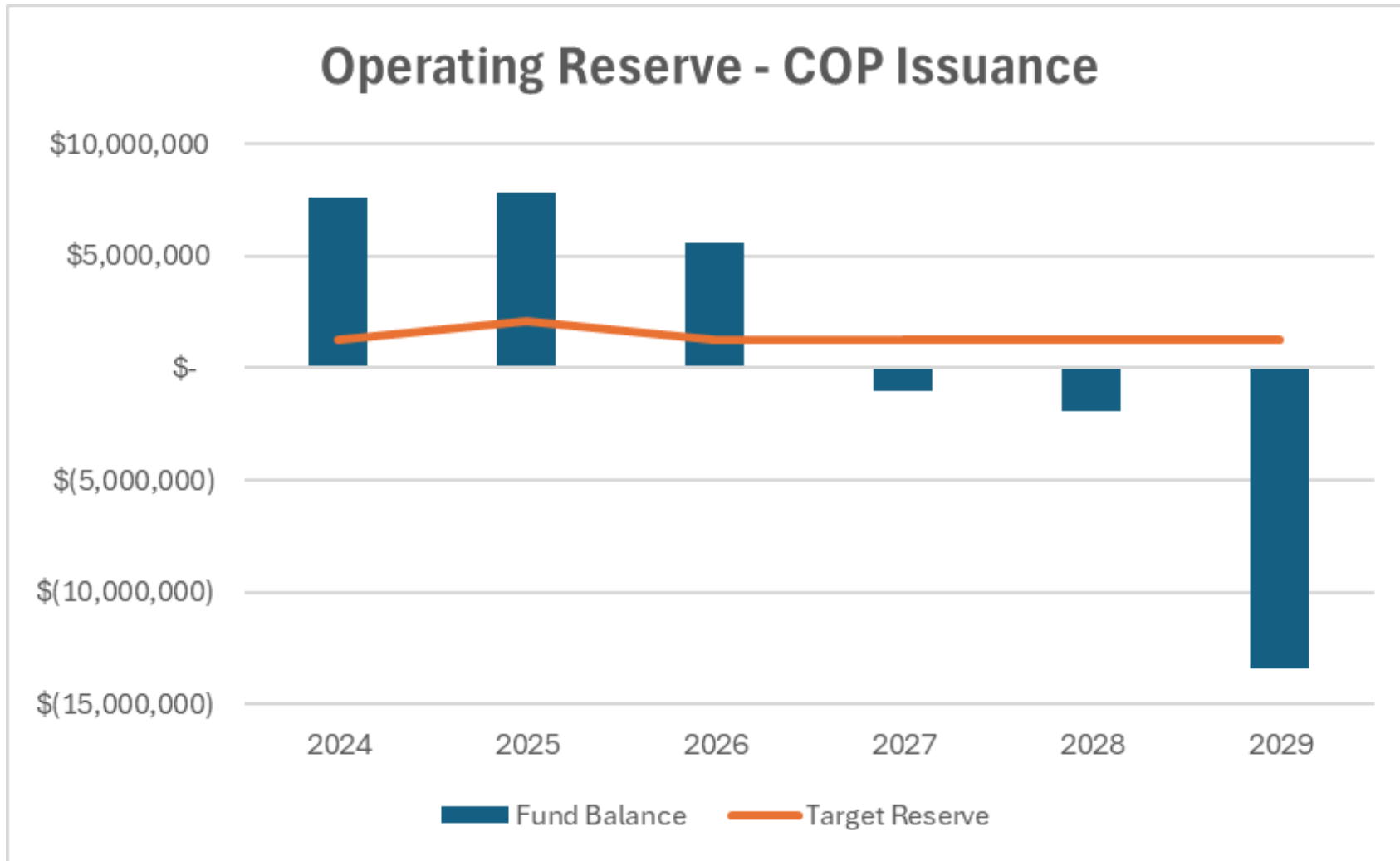
Five Year CIP – CWWS Fund (Continued)

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY2028	FY2029
Owens Branch Gravity Line Phase #1, Line #3 (Construction)	-	-	\$2,000,000	-	-
Wastewater Treatment Plant Expansion (Engineering)	-	-	\$1,050,000	-	-
Owens Branch Gravity Line Phase #1, Line #2 (Construction)	-	-	\$2,500,000	-	-
Water Plant Expansion (Engineering)	-	-	\$2,100,000	-	-
Additional Water and Wastewater Project Funding	-	-	-	\$2,000,000	-
Wastewater Treatment Plant Expansion (Construction)	-	-	-	-	\$3,000,000
Water Plant Expansion, Phase I (Construction)	-	-	-	-	\$7,500,000
Additional Water and Wastewater Project Funding	-	-	-	-	\$2,000,000
Grand Total (Net Cost)	\$5,130,000	\$3,325,000	\$7,650,000	\$2,000,000	\$12,500,000

** Projects with a **GREEN** background are new to the 5 Year CIP.*

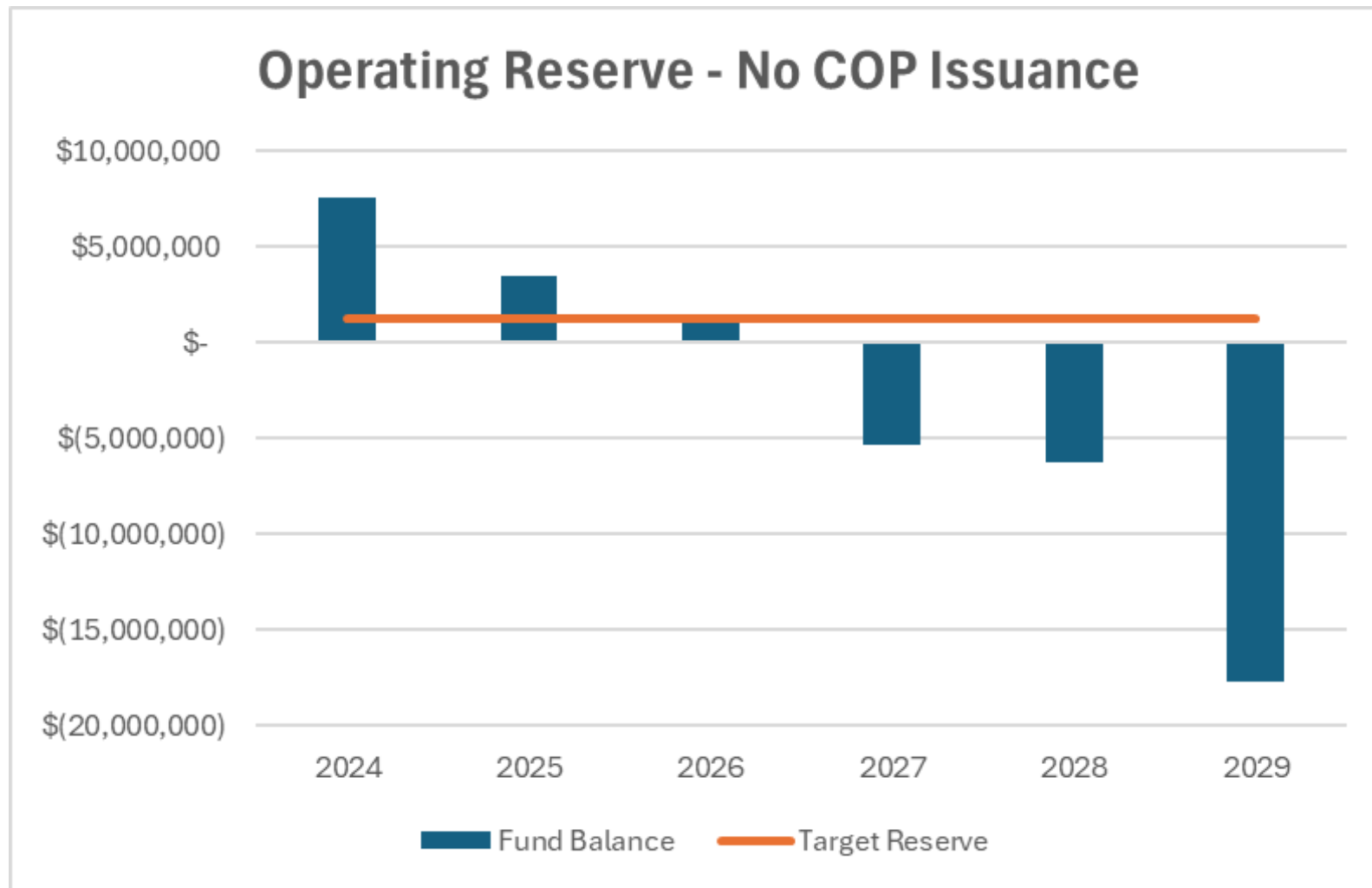
*Projects with a **RED** background expenditures past the 5 Year CIP.*

CWWS Cashflow – COP Issuance No Rate Increase



- Cashflow with issuance of COP debt, but no rate increase helps maintain a fund balance above the target reserve until FY27.
- Model does not include an annual rate adjustment of 15% to both water and wastewater, which was recommended in the rate study.

CWWS Cashflow – No COP Issuance No Rate Increase



- Cashflow without issuance of COP debt and no rate increase helps maintain a fund balance above the target reserve through FY25.
- Model does not include an annual rate adjustment of 15% to both water and wastewater, which was recommended in the rate study.

Proposed Changes – Water Fixed Rates

Water Rates	FY2024	FY2025 (Proposed)
Monthly Water Fixed Charge (3/4" and 1" Residential Meter)	\$14.70 / Month	\$16.91 / Month
Senior Monthly Water Fixed Charge (3/4" and 1" Residential Meter)	\$12.50 / Month	\$14.38 / Month*

15% Proposed Increase on the Monthly Water Fixed Charge.

***Senior Rate** reflects a 15% discount from the regular rate.

Proposed Changes – Water Volume Rates

Water Rates	FY2023 (Current)	FY2024 (Proposed)
Monthly Water Volume Charge	\$10.40 Per 1,000 Gallons Used	\$11.96 Per 1,000 Gallons Used
Wholesale Water Rate	\$6.21 Per 1,000 Gallons Used	\$7.14 Per 1,000 Gallons Used

15% Proposed Increase on the Monthly Water Volume Charge (Including Wholesale Rate at Which Water is Sold to PWSD #8)

Proposed Changes - Wastewater Fixed Rates

Wastewater Rate	FY2023 (Current)	FY2024 (Proposed)
Monthly Wastewater Fixed Charge (3/4" and 1" Residential Meter)	\$21.19 / Month	\$24.37 / Month
Senior Monthly Wastewater Fixed Charge (3/4" and 1" Residential Meter)	\$18.01 / Month	\$20.71 / Month*

15% Proposed Increase on the Monthly Wastewater Fixed Charge

***Senior Rate** reflects a 15% discount from the regular rate.

Proposed Changes - Wastewater Volume Rates

Wastewater Rate	FY2023 (Current)	FY2024 (Proposed)
Monthly Wastewater Volume Charge	\$8.84 Per 1,000 Gallons Used	\$10.17 Per 1,000 Gallons Used

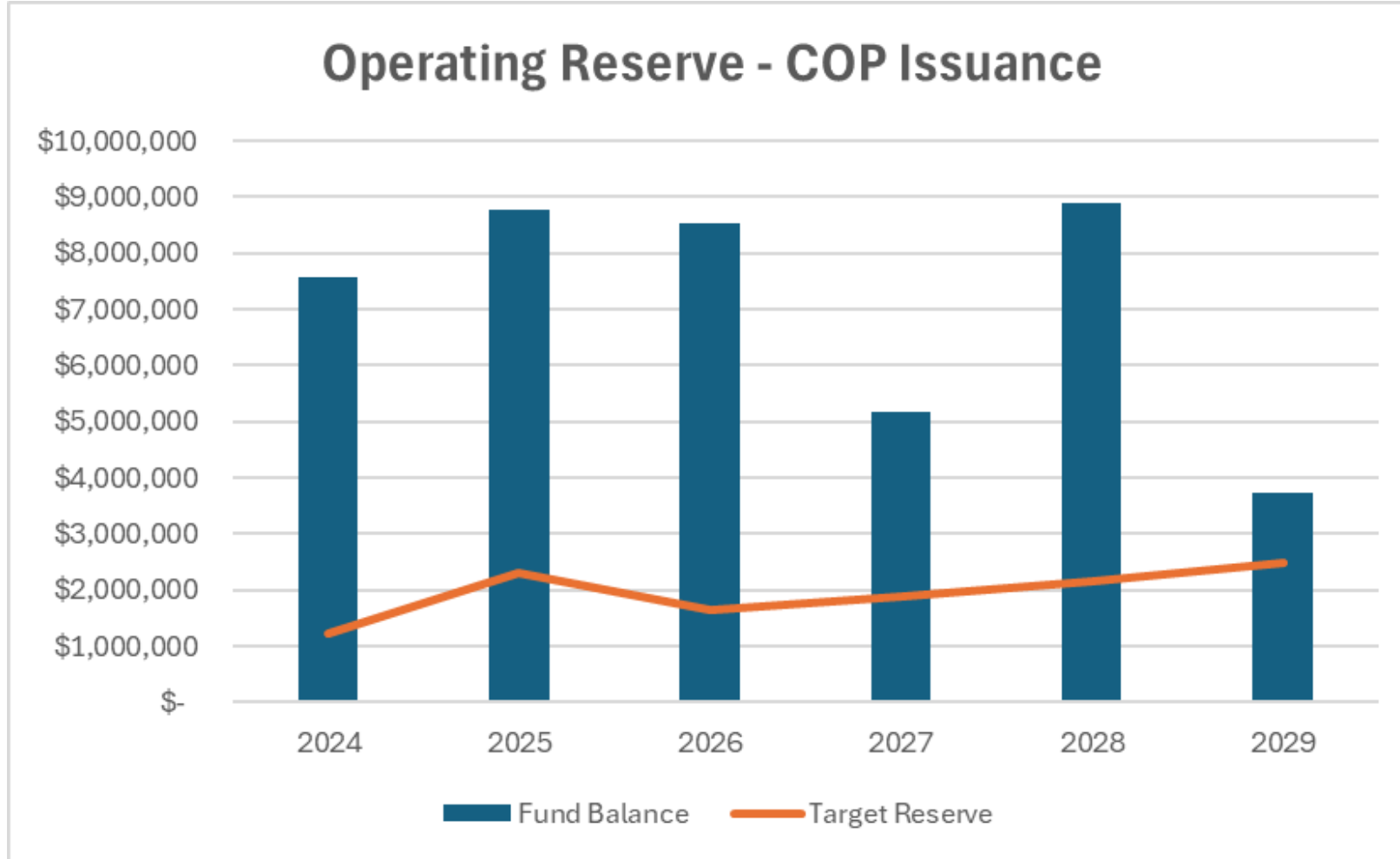
15% Proposed Increase on the Monthly Wastewater Volume Charge

Proposed Changes - Water Fixed Rates

Non-Resident (Outside City Limit) Customers	FY2024	FY2025 (Proposed)
Sewer Only (Outside City Limit) Customers	\$81.68	\$92.61
Water Only (Outside City Limit) Customers	\$22.05 / Month + \$15.60 / 1,000 Gallons	\$25.37 / Month + \$17.94 / 1,000 Gallons
Water Only (Outside City Limit) Customers – Senior Discount	\$18.74 / Monthly + \$15.60 / Gallons	\$21.56 / Monthly + \$17.94 / Gallons

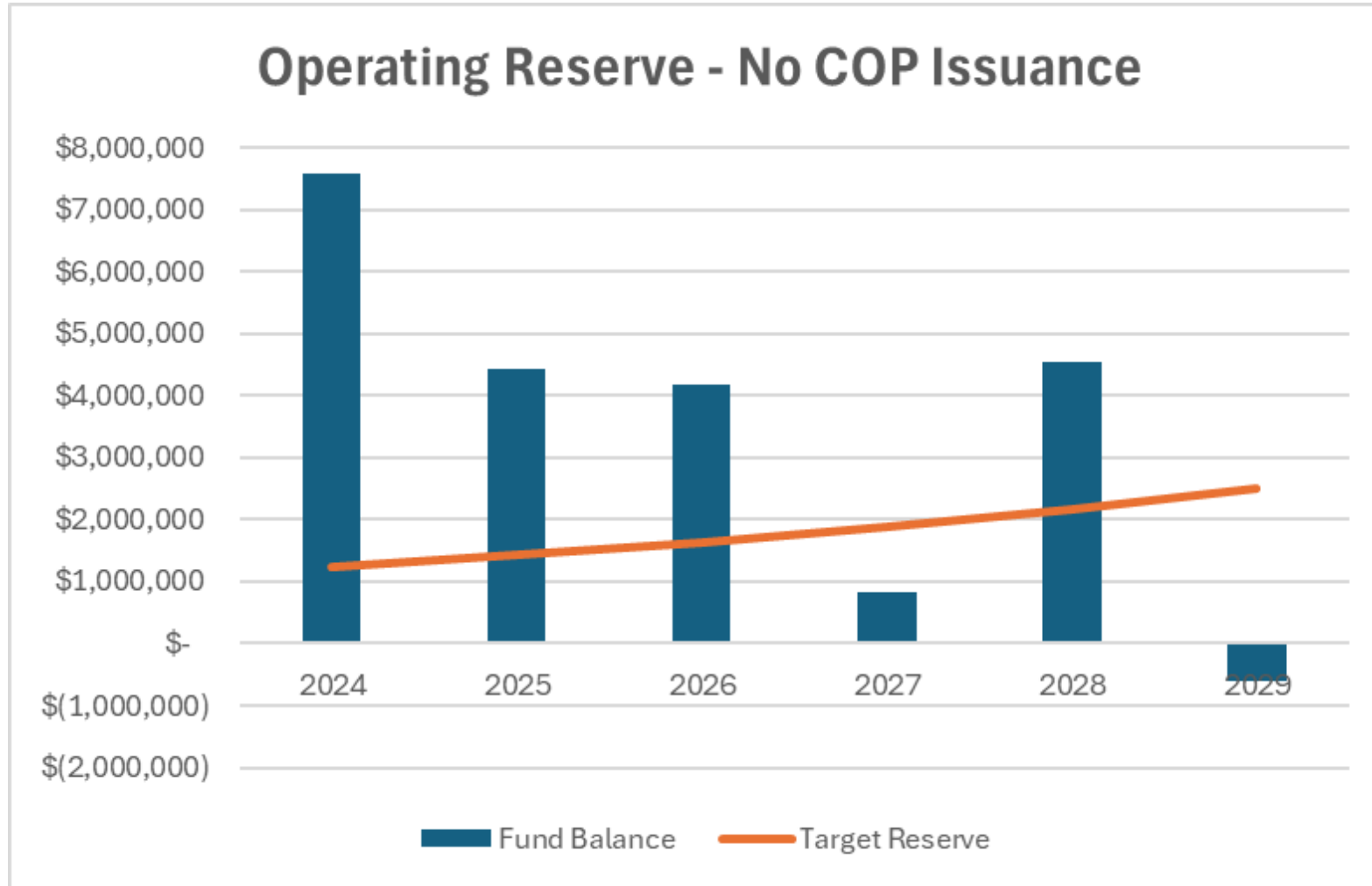
This Rate is Set By City Ordinance No. 3208-23, Section 705.040.

CWWS Cashflow – Rate Increase and COP Issuance



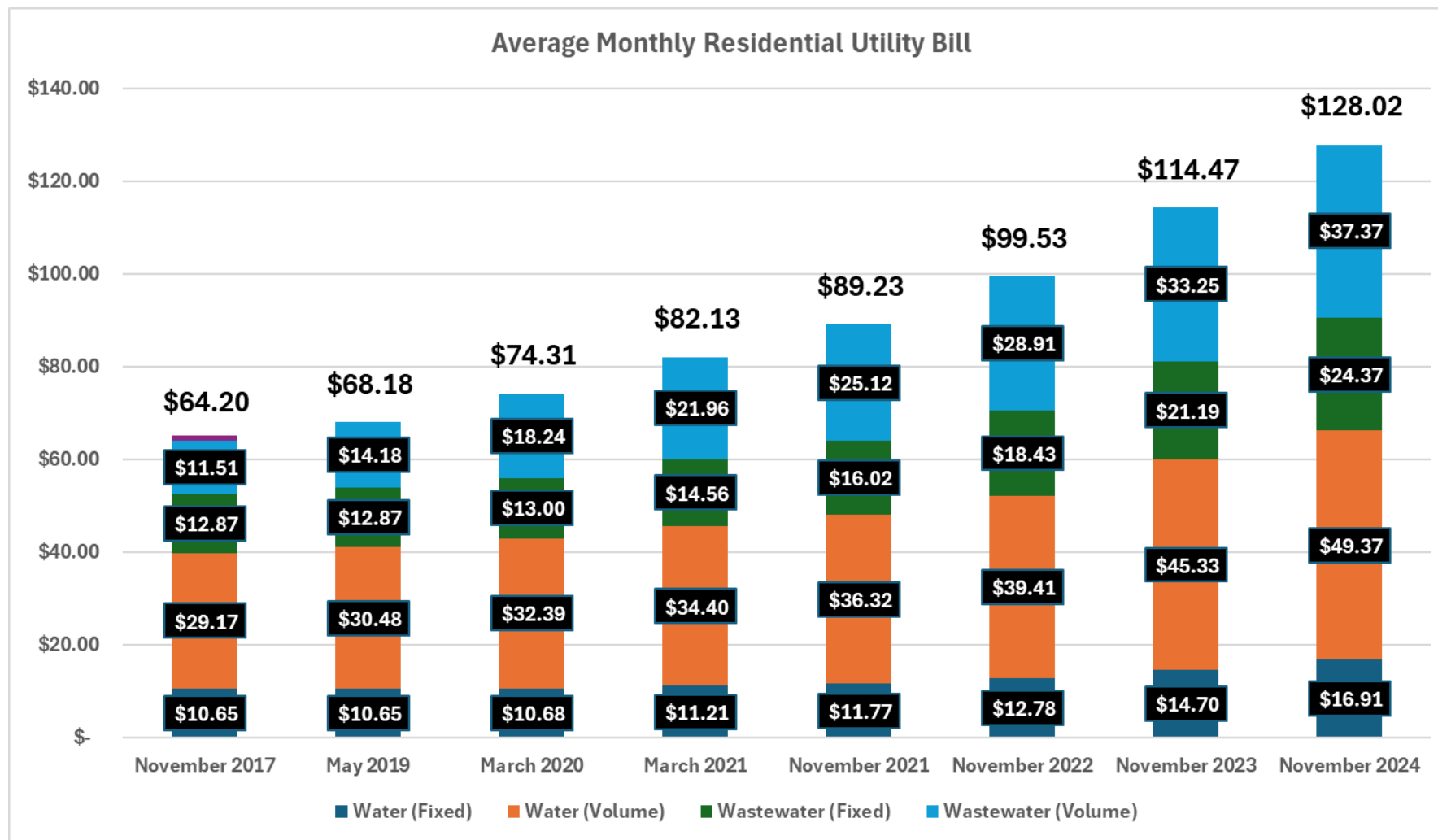
- Cashflow with proposed rate increase and COP issuance helps maintain a fund balance well above the target reserve of 20% of operating revenues.
- Model assumes ongoing rate adjustments of 15%, per rate study, for water and wastewater rates each year.

CWWS Cashflow – Rate Increase and No COP Issuance



- Cashflow with proposed rate increase and no COP issuance helps maintain a fund balance FY27, when the target reserve is not met.
- Model assumes ongoing rate adjustments of 15%, per rate study, for water and wastewater rates each year.

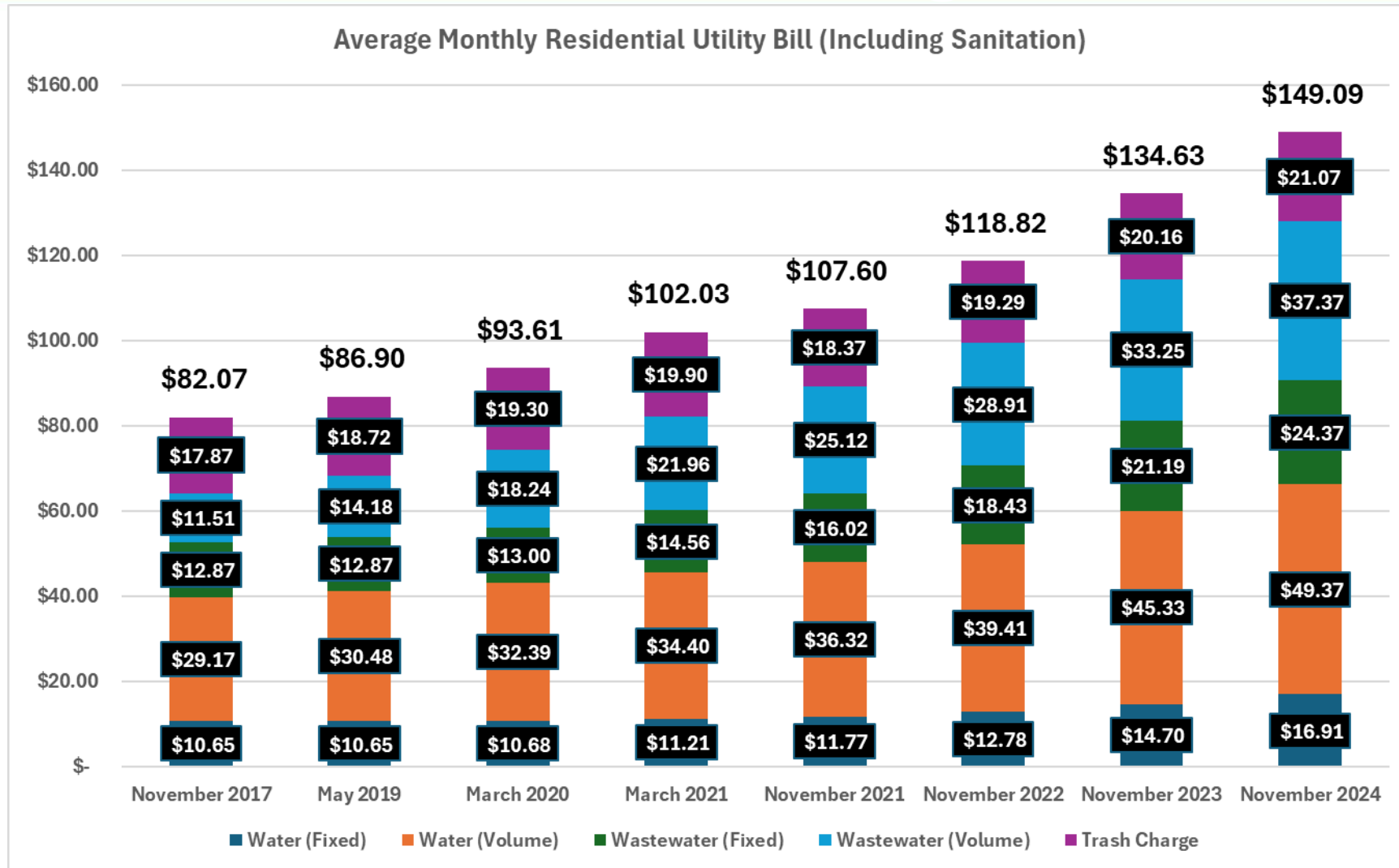
Average Monthly Utility Bill (Water and Wastewater Only)



Water Usage Assumption:
4,128 Gallons.

Wastewater Usage Assumption:
3,675 Gallons.

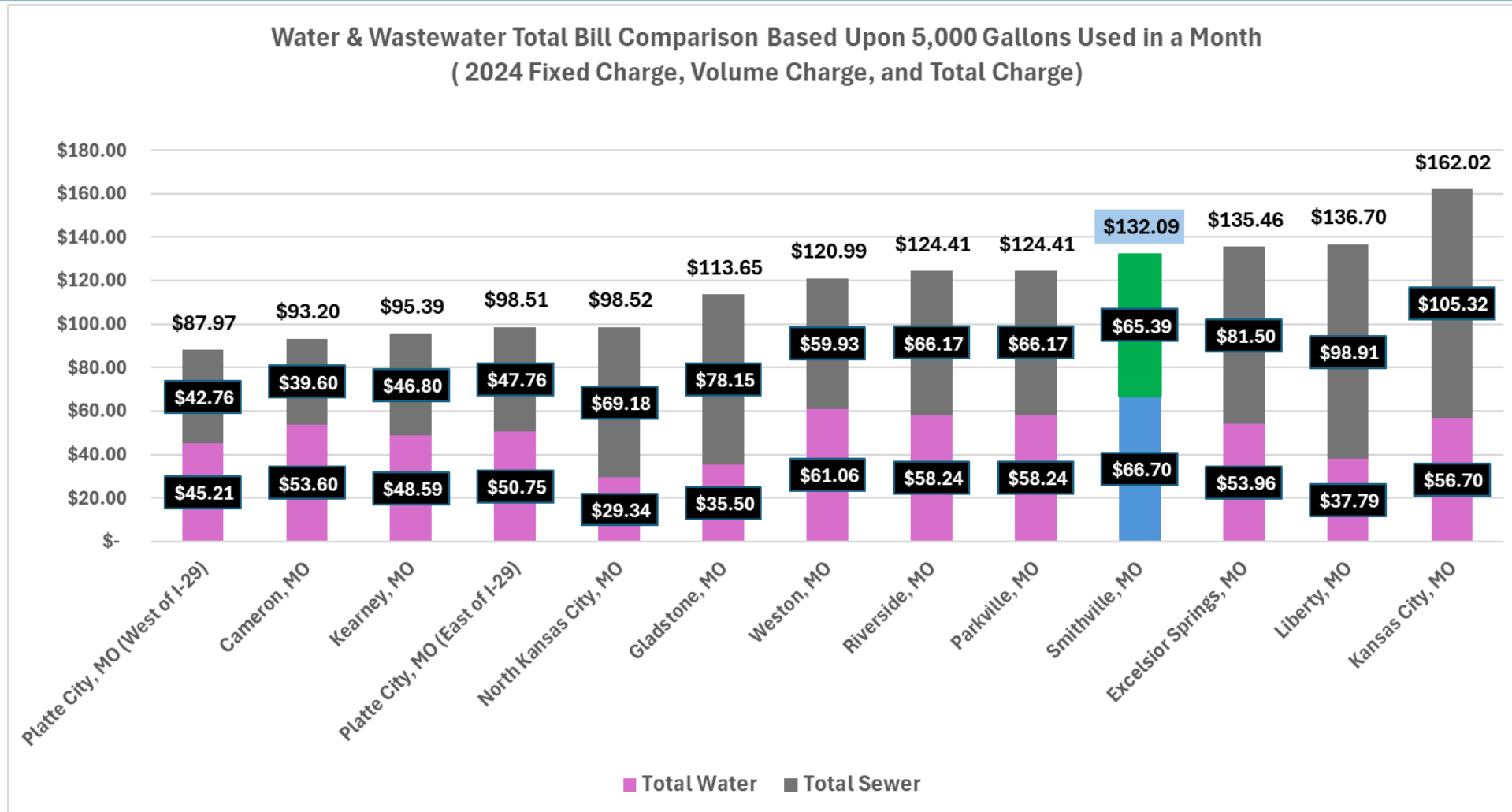
Average Monthly Utility Bill (Including Trash)



Water Usage Assumption:
4,128 Gallons.

Wastewater Usage Assumption:
3,675 Gallons.

City Comparison – Utility Bills





FY2025 Budget Process Schedule

- FY2024 Operating Budget and 5 Year CIP Review: 1st Discussion (**August 20**)
- FY2024 Operating Budget and 5 Year CIP Review: 2nd Discussion - If Needed (**September 3**)
- Public Hearing for Sewer Rates as Required by Missouri State Statute (**October 1**)
- FY2025 Operating Budget on 1st Reading (**October 1**)
- Adopt Water & Wastewater Utility Rates by Board Resolution (**October 15**)
- Adopt the FY2024 Operating and Capital Budget on 2nd Reading (**October 15**)

Date:	August 6, 2024
Prepared By:	Rick Welch, Finance Director
Subject:	FY25 Proposed Schedule of Fees

Staff has prepared a presentation and discussion of proposed changes for consideration by Board of Aldermen as a part of the FY2025 Proposed Schedule of Fees process. The fee changes are grouped by City Department in this staff report and will include a presentation to the Board. Unless otherwise stated, approval of these fees would include the implementation of the fees on November 1, 2024, in conjunction with the new 2025 fiscal year. A complete schedule of all fees accompanies this staff report.

Administration – Proposed Fee Changes

Current occupational license fees are on a sliding scale based on annual gross receipts. Annual gross receipts of \$0 to \$100,000 the fee is \$50.00 per license. Annual gross receipts of \$100,000.01 to \$150,000 the fee is \$75.00 per license. Annual gross receipts of \$150,000.01 and over the fee is \$100.00 per license. Staff proposes a flat rate of \$75.00 per license regardless of the annual gross receipts. This change makes for a simple fee structure and staff time remains the same no matter what the annual gross receipts are.

Police Department – Proposed Fee Changes

The Police Department is proposing an additional fee for Sergeant Hourly Services. This fee would be required for any event requiring 5 or more officers and be subject to a 4-hour minimum, except for school districts. The fee for the Sergeant would be \$80.00 per hour. This required fee would assist in officer organization at larger events.

Development Department – Proposed Fee Changes

The Development Department added a zoning section to the schedule of fees. The zoning fees listed have been charged historically but not listed in the schedule of fees. The four fees are rezoning (residential) at \$250.00, rezoning (all others) at \$250.00, site plan review application at \$250.00, and conditional use permit, at \$500.00 plus individual projection requirements.

Minor Plats and Single-Phase Subdivisions have been moved and listed under the heading Multiphase Subdivisions. After review of staff time required to process, Minor Plats fee of \$25.00 is proposed to increase to \$35.00. Single-Phase Subdivisions is proposed to increase from \$350.00 plus \$2.00 / Lot to a flat \$500.00 fee.

Parks & Recreation – Proposed Fee Changes

Parks & Recreation staff are proposing changes to both youth and adult program fees. Under youth program fees, a little hoopster league has been requested at \$55.00 per child. Under adult program fees, pickle ball and adult non-sport programming are requested with the fees set on an annual basis. Fees to be removed under adult program fees are all four mileage lengths of the gravel grinder bike race. The final addition that has previously been offered but not listed, is the city employee rental of both facilities and programs at a 50% discount plus the required deposit (if applicable).

Finance – Proposed Fee Changes

The only addition that has previously been charged but not listed in the schedule of fees, is the online credit card processing fee, which is 2.50% plus an additional \$1.25 convenience fee.

Public Works – Proposed Fee Changes

Under Other Impact/Connection Fees, the City is proposing a Stonebridge Connection Fee of \$3,900 per GPM, with no additional impact fees. This connection fee is due to the extra lots that are feeding into the system.

Propose adding “Deposit” after Utility Billing Services to properly reflect the schedule of fees section regarding utility deposits.

The addition of “Sump Pump” is proposed in the Stormwater Service Charge. This extra description helps clarify this charge.

Green for Life

The City contracts with Green for Life (GFL) to provide trash service to residents. The City signed the contract with GFL on November 1, 2021, and the agreement outlines that the contract will terminate on October 31, 2026. Unless notice of termination is received prior to February 1, 2026, the agreement will be renewed on an annual basis.

As established in the agreement, the annual increases shall not exceed the Consumer Price Index for all Urban Consumers (CPI-U) for garbage and trash collection, which was 3.8% as of June 2024. Verified Head of Household Utility customers ages sixty-five and over who have been approved by the City will be eligible for a 15% monthly rate reduction.

The following bullets comprise GFL's scope of services:

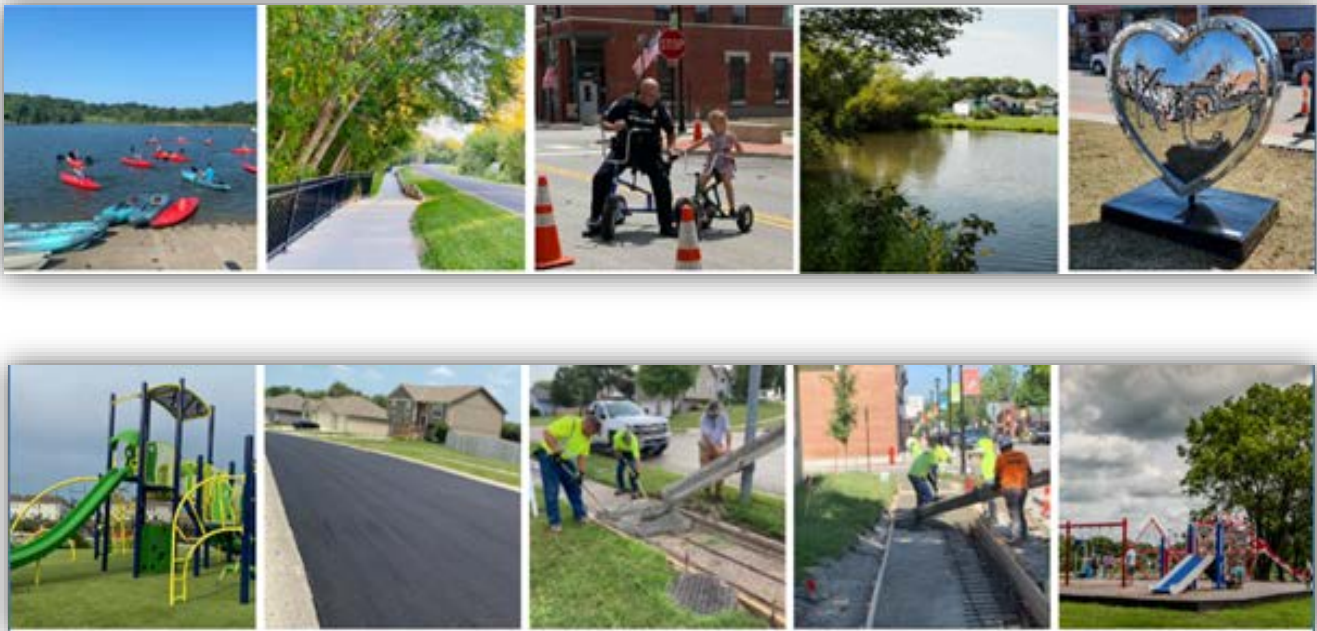
- Weekly Curbside Trash and Recycling Pick-Up
- Yard Waste Collection
- Two Bulky Item Collections Per Year

- Customer Services
- Commercial Cardboard Recycling Container (Located in Downtown Smithville)
 - Two additional sites have been agreed on, locations to be determined
- Annual Paper Shredding and Electronics Waste Event

For services beginning November 1, 2024, the City has received a proposed contract rate of \$20.50 per month (3.64% increase), up from the current contracted rate of \$19.78 per month. Staff are proposing the Regular Trash Rate charge be \$21.07 per month (4.51% increase). This rate difference of \$0.57 between the City's cost and customer's cost funds the City's participation in the MARC Regional for Household Hazardous Waste program. Residents can visit any of the mobile events in the region as well as the two permanent facilities year-round at no additional cost. Senior Discount is a 15% discount from the Regular Trash Rate, taking the Senior Trash Rate to \$17.91.



FY2025 Proposed Comprehensive Listing Schedule of Fees



Prepared by the Finance and Administration Departments



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COMPREHENSIVE SCHEDULE OF FEES

Administration

Occupational License

Annual Fee	\$75.00 / License
Annual Gross Receipts (\$0 to \$100,000.00)	\$50.00 / License
Annual Gross Receipts (\$100,000.01 to \$150,000.00)	\$75.00 / License
Annual Gross Receipts (\$150,000.01 and Over)	\$100.00 / License

Liquor Licenses

Temporary Permit — By the Drink	\$37.50
Tasting Permit	\$37.50
Malt Liquor — Original Package	\$75.00
Non-Intoxicating Beer — Original Package	\$22.50
Intoxicating Liquor — Original Package	\$150.00
Malt Liquor — By Drink	\$75.00
Malt Liquor and Light Wines — By Drink	\$75.00
Non-Intoxicating Beer — By Drink	\$37.50
Intoxicating Liquor (All Kinds) — By Drink	\$450.00
Sunday Sales (Additional Fees)	\$300.00

Adult Businesses

Adult Business License Fee	\$300.00 / Year
Manager's License Fee	\$20.00 / Year
Entertainer's License Fee	\$20.00 / Year
Server's License Fee	\$20.00 / Year

Other Licenses & Fees

Fireworks Sales Permit	\$1,500.00
Peddler & Solicitor Permit	\$50.00 / 30 Day Permit
Festival and Non-Permanent Vendor	\$10.00
Notary Fee	\$2.00
Photocopies	\$0.10 / Page + Cost

Police Department

Officer Hourly Services — 4 Hours Minimum	\$60.00 / Hour
* Excludes School Districts	
Sergeant Hourly Services — 4 Hours Minimum **	\$80.00 / Hour
* Excludes School Districts	
Fingerprinting Card	\$10.00 / Per Card
Police Report***	\$10.00 / Report
Copy of Video — Cloud Link****	\$10.00 / Video**

*School District exception is the 4 hour minimum, not the rate.

**Sergeant is mandatory when officer needs of 5 or more are required

***Exception to Charge: If the charge carries the possibility of fifteen (15) days or more in jail/confinement, the defendant shall not be charged any fee for obtaining a police report or any video relevant to the traffic stop or arrest. In addition, the \$10.00 fee is waived for victims listed in any report.

****Due to video upload constraints and cost, video provision via external storage (i.e. USB/DVD) is not available.

Zoning

Rezoning - Residential	\$250.00
Rezoning - All Others	\$250.00
Site Plan Review Application	\$250.00
Conditional Use Permit	\$500.00 + Individual Projection Requirements

Multiphase Subdivisions

Preliminary Plat	\$300 + \$2.00 / Lot
Final Plat	\$150 + \$2.00 / Lot
Street/Alley Vacation	\$250.00
Subdivision Variance	\$450.00
Infrastructure Construction Permit	2% of Cost
Minor Plats	\$35.00 \$25.00
Single-Phase Subdivisions	\$500.00 \$350.00 + \$2.00 / Lot

Building Permits

Finished Building/Residential	\$0.60/ft ²
Unfinished Building/Residential	\$0.30/ft ²
Demolition	\$35.00
Grading	\$100.00
Deck	\$45.00
Outbuilding — Greater than 120 ft ²	\$45.00
In-Ground Pool	\$45.00
Above Ground Pool	\$25.00
Fence	\$25.00
Poultry Housing (Required Annually Before Sept 1st)	\$30.00
Miscellaneous	\$15.00

Mechanical Permits

New Residential Structure	\$65.00
Minimum/Origination Fee	\$30.00
Rough Inspection	\$10.00
Finish/Final Inspection	\$10.00
Extra Inspection	\$25.00

Development (Continued)

Mechanical Permits (Continued)

Fixtures — Each	\$5.00
Water Heater — Commercial	\$10.00
Boiler	\$5.00
Furnace	\$5.00
Forced Air	\$5.00
Fireplace	\$5.00
Air Conditioner	\$5.00
Oven/Range	\$5.00
Exhaust	\$5.00
Heat Pump	\$5.00

Plumbing Permits

New Residential Structure	\$67.00
Minimum/Origination Fee	\$30.00
Ground Rough Inspection	\$10.00
Rough Inspection	\$10.00
Finish/Final Inspection	\$10.00
Extra Inspection	\$25.00
Fixtures — Each	\$5.00
Water Heater — Residential	\$5.00
Lawn Irrigation	\$30.00
Backflow Devices	\$2.00

Electrical Permits

New Residential Structure	\$125.00
Minimum/Origination Fee	\$30.00
Rough Inspection	\$10.00
Finish/Final Inspection	\$10.00
Extra Inspection	\$25.00
Appliances — Each	\$10.00
Outlets — Each	\$0.25
Circuits — Each	\$2.00
Service (Up to 200 Amp)	\$15.00
Service (201 Amp to 400 Amp)	\$20.00

Development (Continued)

Electrical Permits (Continued)

Service (401 Amp to 600 Amp)	\$40.00
Service (Over 600 Amp)	\$75.00
New Service	\$25.00

Plan Review Fees - Residential (New Structures & Additions)

0 - 2,000 Square Feet	\$100.00
2,001 - 4,000 Square Feet	\$125.00
4,001+ Square Feet	\$150.00

Plan Review Fees - Residential (Alterations/Basement Finish)

Non-Structural	\$50.00
Structural Changes & Egress Changes	\$65.00
Structural/Decks	\$25.00

Plan Review Fees - Commercial (New Structures & Additions, Non-Industrial)

0 - 2,500 Square Feet	\$385.00
2,501 - 4,500 Square Feet	\$650.00
4,501 - 10,000 Square Feet	\$1,300.00
10,001 - 50,000 Square Feet	\$1,850.00
50,001 - 100,000 Square Feet	\$3,250.00
100,001+ Square Feet	Actual Hours Worked

Plan Review Fees - Commercial (New Structures & Additions, Industrial)

0 - 100,000 Square Feet	\$600.00
100,001+ Square Feet	Actual Hours Worked

Plan Review Fees - Commercial Tenant Finish

Non-Structural Finish	\$150.00
Structural Finish	\$200.00

Merchant Use of Downtown Sidewalk

Sidewalk Café Permit	\$50.00 / Year
Downtown Sidewalk Sign Deposit	\$50.00

Temporary Signs

Downtown Banners — Each	\$25.00
Flexible Materials	\$25.00
Rigid Materials	\$10.00
Relabeling Fee	\$5.00

Permanent Signs

Projecting or Wall	\$125.00
Ground or Roof	\$250.00
Pole	\$500.00
Replacement	\$25.00

Sign with Electronic/LED/Digital Functions

Single Color, Alphanumeric, Manual Change *	\$175.00
Single Color, Alphanumeric, Automatic Change *	\$275.00
Multiple Colors *	\$375.00

* In addition to Permanent Sign Fees

Parks and Recreation

Athletic Field Rental Fees

Practice (Without Lights)	\$15.00 Per Field / Per Hour
Practice (With Lights)	\$25.00 Per Field / Per Hour
Tournament (Without Lights)	\$150.00 Per Field / Per Day
Tournament (With Lights)	\$250.00 Per Field / Per Day
Field Dragging and Chalking for Tournaments	Included in Tournament Fee

Youth Recreation Program Fees

Basketball League	\$75.00 / Child
Baseball League	\$75.00 / Child
Softball League	\$75.00 / Child
T-Ball League	\$55.00 / Child
Soccer League	\$75.00 / Child
Soccer Clinic	\$55.00 / Child
Volleyball League	\$75.00 / Child
Little Hoopster League	\$55.00 / Child

Adult Recreation Program Fees

Softball League	Fee Set on Annual Basis
Volleyball League	Fee Set on Annual Basis
Kickball Tournament Fee	Fee Set on Annual Basis
Pickleball	Fee Set on Annual Basis
Adult Non-Sport Programming	Fee Set on Annual Basis
Gravel Grinder Bike Race — 25 Mile Length	Fee Set on Annual Basis
Gravel Grinder Bike Race — 50 Mile Length	Fee Set on Annual Basis
Gravel Grinder Bike Race — 100 Mile Length	Fee Set on Annual Basis
Gravel Grinder Bike Race — 200 Mile Length	Fee Set on Annual Basis

Park Amenities

Shelter House Fee	\$50.00 Per Day
Smith's Fork Park Scout Camping Area	\$25.00 / Night

Parks and Recreation (Continued)

Event Application Fee & Staffing Service Fees

Event Application Fee (Tournament, Green Space, Courtyard Park)	\$25.00 Per Application
City Staff Services for Non-City 1 Day Events (Trash Service & Restroom Cleaning Services)	Optional \$30.00/hour Per City Staff Member (In Addition to Event Fee)
City Staff Services for Non-City Multi-Day Events (Trash Service & Restroom Cleaning Services)	Mandatory \$30.00/hour Per City Staff Member (1 Hour Per Day Minimum) (In Addition to Event Fee)
Parade Fee (Paid By Parade Organizer)*	\$100.00/Parade + \$200.00 Damage Deposit

*Parade and special event fees are waived for the Smithville R-II School District and Smithville Main Street District. The \$200.00 damage deposit must still be paid for all parade applicants.

Courtyard Park/Downtown Space

City or City Co-Sponsor	Free
Courtyard Park Tier 1 (Category II, Public Event)	\$100.00/Day + \$200.00 Damage Deposit
Courtyard Park Tier 1 (Category II, Private Event)	\$250.00/Day + \$200.00 Damage Deposit
Street Closure (Adjacent Streets - Courtyard Park, Public)	\$125.00/Day + \$200.00 Damage Deposit
Street Closure (Adjacent Streets - Courtyard Park, Private)	\$275.00/Day + \$200.00 Damage Deposit
Street Closure (Entire Downtown, Public)	\$150.00/Day + \$200.00 Damage Deposit
Street Closure (Entire Downtown, Private)	\$300.00/Day + \$200.00 Damage Deposit

Park Green Space Use (Public Event)

Heritage Park Green Space (NE Corner)	\$100.00/Day + \$200.00 Damage Deposit
Helvey Park Green Space (West Area)	\$100.00/Day + \$200.00 Damage Deposit
Smith's Fork (N of Restroom Showers, S of Ballfields)	\$100.00/Day + \$200.00 Damage Deposit

Park Green Space Use (Private Event)

Heritage Park Green Space (NE Corner)	\$250.00/Day + \$200.00 Damage Deposit
Helvey Park Lake Green Space (West Area)	\$250.00/Day + \$200.00 Damage Deposit
Smith's Fork (N of Restroom Showers, S of Ballfields)	\$250.00/Day + \$200.00 Damage Deposit

Smith’s Fork Campground - Items For Purchase

Campsite Rental	\$40.00 Per Night
Ice	\$4.00 Per Bag
Firewood	\$8.00 Per Bundle

Senior Center (Weekend Rental)

Half Day Morning (9:00 AM - 3:00 PM)	\$125.00 + \$200.00 Damage Deposit
Half Day Evening (4:00 PM - 11:00 PM)	\$125.00 + \$200.00 Damage Deposit
Weekend Full Day (9:00 AM - 11:00 PM)	\$250.00 + \$200.00 Damage Deposit

Senior Center (Weekday Rental)

Half Day Evening (4:00 PM - 11:00 PM)	\$100.00 + \$200.00 Damage Deposit
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Senior Center (Reoccurring Weekly Rental)

Resident and Local Businesses (Monday - Thursday)	\$100.00 / Month + \$200.00 Damage Deposit
Non-Resident (Monday - Thursday)	\$250.00 / Month + \$200.00 Damage Deposit

Facility Rental Discounts

City Employee Rental (facilities and programs)	50% Discount + Required Deposit
City Employee Rental (Senior Center, Shelters, Green Spaces: During Non-Peak Rental Times)	

Service Fees and Charges

Credit Card Processing Fee	2.50%
Online Credit Card Processing Fee	2.50% + \$1.25
Non Sufficient Funds (NSF) and Returned Items	\$30.00

Miscellaneous

Meals on Wheels	\$3.35 / Day
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Animal Control

Dog Licenses

Annual Spayed or Neutered	\$10.00
Annual Unaltered	\$20.00
Two-Year Spayed or Neutered*	\$20.00
Two-Year Unaltered*	\$40.00
Three-Year Spayed or Neutered*	\$30.00
Three-Year Unaltered*	\$60.00
Replacement Dog Tag	\$5.00

*Multi-year dog licenses shall only be issued to applicants who also have a valid multi-year vaccine certificate. Consult your veterinarian for details on the availability of a multi-year vaccine.

Impoundment

1 st Occurance	\$25.00
2 nd Occurance	\$50.00
3 rd + Occurance	\$100.00
Surrender Fee (Chief of Police Permission Required)	\$150.00

Daily Caretaker Fee - Dog Pound

Dogs at Large	\$20.00 / Day
Dogs Held For Observation	\$45.00 / Day

Adoption Fees

Dogs	\$200.00 / Dog
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Public Works (Utilities)

Water Impact Fee

5/8 x 3/4 or 1 Inch Meter	\$3,100.00
2 Inch Meter	\$9,900.00
3 Inch Meter	\$21,660.00
4 Inch Meter	\$38,980.00
6 Inch Meter	\$86,610.00

Wastewater Impact Fee

5/8 x 3/4 or 1 Inch Meter	\$2,800.00
2 Inch Meter	\$8,960.00
3 Inch Meter	\$19,600.00
4 Inch Meter	\$35,280.00
6 Inch Meter	\$78,400.00

Other Impact/Connection Fees

North Force Main Connection Fee	\$279.00 Per Lot (in addition to impact fees)
Stonebridge Connection Fee	\$3,900.00 Per GPM (total, no additional impact fees)

Water Service Connection Taps

3/4 Inch, 1 Inch or 2 Inch Meter	\$75.00 + Meter Supplies Fee On Request
4 Inch Meter	\$100.00 + Meter Supplies Fee On Request
6 Inch Meter	\$120.00 + Meter Supplies Fee On Request
8 Inch Meter	\$120.00 + Meter Supplies Fee On Request

Utility Billing Services Deposit ~~Water Services~~

Residential Account	\$100.00
Commercial, Industrial, Homebuilder Account	\$150.00
Landlord Account	\$150.00
Temporary Hydrant Meter Deposit	Current Meter Replacement Cost
Temporary Hydrant Meter Deposit (Fire Hydrant)	\$500.00
Service Fee - Hydrant Meter (3 Weeks of Use)	\$50.00

Public Works (Utilities) (Continued)

Stormwater Fees & Miscellaneous Fees

Stormwater (Sump Pump) Service Charge	\$20.00 / Month
Misc Fees - Requested Services	\$30.00 / Hour

Residential Water Fees

Water Meter Service Charge (¾" Meter)	\$16.91	\$14.70 / Month
Water Meter Service Charge (1" Meter)	\$16.91	\$14.70 / Month
Water Meter Service Charge (¾" Meter) - Senior Rate	\$14.38	\$12.50 / Month
Water Meter Service Charge (1" Meter) - Senior Rate	\$14.38	\$12.50 / Month
Water Meter Service Charge (2" Meter)	\$79.81	\$69.40 / Month
Water Meter Service Charge (3" Meter)	\$156.62	\$136.19 / Month
Water Meter Service Charge (4" Meter)	\$244.36	\$212.49 / Month
Water Meter Service Charge (6" Meter)	\$487.76	\$424.14 / Month
Water Usage Rate	\$11.96	\$10.40 / 1,000 Gallons
Wholesale Water Rate*	\$7.14	\$6.21 / 1,000 Gallons
Late Penalty	10% of Past Due Amount	
Reconnection Fee (Following Disconnection of Service)	\$50.00	
Reconnection Fee (Snowbird Applicants)	\$50.00	
Consumption Data Log	\$100.00	

*Water is sold to PWSD #8 at the Rate Per 1,000 Gallons Listed Above (Per the Most Current Contract With PWSD #8).

Residential Wastewater Fees

Wastewater Meter Service Charge (¾" Meter)	\$24.37	\$21.19 / Month
Wastewater Meter Service Charge (1" Meter)	\$24.37	\$21.19 / Month
Wastewater Meter Service Charge (¾" Meter) - Senior Rate	\$20.71	\$18.01 / Month
Wastewater Meter Service Charge (1" Meter) - Senior Rate	\$20.71	\$18.01 / Month
Wastewater Meter Service Charge (2" Meter)	\$117.81	\$102.44 / Month
Wastewater Meter Service Charge (3" Meter)	\$250.22	\$217.58 / Month
Wastewater Meter Service Charge (4" Meter)	\$362.17	\$314.93 / Month
Wastewater Meter Service Charge (6" Meter)	\$721.55	\$627.43 / Month
Wastewater Usage Rate	\$10.17	\$8.84 / 1,000 Gallons
Late Penalty	10% of Past Due Amount	

Public Works (Utilities) (Continued)

Non-Resident (Outside City Limit) Customers*

Sewer Only (Outside City Limit) Customers	\$92.61 / Month \$81.68 / Month
Water Only (Outside City Limit) Customers	\$25.37 / Monthly + \$17.94 / 1,000 Gallons \$22.05 / Monthly + \$15.60 / 1,000 Gallons
Water Only (Outside City Limit) Customers - Senior Rate	\$21.56 / Monthly + \$17.94 / 1,000 Gallons

*This Rate is Set By City Ordinance No. 3208-23, Section 705.040.

Commercial Water Fees

Water Meter Service Charge (¾" Water Meter)	\$16.91 \$14.70 / Month
Water Meter Service Charge (1" Water Meter)	\$26.57 \$23.10 / Month
Water Meter Service Charge (2" Water Meter)	\$79.81 \$69.40 / Month
Water Meter Service Charge (3" Water Meter)	\$156.62 \$136.19 / Month
Water Meter Service Charge (4" Water Meter)	\$244.36 \$212.49 / Month
Water Meter Service Charge (6" Water Meter)	\$487.76 \$424.14 / Month
Water Usage Rate	\$11.96 \$10.40 / 1,000 Gallons
Late Penalty	10% of Past Due Amount
Reconnection Fee (Following Disconnection)	\$50.00
Consumption Data Log Request	\$100.00

Commercial Wastewater Fees

Wastewater Meter Service Charge (¾" Water Meter)	\$24.37 \$21.19 / Month
Wastewater Meter Service Charge (1" Water Meter)	\$38.73 \$33.68 / Month
Wastewater Meter Service Charge (2" Water Meter)	\$117.81 \$102.44 / Month
Wastewater Meter Service Charge (3" Water Meter)	\$250.22 \$217.58 / Month
Wastewater Meter Service Charge (4" Water Meter)	\$362.17 \$314.93 / Month
Wastewater Meter Service Charge (6" Water Meter)	\$721.55 \$627.43 / Month
Wastewater Usage Rate	\$10.17 \$8.84 / 1,000 Gallons
Late Penalty	10% of Past Due Amount

State Department of Natural Resources Fees

Monthly State Fees - Accounts With Sewer

Monthly State Fees (≤ 1" Meter)	\$0.50 / Month
Monthly State Fees (> 1" and ≤ 2" Meter)	\$2.00 / Month
Monthly State Fees (> 2" and ≤ 4" Meter)	\$9.41 / Month
Monthly State Fees (> 4" Meter)	\$18.91 / Month

Monthly State Fees - Accounts Without Sewer

Monthly State Fees (≤ 1" Meter)	\$0.44 / Month
Monthly State Fees (> 1" and ≤ 2" Meter)	\$1.75 / Month
Monthly State Fees (> 2" and ≤ 4" Meter)	\$8.50 / Month
Monthly State Fees (> 4" Meter)	\$16.50 / Month

Excavation Fees

One Time (Non-Franchise) ROW Excavation Permit	\$20.00 Permit + Calculated Cost of Street Cut*, Curb Cut, and Sidewalk Cut
Annual Excavation Permit (Paid By Franchises of Facilities Within the ROW)	\$250.00 Permit + Calculated Cost of Street Cut*, Curb Cut, and Sidewalk Cut

*\$20.00 Minimum Cost for Any Size Street Cut

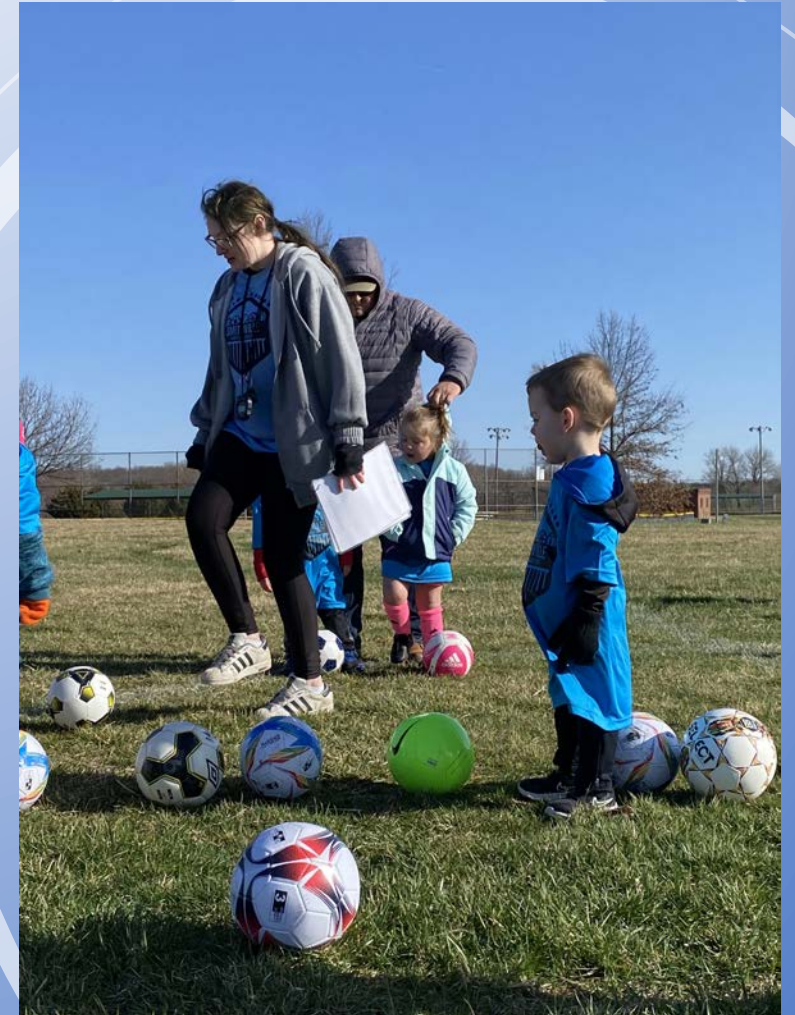
Trash & Recycling Fees

Regular Residential Trash & Recycling	\$21.07	\$20.16	/ Month
Senior Discount (Available To Ages 65 and Older)	\$17.91	\$16.40	/ Month
Additional Cart — Each	\$10.00		/ Month
Residential Yard Waste (Resident Must Opt-In)	Included In Residential Trash Fee		
Extra Trash Bag Tags - Each Tag	\$1.50		Per Tag
Extra Trash Bag Tags - Sheet of 5 Tags	\$6.50		Per Sheet
Late Penalty	10% of Past Due Amount		

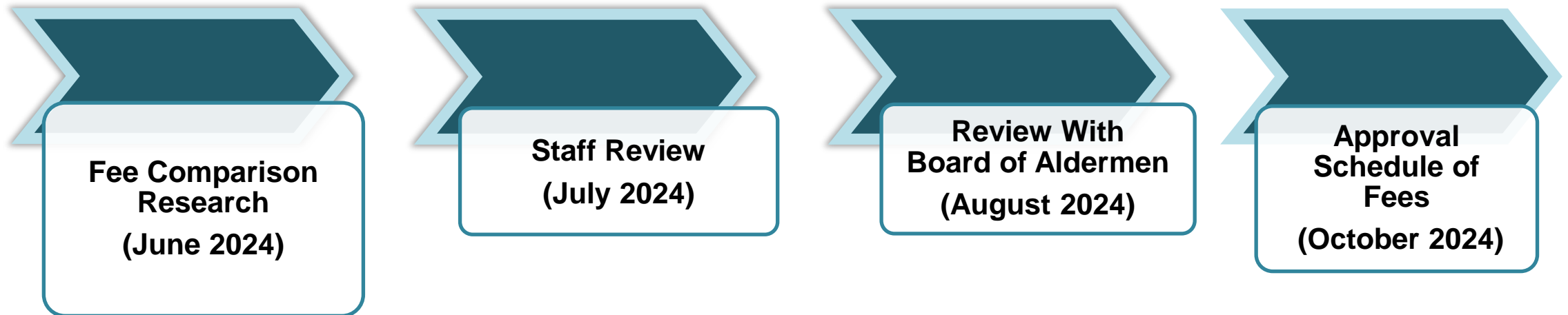


FY2025 Proposed Changes to the Schedule of Fees August 6, 2024

8/6/2023



Schedule of Fees – Review Process



Administration Department

Occupational Licenses	FY2024	FY2025 (Proposed)
Annual Fee	\$50.00 (\$0 to \$100,000.00) \$75.00 (\$100,000.01 to \$150,000.00) \$100.00 (\$150,000.01 and Over)	\$75.00



Police Department

Hourly Services	FY2024	FY2025 (Proposed)
Sergeant Hourly Services – 4 Hours Minimum	N/A	\$80.00

- Hour minimum excludes the School Districts, not the rate.
- Sergeant is mandatory when officer needs of 5 or more are required.

Development Department

Zoning	FY2024	FY2025 (Proposed)
Rezoning - Residential	\$250.00	\$250.00
Rezoning – All Others	\$250.00	\$250.00
Site Plan Review Application	\$250.00	\$250.00
Conditional Use Permit	\$500.00 + Individual Projection Requirements	\$500.00 + Individual Projection Requirements

No change – Added to Schedule of Fees

Multiphase Subdivisions	FY2024	FY2025 (Proposed)
Minor Plats	\$25.00	\$35.00
Single-Phase Subdivisions	\$350.00 + \$2.00 / Lot	\$500.00

Parks and Recreation Department

Youth Recreation Program Fees	FY2024	FY2025 (Proposed)
Little Hoopster League	N/A	\$55.00 / Child

Adult Recreation Program Fees	FY2024	FY2025 (Proposed)
Gravel Grinder Bike Race – All Lengths	Fee Set on Annual Basis	Removed
Pickle Ball	N/A	Fee Set on Annual Basis
Adult Non-Sport Programming	N/A	Fee Set on Annual Basis

Parks and Recreation Department (Cont.)

Event Application Fee & Staffing Service Fee	FY2024	FY2025 (Proposed)
Parade Fee (Paid By Parade Organizer)*	\$100.00 / Parade + \$200.00 Damage Deposit	\$100.00 / Parade + \$200.00 Damage Deposit

* Parade and special event fees are waived for the Smithville R-II School District and Smithville Main Street District. The \$200.00 damage deposit must still be paid for all parade applicants.

Previously stated: Parade fees are waived for parades organized by the Smithville R-II School District. The \$200.00 damage deposit must still be paid for all parade applicants (including the School).

Facility Rental Discounts	FY2024	FY2025 (Proposed)
City Employee Rental (facilities and programs)	50% Discount + Required Deposit	50% Discount + Required Deposit

Previously Stated: City Employee Rental (Senior Center, Shelters, Green Spaces: During Non-Peak Rental Times)

Finance Department

Services Fees and Charges	FY2024	FY2025 (Proposed)
Online Credit Card Processing Fee	2.50% + \$1.25	2.50% + \$1.25

No change – Added to Schedule of Fees



Public Works (Utilities)

Other Impact / Connection Fees	FY2024	FY2025 (Proposed)
Stonebridge Connection Fee	N/A	\$3,900.00 Per GPM (total, no additional impact fees)

Water Services	Water Services	Utility Billing Services Deposit
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Heading Change Only

Stormwater Fees & Miscellaneous Fees	FY2024	FY2025 (Proposed)
Stormwater (Sump Pump) Service Charge	\$20.00 / Month	\$20.00 / Month

Descriptive Change Only

Public Works (Utilities – Cont.)

Residential Water Fees	FY2024	FY2025 (Proposed)
Water Meter Service Charge (3/4" Meter)	\$14.70	\$16.91
Water Meter Service Charge (3/4" Meter) – Senior Rate	\$12.50	\$14.38
Water Usage Rate	\$10.40 / 1,000 Gallons	\$11.96 / 1,000 Gallons

Residential Wastewater Fees	FY2024	FY2025 (Proposed)
Wastewater Meter Service Charge (3/4" Meter)	\$21.19	\$24.37
Wastewater Meter Service Charge (3/4" Meter) – Senior Rate	\$18.01	\$20.71
Wastewater Usage Rate	\$8.84 / 1,000 Gallons	\$10.17 / 1,000 Gallons

Public Works (Utilities – Cont.)

Commercial Water Fees	FY2024	FY2025 (Proposed)
Water Meter Service Charge (3/4" Meter)	\$14.70	\$16.91
Water Usage Rate	\$10.40 / 1,000 Gallons	\$11.96 / 1,000 Gallons

Commercial Wastewater Fees	FY2024	FY2025 (Proposed)
Wastewater Meter Service Charge (3/4" Meter)	\$21.19	\$24.37
Wastewater Usage Rate	\$8.84 / 1,000 Gallons	\$10.17 / 1,000 Gallons

Public Works (Utilities – Cont.)

Non-Resident (Outside City Limit) Customers	FY2024	FY2025 (Proposed)
Sewer Only (Outside City Limit) Customers	\$81.68	\$92.61
Water Only (Outside City Limit) Customers	\$22.05 / Monthly + \$15.60 / Gallons	\$25.37 / Monthly + \$17.94 / Gallons
Water Only (Outside City Limit) Customers – Senior Discount	\$18.74 / Monthly + \$15.60 / Gallons	\$21.56 / Monthly + \$17.94 / Gallons

This Rate is Set By City Ordinance No. 3208-23, Section 705.040.



Sanitation Fees

Trash & Recycling Fees	FY2024	FY2025 (Proposed)
Regular Residential Trash & Recycling	\$20.16	\$21.07
Regular Residential Trash & Recycling – Senior Discount	\$16.40	\$17.91





FY2025 Budget Process Schedule

- FY2025 Operating Budget and 5 Year CIP Review: 1st Discussion (**August 20**)
- FY2025 Operating Budget and 5 Year CIP Review: 2nd Discussion - If Needed (**September 3**)
- Public Hearing for Sewer Rates as Required by Missouri State Statute (**October 1**)
- FY2025 Operating Budget on 1st Reading (**October 1**)
- Adopt Water & Wastewater Utility Rates by Board Resolution (**October 15**)
- Adopt the FY2025 Operating Budget on 2nd Reading (**October 15**)