

**MEETING DATE:** 7/1/2025**DEPARTMENT:** Police**AGENDA ITEM:** Resolution 1482, Adopting Amendments to the Schedule of Fees

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**REQUESTED BOARD ACTION**

A motion to approve Resolution 1482, adopting amendments to the Schedule of Fees.

**SUMMARY**

Recent meetings between City staff and event coordinators identified discrepancies in the names of City liquor permits compared to the State and County counterparts. These changes aim to simplify the licensing process and corresponding fee for event planners and individuals seeking liquor licenses within our City.

As presented at the Board meeting on June 17, 2025, liquor license fees should reflect the following.

Beer Original Package	\$75.00
Original Package Liquor	\$150.00
Beer and Light Wine by Drink	\$75.00
Beer by the Drink	\$75.00
Retail by the Drink Resort	\$450.00
Microbrewery	*
Sunday by the Drink / Sunday Original Package	\$300.00
Picnic License	\$37.50
Original Package Tasting	\$37.50
Retail by the Drink Cater's License	\$15.00 **
Non-Intoxicating Beer – By Drink	\$37.50

\* \$5 per 100 barrels of fraction thereof, max \$250

\*\* \$15.00 per day up to 7 consecutive days, when a by the drink holder wants to sell intoxicating liquor by the drink at a location other than their licensed premises

The proposed Schedule of Fees reflect the direction provided by the Board of Aldermen. Unless otherwise specified, these fees will be effective July 1, 2025. These revisions to the Schedule of Fees include liquor license fees.

**PREVIOUS ACTION**

The Board of Aldermen approved changes to the Schedule of Fees as a part of the FY2025 Budget process in Resolution 1411 on October 15, 2024 and subsequently amended on June 3, 2025 for water impact fees.

**POLICY ISSUE**

FY2026 budgeted revenues include updated fee assumptions as a part of the Schedule of Fees process.

**FINANCIAL CONSIDERATIONS**

Liquor license fees help support the administration and supervision expenses of liquor license.

**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: Schedule of Fees |                                   |

## RESOLUTION 1482

### A RESOLUTION ADOPTING AMENDMENTS TO THE SCHEDULE OF FEES

**WHEREAS**, the City of Smithville has adopted and set forth a comprehensive listing of fees hereby known as the Schedule of Fees; and

**WHEREAS**, the Schedule of Fees currently outlines fees and charges pertaining to Water and Wastewater Utility Rates, Police Department Fees, Development Department Fees, Park and Recreation Fees, Public Works (Street Division) Fees, and Monthly Solid Waste Fees; and

**WHEREAS**, liquor license fees should follow the State of Missouri revised description and fee schedule; and

**WHEREAS**, the Board of Aldermen have discussed this approach for establishing the liquor license fees and approve this methodology for the establishment of liquor license fees; and

**WHEREAS**, the Board of Aldermen of the City of Smithville desires to adopt the following changes to the existing Schedule of Fees which should be followed by the City:

#### Existing Liquor Licenses Fee

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

Changes to Liquor Licenses Fee

Beer Original Package	\$75.00
Original Package Liquor	\$150.00
Beer and Light Wine by Drink	\$75.00
Beer by the Drink	\$75.00
Retail by the Drink Resort	\$450.00
Microbrewery	*
Sunday by the Drink / Sunday Original Package	\$300.00
Picnic License	\$37.50
Original Package Tasting	\$37.50
Retail by the Drink Cater's License	\$15.00 **
Non-Intoxicating Beer — By Drink	\$37.50

\* \$5 per 100 barrels of fraction thereof, max \$250

\*\* \$15.00 per day up to 7 consecutive days, when a by the drink holder wants to sell intoxicating liquor by the drink at a location other than their licensed premises

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

**THAT** the existing policies and procedures as amended are the policies and procedures which should be followed effective July 2, 2025, by the City.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 1<sup>st</sup> day of July, 2025.

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Damien Boley, Mayor

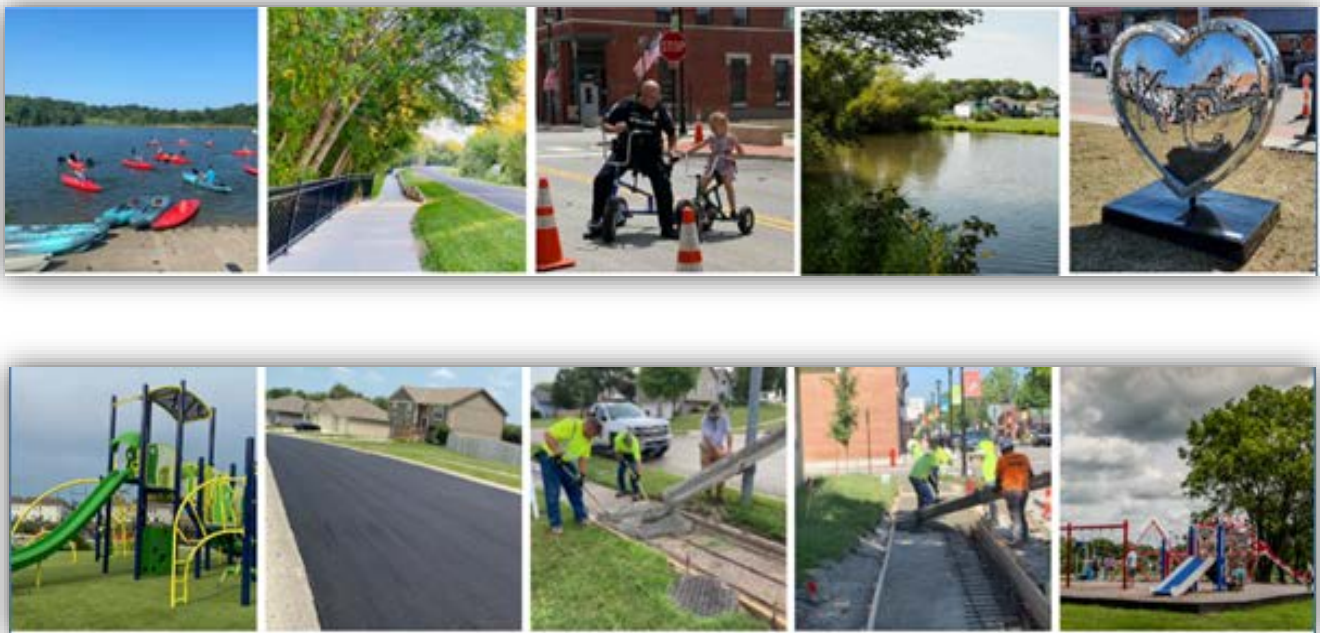
ATTEST:

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Linda Drummond, City Clerk



# **FY2025 Adopted Comprehensive Schedule of Fees With Proposed Liquor Licenses**



**Prepared by the Finance and Administration Departments**



## **COMPREHENSIVE SCHEDULE OF FEES - TABLE OF CONTENTS**

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## **COMPREHENSIVE SCHEDULE OF FEES**

## Administration

### Occupational License

Annual Fee	\$75.00 / License
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### Liquor Licenses

Beer Original Package	\$75.00
Original Package Liquor	\$150.00
Beer and Light Wine by Drink	\$75.00
Beer by the Drink	\$75.00
Retail by the Drink Resort	\$450.00
Microbrewery	*
Sunday by the Drink / Sunday Original Package	\$300.00
Picnic License	\$37.50
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Non-Intoxicating Beer - By Drink	\$37.50

\* \$5 per 100 barrels of fraction thereof, max \$250

\*\* \$15.00 per day up to 7 consecutive days, when a by the drink holder wants to sell intoxicating liquor by the drink at a location other than their licensed premises

### 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
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\* Excludes School Districts

Sergeant Hourly Services — 4 Hours Minimum **	\$80.00 / Hour
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\* 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.

## Development Department

### 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
Single-Phase Subdivisions	\$500.00

## **Building Permits**

Finished Building/Residential	\$0.60/ft <sup>2</sup>
Unfinished Building/Residential	\$0.30/ft <sup>2</sup>
Demolition	\$35.00
Grading	\$100.00
Deck	\$45.00
Outbuilding — Greater than 120 ft <sup>2</sup>	\$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
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**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

**Development (Continued)**

**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
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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

**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 (Service & Restroom Cleaning Services)	(Trash 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

## **Parks and Recreation (Continued)**

### **Smith's Fork Campground - Items For Purchase**

Campsite Rental	\$40.00 Per Night
Primitive Camping	\$25.00 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

**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

**Finance Department****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

## 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 <sup>st</sup> Occurance	\$25.00
2 <sup>nd</sup> Occurance	\$50.00



3 <sup>rd</sup> + 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

¾ 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

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
Water Meter Service Charge (1" Meter)	\$16.91
Water Meter Service Charge (¾" Meter) - Senior Rate	\$14.38
Water Meter Service Charge (1" Meter) - Senior Rate	\$14.38
Water Meter Service Charge (2" Meter)	\$79.81
Water Meter Service Charge (3" Meter)	\$156.62
Water Meter Service Charge (4" Meter)	\$244.36
Water Meter Service Charge (6" Meter)	\$487.76
Water Usage Rate	\$11.96
Wholesale Water Rate*	\$7.14
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
Wastewater Meter Service Charge (1" Meter)	\$24.37
Wastewater Meter Service Charge (¾" Meter) - Senior Rate	\$20.71
Wastewater Meter Service Charge (1" Meter) - Senior Rate	\$20.71
Wastewater Meter Service Charge (2" Meter)	\$117.81
Wastewater Meter Service Charge (3" Meter)	\$250.22
Wastewater Meter Service Charge (4" Meter)	\$362.17
Wastewater Meter Service Charge (6" Meter)	\$721.55
Wastewater Usage Rate	\$10.17
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
Water Only (Outside City Limit) Customers	\$25.37 / Monthly + \$17.94 / 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
Water Meter Service Charge (1" Water Meter)	\$26.57
Water Meter Service Charge (2" Water Meter)	\$79.81
Water Meter Service Charge (3" Water Meter)	\$156.62
Water Meter Service Charge (4" Water Meter)	\$244.36
Water Meter Service Charge (6" Water Meter)	\$487.76
Water Usage Rate	\$11.96
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
Wastewater Meter Service Charge (1" Water Meter)	\$38.73
Wastewater Meter Service Charge (2" Water Meter)	\$117.81
Wastewater Meter Service Charge (3" Water Meter)	\$250.22
Wastewater Meter Service Charge (4" Water Meter)	\$362.17
Wastewater Meter Service Charge (6" Water Meter)	\$721.55
Wastewater Usage Rate	\$10.17
Late Penalty	10% of Past Due Amount

## Public Works (Utilities) (Continued)

### State Department of Natural Resources Fees

#### Monthly State Fees - Accounts With Sewer

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

#### Monthly State Fees - Accounts Without Sewer

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

Public Works (Streets)

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

## Sanitation Fees

### Trash & Recycling Fees

Regular Residential Trash & Recycling	\$21.07
Senior Discount (Available To Ages 65 and Older)	\$17.91
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

