



City Administrator's Report

April 11, 2025

Proposition P Update

On April 8, City of Smithville residents approved a citywide ½ percent public safety sales tax to be placed on all retail sales made in the City of Smithville. As discussed over the past several months, funds generated by this tax will be dedicated to Police Department related purposes, including enhancements to officer compensation and benefits to aid in recruitment and retention of officers; fund public safety equipment and staff to support community growth; and implementation of an animal control program.

Certification of election results will be on the Board agenda in May following receipt of final tallies from the election board. Once certified, staff will provide notification to the state Department of Revenue to ensure local retailers have the information to update the rate for the October 1 effective date. The City anticipates receipt of revenues from the Department of Revenue for this tax beginning after January 1, 2026.

Thanks in particular to Assistant City Administrator Gina Pate and Chief Jason Lockridge for their work in coordinating the public information efforts for this ballot issue.

City Hall Sewer Line Repairs

Staff has worked with plumbers and contractors to obtain estimates for repair to the sewer service line which is currently failing, causing sewer backups in city hall restroom facilities. The estimates for this work exceed City Administrator authority and, per the purchasing ordinance requires a formal bid process.

After review, it has been determined that the most efficient approach is to include this repair as an additional scope of work in the Church and Mill Streets water line replacement project. The bid for this project has been posted, and an addendum has been issued to include the additional work. Bid opening is scheduled for April 22.

Any associated budget amendment to provide funding for this needed repair would come to the Board for approval at the time of bid award at the May 6 meeting.

Accessory Dwelling Units

The Planning Commission met in March and April to discuss potential items to be included in an ADU ordinance. Following the April Planning Commission meeting,

Building Inspector Will Stubbs and Development Director Jack Hendrix have enough information to begin the process to start the draft language for an ordinance on the subject. The current timeline will be to present a draft ordinance at the May 13, 2025 Planning Commission meeting. Advertisement for this first draft discussion will be published in the April 17 edition of the Courier Tribune. The purpose of this will be to conduct a public hearing on the draft language. In that hearing, the public will be able to provide input on the proposed draft. Following the public hearing, the Commission will be asked to discuss and recommend final changes to the draft. It is anticipated that the final version would be reviewed at the June 10, 2025 Planning Commission meeting. This could put this item before the Board of Aldermen as early as June 17.

South Employment Overlay District Draft

Staff have received and are currently reviewing the consultant's draft ordinance that incorporates the public comments provided. This draft language will be presented to the Planning Commission on May 13 for final draft comments. Thereafter, the item will be publicly noticed in the paper and by mail to adjoining landowners for the June 10 Planning Commission meeting. At that meeting, the Commission will hold a public hearing on the proposed overlay district. This district will be an additional zoning layer to be used for future development. When that future development occurs, the property owner or developer will be responsible to provide both a conceptual plan for their proposed development area, as well as a zoning district amendment to match the proposed uses just like other conceptual plans we have approved. After this public hearing, the Commission will also discuss the draft ordinance as well as the public hearing input and make final recommendations to staff to draft a final version to be presented in the July 8 Planning Commission meeting. If approved by the Planning Commission, the ordinance would come to the Board of Aldermen for consideration at the July 15 meeting.

Parking on Downtown Streets

Staff has seen an increase in the number of calls and concerns relating to parking in the downtown business district. The Code of Ordinances does not provide the authority to enforce parking limits or restrictions on parking. Parking generally operates under an informal "good neighbor" approach, relying on the cooperation and mutual consideration of downtown property owners and tenants.

We encourage businesses to engage in open communication and work together to coordinate parking practices that serve the best interests of all, including encouraging employees to use spaces that do not interfere with customer access or the operations of neighboring establishments.

PCI Compliance

Please see attached memo from Finance Director Rick Welch regarding credit card data security requirements and staff's plan for compliance.

Citizens Academy and City Staff in the Spotlight!

Gina Pate has been selected to present at the Annual International City Management Association Conference in Tampa, FL in October 2025.

Gina will be on a panel presenting "Building Trust and Enhancing Citizen Engagement in Smaller Communities With Citizens Academies" to showcase the importance of community engagement and public trust. Drawing from the experiences of three smaller communities, attendees will explore approaches to program development, challenges faced, and the outcomes of engaging residents at this level. Participants will gain insights from the experiences of three smaller cities across different states, each sharing their approach to developing a Citizens Academy:

- City of Smithville, MO
- City of Tyrone, GA
- City of Montgomery, OH

This topic was one of 18 presentations of 137 Educational Session submittals selected to be included on the conference agenda. This is a terrific honor for Gina and for the City of Smithville to be represented in this manner!

2024 Solid Waste Report

Every year, GFL provides an annual report reflecting on the previous year's progress and achievements in Smithville. For 2024, the report highlights a 150-ton decrease in residential trash, despite an increase in the number of households serviced, demonstrating the success of their waste diversion programs. Curbside recycling volumes increased by 14%, with Smithville residents contributing over 851 tons of recyclable materials. This represents the highest level of recyclable materials collected since GFL began local service in 2017. The report also showcases the company's investment in Compressed Natural Gas (CNG) technology for its fleet, leading to a 30% reduction in CO2 emissions and a 10-decibel decrease in engine noise. Other key highlights include the continued popularity of services like house line collections for elderly or physically challenged residents, overage stickers for extra trash, and the bulky item collection program, which continues to be highly valued by the Smithville residents. The full report is attached.

E-Waste and Shredding Event

The City worked with MARC to host a successful E-Waste and Shredding event last weekend. Thanks to the Smithville School District for use of their parking lot and to all those who participated. A special thanks to volunteers who showed up to help out in the chilly weather!




Streetscape Ribbon Cutting

As you know, the project is now complete! A ribbon cutting ceremony will be held on Tuesday, April 15 at 11:00 at the intersection of Bridge and Church streets.

Board of Aldermen Retreat

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

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|  | <div>STAFF</div> <div>REPORT</div> |
| Date: | April 15, 2025 |
| Prepared By: | Rick Welch, Finance Director |
| Subject: | PCI Compliance performed by Allo |

PCI compliance, also known as Payment Card Industry (PCI) Data Security Standard, refers to a set of security standards businesses must follow when handling credit card data, including storage, processing, and transmission, to protect cardholder information from fraud and misuse. The PCI council is an independent body created by major credit card brands such as Visa, Mastercard, American Express and Discover. Version 4.0 of PCI Compliance took effect on April 1, 2025, with industry experts noting that the complexity of the new version has made it difficult to understand and implement. Although we are in compliance according to Clearent, our third-party compliance vendor who conducts both vulnerability testing and policy compliance, Allo (our current IT provider) has stated the City will not be in compliance, specifically due to a penetration test which is a new requirement of the version 4.0. Noncompliance can result in loss of access to the payment card network and, more likely, loss of fraud protection. Noncompliance can also result in a monthly fine by the City's credit card processor. At present, the City is not at risk of losing credit card processing capabilities or facing a monthly fine.

Allo provides an optional PCI compliance service for their customers. Included in this compliance package are additional cyber liability protection services.

- Quarterly vulnerability scan.
- Completion of the annual assessment.
- Preparation of policies and procedures to ensure the City has all policy requirements. This also helps ensure audit cybersecurity compliance, an area that has seen a significant increase in focus over the last few years.
- Vonahi penetration testing which is an additional new quarterly requirement of PCI v4.0. This is an in-depth internal and external penetration test. If the City needed to have an outside 3rd party perform this test, an average cost for a penetration test is between \$4,000-\$30,000.
- Compliance Manager GRC scanning software which provides governance, risk and compliance vulnerabilities.
- VulScan network vulnerability management, now mandated by PCI compliance standards.
- Upgraded protection to the Microsoft Security Suite utilized by the City.

Allo charges a fee of \$500 per month for this service. An additional \$2,500 will be allocated starting in June 2025 and continuing through October 2025, to be covered by the current cost savings in professional services within the relevant departments. The fiscal 2026 budget will include an extra \$6,000, broken down based on credit card usage as follows:

| | |
|----------------------|-----|
| Utilities | 85% |
| Development | 10% |
| Finance | 3% |
| Parks and Recreation | 2% |

Staff is advising the board that the City will be adding this service of Allo's PCI Compliance service at a cost of \$500/month beginning June 1, 2025.



SMITHVILLE 2024 SOLID WASTE REPORT

PARTNERSHIP SINCE 2017

PROVIDING SOLID WASTE, RECYCLING SERVICES



Since beginning the relationship as WCA in 2017, GFL has worked to build and expand our partnership with Smithville on a foundation of trust, respect and reliability.

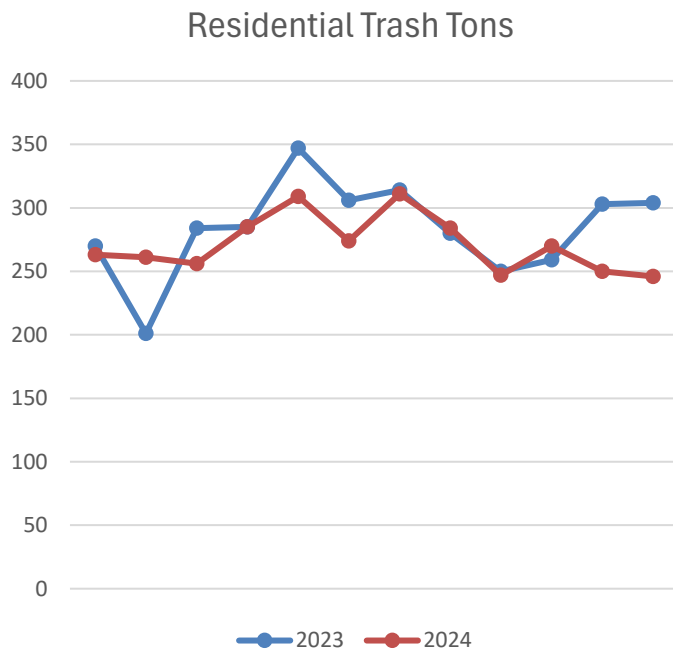


Green Today. Green For Life.

gflenv.com

DIVERSION SUCCESS STORY

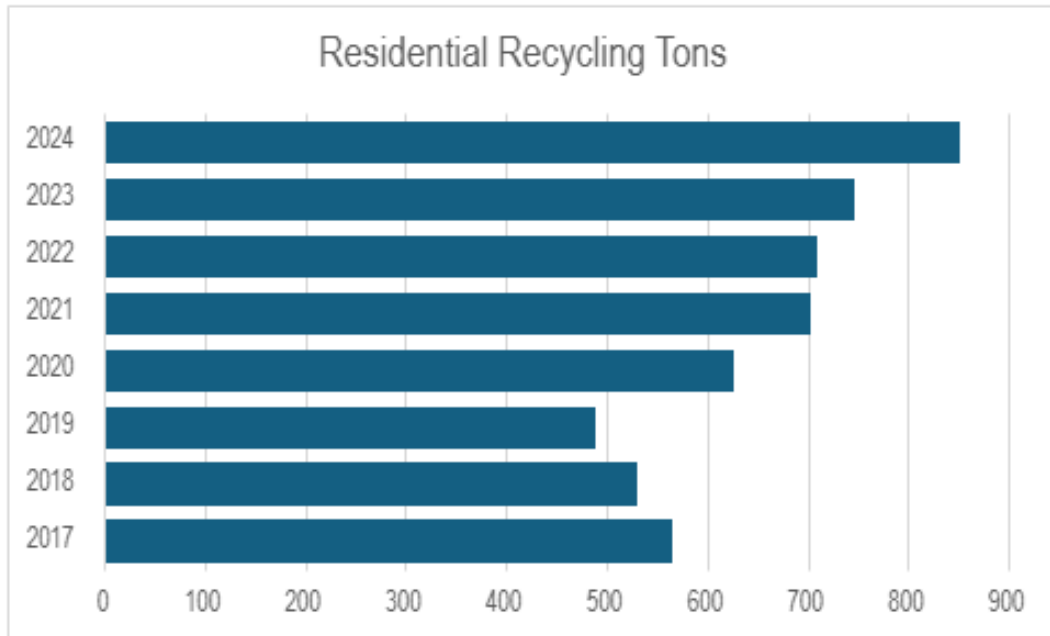
POSITIVE TONNAGE MOVES IN 2024



Residential trash tons declined by 150 tons during 2024, despite an increase or 166 households serviced

RECYCLING VOLUMES RISE

CURBSIDE DIVERSION CLIMBS 14%



Smithville residents set out more than 851 tons of recyclable materials in 2024, the largest amount GFL has collected curbside since beginning local service in 2017

OPERATIONAL HIGHLIGHTS

- Trash and recycling carts are generally collected at the curb, but GFL provides **house line service for elderly residents and residents with physical challenges**
- Smithville materials are transported to GFL's Kansas City transfer station and ultimately the company's Sedalia landfill
- Recyclables are hauled to the company's Materials Recovery Facility in Harrisonville
- GFL serviced 3,725 households in 2024, with 279 households renting a second cart
- Overage stickers have been popular for households that occasionally generate excess trash
- The twice-yearly bulky item collection program remains popular with residents



CUSTOMER SERVICE STATS

GFL’s customer service staff in Harrisonville responded to 176 inquiries, updates and requests from Smithville customers in 2024. Those calls and messages included reports of collection misses, questions regarding holidays and other schedule issues, requests for new or replacement carts, bulk item collection quotes and scheduling, yard waste guideline inquiries and similar communications. GFL’s CSR group logged and resolved each of those customer issues.

| Type Summary | |
|------------------------------|------------|
| Type | Count |
| MISCELLANEOUS TRANSACTION | 1 |
| CUSTOMER SERVICE NOTES | 48 |
| MISSED PICK UP ISSUE | 124 |
| CONTAINER ISSUE | 2 |
| DRIVER ISSUE | 1 |
| Total Issues Reported | 176 |

SUSTAINABILITY PROJECTS

**FACILITY WILL POWER THE EQUIVALENT OF
10,400 HOMES PER DAY**



In 2024, GFL began operation of a \$4.5 million renewable gas plant at its Sedalia landfill. The landfill gas is captured, refined, and the resulting consumer gas powers the equivalent of 11,000 households per day.

A CLEANER, QUIETER FLEET

**NEW TRUCKS CUT CO2 EMISSIONS BY 30%;
ENGINE NOISE REDUCED BY 10 DECIBELS**



At GFL Environmental, our commitment to a greener future is uncompromising. Deploying Compressed Natural Gas (CNG) technology in our Smithville collection vehicles is part of GFL's commitment to reducing our Scope 1 greenhouse gas (GHG) emissions 30% in all our markets by 2030. Our local fleet helps GFL ensure cleaner air and increase equipment uptime for our Smithville customers.

SHREDDING, E-WASTE

ANNUAL DIVERSION EVENT REMAINS POPULAR



GFL funded a ProShred event for Smithville residents that **diverted 2,271 pounds of paper**, the equivalent of **18 mature trees**, **1,771 kilowatt hours**, **21 barrels of oil** and **2.3 metric tons of carbon**.