



City of Smithville, Missouri
Board of Aldermen – Regular Session Agenda
7:00 p.m. Tuesday, April 15, 2025
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.

Public Comment can be made in person or via Zoom, if by Zoom please email your request to the City Clerk at ldrummond@smithvillemo.org prior to the meeting to be sent the meeting Zoom link.

Join Zoom Meeting
<https://us02web.zoom.us/j/82964740603>

Meeting ID: 829 6474 0603
Passcode: **463669**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Consent Agenda**
 - **Minutes**
 - April 1, 2025, Board of Aldermen Work Session Minutes
 - April 1, 2025, Board of Aldermen Regular Session Minutes
 - **Finance Report**
 - Finance Report for March 2025
 - **Resolution 1462, Liquor License – The Lake Stop, LLC**
A Resolution issuing a liquor license to Elizabeth Wilmoth, Managing Officer of The Lake Stop, LLC doing business at 122 North 169 Highway, Unit G.
 - **Resolution 1463, Leak Adjustment**
A Resolution approving a water and wastewater leak adjustment request for Corey Reynolds in the amount of \$193.43.

REPORTS FROM OFFICERS AND STANDING COMMITTEES

4. **Committee Reports**
 - Planning and Zoning Commission

5. **City Administrator's Report**

ORDINANCES & RESOLUTIONS

6. **Bill No. 3060-25, Conditional Use Permit, Transfer Station – 1st Reading**
An Ordinance amending the zoning Ordinance of the City of Smithville, Missouri by and granting a conditional use permit to northland recycle & transfer for a transfer station for municipal solid waste at 14820 North Industrial Drive. 1st reading by title only.

OTHER MATTERS BEFORE THE BOARD

- 7. Public Comment**
Pursuant to the public comment policy, a request must be submitted to the City Clerk prior to the meeting. When recognized, please state your name, address and topic before speaking. Each speaker is limited to three (3) minutes.
- 8. Election of Mayor Pro-Tem**
To elect a member of the Board to the position of Mayor Pro-Tem.
- 9. Election of Planning Commission Representative**
Each year the Board of Aldermen must nominate and appoint a representative to the Planning and Zoning Commission.
- 10. 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.
- 11. Appointment**
 - Economic Development Representative
- 12. 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.
- 13. Adjournment to Executive Session Pursuant to Section 610.021(3)RSMo.**





Board of Aldermen Request for Action

MEETING DATE: 4/15/2025

DEPARTMENT: Administration/Finance Police

AGENDA ITEM: Consent Agenda

REQUESTED BOARD 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 1, 2025, Board of Aldermen Work Session Minutes
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SUMMARY:

Voting to approve would approve the minutes, finance report and Resolutions.

PREVIOUS ACTION:

N/A

POLICY ISSUE:

N/A

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 checked="" type="checkbox"/> Minutes |
| <input checked="" type="checkbox"/> Other: Documentation | |
| Finance Report | |

**SMITHVILLE BOARD OF ALDERMEN
WORK SESSION**

April 1, 2025 6:00 p.m.

City Hall Council Chambers and Via Videoconference

1. Call to Order

Mayor Boley, present, called the meeting to order at 6:00 p.m. A quorum of the Board was present: Marv Atkins, Leeah Shipley, Kelly Kobylski, Dan Hartman and Ronald Russell. Melissa Wilson was present via Zoom.

Staff present: Cynthia Wagner, Chief Lockridge, Chuck Soules, Jack Hendrix, Rick Welch, Matt Denton, Linda Drummond and Dave Schuerger.

2. Utility Discussion

Cynthia provided an overview, noting that over the past several months, we have had ongoing discussions regarding the future of our utilities and rates. Staff has been reviewing the history of the City's projects and utility rates, which will provide context for our current position. This information will allow us to better understand the City's past as we continue to proactively plan for the future of our community.

Cynthia explained that staff had been planning this update for some time. She noted that staff would share historical and comparative data and offer insights into how our utility needs align with community growth. The next major discussion on utility funds will take place as we begin the fiscal year 2026 budget process.

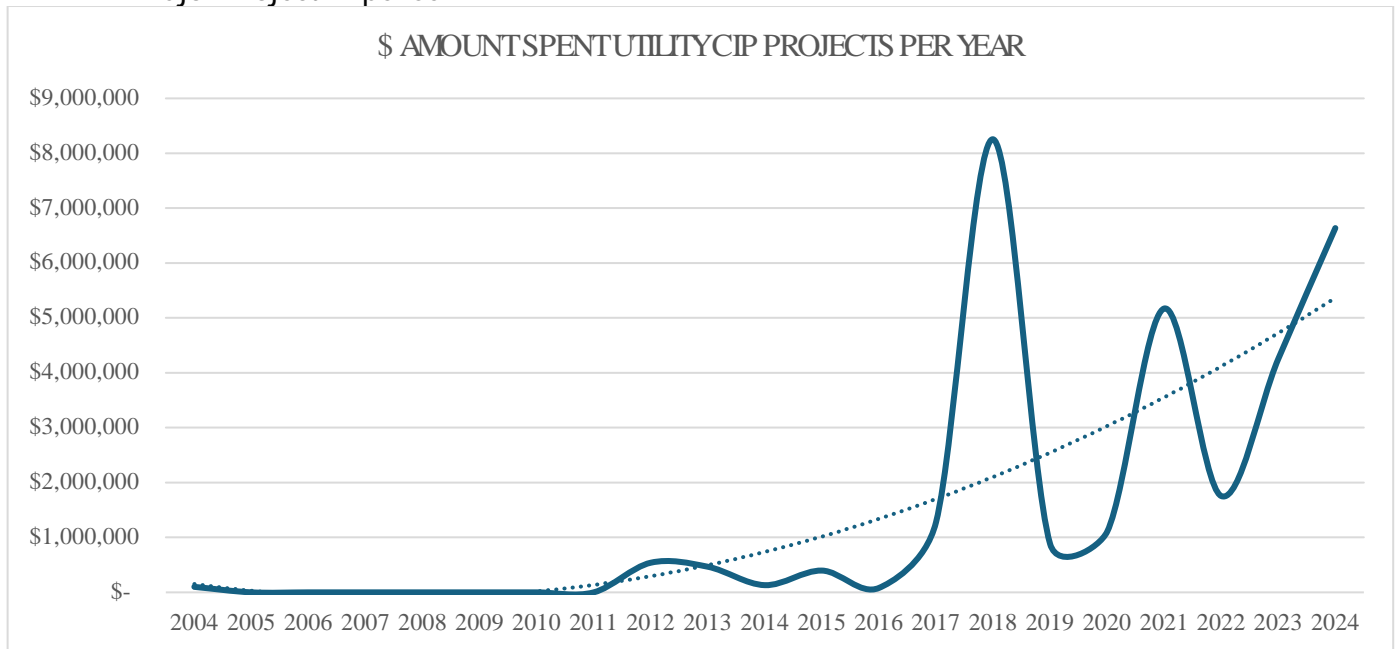
Finance Director Rick Welch noted he would be presenting the history of rates, the results of replacement and rehabilitation projects, past and present development, and capacity issues. We will also discuss future development and projected cash flows for the city.

Rick noted that the City has historically adopted a reactive approach to repairs and maintenance. However, over the past six to eight years, we have transitioned to a proactive strategy, enabling us to focus on larger projects.

Staff has compiled data spanning the last 20 years. From 2004 to 2016-17, major projects were largely absent, reflecting the reactive stance focused on repair and maintenance without any replacement or rehabilitation programs. There are three notable periods of increased activity:

- 2017-18: Initiation of the South Interceptor project, related to sewer infrastructure.
- 2020-21: Implementation of the raw water pump project, addressing water supply needs.
- 2023-25: Intensive focus on utility systems, aligning with the projects outlined in the 2018 Water Master Plan and the 2021 Wastewater Master Plan.

Major Project Expense



History of Rates

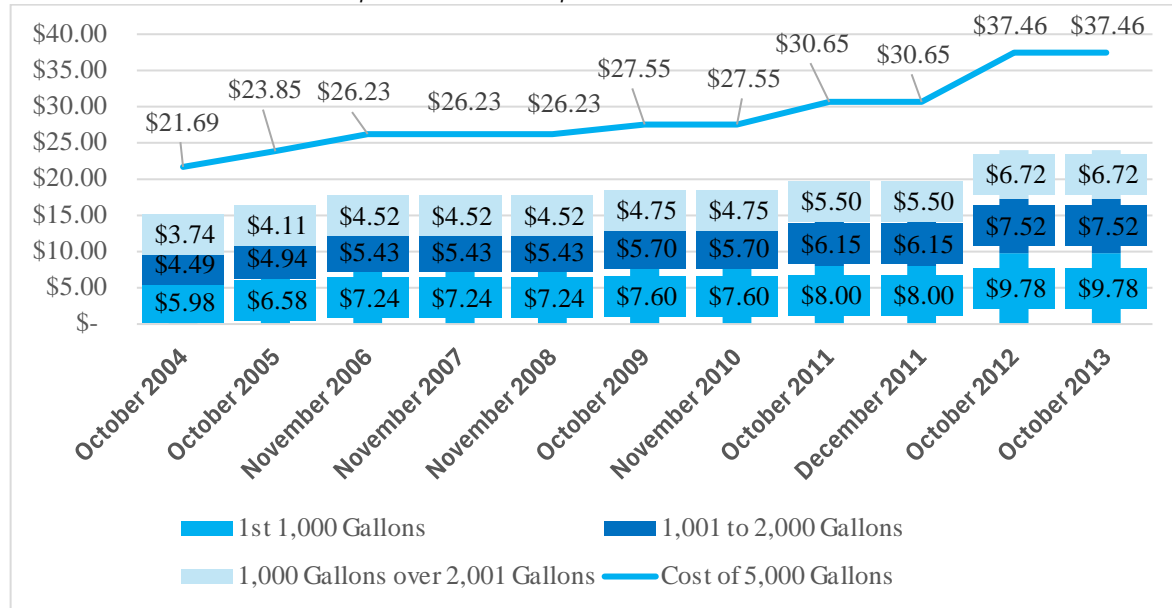
The City's rate structure has evolved over time to accommodate increasing infrastructure needs. From 2004 to 2016, the City charged water and wastewater services based on a tiered rate structure, where customers paid for usage in increments of 1,000 gallons. This structure allowed for flexibility based on customer consumption:

- First 1,000 gallons,
- Next 1,000 gallons (1,000 to 2,000 gallons),
- Above 2,000 gallons (charged per additional 1,000 gallons).

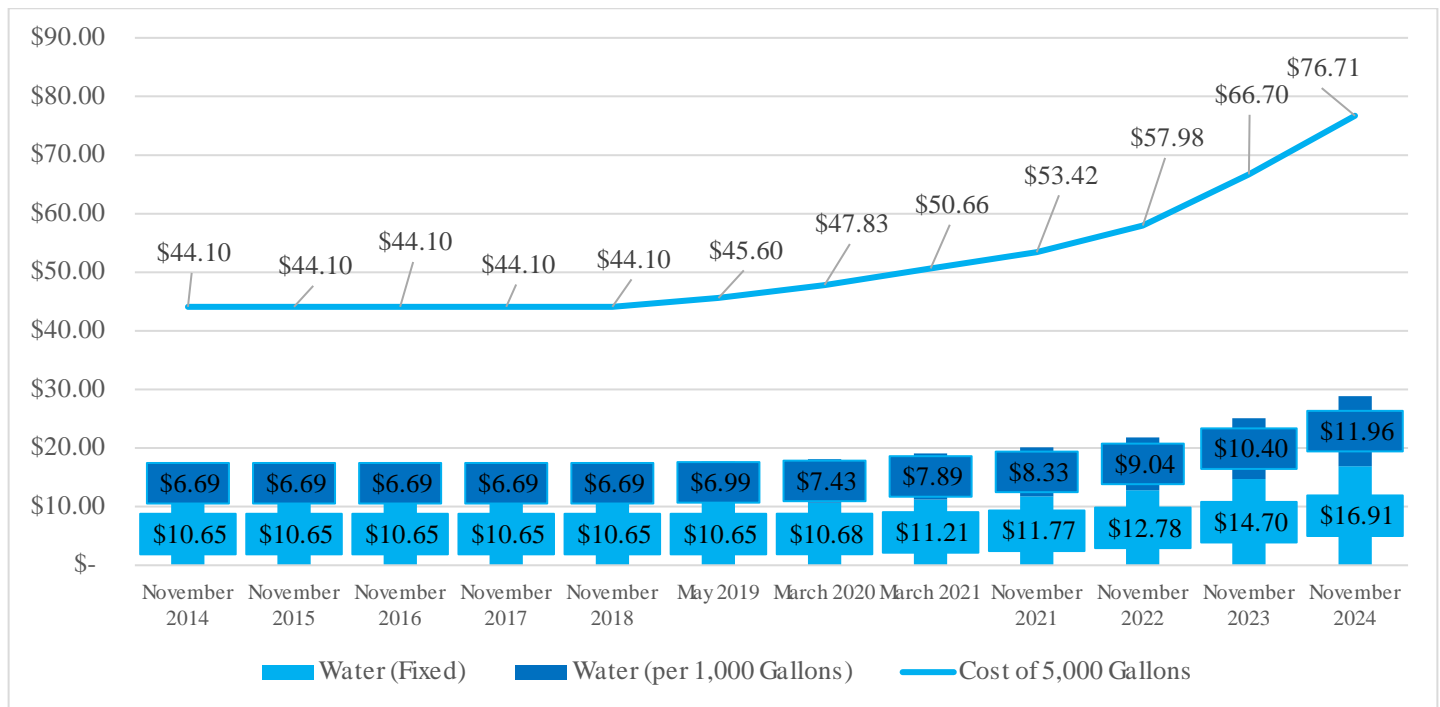
In 2017, the City introduced a new rate structure that incorporated a fixed monthly charge for both water and wastewater services. In addition to the fixed charges, consumption continued to be billed per 1,000 gallons. This change was intended to stabilize revenue, allowing for consistent funding for infrastructure projects.

The combined effect of the changes from the previous structure resulted in a 6.6% annualized rate increase, aimed at ensuring sufficient funding for infrastructure improvements and maintenance. The following charts represents the change in water and wastewater rates from 2004 through 2024.

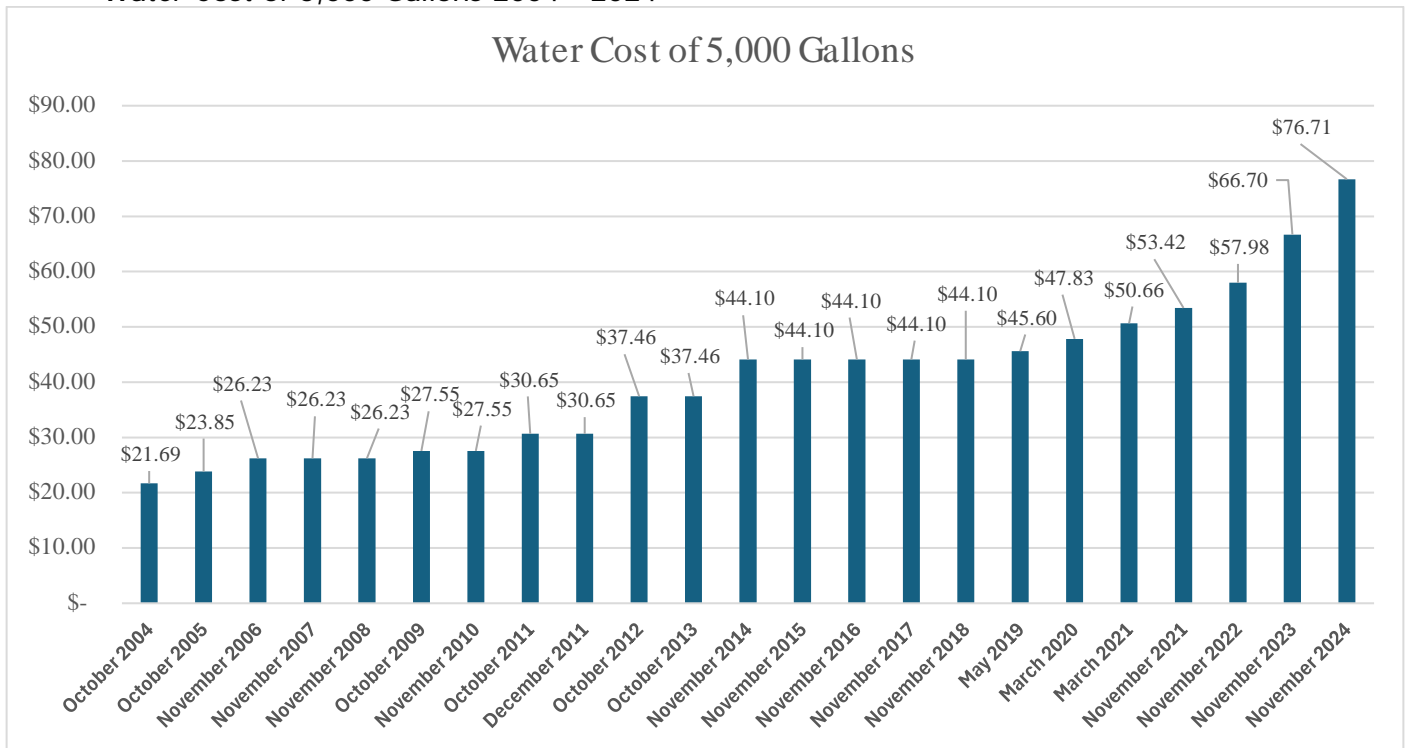
Water Rates 2004 – 2013, and Cost of 5,000 Gallons



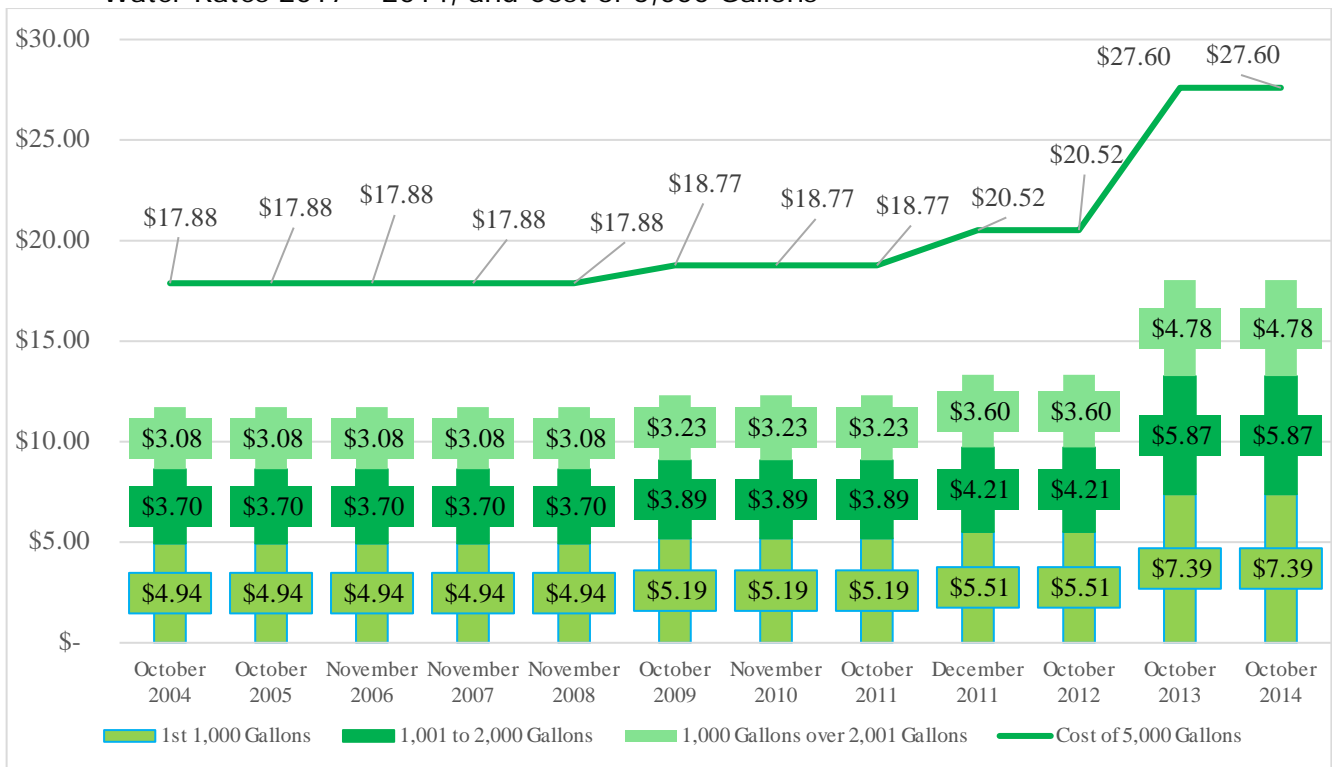
Wastewater Rates 2004 – 2013, and Cost of 5,000 Gallons



Water Cost of 5,000 Gallons 2004 - 2024



Water Rates 2017 – 2014, and Cost of 5,000 Gallons



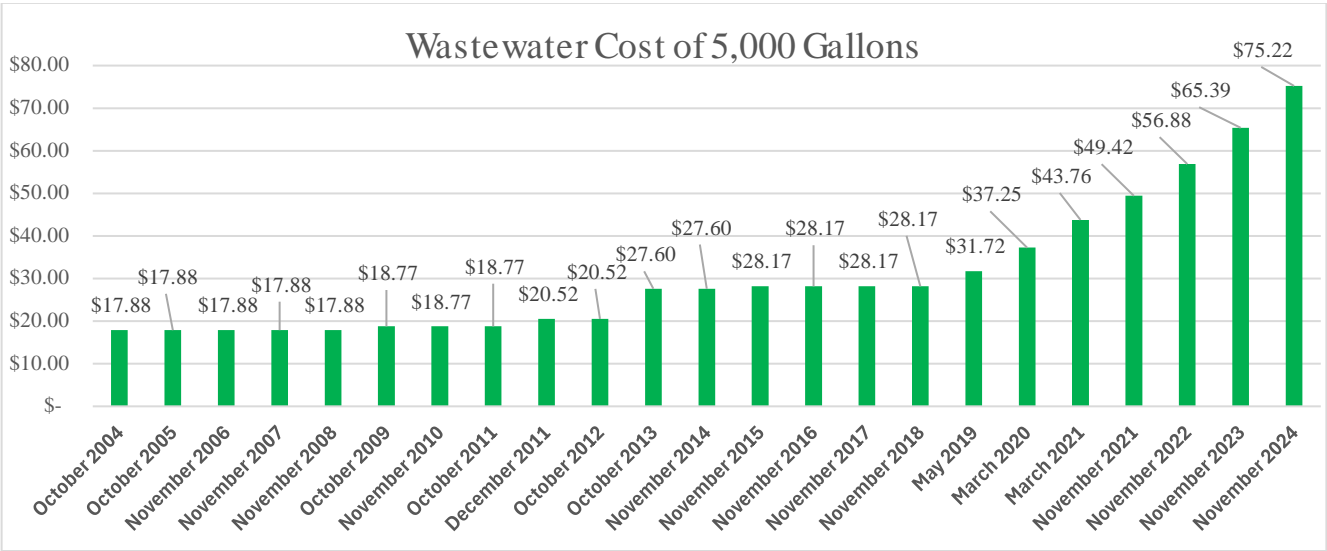
Alderman Hartman noted that 144th Street interceptor was originally discussed in 2013-2014 and it has taken until 2025 for it to happen.

Rick noted that we started making changes to the rate structure in 2018-2019.

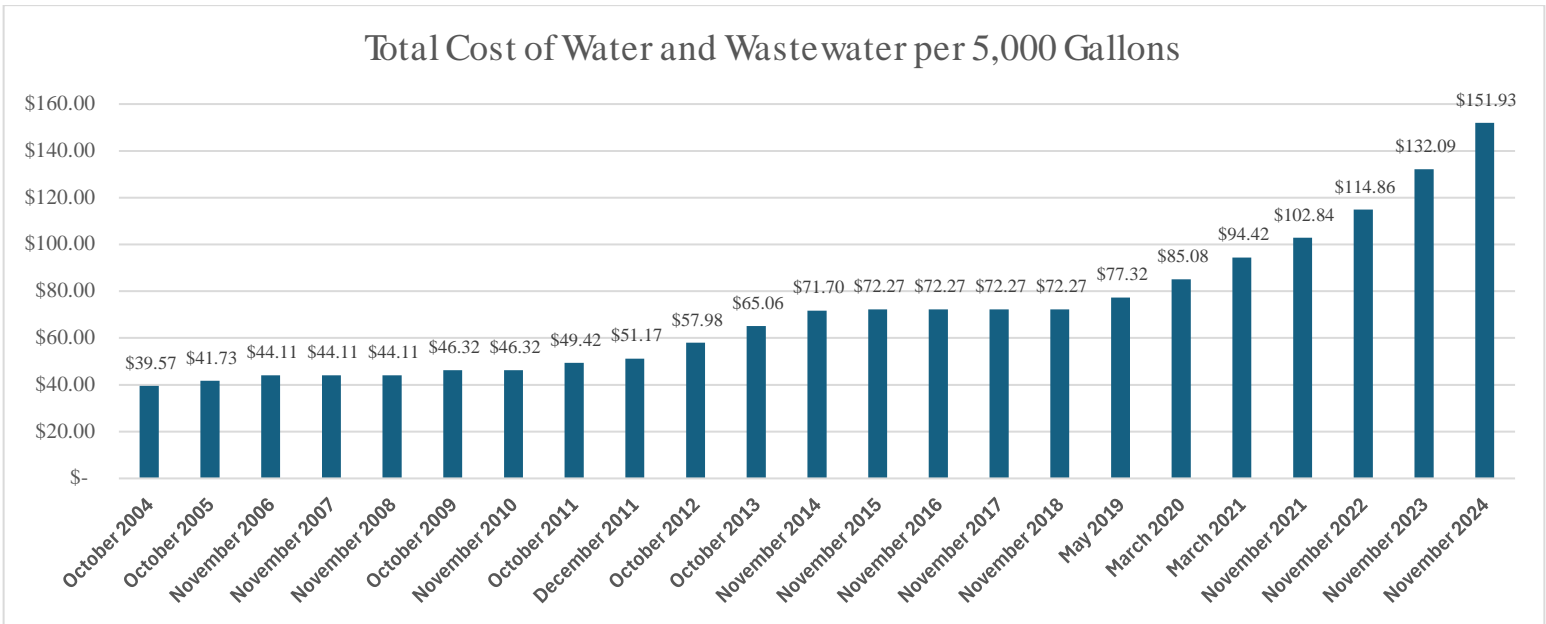
Mayor Boley noted that one of the changes made was based on meter size.

Cynthia noted that those changes were implemented with the initial rate study done by Raftelis.

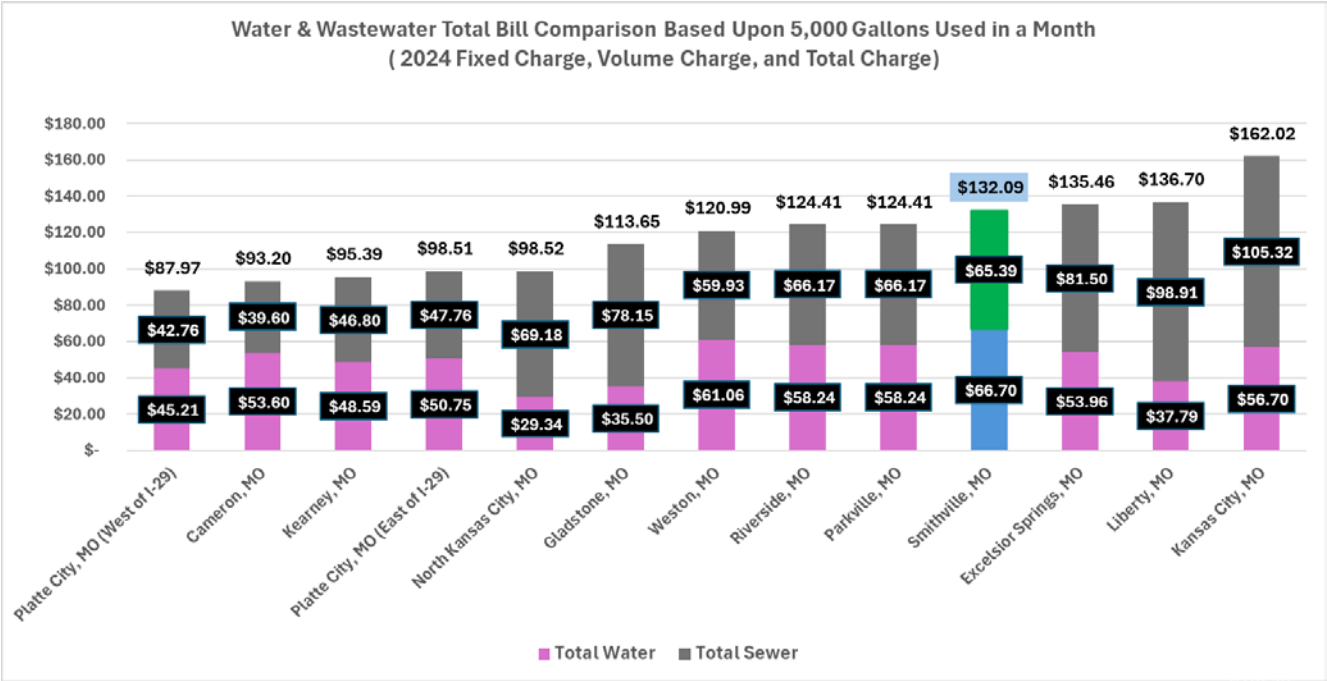
Water and Wastewater Combined Cost of 5,000 Gallons 2004 – 2024



Water and Wastewater Combined Cost of 5,000 Gallons 2004 – 2024



Rate Comparison Between Smithville And Surrounding Communities

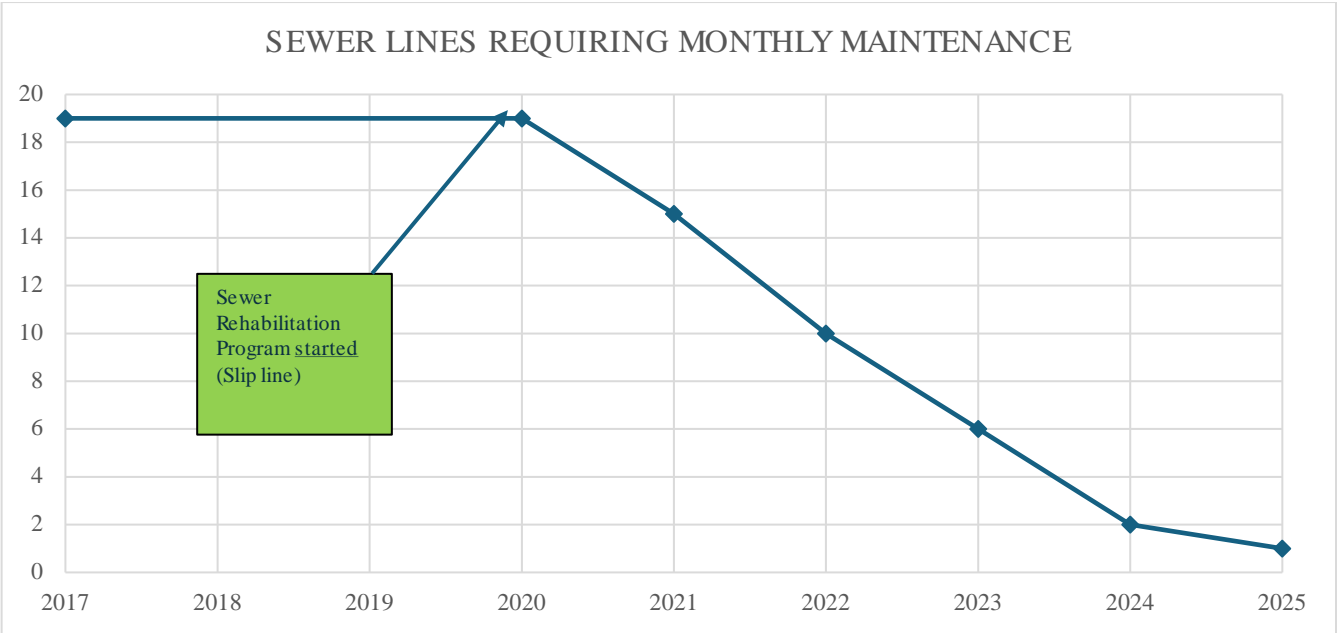


Alderman Hartman asked if these cities produce their own water.

Rick explained that it is not based on how it is provided, it is based on the rates.

The Result of Replacement and Rehabilitation Projects

History of sewer Line Maintenance



Rick noted that prior to 2020, most of our lines were composed of clay tile pipe, which is not ideal for maintenance. Since then, we have undertaken extensive replacement and repair of these pipes. In 2020, we initiated the slipline program, resulting in a significant reduction in monthly maintenance requirements. Currently, only one line requires maintenance.

Public Works Director Chuck Soules explained that approximately five years ago, staff were consistently managing about 20 lines to prevent them from backing up.

Utilities Operations Manager Dave Schuerger explained that the routine maintenance on up to sewer lines monthly was necessary to prevent backups and other issues. Currently they have reduced the number to just one line they flush monthly and last year only had a small number of emergency calls for them.

Mayor Boley asked if the remaining one sewer line was on the list to be sliplined this year.

Dave explained that it is on the list for 2026 because it requires a manhole being installed.

Cynthia noted that most of the older sewer lines have been sliplined.

Dave added that by his calculations we have sliplined about 85% of the old clay tile lines. The clay tile lines are the most problematic for us because they fracture. He explained that once they pull the new line through the clay tile it is like a brand new pipe.

Mayor Boley inquired about the time needed for repairs if we did not use the slipline method and instead excavated each pipe.

Chuck explained that if we had to excavate the old pipes for replacement, it would take significantly more time, and the costs would be exponentially higher. Especially due to the fact that a lot of the City's sewer lines are under the streets.

Dave explained that with \$150,000 a year we can usually get about 4,400 of pipe sliplined. The sewer line repair completed on Winner Road was only 200 feet of line and the cost of the repair was almost \$100,000.

Chuck added that these repairs often require closing streets, which can be inconvenient for the general public. Additionally, relocating other utilities to accommodate the new sewer line adds to the project. Chuck noted that the Insituform (slipline) saves a lot of time and money.

Alderman Hartman added that he had performed a quick calculation to verify his figures. Based on an annual cost of \$150,000 and 4,400 linear feet of slipline, he determined that the cost per linear foot is approximately \$34.

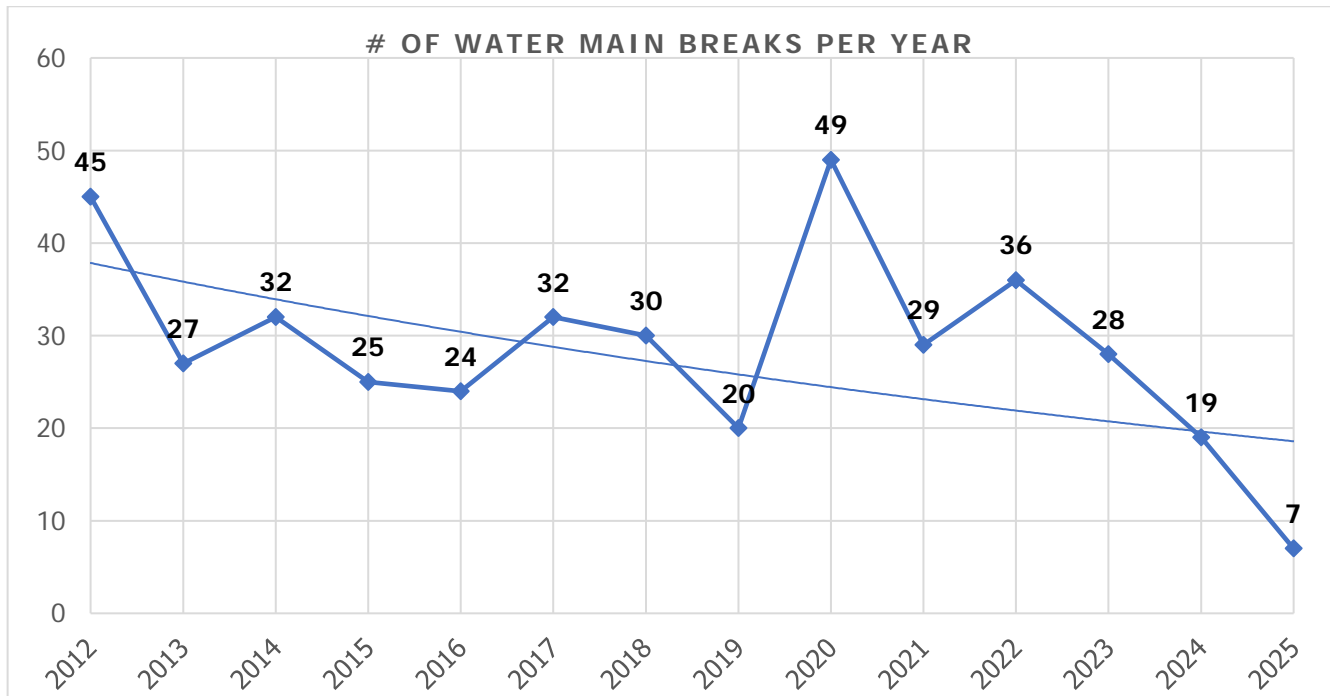
Chuck explained that our bids for the slipline are \$34-\$35 per linear foot.

Cynthia noted that the maintenance expenses are decreasing while the costs are increasing due to the addition of those costs and the debt service expenses associated with the interceptor project.

Cynthia asked how much staff time would jetting a line take.

Dave explained that it typically required around two days for two employees to jet the lines. Given the other responsibilities staff has, if we had not done the slipline we would have required additional staff. Dave noted that staff stays busy with unexpected issues that come up.

History of Water Main Breaks



Rick noted that historically, the infrastructure was constructed with cast iron which is not particularly resistant to corrosion and temperature fluctuations. When we do repair these, PVC is used as a replacement.

Summary

Projects

- Projects were reactive, focused on emergency maintenance and repairs
- Maintenance projects transitioned to replacement and rehabilitation programs

Rates

- Inconsistent growth in both water and wastewater rates

Recent Projects

- Replacement and rehabilitation programs decreased emergency maintenance and repairs, resulting in a focus in larger infrastructure projects

Cynthia noted that as we consider utility rates, keep in mind the inconsistency of those increases, the flat line on the completed projects, and the historical maintenance costs. As we have become more proactive in addressing the infrastructure needs, our proactivity is also occurring at a time when we are observing an increase in supply prices. In the early teens, when prices were relatively lower, the City was not putting money into our

infrastructure. Cynthia noted that we need to make sure that we remember that as we proceed.

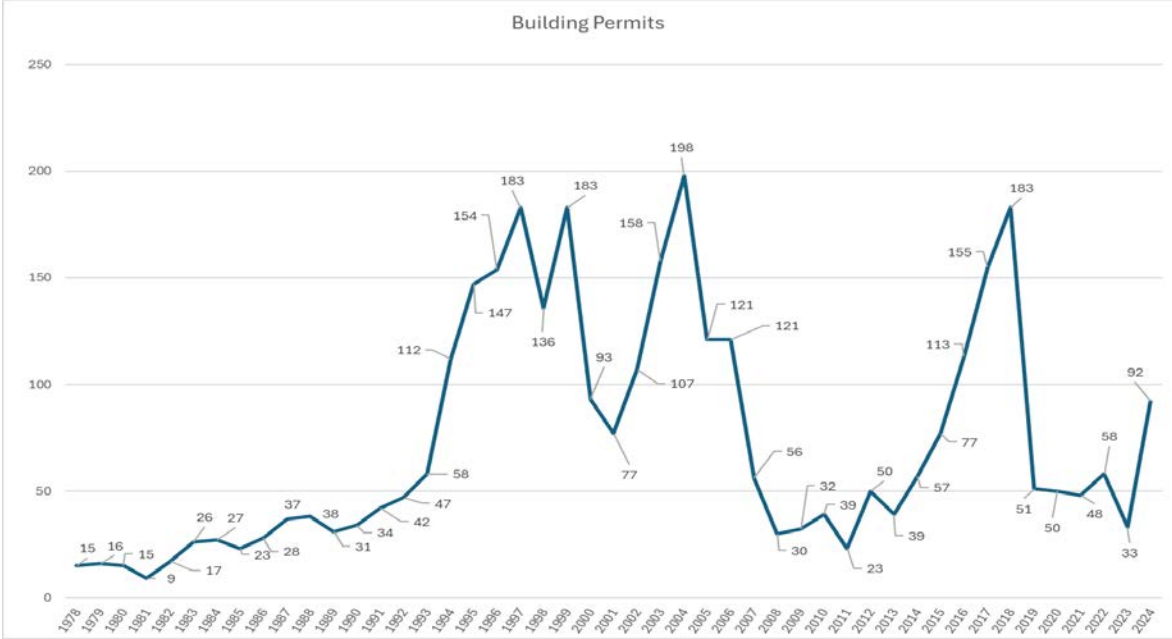
Alderman Hartman noted it is not just the expense of the materials; it also involves the cost of electricity. When we consider what powers our water and sewer systems, it is electricity. He added that he did not believe we receive any discounts as a municipality when it comes to purchasing electricity.

Mayor Boley noted that it costs the City \$5,000 a year per pump station for electricity.

Development and Impact Fees

Development Director, Jack Hendrix

Building Permits – Single Family



Mayor Boley asked if the spike in the '90s was Diamond Crest and Forest Oaks. With discussion about capacity, they had 550 platted for Eagle Heights and Lake Meadows up the north, how many homes are there and what year were those subdivisions approved.

Jack said Lake Meadows has 900 homes total in the subdivision. Lake Meadows was approved in 2003. The Lake Meadows developer built the Diamond Crest pump station when they did their first phase. Clay Creek will rehabilitate that pump station.

Alderman Hartman asked if Jack was working for the City when Rollins Landing was developed.

Jack said that he started with the City when Rollins Landing was beginning.

Alderman Hartman asked if there were 197 homes in that subdivision.

Jack noted that there are right around 200 homes.

Mayor Boley asked if the original Harborview was built in the county.

Jack said that it was and was eventually annexed in, but all of the rest of Harborview was built in the City.

Mayor Boley asked if only one-third of Harbor Lakes was developed, and the rest remained farmland.

Jack said that was correct, there were 200 plus, homes that were supposed to go in there.

Mayor Boley asked if the City had planned back then to get to gravity sooner.

Jack explained that in 2004, 2005 and 2006, the concept they were talking about was it either has to be an interceptor or another force main paralleling it to ensure capacity. Jack noted that in 2007 or 2008 the market fell apart, and they decided they needed to focus on the interceptor because it would give us 50 years of life versus that force main that would go away soon.

Mayor Boley asked that when those subdivisions were approved, there was no capacity.

Jack explained that there was no capacity issue because the force mains were all brand new. Now all of those subdivisions have built out.

Alderman Russell asked with the two-year pause on the Landmark Farms development, would that put more financial strain on Greyhawke with them rebuilding the Wildflower pump station.

Jack responded that Greyhawke would remain unaffected. They likely possess three to four years' worth of empty lots ready for construction. Consequently, they should not face any problems.

Jack pointed out that a portion of the initial development agreement involved Lakeside Farms. Greyhawke was set to cover the expenses connected to it for the City, which would then credit Lakeside Farms because they would eliminate that pump station. So, the improvements Greyhawke would have to make would be done in a different fashion by building a completely new station and doubling its capacity.

Mayor Boley noted that Greyhawke development agreement is pretty extensive. They still have to build a roundabout.

Alderman Russell asked when it will trigger the construction of the roundabout.

Jack explained that their next phase will require a secondary exit, and their layout is such that will require the roundabout. They have two entrances left to construct. The roundabout at Bridgeport and then a new one that is not showing anywhere on 172nd Street.

Development

Potential Developments 2024 - 2031	Proposed Units
Clay Creek Meadows (Approved October 1, 2024)	216
Landmark Farms (Approved January 2025)	287
Greyhawke Phase 5 -10 (2025 and beyond)	165
Total	349 - 636

- Clay Creek Meadows approved and under construction – limited to 159 units until Wildflower Improvements made.
- Landmark Farms Development notified staff of a 2-year delay in construction, Plat approval will require resubmittal as Wildflower upgrades not occurring as planned in their agreement.
- Wildflower Improvements revert to Greyhawke' s 2004 obligation to construct.
- Wildflower Improvements will allow Clay Creek Meadows to complete construction as planned.
- Renegotiation of the Landmark agreement (and any other new development) will be limited by the remaining 274 units (490-216) until Owens Branch Phase I complete.

Capacity Status

Currently Available	CURRENT CAPACITY	DWELLING UNITS (D.U.'s)
	Additional Development Capacity (no system improvements)	265 D.U.'s
	Greyhawke Subdivision Phase 3A, 3B, & 4 Clay Creek Meadows Phase I and II	(-95 D.U.'s) (-159 D.U.'s)
	Total Capacity Currently Available	11 D.U.'s

With improvements	NORTH SMITHVILLE DEVELOPMENT CAPACITY	DWELLING UNITS
	Additional Development Capacity with Wildflower Pump Station Improvements (Additional 320 units) (Greyhawke development responsibility)	333 lots 331 lots (Existing 11 + additional 320 units)
	Owens Branch (Phase I , Segment 1 - 3)	Will accommodate 20+ years worth of growth

Use of Impact Fees

Water and wastewater impact fees are charges levied on new development to help fund the construction or expansion of water & wastewater infrastructure respectively needed to accommodate growth, ensuring new developments contribute to the costs of increased demand.

Impact Fees and Planned Use

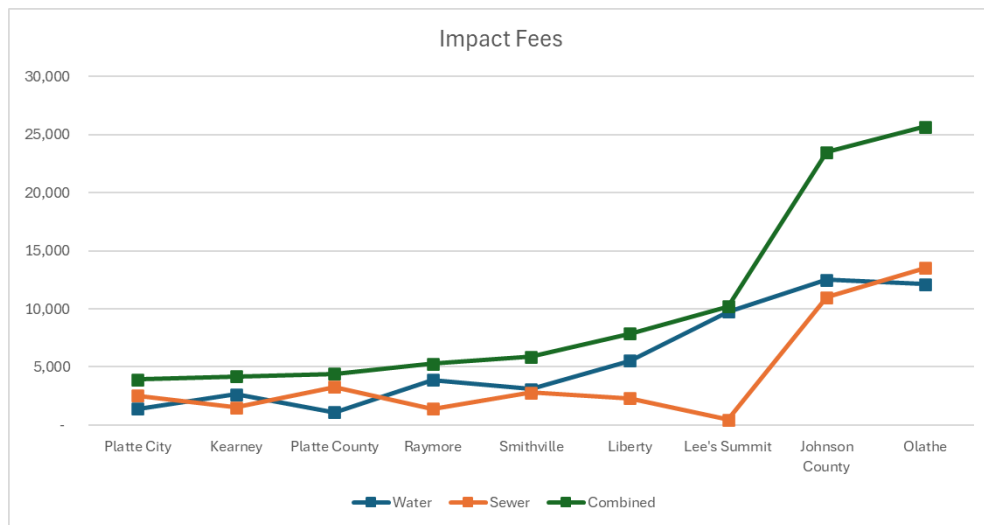
Water Impact Fees were \$2,400 since 2004 until 2022 when it was increased to \$3,100.

Capital Improvement Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Maple Ave & River Crossing (12" Waterline) (50% of Construction)	-	\$700,000	-	-	-
Grand Total	-	\$700,000	-	-	-

Wastewater Impact Fees have been \$2,800 since 2004

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Owens Branch Phase #1, Line #3 (construction)	-	-	\$1,150,000	-	-
Grand Total	-	-	\$1,150,000	-	-

Impact Fee Community Comparison



Cynthia noted that several key points warrant attention regarding this matter. Firstly, it is important to note we are in the ballpark compared to the majority of cities, particularly in the \$5,000 range.

We have not made substantial increases to our rates for some time. There will be discussions concerning this topic as we proceed with the budgetary process. Furthermore, when examining the areas history rates, it is noteworthy that they are situated in regions experiencing higher growth rate. The growth in these cities has a consequential impact on the associated costs. Additionally, Cynthia emphasized that the rising expenses are a motivating factor and why we have to consider rate increases.

Another important aspect to mention is our earlier comparison of water and sewer rates among some communities. You will not find Parkville, Riverside, or Gladstone mentioned in this comparison, as they do not provide their utility services. Consequently, they do not incur costs related to those systems, which explains their absence from this list.

Alderman Hartman asked for clarification that the impact fees are per house/connection.

Rick explained that impact fees currently are the same for single family and multi-family.

Cynthia noted that these charges do affect construction costs. We need to find a balance between the expenses on the system and the costs to current residents resulting from new housing developments.

Mayor Boley asked if impact fees were based on meter size.

Jack said that they were, for the standard residential they are 5/8, ¾ or one inch is one cost, the two inch doubles that cost and a four inch doubles that cost.

Current and Future Direction Future Development

- Future Growth
 - 156 units that have been platted, but no permits issued.
 - 788 units have been zoned or preliminary platted, but no final plats have been filed.
 - 621 units have been in initial development review discussions and should be anticipated in 2024-25.
 - Other than multifamily (Clay Creek and Eagle Ridge) the last subdivision created with 100+ lots was Greyhawke in 2004.

Water and Wastewater Development

- Water – The water treatment plant expansion project will accommodate future growth.
- Wastewater – Growth will have an impact in near future.
 - With completion of the wastewater treatment plant expansion.
 - Central Smithville – 20 plus years of capacity
 - South Smithville – with 144th Street Pump Station, 10 plus years of capacity
 - North Smithville – area of concern with current growth and potential additional growth

Current and Future CWWS Capital Improvement Projects

Project name	Accomplishes	Estimated Net Cost to CWWS	Impact
West Bypass 144th Lift Station	The project is needed for capacity improvements in the southern portion of Smithville and will allow staff to decommission lift stations that are under capacity.	\$3,000,000	Capacity and System Integrity
Stonebridge Lift Station	The project is needed for capacity improvements in the southern portion of Smithville and will allow staff to decommission lift stations that are under capacity. New school bus barn has limited service.	\$1,530,000	Capacity and System Integrity
River Crossing - 12-inch Waterline	This project is needed to ensure adequate water supply north of the Little Platte River. Currently, there is only one 8" main across the river and this improvement will provide additional capacity and reliability.	\$1,10,000	Capacity and System Integrity
Smith Fork Force Main	The new pump station at Smith Forks identified the 4" force main was restricted. This project will provide continued service and increased capacity in north Smithville.	\$700,000	Capacity and System Integrity
Owens Branch Gravity Line	This multi-phased sanitary sewer gravity line project will provide additional capacity to the north end of town and enable removal of some lift stations	\$6,850,000	Residential Capacity
Wastewater Treatment Plant Facility Plan	Identifies existing plant systems and preliminary design for DNR permitting of WWTP expansion.	150,000	System Capacity

Project name	Accomplishes	Estimated Net Cost to CWWS	Impact
Water Treatment Plant Improvements	Maintenance and improvements to existing facility.	\$1,430,000	System Integrity and Plant Maintenance
Highway 92 & Commercial Street Waterline	This water line connection is crucial to ensure that the newly relocated booster station has an adequate water supply.	\$450,000	System Integrity
McDonalds / Central Bank Lift Station	This project will help the City eliminate two costly sewer pump stations, McDonald's, and Central Bank lift stations	\$730,000	System Integrity
Tower to Major Mall 8" Water line	The connection will accommodate the expected growth south of 92 Highway, and provides additional water supply for the southwest water tower	\$205,000	Capacity and System Integrity
Day Care Lift Station	Project is not currently in the CIP, but is a system efficiency need once the Stonebridge station is decommissioned.	\$450,000	System Efficiency
Water Plant Expansion	Plant expansion for growth and taste and odor control	\$15,000,000	System Capacity
Wastewater Plant Expansion	Plant expansion to accommodate growth	\$4,000,000	Capacity and System Enhancement

City of Smithville Future

City of Smithville									
CWWS Projected Cash Flow									
April 2025									
	2025	2026	2027	2028	2029	2030	2031	2032	2033
Beginning Cash	\$ 7,725,820	\$ 11,568,796	\$ 4,815,569	\$ 5,209,313	\$ 3,676,787	\$ 1,568,870	\$ (876,285)	\$ (1,344,523)	\$ 289,504
Revenue *	7,143,660	7,679,435	8,255,392	8,874,546	9,495,765	10,160,468	10,871,701	11,632,720	12,447,011
Debt Issuance	7,500,000	-	8,000,000	-	13,000,000	13,000,000	7,000,000	5,000,000	-
Expense **	10,800,684	14,432,662	15,861,648	10,407,073	24,603,682	25,605,623	18,339,939	14,998,694	20,439,554
End Cash	\$ 11,568,796	\$ 4,815,569	\$ 5,209,313	\$ 3,676,787	\$ 1,568,870	\$ (876,285)	\$ (1,344,523)	\$ 289,504	\$ (7,703,040)
Required Reserve	1,186,323	1,281,179	1,451,097	1,513,273	1,728,663	1,909,012	2,041,189	2,159,765	2,239,120
Major Project Outlay (projected)	4,210,000	7,315,000	7,800,000	2,000,000	15,000,000	15,000,000	7,000,000	3,000,000	8,000,000
							Total 9 Year Outlay	\$ 69,325,000	
							Additional COP	\$ 15,500,000	
							Revenue Bonds	38,000,000	
							Total Planned Financing	\$ 53,500,000	

Alderman Hartman noted that the expenses are always going to outweigh our revenue. There's no going back. We cannot balance our expenses due to these projects and these projects are essential for us.

Rick clarified that the this includes the capital projects that are going to be incorporated. There is a piece that is the operating expense. Rick noted that our revenues should outpace our operating expenses every year in the water and wastewater fund. The chart shows the additional major outlay project that we have slated for each year and included in the expense line. Rick explained that expense is including the capital projects and the cost of debt. This presentation provides the picture that from 2004 to 2017, there was not much of an increase in rates and projects were not being completed. It was more focus on the maintenance and repair. Now that we have the master plans in place, we are going to start updating our infrastructure.

Alderman Russell asked for clarification on the statement expenses are always going to outweigh our revenue.

Rick explained that our revenue will always be higher than our operating expenses but in this scenario it is reversed because it includes the capital projects which will be supplemented by debt.

Cynthia mentioned that our conversation about debt financing goes back to the discussions we had in February when our bond counsel and financial advisors were here to go over the processes and the options available to us, which we will keep examining.

Cynthia noted that we had predicted the necessity to issue COPs, which are certificates of participation, for the 144th Street Interceptor project, and initially thought we would need to pursue that debt in 2023. However, due to project delays and also thanks to some additional funding we have received with assistance from Representative Graves in obtaining federal government funding, this has pushed back our need to issue the debt. On tonight's agenda is the reimbursement resolution, which effectively states our plan to

issue that debt and lays out the projects for which we can reimburse ourselves. Later this week, staff will have a call with our financial advisor to begin that process. The sale of those COPs is expected to take place later this year. We do not have a specific timeline yet, as that will be determined in the discussions with the financial advisors later this week, and staff will share that information with the Board. There are several steps and approvals required from the Board to ensure this happens.

Mayor Boley noted that the water district has recently issued bonds to connect with an alternative supplier. He requested that the staff explore the implications of not providing water for that additional capacity and the discount rate associated with our water sales to them.

Alderman Hartman highlighted that for 13 years the Board did nothing. He asked if the population had any growth during that time.

Jack explained that the growth was not significant, but we did have growth.

Mayor Boley noted that for many of those years the City did not have property tax because they wanted growth.

Jack explained that there were 23 years that the City did not have property taxes. He noted that not only did we have growth we were annexing more land and no property taxes to pay for any of the services that we had to start providing.

Mayor Boley clarified that the annexations were voluntary annexations not forced annexations.

Jack noted that there were approximately 35 annexations a month from 1989 to 1992.

3. Adjourn

Alderman Hartman moved to adjourn. Alderman Kobylski seconded the motion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:57 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

**SMITHVILLE BOARD OF ALDERMEN
REGULAR SESSION**

April 1, 2025 7:00 p.m.
City Hall Council Chambers and Via Videoconference

1. Call to Order

Mayor Boley, present, called the meeting to order at 7:05 p.m. A quorum of the Board was present: Marv Atkins, Leeah Shipley, Kelly Kobylski, Dan Hartman and Ron Russell. Melissa Wilson was present via Zoom.

Staff present: Cynthia Wagner, Chief Lockridge, Chuck Soules, Rick Welch, Matt Denton and Linda Drummond.

2. Pledge of Allegiance lead by Mayor Boley

3. Consent Agenda

- **Minutes**

- March 18, 2025, Board of Aldermen Work Session Minutes
- March 18, 2025, Board of Aldermen Regular Session Minutes

- **Resolution 1453, Nehemiah Festival 2025 Agreement**

A Resolution authorizing and directing the Mayor to execute an agreement with Grace Community Church for the use of Smith's Fork Park to host a music festival.

- **Resolution 1454, Regional Multi-Hazard Mitigation Plan**

A Resolution adopting the Regional Multi-Hazard Mitigation Plan.

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

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the consent agenda approved.

REPORTS FROM OFFICERS AND STANDING COMMITTEES

4. City Administrator's Report

Cynthia noted the report, as published with the agenda, stands as presented. Cynthia highlighted a few points and provided some additional information.

A reminder to the Board and the public that tomorrow evening at 6:00 p.m., we will hold the second informational session regarding the Prop P sales tax item. This item will appear on the ballot next week. There will be an informational forum hosted by the Chamber of Commerce on Thursday, April 3, at 6:30 p.m. at the Performing Arts Center (PAC) at the High School. This forum will cover all ballot issues.

The ribbon cutting ceremony for the Emerald Ridge Playground will take place on Saturday, April 5 at 2:00 p.m. Matt and his team have been working hard to prepare the park, and we are excited to celebrate this milestone.

Cynthia reminded the Board of the Board Retreat scheduled for April 17 and 18. Cynthia will be sending out an email later this week to the Board, with preparatory materials based on recent discussions. She noted that she appreciate the Board's time and the individual conversations discussing those issues.

Cynthia noted the ongoing sewer line issue at City Hall. While the issue is not related to the City's sewer main, it concerns the sewer line from the building to the main line out front of City Hall. She reminded everyone that a meeting had to be postponed recently due to issues with the toilets. After several assessments by plumbers, we identified that the sewer line is beginning to collapse just beyond the sidewalk in front of City Hall. While the collapse is not complete, it is causing the ongoing issues. Staff is currently obtaining estimates for the necessary repairs, which may exceed Cynthia's expenditure authority. If that is the case, staff will need to bring a budget amendment forward to the Board. Cynthia will keep the Board updated as we have more information.

Parks Director Matt Denton informed Cynthia that as of 3:30 p.m. we had already received 181 reservations for Smith's Fork Campground this season.

Alderman Russell asked about the E-waste event.

Cynthia confirmed that the Shredding and E-Waste event will take place this Saturday at the High School from 9:00 a.m. to 12:00 p.m. The following Saturday, April 12, we will host the Household Hazardous Waste Collection from 8:00 a.m. to 12:00 p.m. Both events are sponsored by Mid-America Regional Council (MARC), and participants will need to provide proof of residency within the MARC region to participate.

ORDINANCES & RESOLUTIONS

5. Bill No. 3058-25, FY2025 Budget Amendment No. 6 – 2nd Reading

Alderman Atkins moved to approve Bill No. 3058-25, amending the FY2025 Operating Budget to add \$70,000 to the Transportation Sales Tax Fund expenditure budget. 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

Alderman Russell - Aye, Alderman Hartman – Aye, Alderman Wilson – Aye

Alderman Atkins - Aye, Alderman Kobylski - Aye, Alderman Shipley – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3058-25 approved.

6. Bill No. 3059-25, FY2025 Budget Amendment No. 7 – Emergency Reading Sponsored by Mayor Boley – 1st and 2nd Reading

Alderman Atkins moved to approve Bill No. 3059-25, amending the FY2025 Operating Budget to add \$7,150 to the General Fund expenditure budget. 1st reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

Alderman Wilson - Aye, Alderman Shipley- Aye, Alderman Russell – Aye,

Alderman Hartman- Aye, Alderman Kobylski – Aye, Alderman Atkins - Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3059-25 approved first reading.

Alderman Atkins moved to approve Bill No. 3059-25, amending the FY2025 Operating Budget to add \$7,150 to the General Fund expenditure budget 2nd reading by title only. Alderman Hartman seconded the motion.

No discussion.

Upon roll call vote:

Alderman Atkins - Aye, Alderman Wilson - Aye, Alderman Kobylski – Aye,
Alderman Russell - Aye, Alderman Hartman – Aye, Alderman Shipley - Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 3059-25 approved.

7. Resolution 1455, Reimbursement Resolution

Alderman Atkins moved to approve Resolution 1455, declaring the intent of the City to reimburse expenses related to utility projects through proceeds from debt financing. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1455 approved.

8. Resolution 1456, Award Bid No. 24-08 – 144th Street Lift Station and West Bypass

Alderman Atkins moved to approve Resolution 1456, awarding Bid No. 24-08 to Epic Concrete Construction for the 144th Street Pump Station and West Interceptor Force Main in the amount of \$4,799,650 and authorize a force account of \$200,000. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1456 approved.

9. Resolution 1457, Facilities Extension Agreement with Evergy

Alderman Atkins moved to approve Resolution 1457, authorizing the Mayor to sign the Facilities Extension Agreement with Evergy and authorizing the expenditure of \$106,459.64 for the extension of electric service. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1457 approved.

10. Resolution 1458, Sampling Support Agreement with HDR

Alderman Atkins moved to approve Resolution 1458, authorizing the mayor to sign an agreement with HDR for Smithville Lake sampling support services. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1458 approved.

11. Resolution 1459, Award Bid No. 25-07, Janitorial Services

Alderman Atkins moved to approve Resolution 1459, awarding Bid No. 25-07, for janitorial services for City Hall and the Senior Center to Primary Cleaning Services in the amount not to exceed \$32,400 annually. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1459 approved.

12. Resolution 1460, Award Bid No. 25-08, Debt Collections Services

Alderman Atkins moved to approve Resolution 1460, awarding Bid No. 25-08 for Debt Collection Services for the City and authorizing and directing the Mayor to enter into an agreement with Midwest Municipal Services, LLC. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1460 approved.

13. Resolution 1461, Amendment No. 1 to Authorization No. 99

Alderman Atkins moved to approve Resolution 1461, approving Amendment No. 1 to Authorization No. 99, with HDR for engineering services for the Water Treatment Plant Improvements. Alderman Hartman seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 1461 approved.

OTHER MATTERS BEFORE THE BOARD

14. Public Comment

Kristine Bunch, 402 4th Terrace, noted that she agreed with Alderman Hartman's earlier comment that we cannot go back because there have been numerous yes, yes, yes votes.

Ms. Bunch said that the City has been imposing a half percent sales tax since 1989. She is worried about the \$7,150 that taxpayers are contributing to the general fund, as well as the \$7.5 million COP.

Ms. Bunch said that a resident informed her of the size and population similarities between Smithville and Kearney and the difference in the cost of the utilities. She said that many residents are worried about rising costs.

Ms. Bunch said she would also like to contest the City's conditional use license for RSMO 214. 205 and RSMO 214.

Ms. Bunch also noted that disturbing a burial is a Class A misdemeanor, and we now know that there are five headstones that have been disturbed in Monterey Estates.

15. New Business from the Floor

None

16. Adjourn

Alderman Hartman moved to adjourn. Alderman Russell seconded the motion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the regular session adjourned at 7:18 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

FY 2025 BUDGET - FINANCIAL UPDATE

3/31/2025

REVENUES, BY FUND	FYE 2024 ACTUAL	FYE 2025 BUDGET	FYE 2025 YTD	FYE 2025 PROJECTION	
GENERAL FUND	6,942,100	6,737,657	3,668,283	6,840,899	54.44%
COMBINED WATER/WASTEWATER SYSTEMS FUND	6,604,273	7,143,660	3,097,836	7,143,660	43.36%
TRANSPORTATION SALES TAX FUND	738,322	1,719,624	302,594	1,559,624	17.60%
SOLID WASTE FUND (FORMALLY SANITATION FUND)	924,551	971,205	405,901	971,205	41.79%
SPECIAL ALLOCATION FUND	913,681	892,000	667,733	892,000	74.86%
CAPITAL IMPROVEMENT SALES TAX FUND	776,869	3,351,132	931,843	2,271,132	27.81%
DEBT SERVICE FUND	357,830	365,000	-	365,000	0.00%
PARK & STORMWATER SALES TAX FUND	774,822	965,294	331,773	965,294	34.37%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	373,851	469,000	-	469,000	0.00%
COMMONS CID FUND	375,034	362,000	194,591	362,000	53.75%
AMERICAN RESCUE PLAN ACT FUND	-	-	-	-	
	18,781,333	22,976,572	9,600,554	21,839,814	41.78%

EXPENDITURES, BY FUND	FYE 2024 ACTUAL	FYE 2025 BUDGET	FYE 2025 YTD	FYE 2025 PROJECTION	
GENERAL FUND	7,099,518	7,547,496	2,902,695	7,547,496	38.46%
COMBINED WATER/WASTEWATER SYSTEMS FUND	5,467,979	10,800,684	1,987,681	10,800,684	18.40%
TRANSPORTATION SALES TAX FUND	599,249	1,652,000	79,549	1,652,000	4.82%
SOLID WASTE FUND (FORMALLY SANITATION FUND)	907,202	970,617	399,264	970,617	41.14%
SPECIAL ALLOCATION FUND	1,187,820	1,136,542	352,583	1,136,542	31.02%
CAPITAL IMPROVEMENT SALES TAX FUND	790,292	4,217,875	1,015,437	2,827,917	24.07%
DEBT SERVICE FUND	351,333	365,000	268,913	365,000	73.67%
PARK & STORMWATER SALES TAX FUND	704,533	1,081,000	17,207	570,000	1.59%
VEHICLE AND EQUIPMENT REPLACEMENT FUND	462,387	474,794	165,845	474,794	34.93%
COMMONS CID FUND	277,989	362,000	145,329	362,000	40.15%
AMERICAN RESCUE PLAN ACT FUND	141,689	-	-	-	
	17,989,990	28,608,008	7,334,502	26,707,050	25.64%

2025 Expenditure Detail By Department, General Fund

Administration	YTD Expense	Budget	YTD %
PERSONNEL	210,371	546,478	38%
BENEFITS	19,676	45,943	43%
Total Administration Personnel	230,047	592,421	39%
REPAIRS & MAINTENANCE - BUILDING	5,626	9,803	57%
REPAIRS & MAINTENANCE - EQUIPMENT	3,079	9,070	34%
REPAIRS & MAINTENANCE - SOFTWARE	3,080	14,384	21%
TELEPHONE/INTERNET	1,685	7,285	23%
TOOLS & SUPPLIES	2,431	500	486%
OFFICE SUPPLIES	3,785	7,170	53%
ELECTRICITY	642	1,551	41%
TRAINING & TRAVEL EXPENSE	1,815	14,168	13%
POSTAGE	750	3,000	25%
PROFESSIONAL SERVICES	39,532	70,488	56%
INSURANCE DEDUCTIBLES	-	-	
INSURANCE EXPENSE	100	6,748	1%
ADVERTISING	25	1,918	1%
CAPITAL EXPENDITURES - SOFTWARE	870	-	
MISCELLANEOUS EXPENSE	1,128	1,400	81%
MEMBERSHIPS & SUBSCRIPTIONS	2,949	9,460	31%
EMPLOYEE WELLNESS PROGRAM	133	3,500	4%
	67,630	160,444	42%
Total Administration	297,677	752,866	40%

Streets	YTD Expense	Budget	YTD %
PERSONNEL	330,029	695,121	47%
BENEFITS	42,644	143,101	30%
Total Streets Personnel	372,673	838,222	44%
REPAIRS & MAINTENANCE - BUILDING	8,785	1,201	731%
REPAIRS & MAINTENANCE - EQUIPMENT	21,966	1,614	1361%
REPAIRS & MAINTENANCE - VEHICLES	2,011	1,500	134%
REPAIRS & MAINTENANCE - SOFTWARE	3,722	15,542	24%
TELEPHONE/INTERNET	4,935	4,625	107%
MOBILE COMMUNICATIONS	-	5,196	0%
TOOLS & SUPPLIES	5,877	1,496	393%
UNIFORM AND CLOTHING SUPPLIES	2,837	4,200	68%
OFFICE SUPPLIES	1,221	2,500	49%
ELECTRICITY	48,043	101,011	48%
PROPANE	1,030	10,000	10%
FUEL	99	-	
CITY EVENT SUPPLIES	1,439	400	360%
TRAINING & TRAVEL EXPENSE	2,034	8,600	24%
MEMBERSHIPS & SUBSCRIPTIONS	79	1,050	8%
POSTAGE	-	1,500	0%
PROFESSIONAL SERVICES	21,196	143,060	15%
INSURANCE EXPENSE	-	26,843	0%
EASEMENT ACQUISITION	-	10,000	0%
ADVERTISING	60	400	15%
CAPITAL IMPROVEMENT PROJECTS	-	100,000	0%
CAPITAL EXPENDITURES - EQUIPMENT	96	61,000	0%
MISCELLANEOUS EXPENSE	-	-	
TRANSFERS OUT	-	85,000	0%
	125,431	586,738	21%
Total Streets	498,104	1,424,961	35%

Police	YTD Expense	Budget	YTD %
PERSONNEL	729,408	1,747,804	42%
BENEFITS	82,562	269,285	31%
Total Police Personnel	811,970	2,017,088	40%
REPAIRS & MAINTENANCE - BUILDING	4,958	13,294	37%
REPAIRS & MAINTENANCE - EQUIPMENT	2,194	18,604	12%
REPAIRS & MAINTENANCE - VEHICLES	9,423	18,922	50%
REPAIRS & MAINTENANCE - SOFTWARE	15,037	67,673	22%
TELEPHONE/INTERNET	2,032	7,721	26%
MOBILE COMMUNICATIONS	5,167	15,222	34%
TOOLS & SUPPLIES	5,863	22,344	26%
UNIFORM AND CLOTHING SUPPLIES	18,964	30,913	61%
OFFICE SUPPLIES	4,375	3,500	125%
ELECTRICITY	3,960	7,829	51%
FUEL	10,206	46,150	22%
TRAINING & TRAVEL EXPENSE	8,093	29,000	28%
ACADEMY TRAINING	16,803	12,000	140%
MEMBERSHIPS & SUBSCRIPTIONS	4,573	18,525	25%
POSTAGE	250	1,000	25%
PROFESSIONAL SERVICES	17,227	41,938	41%
DISPATCHING SERVICES	41,100	82,260	50%
CONFINEMENT SERVICES	1,805	8,000	23%
INSURANCE EXPENSE	-	63,204	0%
ADVERTISING	249	250	99%
POLICE LEGAL FEES	1,668	20,000	8%
COURT APPOINTED FEES	10,580	10,000	106%
CAPITAL EXPENDITURES - EQUIPMENT	8,800	29,000	30%
CAPITAL EXPENDITURES - SOFTWARE	-	-	
MISCELLANEOUS EXPENSE	10	-	
TRANSFERS OUT	-	200,000	0%
CAPITAL EXPENDITURES - VEHICLE	-	-	
REPAIRS & MAINTENANCE - BUILDING	53	600	9%
TOOLS & SUPPLIES	1,452	1,500	97%
ANIMAL CONTROL SUPPLIES	1,119	500	224%
TRAINING & TRAVEL EXPENSE	308	1,000	31%
PROFESSIONAL SERVICES	3,964	6,000	66%
	200,232	776,950	26%
Total Police	1,012,202	2,794,038	36%

Development	YTD Expense	Budget	YTD %
PERSONNEL	181,651	429,127	42%
BENEFITS	26,156	66,590	39%
Total Development Personnel	207,807	495,717	42%
REPAIRS & MAINTENANCE - BUILDING	686	1,620	42%
REPAIRS & MAINTENANCE - EQUIPMENT	981	1,180	83%
REPAIRS & MAINTENANCE - VEHICLES	62	1,540	4%
REPAIRS & MAINTENANCE - SOFTWARE/MAPS	4,401	39,738	11%
TELEPHONE/INTERNET	719	1,947	37%
MOBILE COMMUNICATIONS	1,512	2,192	69%
TOOLS & SUPPLIES	98	1,014	10%
UNIFORM AND CLOTHING SUPPLIES	1,110	1,800	62%
OFFICE SUPPLIES	675	1,000	68%
ELECTRICITY	642	1,406	46%
FUEL	993	6,568	15%
TRAINING & TRAVEL EXPENSE	719	5,000	14%
MEMBERSHIPS & SUBSCRIPTIONS	78	1,423	6%
POSTAGE	1,326	1,800	74%
PROFESSIONAL SERVICES	17,071	36,188	47%
INSURANCE EXPENSE	-	8,385	0%
ADVERTISING	2,124	5,400	39%
CAPITAL EXPENDITURES - EQUIPMENT	-	1,600	0%
MISCELLANEOUS EXPENSE	73	-	
TRANSFER OUT	-	28,000	0%
	33,269	147,800	23%
Total Development	241,076	643,517	37%

Finance	YTD Expense	Budget	YTD %
PERSONNEL	140,257	345,673	41%
BENEFITS	16,787	52,871	32%
Total Finance Personnel	157,044	398,544	39%
REPAIRS & MAINTENANCE - BUILDING	457	1,200	38%
REPAIRS & MAINTENANCE - EQUIPMENT	762	732	104%
REPAIRS & MAINTENANCE - SOFTWARE	4,929	31,625	16%
TELEPHONE/INTERNET	512	1,377	37%
MOBILE COMMUNICATIONS	777	488	159%
TOOLS & SUPPLIES	1,195	674	177%
OFFICE SUPPLIES	611	650	94%
ELECTRICITY	467	1,022	46%
TRAINING & TRAVEL EXPENSE	635	3,075	21%
MEMBERSHIPS & SUBSCRIPTIONS	245	590	42%
PROFESSIONAL SERVICES	47,260	49,435	96%
INSURANCE EXPENSE	1,000	3,927	25%
BANK CHARGES	44,486	70,722	63%
ADVERTISING	-	257	0%
CAPITAL EXPENDITURES - EQUIPMENT	-	-	
MISCELLANEOUS EXPENSE	-	-	
	103,336	165,774	62%
Total Finance	260,380	564,317	46%

Parks and Recreation	YTD Expense	Budget	YTD %
PERSONNEL	218,190	452,477	48%
BENEFITS	27,625	81,443	34%
Total Parks and Recreation Personnel	245,815	533,919	46%
REPAIRS & MAINTENANCE - BUILDING	2,508	19,000	13%
TELEPHONE/INTERNET	4,011	7,729	52%
MOBILE COMMUNICATIONS	1,010	3,923	26%
TOOLS & SUPPLIES	592	7,000	8%
UNIFORM AND CLOTHING SUPPLIES	2,070	3,575	58%
OFFICE SUPPLIES	2,441	750	325%
ELECTRICITY	10,438	34,536	30%
PROPANE	2,268	9,000	25%
FUEL	3,234	14,600	22%
TRAINING & TRAVEL EXPENSE	2,996	12,090	25%
MEMBERSHIPS & SUBSCRIPTIONS	1,221	1,175	104%
POSTAGE	3	1,000	0%
PROFESSIONAL SERVICES	2,585	3,309	78%
INSURANCE EXPENSE	1,000	19,843	5%
DOWNTOWN MOWING	-	7,000	0%
RENTAL SERVICES	1,890	3,315	57%
CORPS OF ENGINEERING LEASE PAYMENTS	56,002	56,002	100%
ADVERTISING	101	2,000	5%
OUTSIDE SPONSORSHIPS	-	1,000	0%
CAPITAL EXPENDITURES - EQUIPMENT	-	18,500	0%
MISCELLANEOUS EXPENSE	-	-	
TRANSFERS OUT	-	70,000	0%
TELEPHONE/INTERNET	758	2,010	38%
TOOLS & SUPPLIES	412	1,250	33%
ELECTRICITY	474	2,880	16%
NATURAL GAS	655	2,400	27%
PROFESSIONAL SERVICES	18,327	79,154	23%
INSURANCE	-	4,359	0%
CAPITAL IMPROVEMENT PROJECTS	106,902	160,000	67%
REC LEAGUE - SUPPLIES & AWARDS	13,775	30,000	46%
BIKE RACE SUPPLIES	-	-	
YOUTH REC LEAGUE - UNIFORMS	9,931	23,450	42%
ADULT REC LEAGUE - UNIFORMS	161	1,000	16%
CAMP HOST SERVICES	-	17,500	0%
FIREWORKS DISPLAY SERVICES	-	16,000	0%
MOVIE NIGHTS	-	850	0%
REC LEAGUE - BACKGROUND CHECKS	-	720	0%
REC LEAGUE - ADVERTISING	638	2,000	32%
YOUTH REC LEAGUE - UMPIRES	13,113	37,300	35%
ADULT REC LEAGUE - OFFICIALS	-	1,000	0%
REPAIRS & MAINTENANCE - BUILDING	2,713	2,000	136%
REPAIRS & MAINTENANCE - EQUIPMENT	6,854	15,000	46%
REPAIRS & MAINTENANCE - VEHICLES	2,026	750	270%
REPAIRS & MAINTENANCE - INFRASTRUCTURE	24,670	29,500	84%
REPAIRS & MAINTENANCE - PARKS	15,667	15,000	104%
REPAIRS & MAINTENANCE - SOFTWARE	7,115	21,950	32%
REPAIRS & MAINTENANCE - SMITH'S FORK	9,172	20,000	46%
MOWING SERVICES	1,092	-	
	328,826	781,420	42%
Total Parks and Recreation	574,641	1,315,339	44%

Elected Officials	YTD Expense	Budget	YTD %
PERSONNEL	6,459	16,337	40%
REPAIRS & MAINTENANCE - BUILDING	610	1,382	44%
REPAIRS & MAINTENANCE - SOFTWARE	-	450	0%
TELEPHONE/INTERNET	291	1,583	18%
TOOLS & SUPPLIES	240	216	111%
OFFICE SUPPLIES	193	1,000	19%
ELECTRICITY	817	1,150	71%
TRAINING & TRAVEL EXPENSE	576	2,750	21%
MEMBERSHIPS & SUBSCRIPTIONS	-	1,600	0%
PROFESSIONAL SERVICES	2,626	19,654	13%
INSURANCE EXPENSE	-	1,986	0%
ADVERTISING	6,802	4,349	156%
	12,156	36,120	34%
Total Elected Officials	18,615	52,458	35%
TOTAL GENERAL FUND	2,902,695	7,547,496	

2025 Combined Water and Wastewater

Combined Water and Wastewater

Revenue	YTD Revenue	Budget	YTD %
GRANT REVENUE	-	-	
SNOWBIRD DISCONNECTION	250	300	83%
DISCONNECT FEES	3,739	13,500	28%
ARRANGEMENT CONTRACT REVENUE	773	3,000	26%
BAD DEBT RECOUP	734	1,100	67%
INTEREST EARNINGS	-	1,260	0%
SALE OF CITY PROPERTY	-	500	0%
MISCELLANEOUS REVENUE	75	500	15%
LEASE REVENUE	15,657	43,000	36%
PROCEEDS FROM DEBT ISSUED	-	-	
TRANSFERS IN	-	-	
WATER SALES	1,513,598	3,676,000	41%
CONNECTION REVENUE	43,994	54,500	81%
TEMPORARY HYDRANT SERVICE FEES	-	-	
WATER PENALTIES	18,229	30,200	60%
DATA LOG REQUESTS	-	-	
WATER IMPACT FEES	81,200	137,000	59%
WASTEWATER SALES	1,311,254	2,950,750	44%
WASTEWATER PENALTIES	17,746	22,500	79%
WASTEWATER IMPACT FEES	68,039	147,050	46%
STORM WATER REVENUE	22,549	62,500	36%
Total CWWS Revenue	3,097,836	7,143,660	43%

Expenses	YTD Expense	Budget	YTD %
PERSONNEL	455,576	1,190,413	38%
BENEFITS	114,230	362,800	31%
	569,806	1,553,213	37%
REPAIRS & MAINTENANCE - SOFTWARE	8,150	39,623	21%
TELEPHONE/INTERNET	7,115	12,242	58%
MOBILE COMMUNICATIONS	6,846	11,930	57%
OFFICE SUPPLIES	4,246	6,000	71%
BAD DEBT WRITEOFF	-	-	
PROPANE	2,567	15,000	17%
TRAINING & TRAVEL EXPENSE	1,464	15,000	10%
MEMBERSHIPS & SUBSCRIPTIONS	743	560	133%
POSTAGE	772	1,500	51%
INSURANCE EXPENSE	-	109,128	0%
PERMANENT EASEMENT ACQUISITION	3,413	75,000	5%
BANK CHARGES	-	4,250	0%
MISCELLANEOUS LEASING EXPENSE	-	22,815	0%
ADVERTISING	-	250	0%
CAPITAL IMPROVEMENT PROJECTS	275,087	4,260,000	6%
CAPITAL EXPENDITURES - EQUIPMENT	240	-	
CAPITAL EXPENDITURES - SOFTWARE	-	-	
DEPRECIATION EXPENSE	-	-	
MISCELLANEOUS EXPENSE	0	-	
TRANSFERS OUT	-	442,000	0%
REPAIRS & MAINTENANCE - EQUIPMENT	18,461	21,984	84%
REPAIRS & MAINTENANCE - VEHICLES	320	5,000	6%
REPAIRS & MAINTENANCE - WATER LINES	10,075	130,000	8%
REPAIRS & MAINTENANCE - WATER PLANT	267,127	282,000	95%
REPAIRS & MAINTENANCE - WATER TOWERS	42,246	149,705	28%
TOOLS & SUPPLIES	12,912	30,000	43%
SUPPLIES - CONNECTIONS	19,743	50,000	39%
SUPPLIES - LAB	34,393	49,200	70%
SUPPLIES - WATER CHEMICALS	74,122	185,000	40%
UNIFORM AND CLOTHING SUPPLIES	6,286	9,000	70%
ELECTRICITY	112,950	253,436	45%
FUEL	5,017	20,425	25%
PROFESSIONAL SERVICES	204,737	1,019,915	20%
DEBT PRINCIPAL PAYMENTS-WATER	12,682	530,000	2%
DEBT INTEREST PAYMENTS-WATER	115,800	424,000	27%
WATER IMPACT PROJECTS	-	490,000	0%
CAPITAL EXPENDITURES - BLDG	-	-	
CAPITAL EXPENDITURES - WATER PLANT	-	26,000	0%
CAPITAL EXPENDITURES - WATER LINES	-	-	
REPAIRS & MAINTENANCE - SEWER LINES	54,306	200,000	27%
REPAIRS & MAINTENANCE - WW PLANT	10,227	185,000	6%
SUPPLIES - WASTEWATER CHEMICALS	44,549	25,000	178%
WASTEWATER TREATMENT SERVICE	61,278	146,508	42%
WASTEWATER IMPACT PROJECTS	-	-	
	1,417,875	9,247,471	15%
Total CWWS	1,987,681	10,800,684	18%



Board of Aldermen Request for Action

MEETING DATE: 4/15/2025

DEPARTMENT: Administration/Police

AGENDA ITEM: Resolution 1462, Liquor License – Elizabeth Wilmoth DBA: The Lake Stop located at 122 North 169 Highway, Unit G.

REQUESTED BOARD ACTION:

A motion to approve Resolution 1462, issuing a liquor license to Elizabeth Wilmoth, Managing Officer, The Lake Stop, LLC, doing business as The Lake Stop located at 122 North 169 Highway, Unit G.

SUMMARY:

Elizabeth Wilmoth, Managing Officer, of The Lake Stop, LLC has a completed a Liquor License Application for their business to be located at 122 North 169 Highway, Unit G.

Ms. Wilmoth has requested the following licenses:

- Intoxicating Liquor - by the drink
- Sunday Sales

Chief Lockridge has reviewed the application, completed a background check and recommends issuance of the licenses. The effective date will be April 16, 2025. Ms. Wilmoth has remitted payment to cover licensing through June 30, 2025.

PREVIOUS ACTION:

N/A

POLICY ISSUE:

N/A

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: Approval Recommendation Letter | |

RESOLUTION 1462

A RESOLUTION ISSUING A LIQUOR LICENSE TO ELIZABETH WILMOTH, MANAGING OFFICER, THE LAKE STOP, LLC, DOING BUSINESS AS THE LAKE STOP LOCATED AT 122 NORTH 169 HIGHWAY, UNIT G

WHEREAS, Elizabeth Wilmoth, Managing Officer of The Lake Stop, LLC, (DBA: The Lake Stop) has completed the required applications for Intoxicating Liquor by the Drink and Sunday Sales; and

WHEREAS, Chief Lockridge has completed a background check; and

WHEREAS, the background check did not reveal anything to prevent approval of City liquor licenses.

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

THAT A LIQUOR LICENSE BE ISSUED TO THE LAKE STOP, LLC, ELIZABETH WILMOTH, MANAGING OFFICER, FOR THE OPERATION OF THE LAKE STOP LOCATED AT 122 NORTH 169 HIGHWAY, UNIT G.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 15th day of April 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

March 28, 2025

Cynthia Wagner:

I have reviewed the liquor application submitted by Elizabeth Wilmoth (The Lake Stop). I have reviewed Mrs. Wilmoth's background as well as public records and found nothing that would disqualify her from being issued a liquor permit.

I would recommend that Mrs. Wilmoth be issued a city liquor permit pursuant to his request. If you have any questions or concerns, feel free to contact me.

Respectfully,



Chief Jason Lockridge



Board of Aldermen Request for Action

MEETING DATE: 4/15/2025

DEPARTMENT: Finance

AGENDA ITEM: Resolution 1463, Approving a Water and Wastewater Leak Adjustment Request

REQUESTED BOARD ACTION:

Motion to approve Resolution 1463, approving a water and wastewater leak adjustment request for Cory Reynolds in the amount of \$193.43.

SUMMARY:

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

On or about August 29, 2024, the Utilities Division obtained electronic reads of water usage for the month of August. Those reads were uploaded to the billing system and staff was alerted to the accounts that had no, little or high usage.

Following the month of the August billing cycle, Corey Reynolds had started the cycle with a read of 854 and finished the August cycle with a read of 1,205, which resulted in consumption of 35,100 gallons. This amount was more than twice the established monthly average.

On or about September 26, 2024, the Utilities Division obtained electronic reads of water usage for the month of September. Those reads were uploaded to the billing system and staff was alerted to the accounts that had no, little or high usage.

Following the month of the September billing cycle, Corey Reynolds had started the cycle with a read of 1,205 and finished the September cycle with a read of 1,549, which resulted in consumption of 34,400 gallons. This amount was more than twice the established monthly average. As required by Ordinance 2989-18, Corey Reynolds has provided proof of repair/maintenance of the sprinkler line leak which caused the high usage during the August and September billing cycles.

If approved, the leak adjustment would issue a credit of \$193.43 to Corey Reynold's utility account.

PREVIOUS ACTION:

The Board has approved previous leak adjustments in this fiscal year when conditions have been met.

POLICY OBJECTIVE:

[Click or tap here to enter text.](#)

FINANCIAL CONSIDERATIONS:

Reduce utility revenues by \$193.43.

ATTACHMENTS:

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

RESOLUTION 1463

A RESOLUTION APPROVING A WATER AND WASTEWATER LEAK ADJUSTMENT REQUEST FOR COREY REYNOLDS IN THE AMOUNT OF \$193.43

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

WHEREAS, Corey Reynolds, a residential utility billing customer with account 02-003790-00, has notified the City of a water leak and is requesting a leak adjustment; and

WHEREAS, the conditions set forth in Section 705.110 of the Code of Ordinances as amended have been met; and

WHEREAS, the adjustment calculation set forth in 705.110 of the Code of Ordinances as amended has been determined to be \$193.43.

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

A water and wastewater leak adjustment in the amount of \$193.43 shall be credited to account 02-003790-00 of residential utility billing customer Corey Reynolds.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 15th day of April, 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Water and Wastewater Leak Adjustment Request

Utility Customer Name: Corey Reynolds

Utility Service Address: 116 Prairie Rose

Utility Account Number: 02-003790-00

The residential utility billing customer referenced above has notified City staff of a water leak and is requesting a leak adjustment. City staff has verified the water consumption of the month(s) in question is more than two (2) times the monthly average for this property, no other leak adjustment has occurred in the previous thirty-six (36) month period, covers a single event and repair receipts have been provided.

In accordance with the Leak Adjustment Ordinance No. 705.110, the Board of Alderman may consider a leak adjustment calculated to be \$193.43 at the Board of Alderman meeting on 4/15/25.

Upon resolution by the Board of Alderman, I, Corey Reynolds, shall make payment in full or make formal payment arrangements with City staff no later than ten days (10) following the Board of Alderman consideration. I understand that failure to do so will result in imposition of late fees and/or disconnection of service.


Customer's Signature

4/3/25
Date

INVOICE NO. 569707

LENN BARBER

~~Invoice~~

RECEIPT

SOLD TO		SHIPPED TO		VIA	
COREY REYNOLDS					
ADDRESS		ADDRESS			
116 S. PRAIRIE ROSE STREET					
CITY, STATE, ZIP		CITY, STATE, ZIP			
SMITHVILLE, MO. 64089					
CUSTOMER ORDER NO.	SOLD BY	TERMS	F.O.B.	DATE	
				03/02/25	
				\$0	
- REPAIRED MAIN LINE TO SYSTEM LEAK					
- FIXED ON 09/15/24					
- 3 YR WARRANTY					
- 1" COVER REPAIRED W/ 4" OETIKER RINGS					
X <i>[Signature]</i>					
OWNER / LENN BARBER					



Water and Wastewater Leak Adjustment Calculation

Utility Customer Name: **Corey Reynolds**

Utility Service Address: **116 Prairie Rose**

Utility Account Number: **02-003790-00**

Breaking down key figures in Ordinance 2989-18(C), Adjustment Calculations

1. The adjusted bill(s) shall charge the City's normal water rate on all water volume used up to two (2) times the average monthly water use for this property.

City's normal water rate (per 1,000 gallons): \$10.40
 Average monthly water usage for this property: 5,833 gallons

2. Adjusted bill(s) shall also charge the City's wholesale water rate on all water volume used greater than two (2) times the average monthly water use for this property.

City's wholesale water rate (per 1,000 gallons): \$6.21

3. If the leak is inside the home, the wastewater bill(s) shall not be adjusted because the water volume used will have drained into the sanitary system of the home.

If the leak is outside the home, the wastewater bill(s) will be adjusted to reflect the average monthly wastewater usage for this property.

City's normal wastewater rate (per 1,000 gallons): \$8.84
 Average monthly wastewater usage for this property: 5,833 gallons
 Was the leak inside or outside the home: outside
 Was the wastewater billed winter average or actual usage: winter average

Calculating the adjustment amount using Ordinance 705.110(C), Adjustment Calculations

MONTH 1		
Original Water Bill Amount		
	34,400 gallons @ 10.4 per 1,000 gallons =	357.76
Adjusted Water Bill Amount		
	11,666 gallons @ 10.4 per 1,000 gallons =	121.33
	+ 22,734 gallons @ 6.21 per 1,000 gallons =	141.18
		262.51
	Water Discount =	95.25
Original Wastewater Bill Amount		
	5,833 gallons @ 8.84 per 1,000 gallons =	51.56
Adjusted Wastewater Bill Amount		
	5,833 gallons @ 8.84 per 1,000 gallons =	51.56
	Wastewater Discount =	0.00

MONTH 2 (if applicable)		
Original Water Bill Amount		
	35,100 gallons @ 10.4 per 1,000 gallons =	365.04
Adjusted Water Bill Amount		
	11,666 gallons @ 10.4 per 1,000 gallons =	121.33
	+ 23,434 gallons @ 6.21 per 1,000 gallons =	145.53
		266.86
	Water Discount =	98.18
Original Wastewater Bill Amount		
	5,833 gallons @ 8.84 per 1,000 gallons =	51.56
Adjusted Wastewater Bill Amount		
	5,833 gallons @ 8.84 per 1,000 gallons =	51.56
	Wastewater Discount =	0.00

Total Discount = 193.43



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.

	<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.

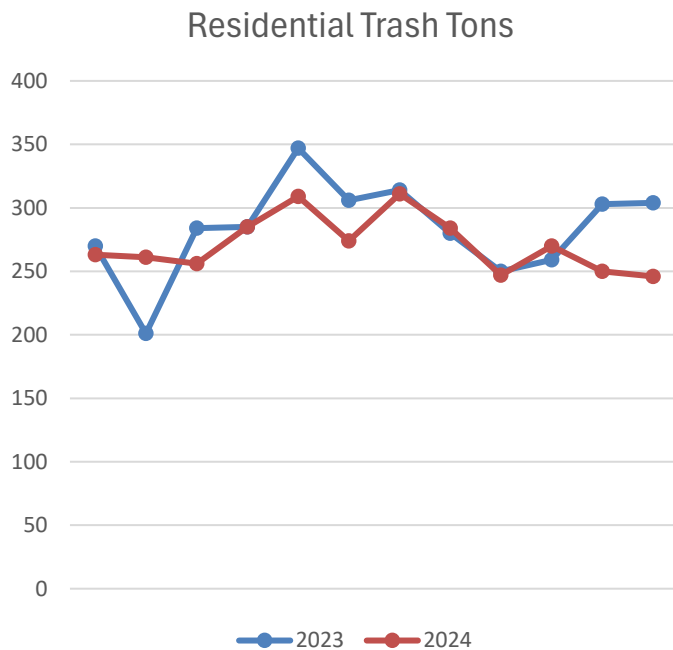


Green Today. Green For Life.

gflenv.com

DIVERSION SUCCESS STORY

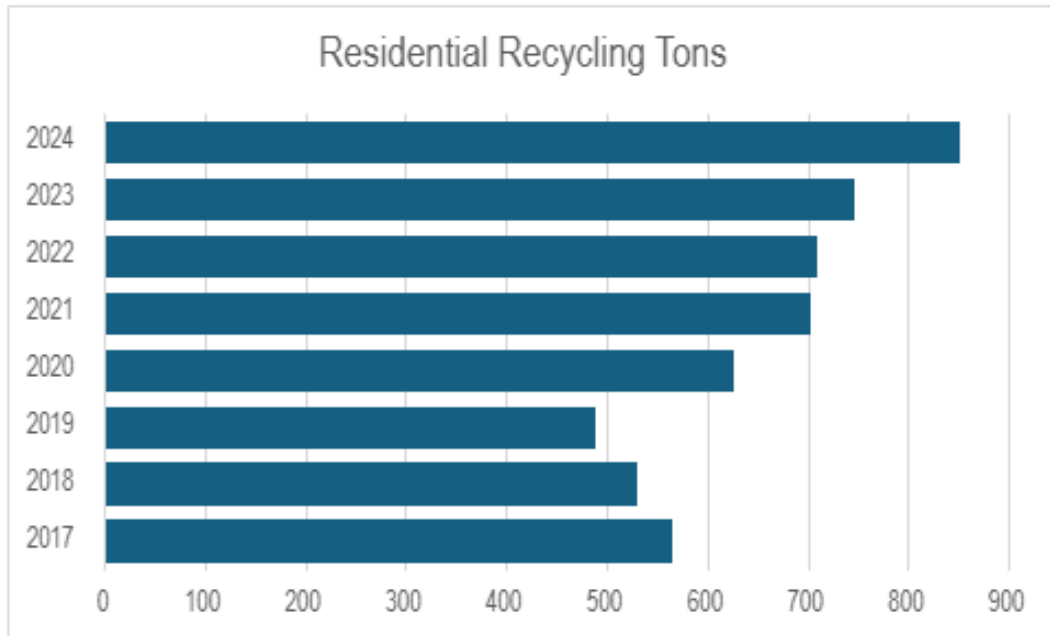
POSITIVE TONNAGE MOVES IN 2024



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**.



Board of Aldermen Request for Action

MEETING DATE: 4/15/2025

DEPARTMENT: Development

AGENDA ITEM: Bill No. 3060-25, approving a Conditional Use Permit for a Transfer Station at 14820 North Industrial Drive – 1st reading.

REQUESTED BOARD ACTION:

A motion to approve Bill No. 3060-25, amending the zoning Ordinance of the City of Smithville, Missouri by and granting a conditional use permit to northland recycle & transfer for a transfer station for municipal solid waste at 14820 North Industrial Drive for 1st reading by title only.

SUMMARY:

The original application was submitted on February 13, 2025 for a CUP to operate a transfer station on I-1 zoned land. The proposed new CUP would expand the current transfer station CUP for Construction and Demolition Waste to include Municipal Solid Waste. This new CUP would, as does the current use, involve transporting waste from various locations to the site to be weighed, then dumped inside a building. This waste would then be transferred into a much larger vehicle and be transported, along with several other trucks waste, to a sanitary landfill. Following a public hearing, the Commission was presented with draft findings of fact required by the ordinance. After discussion, the commission recommended approval of the CUP with conditions identified in paragraph C of the conclusions of law.

PREVIOUS ACTION:

Board Approval of C & D CUP on August 1, 2023, and Planning Commission hearings on April 8, 2025.

POLICY ISSUE:

Implementation of the Comprehensive Plan and Zoning Ordinance.

FINANCIAL CONSIDERATIONS:

None anticipated.

ATTACHMENTS:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Ordinance | <input type="checkbox"/> Contract |
| <input type="checkbox"/> Resolution | <input checked="" type="checkbox"/> Plans |
| <input checked="" type="checkbox"/> Staff Report | <input checked="" type="checkbox"/> P & Z meeting video |
| <input checked="" type="checkbox"/> Other: Findings of Fact, Public Hearing Evidence | |

FINDING OF FACTS AND CONCLUSIONS OF LAW

Applicant: Northland Recycle & Transfer/Four Leaf Land LLC

Land Use Proposed: Transfer Station – Municipal Solid Waste

Zoning: I-1

Property Location: 14820 N. Industrial Dr.

Pursuant to the provisions of Section 400.570 concerning the minimum requirements for the issuance of a special use permit and based on the testimony and evidence presented in a public hearing of the Planning and Zoning Commission held on April 8, 2025, the Planning Commission of the City of Smithville, Missouri hereby makes the following *Finding of Facts and Conclusions of Law*.

Finding of Facts

1. The proposed special use complies with all applicable provisions of the zoning regulation including intensity of use regulations, yard regulations and use regulations.
2. It is found that the proposed special use at the specified location will contribute to and promote the welfare and convenience of the public in that it will be consistent with the Comprehensive Plan goals to expand industrial uses in this particular area and will help reduce the amount of truck trips to landfills, and potentially reduce waste by recycling materials that would otherwise be in landfills.
3. The proposed conditional use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located. The entire area is either zoned industrial or unused, vacant land intended to be added to the industrial district if the Conditions Included in these findings are agreed to and met.
4. The location and size of the conditional use will not dominate the immediate neighborhood to prevent development. The proposal would match the existing types of uses, and the location, size and screening are such that no impact is anticipated if the Conditions included in these findings are agreed to and met.

5. There is sufficient parking for the anticipated vehicles.
6. All utilities will be constructed by the developer prior to this project, and additional stormwater reviews WILL occur at the site plan review of the building(s) themselves if and when changes may occur.
7. Adequate access roads and entrances are provided.
8. The Condition that applicant or future operators of any municipal solid waste transfer station agree to regular inspections for blowing trash and odors leaving the site, and which, if after notification by the City that trash and odors need to be contained or reduced, reasonable compliance with that notification is not met in a timely manner after consultation with the city, that the operations will immediately cease and desist. The applicant will be required to return to the Planning Commission thereafter to reinstate any such conditional use with any additional conditions as the Commission may deem necessary to obtain compliance.
9. That in rendering this Finding of Fact, testimony at the public hearing on April 8, 2025, has been taken into consideration.

Conclusions of Law

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

- A. This application and the granting of a Conditional Use permit is governed by Section 400.570 of the zoning ordinance of Smithville, Missouri.
- B. The proposed use complies with minimum standards required for the issuance of a conditional use permit as set out in Section 400.570 of the zoning ordinance.
- C. A conditional use permit should be granted to allow a transfer station at 14820 N. Industrial Dr. with the conditions stated in paragraph 8 above.

Planning Commission

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF SMITHVILLE, MISSOURI BY AND GRANTING A CONDITIONAL USE PERMIT TO NORTHLAND RECYCLE & TRANSFER FOR A TRANSFER STATION FOR MUNICIPAL SOLID WASTE AT 14820 NORTH INDUSTRIAL DRIVE

WHEREAS, On April 8, 2025, the Planning Commission of Smithville, Missouri held a public hearing relative to a request for a conditional use permit; and

WHEREAS, the Planning Commission forwarded consideration of said request to the Board of Aldermen with a recommendation of granting said request with certain conditions; and

WHEREAS, the Board of Aldermen, based on substantial evidence provided by the applicant, staff, and members of the public found that applicant's proposed transfer station would not seriously injure the public or the appropriate use of neighboring property and that said use would conform to the general intent and purpose of the zoning ordinance if the conditions of the Planning Commission recommendation were met; and

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

Section 1. Ordinance Number 711 and the Zoning Map which is made a part thereof, is amended by granting a Conditional use permit for the installation of a municipal solid waste transfer station at 14820 North Industrial Drive and more particularly described as follows:

Lot 19, First Park 3rd Plat, commonly known as 14820 North Industrial Drive

Section 2. That the Conditional Use Permit contains the following conditions, which are mandatory:

The applicant or future operators of any municipal solid waste transfer station agree to regular inspections for blowing trash and odors leaving the site, and which, if after notification by the City that trash and odors need to be contained or reduced, reasonable compliance with that notification is not met in a timely manner after consultation with the city, that the operations will immediately cease and desist. The applicant will be required to return to the Planning Commission thereafter to reinstate any such conditional use with any additional conditions as the Commission may deem necessary to obtain compliance.

Section 3. This ordinance shall take effect and be in full force from and after its passage according to law.

PASSED THIS 6th DAY OF MAY, 2025.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

1st Reading: 04/15/2025

2nd Reading: 05/06/2025



STAFF REPORT

April 4, 2025

Conditional Use Permit for Part of Parcel Id # 05-816-00-05-005.00

Application for a Conditional Use Permit

Code Sections:

400.570 Conditional Use Permits

Property Information:

Address: 14820 N. Industrial Dr.
Owner: Four Leaf Land LLC
Current Zoning: I-1 with a CUP

Public Notice Dates:

1st Publication in Newspaper: March 27, 2025
Letters to Property Owners w/in 200': March 18, 2025

GENERAL DESCRIPTION:

The property owner is operating a Construction Demolition Waste Transfer Station at 14820 N. Industrial Dr. The site plan requirements for a demolition transfer station are substantially the same as that for a Municipal Solid Waste Transfer Station. However, a MSW station will likely generate substantially more traffic than a demolition station. The development itself is, however, designed to include traffic from industrial uses. As currently developed, the entire development is not subject to significant traffic, but it will likely increase with a MSW facility.

The applicant currently is authorized to operate a construction demolition transfer station with all transfer to occur inside the building, with exterior storage areas. The facility takes construction demolition in roll-off containers, dump the materials inside the building and then sort the materials into various types. Some of the materials will be recycled, some will be resold (metals) and the unusable materials will then be transferred to a C & D approved landfill. In the last several weeks, various city staff have specifically seen non-C & D vehicles entering the facility, dumping and departing. It appears that the applicant has exceeded its authority to operate a C & D transfer

station by accepting municipal solid waste. The waste stream itself is highly regulated by the EPA and DNR and we have not been provided with nor are we aware of any state permits for this use being issued.



Transfer Stations are authorized inside the city limits on either I-2 Heavy Industrial zoned land, or with a Conditional Use Permit on I-1 light Industrial land. After discussions with the owner and the potential purchaser, they agreed to seek the conditional use permit to avoid any future concerns about additional uses the I-2 district authorizes by right. This path, if approved, would keep the light industrial zoning, and the only use allowed other than those by right would be this specific facility with any conditions approved to protect against the higher risk operations allowed in I-2.

In order to approve a conditional use permit, the code requires certain findings of fact be made by the commission. Those code requirements, and the staff recommended findings are listed below:

Minimum Requirements. A conditional use permit shall not be granted unless specific written findings of fact directly upon the particular evidence presented support the following conclusions:

- 1. The proposed conditional use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations and use limitations.** The use is specifically authorized upon approval of a Conditional Use Permit.
- 2. The proposed conditional use at the specified location will contribute to and promote the welfare or convenience of the public.** The transfer station will potentially reduce the number of trash truck trips that must occur by consolidating the individual loads into one larger vehicle and ultimately reduce emissions.
- 3. The proposed conditional use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.** The general location of the property, with the specific requirements that the material only be sorted inside the building itself will not significantly impact the adjacent or nearby industrial users, if, and only if a condition is placed upon the permit that allows for frequent

monitoring of the site for waste leaving the building and blowing in the wind as well as odors that may occur. This condition would also require the operator to take all reasonable steps indicated by the City to further reduce any odors.

4. The location and size of the conditional use, the nature and intensity of the operation involved in or conducted in connection with it and the location of the site with respect to streets giving access to it are such that the conditional use will not dominate the immediate neighborhood so as to prevent development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the conditional use will so dominate the immediate neighborhood, consideration shall be given to:

a. The location, nature and height of buildings, structures, walls and fences on the site; and The location of the facility, as shown on the site plan layout shows a scale building where vehicles will enter to be weighed. The weighed trucks will then enter the 6,400 ft² building. All waste will be off-loaded, sorted, and then re-loaded into different vehicles to be transported to various recycling or landfill sites. The buildings on site will resemble the other buildings approved in the subdivision.

b. The nature and extent of landscaping and screening on the site. The perimeter of the area will have an 8' security fence that must meet the sight obscuring requirements of 80%.

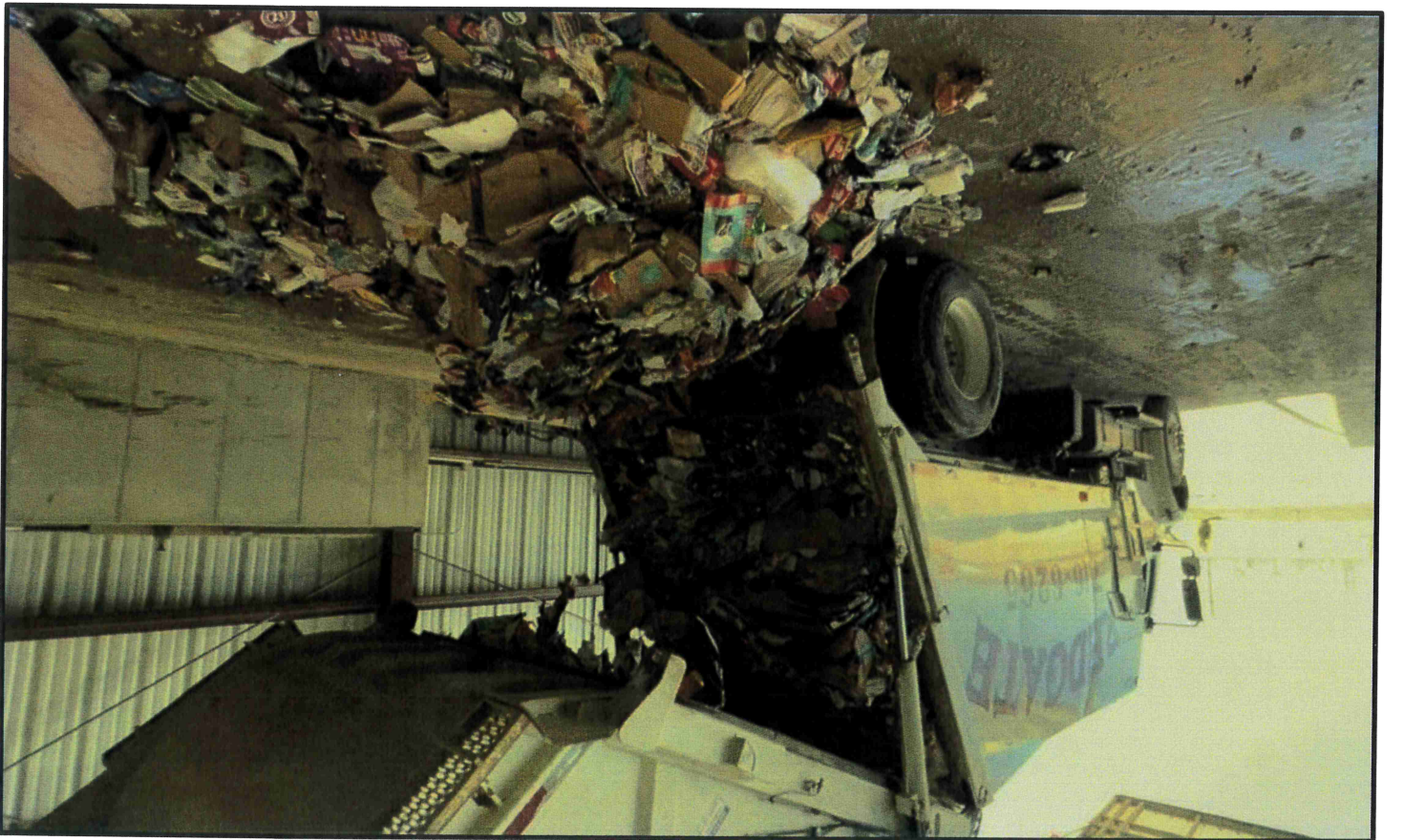
5. Off-street parking and loading areas will be provided in accordance with the standards set forth in these regulations and such areas will be screened from adjoining residential uses and located so as to protect such residential uses from any injurious effect. The submitted layout includes adequate ingress and egress for the type of facility, as well as substantial future growth room that would all be subject to site plan review if developed with additional buildings in the future. There are no residential uses adjacent to or near this facility, and none that have direct visibility of the site.

6. Adequate utility, drainage and other such necessary facilities have been or will be provided. The project already provided additional stormwater review during the building site plan process, but the subdivision plat is to include a large stormwater detention basin to the east of the facility. Since all the transfer work will occur inside the building, any potential problem wastes will be sent to the wastewater treatment facility with the sanitary sewer system (floor drains are connected to sanitary) and no other issues are anticipated.

7. Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys. The use will not generate large amounts of traffic, but substantially more than the existing C & D facility. The traffic it does generate is handled by the current roadway system, and when 148th St. (now Commercial St.) gets extend further west to this site, there will be two separate ingress/egress points onto 169.

STAFF RECOMMENDATION:

Staff recommends the Commission ONLY recommend approval if an a condition is placed that authorizes the facility to be evaluated for trash and odor conditions both on site and off and the operation will stop if a notification is sent that requires additional trash and odor protections being approved by the City, as well as providing the city with all approved operating permits from the State of Missouri and United State as required by law.







Board of Aldermen Request for Action

MEETING DATE: 4/15/2025

DEPARTMENT: Administration

AGENDA ITEM: Election of Mayor Pro-Tem

REQUESTED BOARD 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:

N/A

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

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

- ☐ Contract
- ☐ Plans
- ☐ Minutes



Board of Aldermen Request for Action

MEETING DATE: 4/15/2025

DEPARTMENT: Administration

AGENDA ITEM: Election of Planning and Zoning Commission Member

REQUESTED BOARD 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 Planning and Zoning Commission.

PREVIOUS ACTION:

This is an annual event.

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

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

- ☐ Contract
- ☐ Plans
- ☐ Minutes



Board of Aldermen Request for Action

MEETING DATE: 4/15/2025

DEPARTMENT: Administration

AGENDA ITEM: Election of Parks and Recreation Committee Member

REQUESTED BOARD 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.

PREVIOUS ACTION:

This is an annual event.

POLICY ISSUE:

N/A

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

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

- ☐ Contract
- ☐ Plans
- ☐ Minutes



Board of Aldermen Request for Action

MEETING DATE: 4/15/2025

DEPARTMENT: Administration

AGENDA ITEM: Appointment of Economic Development Representative

REQUESTED BOARD ACTION:

The Mayor will make a nomination for the Economic Development Representative and the Board will vote.

SUMMARY:

Appointments for the Economic Development Representative will occur annually. The representative will work with staff to consider and recommend policies and initiatives regarding Economic Development, as well as attend Economic Development functions with staff.

PREVIOUS ACTION:

March 18, 2025, Ordinance 3254-25 the Board repealed Section 155.020, Economic Development Committee.

POLICY ISSUE:

The Mayor will nominate a representative annually.

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 type="checkbox"/> Minutes |
| <input type="checkbox"/> Other: | |



Board of Aldermen Request for Action

MEETING DATE: 4/15/2025

DEPARTMENT: Administration

AGENDA ITEM: Adjournment to Executive Session Pursuant to Section 610.021(3) RSMo.

REQUESTED BOARD ACTION:

A motion to close the regular session for the purpose of discussing employee personnel matters pursuant to Section 610.021(3) RSMo.

SUMMARY:

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

PREVIOUS ACTION:

N/A

POLICY ISSUE:

The Board of Alderman will vote to close the Board of Aldermen Regular Session Pursuant Section 610.021(3) RSMo.

FINANCIAL CONSIDERATIONS:

N/A

ATTACHMENTS:

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

- ☐ Contract
- ☐ Plans
- ☐ Minutes