



SMITHVILLE, MISSOURI

Board of Aldermen - Regular Session

7:00 p.m.

July 7, 2020

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AGENDA



City of Smithville, Missouri

Board of Aldermen – Regular Session Agenda

July 7, 2020

7:00 pm or immediately following the Work Session – City Hall Council Chambers **Via Videoconference**

NOTICE: *Due to the Governor’s Emergency Declaration and the Health Officer’s orders for safety, public meetings and public comment during public meetings will require modification. The City of Smithville is committed to transparent public meetings and will continue this commitment during the COVID-19 crisis. Anyone who wishes to view the meeting may do so in real time as it will be streamed live on the city’s FaceBook page through FaceBook Live. Attendance in person by members of the public will not be permitted.

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

1. Call to Order
2. Pledge of Allegiance
3. Consent Agenda
 - Minutes
 - June 16, 2020 Board of Alderman 6:00 p.m. Regular Session Minutes
 - June 16, 2020 Board of Alderman Work Session Minutes
 - June 16, 2020 Board of Alderman 7:00 p.m. Regular Session Minutes
 - June 23, 2020 Board of Alderman Special Meeting Minutes

ORDINANCES & RESOLUTIONS

4. **Bill No. 2861-20, Creation of CARES Act Stimulus Fund – 2nd Reading**
An Ordinance to approve the creation of the CARES Act Stimulus Fund to account for the receipt of and expenditures from that allocation separate from any other monies. 2nd reading by title only.

5. Bill No. 2862-20, Budget Amendment No. 2 – 2nd Reading

An Ordinance to amend the FY20 Budget to add \$945,400 in budgeted revenue to the newly created CARES Act Stimulus Fund and to add \$945,400 in budgeted expenditures for the necessary expenses incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19). 2nd reading by title only.

6. Bill No. 2863-20, Annexation of 2412 NE 157th Terrace – 2nd Reading

An Ordinance to approve the annexation of 2412 NE 157th Terrace legally described as Lakeside Crossing 1st Plat, Lot 11. 2nd reading by title only.

7. Resolutions 793, Reimbursement of Prior CARES Related Expenditures

A Resolution to approve expenditures on CARES-related expenses for the months of March, April and May 2020 and authorize reimbursement from the CARES fund.

8. Resolution 794, Addendum 3 of Authorization No. 79, for Streetscape

A Resolution to authorize Addendum No. 3 of Authorization No. 79 for the Downtown Streetscape for the East Streetscape for the amount not to exceed \$15,120 for the redesign of the proposed 8-foot multi-use trail to a 5-foot sidewalk between Smith Street and Liberty Road.

9. Resolution 795, Sports League Contract

A Resolution authorizing and directing the Mayor to enter into an agreement with the Smithville Warrior Youth Football Club for the use of City Park land.

10. Resolution 796, Rescinding Resolution 791, Audit Services

A Resolution to rescind Resolution 791, for audit services and approve Resolution 796, for audit services with the correct dates.

11. Resolution 797, Special Event Permit, Smithville Lake Festival

A Resolution to approve a Special Event Permit to the Smithville Festival Committee (Chairman, Barbara Lamb) for Lakefest, to be held at Courtyard Park August 28, 29 and 30, 2020.

12. Resolution 798, Temporary Liquor License

A Resolution to approve a Temporary Liquor License for Barbara Lamb, doing business as Smithville Festival Committee, to be part of a Special Event being held at the Courtyard Park on August 28, 29 and 30, 2020.

OTHER MATTERS BEFORE THE BOARD

13. Public Comment

Pursuant to the public comment policy, **an email request must be submitted to the City Clerk at ldrummond@smithvillemo.org prior to the meeting.** When recognized, please state your name, address and topic before speaking. Each speaker is limited to three (3) minutes.

14. Appointments

The Mayor will make nominations of two Board members for each:

- The Finance Committee
- The Fire District Liaison Committee
- The School District Liaison Committee
- The NRAD Liaison Committee

15. 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](#).

16. Adjourn

CONSENT AGENDA

City of Smithville

Meeting Date: July 7, 2020**Department:** Administration**Agenda Item:** Consent Agenda**Summary:**

Voting to approve would approve the Board of Aldermen minutes.

Purpose:

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

- Approve the June 16, 2020 Board of Alderman 6:00 p.m. Regular Session Minutes
- Approve the June 16, 2020 Board of Alderman Work Session Minutes
- Approve the June 16, 2020 Board of Alderman 7:00 p.m. Regular Session Minutes
- Approve the June 23, 2020 Board of Alderman Special Meeting Minutes

Impact

Comprehensive Plan:	N/A
Economic Development Plan:	N/A
Parks Master Plan:	N/A
Strategic Plan:	N/A
Capital Improvement Plan:	N/A
Budget:	N/A

Legislative History:

N/A

Suggested Action:

A motion to approve the consent agenda

Attachments: ☐ Plans ☐ Contract ☐ Staff Report
☐ Ordinance ☐ Resolution ☒ Minutes ☐ Other:

Board of Aldermen Minutes – June 16, 2020 6:00 pm Regular Session

**SMITHVILLE BOARD OF ALDERMEN
REGULAR SESSION**

June 16, 2020 6:00 p.m.
City Hall Council Chambers

Due to the COVID-19 pandemic this meeting was held via teleconference.

Mayor, Aldermen and staff attended via Zoom meeting. The meeting was streamed live on the city's YouTube page and also linked to the city's FaceBook page. Attendance in person by members of the public was not permitted.

1. Call to Order

Mayor Boley, present, called the meeting to order at 6:00 p.m. A quorum of the Board was present via Zoom meeting: Steve Sarver, Marv Atkins, John Chevalier, Jeff Bloemker, Josh Hurlbert and Melissa Wilson. Staff present via Zoom: Cynthia Wagner, Nickie Lee, Chuck Soules, Chief Jason Lockridge, Jack Hendrix, Dan Toleikis, Matt Denton and Linda Drummond. City Attorneys John Reddoch and Scott Sullivan were also present via Zoom.

2. Pledge of Allegiance lead by Alderman Hurlbert

3. Consent Agenda

- **Minutes**
 - May 12, 2020 Board of Alderman Work Session Minutes
 - May 12, 2020 Board of Alderman Regular Session Minutes
- **Finance Report**
 - Finance Report for May 2020

No discussion.

Alderman Bloemker moved to approve the consent agenda. Alderwoman Wilson seconded the motion.

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

REPORTS FROM OFFICERS AND STANDING COMMITTEES

4. Committee Reports

Alderman Sarver reported on the June 9 Planning and Zoning Commission meeting. They discussed and approved the proposed changes to the 2018 Residential Codes. There have been 17 residential building permits since January.

Mayor Boley reported that Price Chopper and Porter's construction is progressing. White Iron Ridge now has walls up.

5. City Administrator's Report

Cynthia provided additional information on the schedule for proposed Parks and Recreation Month events. Britney Propes, Recreation and Marketing Manager, is working to put together a good plan for July. We will follow Clay County Public Health Center regulations with regard to social distancing, as well as size of events. We hope to be able to continue with those events. Information was provided in the packet with regard to fall programming. Cynthia explained we are moving forward with the fall programming and following Clay County Public Health Center guidelines.

Cynthia noted that in light of recent events at the national level, staff wanted to provide some information with regard to our Police Department. Chief Lockridge and the command staff are currently reviewing high-risk policies including use-of-force, use-of-force review board, taser use, officer-involved shooting policies and bias-based policing policies. Smithville has utilized in-car video for more than 20 years. Officers have body-worn cameras and those have been utilized since 2016. In 2019, all in-car and body worn video was replaced and upgraded. All sworn police officers complete annual POST-approved training on implicit bias. This helps individuals to recognize cultural bias that may exist and provide strategies in order to respond. Officers are trained in de-escalation when they attend a week-long crisis intervention training, currently 14 of our 17 frontline officers have had CIT training. Our goal is to provide at training to all staff on crisis intervention. Every use of force is reviewed by command staff. If the use of force results in death or serious physical injury, a use-of-force review board will conduct a review, in addition to outside or multi-agency investigation. This is an ongoing process and Cynthia recommended further discussion at a work session sometime this fall to review policies and provide additional information with regard to department operations.

Cynthia noted that the Board will have two meetings in July: July 7 and 21. The mayor has requested continuing Zoom meetings during the construction in the meeting room. We will monitor Clay County Public Health Center guidelines as well. Changes were made to the guidelines last night to allow 250 people in gatherings, but physically distancing might still create issues in our board meeting room. The work sessions over the next couple months will relate to development of the budget.

Alderwoman Wilson asked who specifically serves on that police use-of-force review board?

Chief Lockridge explained the policy outlines a list of personnel on the board. There is a minimum of five on the review board if it is convened. The list includes a supervisor, that is not the involved officer's direct supervisor, the supervisor that supervises that officer, an on staff in-house trainer, at least one individual from an

outside agency and one final individual (Chief could not remember off the top of his head). Chief said that staff would send a copy of the policy to the Board.

Mayor Boley explained that he met Alderman Hurlbert prior to the meeting tonight and presented him with a Recognition of Service Proclamation.



Figure 1 - Mayor Boley presented Alderman Hurlbert a Recognition of Service Proclamation

ORDINANCES & RESOLUTIONS

6. Bill No. 2859-20, Declaring the June 2, 2020 Election Results for the Parks and Stormwater Sales Tax - Emergency Ordinance Sponsored by Mayor Boley -1st & 2nd Readings

Alderman Wilson moved to approve Bill No. 2859-20, to officially declare the results of the Parks and Stormwater Sales Tax from the June 2, 2020 Municipal election. 1st reading by title only. Alderman Hurlbert seconded the motion.

No discussion.

Upon roll call vote via teleconference:

Alderman Atkins – Aye, Alderman Sarver – Aye, Alderman Wilson – Aye, Alderman Bloemker – Aye, Alderman Chevalier – Aye, Alderman Hurlbert – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2859-20 approved first reading.

Alderman Bloemker moved to approve Bill No. 2859-20, to officially declare the results of the Parks and Stormwater Sales Tax from the June 2, 2020 Municipal election. 2nd reading by title only. Alderman Atkins seconded the motion.

No discussion.

Upon roll call vote via teleconference:

Alderman Bloemker – Aye, Alderman Chevalier – Aye, Alderman Hurlbert – Aye,

Alderwoman Wilson – Aye, Alderman Sarver – Aye, Alderman Atkins – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2859-20 approved

7. Bill No. 2860-20, Authorizing the City to Impose a Parks and Stormwater Sales Tax – Emergency Ordinance Sponsored by Mayor Boley -1st & 2nd Readings

Alderwoman Wilson moved to approve Bill No. 2860-20, authorizing the City to impose a Parks and Stormwater Sales Tax in the amount of ½ percent until December 31, 2040 for operating, maintaining, funding, and/or financing parks and recreation needs and stormwater control. 1st reading by title only. Alderman Bloemker seconded the motion.

No discussion.

Upon roll call vote via teleconference:

Alderman Atkins – Aye, Alderman Sarver – Aye, Alderwoman Wilson – Aye, Alderman Bloemker – Aye, Alderman Chevalier – Aye, Alderman Hurlbert – Aye. Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2860-20 approved first reading.

Alderman Bloemker moved to approve Bill No. 2860-20, authorizing the City to impose a Parks and Stormwater Sales Tax in the amount of ½ percent until December 31, 2040 for operating, maintaining, funding, and/or financing parks and recreation needs and stormwater control. 2nd reading by title only. Alderman Atkins seconded the motion.

No discussion.

Upon roll call vote via teleconference:

Alderman Bloemker – Aye, Alderman Chevalier – Aye, Alderman Hurlbert – Aye, Alderwoman Wilson – Aye, Alderman Sarver – Aye, Alderman Atkins – Aye.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2860-20 approved

8. Resolution 790, Award Bid No. 20-06, Audit Services

Alderman Hurlbert moved to approve Resolution 790, to award Bid No. 20-06 for Audit Services to audit the City's financial position at the end of fiscal years 2021, 2022, and 2023, to Clifton Larson Allen, LLP in an amount not to exceed \$27,300. Alderman Sarver seconded the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 790 approved.

9. Resolution 791, Certify the June 2, 2020 Election Results

Alderman Hurlbert moved to approve Resolution 791, to declare the results of the June 2, 2020 Municipal Election held in the City of Smithville, Missouri. Alderwoman Wilson the motion.

No discussion.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 791 approved.

OTHER MATTERS BEFORE THE BOARD

10. Oath of Office for Newly Elected Officials

City Clerk, Linda Drummond, administered the oath of office to the newly elected officials: Mayor Damien Boley; Alderman Daniel Ulledahl, Ward I; Alderman Steve Sarver, Ward II; and, Alderman Marvin Atkins, Ward III.

11. Public Comment

Dirk Talley, 17270 North 169 Highway, spoke to the Board about the CARES Act funding. He stated that being a business owner of several different businesses he has been involved in a lot of this COVID-19 funding. He asked the City and Board of Alderman to truly consider how this funding is spent. He said there is a wide array of things that we could spend it on but asked that we spend this money on things that are truly needed that will make an impact for the citizens in general.

12. Adjourn

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

Ayes – 6, Noes – 0, motion carries via teleconference. Mayor Boley declared the regular session adjourned at 6:15 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

Board of Aldermen Minutes – June 16, 2020 Work Session

SMITHVILLE BOARD OF ALDERMAN WORK SESSION

June 16, 2020 6:15 p.m. or following the 6:00 p.m. Regular Session Meeting
City Hall Council Chambers

Due to the COVID-19 pandemic this meeting was held via teleconference.

Mayor, Aldermen, City Administrator, City Staff and City Attorney attended via the Zoom meeting app. The meeting was streamed live on the city's YouTube page with a link on the city's Facebook page. Attendance in person by members of the public was not be permitted.

1. Call to Order

Mayor Boley called the Work Session meeting to order at 6:33 p.m. Board members present via Zoom: John Chevalier, Marv Atkins, Steve Sarver, Melissa Wilson, Jeff Bloemker and Dan Ulledahl.

Staff present via Zoom: Cynthia Wagner Nickie Lee, Chuck Soules, Dan Toleikis, Jack Hendrix, Matt Denton, Jason Lockridge, Linda Drummond and City Attorneys John Reddoch and Scott Sullivan.

2. Discussion of CARES Funding

Cynthia noted that Congress passed, and the President signed, the Coronavirus Aid, Relief and Economic Security (CARES) Act on March 27, 2020. The CARES Act provides for Federal Stimulus Funds to flow to the states by population and to counties within the state also by population. Generally speaking, these funds are to be used for reimbursement of expenses related to dealing with the COVID-19 pandemic since the crisis's beginning to the end of the year. The funds cannot be used to make up for loss of revenue due to the crisis.

In Missouri, county governments are responsible for the distribution of these funds. On May 1, 2020, the Clay County Commission approved Resolution 2020-139. The resolution provides that the City of Smithville will receive \$945,399.87 to use for eligible expenses incurred between March 1, 2020 and December 30, 2020. This amount was wired to the city account in mid-May.

The provisions of the CARES Act provides that payments from the Fund may only be used to cover costs that:

- are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); and
- were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the state or government; and
- were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

The administration of the CARES Act includes the segregation of funds. In the second regular meeting this evening, an Ordinance for the creation of a new fund is included as well as an Ordinance for a budget amendment, both for first reading. The budget amendment would authorize receipt and expenditure of those funds. To allow for transparency, staff does intend to bring every expenditure from the fund to the Board for approval in a manner similar to the emergency purchases that you authorize as an acknowledged expenditure. A summary of expenditures will be provided on the city website. We are required as part of the resolution with Clay County to provide a monthly report to them. Staff recommends the finance committee work with staff and review those expenditures. Staff, in consultation with City attorneys and looking at expenditures that we have had to date, has developed four categories of potential recommended expenditures. Staff seeks direction from the Board on desired expenditures, expenditure levels and priorities for those expenditures.

City-wide Expenditures Related to Response to COVID-19

This category includes purchase of equipment to facilitate remote work (computer equipment and accessories); supplies (including Plexiglas for staff work stations, cleaning supplies, personal protective equipment, etc.); advertising/public education (water bill inserts); and fees for legal review associated with COVID-19 response.

Cynthia stated that City attorneys, John Reddoch and Scott Sullivan have spent a lot of time with herself and Nicki Lee, Assistant City Administrator, related to personnel policies and the review of the CARES Act.

To date, the City has expended approximately \$20,000 on items directly related to COVID-19. It is anticipated that a total of \$35,000 could be expended in this area by the end of the expenditure period.

Renovation of City Facilities and Purchase of Equipment to Enhance Mitigation of the Spread of COVID-19

A number of renovations to city facilities have been identified as assisting in mitigation of transmission:

- Renovation of restrooms at all city facilities (including City Hall, Senior Center, all parks and public works buildings and public restrooms) to provide touchless amenities and surfaces which are better to clean and maintain.
- Reconfiguration of the City Hall lobby to create better physical distancing and provide for a conference area where visitors could meet individually with city staff without having to traverse employee work areas, reducing the risk of contact related spread.
- Renovation of the City Hall kitchen and copy/mail area to allow better use of space and enhance the ability to physically distance in these areas.
- Enhancements to the existing HVAC system at City Hall to follow recommendations to mitigate the spread of COVID-19.
- Purchase of cleaning equipment to aid in the appropriate cleaning of City facilities, particularly park restroom facilities.

- Purchase of technology to allow for livestream of sports activities in Heritage Park. As ball play resumes on fields, providing a camera to stream the games could significantly reduce the number of spectators in the viewing areas.

Small Business Grants

Staff recommends development of a program that is aimed at assisting small businesses with the costs of business interruption caused by required closures. City staff has neither the capacity nor the qualifications to administer such a program. However, staff has been involved in discussions with the Clay County Economic Development Council (CCEDC) regarding administration of such a program. The City of North Kansas City entered into an agreement and they have issued their solicitation for applications. Cynthia believes in a meeting this evening they will reviewing the applications. She said it was her understanding that they had 24 applications. They allocated \$100,000 in funding with a limit of \$5,000 per grant. This is the recommendation that staff is proposing for Smithville. Last evening the City of Gladstone discussed a similar program to be administered by Clay County EDC with \$125,000 for grants of a \$5,000 limit.

In the packet were draft documents relating to a proposed program, including a draft outline of the criteria for funding, a draft application for businesses and a proposed MOU with CCEDC for administration CCEDC has outlined a request for an administration fee in the amount of 5% of the total of the program.

Eligible businesses include:

- Businesses physically located in Smithville.
- Businesses must have had a valid 2019 Business License.
- Public-facing businesses directly impacted by the "Stay at Home" order such as retail, food service, arts and entertainment, hospitality, fitness, medical, and personal services.
- Businesses or individuals whose primary revenue is generated from rental properties.

Businesses do not qualify if they are a:

- National franchise.
- Non-profit organization.
- Business with current liens by the City or fees owed to the City of Smithville.

Priority will be given to:

- Businesses that have 20 or fewer full-time equivalent employees, and;
- Businesses that have \$2.5 million or less in annual revenue.
- Businesses that have not received certain Federal COVID-19 related relief (excluding Payroll Protection Program funds). Please disclose if you have received any COVID-19 related relief funding.

Staff seeks direction from the Board regarding administration and elements of this proposed program as well as an appropriate funding level for such a program.

Set-Aside for Future Needs Relating to COVID-19

As we are all aware, no one knows where this crisis is going. A possible second wave of infection. This could cause City expenses to increase more rapidly than they have to date. A second wave presents additional potential of exposure of first responders. Should a police officer be infected and have to miss work for an extended period, this could have dramatic impact on overtime costs. If a second were exposed, these costs would be amplified. Likewise, if a city staff member were out for an extended period of time, the City could be forced to explore alternative methods of completing work during this recovery period (i.e, contractual provision of payroll services or building inspections, etc.).

Staff has had discussions with representatives of the Smithville Area Fire Protection District and the Northland Regional Ambulance District. Neither agency has experienced significant costs related to COVID-19 response. Neither agency received direct allocations of CARES funding. Should either or both of these agencies also experience infection of a first responder in the coming months, their costs related to overtime could also be significant.

Additionally, staff has had some initial conversations with staff at Mid America Regional Council (MARC) regarding the potential of that organization creating a work group or an initiative to coordinate region-wide responses to COVID-19. While no draft program is in discussion, setting aside an additional allocation of funding to support regional communications/education related to COVID-19, regional testing coordination, purchase of large quantities of PPE, etc. as coordinated by a regional party may be an option for expenditure of funds. Due to the number of unknown variables, staff recommends holding a portion of the total funding in the city account, earmarked for potential future costs.

In discussion with the Finance Committee, the possibility of grants to not-for-profit agencies similar to the business grants outlined earlier were also discussed. If this is an area the Board would like to explore, staff seeks direction on parameters and recommended partner agencies to assist in implementation. It is anticipated additional discussion and review by legal counsel would also be necessary.

The information that is provided on page 20 in the packet breaks down the \$945,000 into those areas outlined. Staff is seeking direction from the Board as to how to spend those funds. Cynthia indicated that in our second regular session meeting this evening the creation of the CARES fund will be on the agenda, for first reading, with the second reading in July. There will then be a budget amendment to allow for receipt of those funds and expenditure of the funds. Cynthia noted that she and Nicki have spent a significant amount of time over the past month-and-a-half in communication with other Clay County city managers. As noted, Gladstone and North Kansas City both are proceeding with their grants for small businesses. This is really the bulk of expenditures that are occurring to date. A lot of entities are sitting back and trying to determine the best way to spend the monies. The CARES Act as adopted does not include reimbursement to cities for any lost revenues as a result of COVID-19. A number of the communities in Clay County have seen an impact in

that way. At this time, we do not anticipate that to be the case for Smithville as our sales tax numbers appear to trend on track or slightly higher than typical. There's been some discussion within other cities that should there be some amendment to the CARES Act to allow the communities to reimburse themselves for those losses. The information provided this evening has been developed as a direct result and effort of a lot of staff, Nicki, Dan, Chief Lockridge, Matt and she have spent a lot of time in looking at these expenditures. Cynthia asked for direction on the expenditures from the Board.

Alderwoman Wilson asked when the Council Chambers renovation would be complete?

Dan Toleikis stated that the contract says July 11, but we know that the dais will not be completed by then. He explained that the caveat to that date would be what direction we receive from the Board this evening. He said that if the Board gives direction for the HVAC upgrade, we really need to get that project done before they get the ceiling put in, or that might delay the project.

Alderwoman Wilson said the reason she asked was she felt instead of doing a lobby reconfiguration, we look at using the council chambers for the one-on-one meetings instead of spending that \$91,000. She stated she would like to see the lobby reconfiguration and the City Hall kitchen, copy room removed and those funds set aside for future needs.

Alderman Bloemker said that he broadly supports that. He believes in addition to the City Hall council chambers also to use the Senior Center for those individual meetings and help mitigate some cost. He would also like to see additional funds be set aside to improve the technology in the council chambers to allow for better broadcast and participation remotely for meetings like this and for all our board and committee meetings. He said that COVID-19 has proven the more we make it accessible to folks and allow them to participate remotely the better off we are. He also believes we are in the midst of our second wave of COVID-19 right now. He explained that they are seeing that firsthand in his workplace. He said they were ramping up things and are having additional expenditures that they had not anticipated at this time and we haven't even hit in the fall wave that we all kind of expect is likely to come. He said we should make sure to set some funds aside but also ensuring that we move forward on the small business grants for those folks who are truly affected and need additional assistance. This is something that we need to move on as quickly as we can.

Dirk Talley, 17270 North 169 Highway, spoke to the Board on the four items. He noted that he really likes the idea of funding all expenses that the City has already incurred. He asked the Board to explore that mitigation items heavily and make sure they are spending money on things that are really needed. He agrees that money needs to be set aside for future needs. He really likes the small business grant idea and asked if there might be the possibility of more than \$5,000 grants. He said there are a lot of these small businesses in town that have really been hurt.

Alderman Sarver asked about the amount set aside for future needs, if we had until the end of the year to spend the money?

Cynthia explained it has to be turned back to Clay County October 1. She said in talking with the Clay County managers that if we see a fall wave of COVID-19 like Alderman Bloemker spoke about and the ongoing expenditures that hopefully the county would be open to cities requesting either an extension on that time or that we would be able to utilize some of those funds because those are exactly what those funds are intended for and you do not want to be penalized for receiving funding for unexpected future costs.

Alderman Chevalier said that he was alright with removing items like the lobby reconfiguration and using other places for meetings. He said he was concerned about not doing the kitchen and copier room enhancements. If there is a need for social distancing these items need to be considered. He said he feels it is important to protect staff and make sure that they are not in an environment that is dangerous.

Mayor Boley agreed that the area by the copier was tight space.

Cynthia explained that the copier location is very close to our front desk where the receptionist sits. She said there might be some reconfiguration that we can do in a more effective way instead of doing a full remodel.

Alderman Bloemker asked what the renovation of that area would look like?

Cynthia said it moves the copy machine and mail sorting in to where the table is in the kitchen. It reduces the size of the kitchen area which then reduces the ability of the number of people to be in there at one time. This will allow for physical distancing. Staff would have to manage the physical distancing on our own, but it also keeps people from the front desk area.

Dan explained it removes the congregation area near an employee's desk and it moves that into its own. It removes the kitchen table which eliminates space for people to gather. The reason there is a dollar figure of \$25,000 is because it does include new floor, new paint and removes one of the doorways and creates a wall and reduces one entry way.

Cynthia explained that the flooring and paint will make the cleaning process easier.

Mayor Boley asked the Board if they were okay with the small business grant being at \$100,000?

Alderman Bloemker said in his opinion it was a great place to start and we may feel the need to grow that as applications come in.

Mayor Boley said it was his understanding that the number of applications that have been coming in is fairly slow. He asked if staff had details on them for North Kansas City?

Cynthia said she believed they had 24 applications.

Mayor Boley said that he knew that some businesses already received some form of funding so that they would not be eligible.

Cynthia clarified that the way this information is written, receipt of federal funding does not preclude the businesses who have received funding, but priority would not be given to those applications.

Mayor Boley asked the Board if they thought \$100,000 was an appropriate amount?

Alderman Atkins thought it seemed low when you look at \$100,000 for the small businesses compared to \$500,000 for mitigation.

Alderman Sarver asked if we knew how many businesses might take advantage of the grant?

Cynthia stated we do not know.

Alderman Atkins asked if we could add to the \$100,000 if we have the need?

Cynthia said that she believed that it was Alderman Bloemker that said \$100,000 was a good place to start and staff anticipated to start somewhere, work with CCEDC getting the information out there and see what it looks like. Cynthia said she will be reporting back to the Board frequently and if the Board wishes to do a second round or increase those funds available we could absolutely do that down the road.

Alderman Bloemker said it was a good start. He asked how much we have spent of the CARES funding to date?

Cynthia explained that we have spent a little over \$20,000 to date and we anticipate probably \$35,000. That includes doing another communication, any additional supplies, keeping our supplies stocked and purchasing needed supplies down the road.

Alderman Bloemker said he hopes that we can move more funds into the grant fund, but he thinks \$100,000 is a great place to start. He believes we need to set aside some funds for a second wave or third wave of COVID-19.

Alderwoman Wilson stated she thinks it looks really bad that \$500,000 of this is going to City Hall. She said that overall, she gets where some remodel needs to be done like in the bathrooms, the public bathrooms out in the Parks and things like that. She explained she has a really big concern with a spending a big portion of the CARES funding on City Hall right now.

The Board all agreed that \$100,000 for the small business grants was a good place to start.

Mayor Boley suggested the Board discuss the Set-Aside for Future Needs Relating to COVID-19 funds. He asked if the \$35,000 total for future staff needs was sufficient?

Alderwoman Wilson said if staff thought it was sufficient, she was good with that amount.

Alderman Bloemker said the one question he had was does everyone have laptops, so they are able to work remotely?

Dan stated that most of the employees have laptops, but we do have a few that have desktop computers. He asked Alderman Bloemker if he was making the recommendation maybe that we try to get every employee who uses a computer on a laptop?

Alderman Bloemker said we need to make sure we have the ability for them to work from home should the need arise again.

Alderwoman Wilson asked if those employees with desktops had the ability to use their own personal computers if they needed to work from home?

Dan said we were able to set it up for one employee.

Cynthia explained that the only issue with that is sometimes they might be limited by internet access at home. She said staff had talked about that while reviewing this and the only concern with that was if we purchased hotspots for internet, the reoccurring monthly expenses would not be covered with the CARES funds.

Mayor Boley explained that we spent quite a bit on our technology 18 months ago to make sure everybody had good internet coverage and we managed security, managed devices and segregated all the networks. Everyone should have VPN ability.

	<i>Estimated Amount</i>	<i>Amount Spent</i>
City Response Expenses	\$ 35,277	\$ 20,770
Legal review of policies, legislation	\$ 10,000	\$ 5,840
Additional Laptops/Equipment for work from home	\$ 7,758	\$ 7,758
Public Health Information (Utility Bill Inserts; signs)	\$ 1,000	\$ 502
Citywide PPE, Materials, and Cleaning Supply Expenses	\$ 16,519	\$ 6,671
City Mitigation Expenses	\$ 508,464	\$ -
Citywide Automatic Kitchen / Bathroom Fixture replacements	\$ 125,025	
City Hall - Bathroom Renovations	\$ 121,240	
City Hall - HVAC Air Intake	\$ 120,000	
City Hall - Lobby Reconfiguration	\$ 91,620	

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City Hall - Kitchen/Copy Room	\$	25,350	
Technology in Heritage Park for Livestream	\$	24,229	
UV Air Purifier	\$	1,000	
Small Business Grants	\$	105,000	\$ -
\$100k Grants and 5% Administrative Fee			
Set Aside for Future Needs	\$	296,659	\$ -
Potential Local or Regional Public Health Expenses			
Combined Total	\$	945,400	\$ 20,770

Mayor Boley asked if the Board had any issues with the UV air purifier? The Livestreaming at Heritage Park?

Alderman Chevalier asked with a camera system, how does it work and how would operate it?

Matt Denton, Parks and Recreation Director, explained that we are working with KCMO Tech and that Aaron, their representative, explained the system would be set up where we would have administrative control of the cameras.

Alderman Bloemker stated that they have something similar where his son plays ball. They have cameras on the back of the backstop, and they are on 24/7 and stream to a YouTube channel. You can view games and practices. They can also be used for security purposes because you are able to pull up those cameras 24/7 and see who is doing what and when.

Matt also explained that with the mass gathering restrictions families would still be able to watch the games.

Alderman Chevalier asked how many cameras and where they would be placed?

Matt said that we would have cameras on the existing light poles and the cameras will be strategically placed for the best view.

Mayor Boley asked who of the Board had issue with the City Hall - Kitchen/Copy Room?

Alderwoman Wilson said that she did.

Alderman Bloemker said he strongly recommends we cull out what is City Hall versus elsewhere. Some of this we need to do anyway but feels it needs to come from City funds rather than CARES funding.

Mayor Boley asked for a roll call vote for the City Hall - Kitchen/Copy Room.

Alderman Bloemker – No, Alderman Ulledahl – Aye, Alderman Atkins – No, Alderman Sarver – Aye, Alderwoman Wilson – No, Alderman Chevalier – Aye.

Ayes – 3, Noes – 3, Mayor Boley voted Aye to break the tie.

Mayor Boley asked the Board about the City Hall - Lobby Reconfiguration?

Alderman Chevalier asked what the lobby reconfiguration would look like?

Dan explained that it takes the main lobby in City Hall and breaks it in to three sections. The middle section will remain the lobby as it is known right now. You're going to walk in the double set of doors to the vestibule then go through another set of double doors to the approximately 12 foot by 12 foot lobby with the main window. The east side would be big open space that would become a new conference room with access from the lobby so meetings could be conducted without having to walk through the office area. The west side would be divided into two offices, an office for the Police Clerk and an interview room to allow people to be brought into the Police Department for interviews. The reconfiguration would include drop ceiling, easy to clean paint and new flooring.

Alderman Chevalier said he liked the idea of doing the police reconfiguration portion, but asked if there would be a way to split that do that side and not do the conference room?

Dan said he thought that could probably be done.

Alderman Atkins said that he likes the idea of the rooms but wonders if they are COVID related.

Mayor Boley said that he had been in City Hall on the weekend when the police have brought people in for interviews and they use offices on the administration side. Which means we are exposing a large portion of City Hall to have someone sit down in an area where they can give their statement because there is not really a good place on the police side to do it.

Alderman Bloemker asked if they could use the Senior Center to do the interviews?

Chief Lockridge said we have never handed out keys to the Senior Center. He explained that moving the interview room and the Police Clerk up in the lobby will actually free up some space to allow us to move our detectives out of a office that has two people working out of it. He said that pre-COVID we did not really consider that a health issue but all that has changed since March. Moving the Police Clerk upfront give her direct access when you walk in, and that then frees up her office space to move the detectives around so that they are not sharing a 9 x 14-foot office.

Alderman Bloemker said he strongly agrees that needs to be done but not with COVID funds. He feels it is a misuse of funds.

Alderwoman Wilson agrees.

Mayor Boley asked for a roll call vote.

Alderman Chevalier – Aye (if it could be split), Alderman Bloemker – No, Alderman Sarver – Aye, Alderman Atkins – NO, Alderman Ulledahl – Aye, Alderwoman Wilson – No.

Ayes – 3, Noes – 3, Mayor Boley voted No to break the tie.

Mayor Boley asked the Board about the City Hall - HVAC Air Intake?

Dan explained that this would be for City Hall and the Senior Center.

Mayor Boley asked if we would be upgrading our air intake for any other reason than for COVID?

Dan said that this was not part of our CIP list. He explained that both the HVAC units in City Hall were replaced a little over two years ago. This project would actually replace those units because they are not compatible with the outside air intake. Staff has asked the contractor if there are some other options.

Alderman Bloemker said we need to call out what is City Hall verses elsewhere. The amount of \$500,000 to go to City Hall renovations does not sit well with him. He said the need to list out where these funds are going is important.

Alderman Chevalier asked what was the difference between this outside air intake and the one we have now, is it because of COVID-19 recirculated air is not appropriate for it?

Mayor Boley stated maybe we need to leave that to the experts.

Cynthia explained that this is based on information from Clay County Public Health Center. That number and the reason is not broken out City Hall vs Senior Center is because we are still trying to get the information from Pence Heating and Cooling as to what would be the best fix for those two facilities.

Alderwoman Wilson asked if there would be an air purifier for City Hall and not have to spend \$120,000?

Cynthia said that staff will be able to explore that option more with Pence Heating and Cooling and we can gain a better understanding. Staff supplied Pence's with the information from Clay County Public Health Department. She explained that staff put this item in because of the work that is now being done in the Council Chambers with the HVAC, walls and ceiling. She said she did not know if she would put it as high priority because she believes there are still some unknowns, but we do know that because COVID-19 being airborne there some health issues.

Mayor Boley asked the Board about the City Hall - Bathroom Renovations?

Cynthia said in looking at this just breaking the information out we have the \$125,000 that is for the fixture replacement citywide, but that \$121,000 is the city hall only.

Dan explained that this will make both restrooms ADA compliant and both restrooms would be double occupancy. There would be new tile floor, washable walls and they would become no-touch bathrooms. The entrance door would have lever on the bottom of the door so you can open and close the door with your foot, instead of having to use your hands. It would have automatic flush toilets and touchless faucets and soap dispensers.

Alderman Bloemker referenced something said earlier how several of the cities have punted some of these things and truly figured out what is needed. He strongly feels that we should also do that with the HVAC and the copy room. He said he wonders if this falls in the same category. He supports making the restrooms ADA compliant but asked if we really need to make it so four people can go to the restroom at the same time. He said he has spent a fair amount of time at City Hall and is not sure that we have ever had that need outside of a meeting break.

Mayor Boley disagreed, he said he has seen the issue with people waiting to use the restrooms on many occasions. He said he knows that our restrooms are not the most sanitary and does not believe them to be easy to clean.

Alderman Atkins said he could see about half of the renovation being covered under the CARES funding and the other half under general funds.

Alderwoman Wilson said she agreed, she cannot see all of this being covered under COVID.

Mayor Boley said that the Board would need to do a budget amendment to be able to use the CARES funding this year for half of the restroom's renovation.

Alderman Bloemker said he would like to see staff bring forward an option for a budget amendment.

Mayor Boley asked if that was for the restrooms only or for the fixtures also?

Alderman Bloemker said he supports the replacing all of the fixtures and believes they are COVID related.

Mayor Boley said he would like to see HVAC improvements at the campgrounds and courtyard restrooms before City Hall, because that is where the maximum exposure is going to be.

Mayor Boley asked that staff bring a budget amendment with a breakdown of the restroom's renovation.

Mayor Boley asked the Board if they had any issues with the kitchen/bathroom fixture replacements?

The Board all agreed to replacing the fixtures.

Cynthia said that staff will bring the following forward at the first July meeting; authorization for approval of the business grants at \$100,000, approval for reimbursement of expenses of \$20,000 spent so, the bathroom and kitchen fixture replacement, additional information on bathroom renovations for City Hall, the HVAC air intake, move forward with regard to technology in Heritage Park and the air purifier and to move forward with regard to kitchen copy room.

Alderman Bloemker asked for additional technology for the boardroom to allow for better broadcasting and participation remotely.

Mayor Boley said one the expenses cut in the last budget was the devices for the board because they are all able to get online. He asked if we need a plan for future boards to ensure they have the technology they need? He said that we should look to have a fund to take care of that technology and we need to make sure we put some money aside for that tech support.

Cynthia said staff would take a look at all of those items and bring something forward for review as well.

Alderman Chevalier seconded Alderman Bloemker's recommendation for additional technology for the boardroom.

Mayor Boley said he would like staff to look into the software that some of cities are using for the split screen, so the public can see the meeting and the agenda.

3. Capital Improvement Plan Update Dan gave an overview of the General Fund

IDENTIFIED PROJECTS		FY20	FY21	FY22	FY23	FY24	FY25
none							
Elected Officials Subtotal		-	-	-	-	-	-
City Hall Improvements - Council Chambers	100,000.00	95,750.00					
City Hall Improvements - Police Reconfiguration	245,391.00		100,000.00	150,000.00			
City Hall Improvements - Administrative Reconfiguration	114,379.00				120,000.00		
Comprehensive Plan	75,000.00	80,000.00					
Police Department/City Hall Needs Study	12,500.00						
Pay & Classification Study	TBD						
Administration Subtotal	Total Cost	175,750.00	100,000.00	150,000.00	120,000.00	-	-
Records Management Software	100,000.00		100,000.00				
Police Department/City Hall Needs Study	12,500.00						
Engineering - Police Department Building	TBD						
Construction - Police Department Building	TBD						
Police Subtotal		-	100,000.00	-	-	-	-
none							
Animal Shelter Subtotal		-	-	-	-	-	-
none							
Development Subtotal		-	-	-	-	-	-
INCODE 10 Software Upgrade	50,000.00						
Finance Subtotal		-	-	-	-	-	-
none							
Senior Services Subtotal		-	-	-	-	-	-
Engineering - Heritage Park Parking Lot	13,500.00	-					
Heritage Park - additional parking lot by new playground equipment [board moved up two years	71,500.00	85,000.00					
Park Improvements by the Splash Pad	25,000.00	25,000.00					
Parks & Recreation Master Plan	100,000.00	50,000.00					
Parks & Recreation Subtotal		110,000.00	-	-	-	-	-
Engineering - Downtown Streetscape: Main Street from Commercial to Liberty	98,352.77	-					
Downtown Streetscape: Main Street - to Smith [Brick Accents, Lighting, Asphalt & Partial Curb]	576,000.00	-					
Downtown Streetscape: Main Street - to Liberty [Trail, Asphalt, Brick Accents, Lighting (N), & Pa	410,500.00	24,150.00	-				

Engineering - Downtown Gateway Sign	70,000.00			-				
Downtown Gateway Sign	200,000.00				-			
Engineering - Downtown Streetscape: North on Bridge Street to the bridge	15,000.00					-		
Downtown Streetscape: North on Bridge Street to the bridge	240,000.00						-	
Downtown Streetscape: Bridge Street Waterline	10,000.00							-
Downtown Streetscape: North on Bridge Street to the bridge [Bridge Fencing Alternate]	50,000.00							-
Downtown Streetscape: North on Bridge Street from the bridge to First Street	260,000.00							-
MARC Grant Reimbursement	(300,000.00)							-
Amory Road Pavement Failure Project	421,238.50	421,240.00						
Transportation Master Plan & Complete Streets/Trails	100,000.00		100,000.00					
GIS/Asset Management	200,000.00		100,000.00					
Engineering - Streets/Parks Building	250,000.00		250,000.00					
Construction - Streets/Parks Building	2,500,000.00				2,500,000.00			

= Beginning Un-Restricted Cash Balance	1,969,448.00	1,268,980.00	483,098.00	(2,306,156.00)	(2,568,846.00)	(2,715,144.00)
+ Projected Annual Revenues	4,478,000.00	4,509,240.00	4,622,000.00	4,737,600.00	4,856,000.00	4,977,400.00
- Projected Non-CIP Expenditures	(4,423,500.00)	(4,599,130.00)	(4,714,110.00)	(4,831,970.00)	(4,952,770.00)	(5,076,590.00)
- CIP Expenditures (from above)	(731,140.00)	(650,000.00)	(2,650,000.00)	(120,000.00)	-	-
Projected Ending Un-Restricted Cash	1,292,808.00	529,090.00	(2,259,012.00)	(2,520,526.00)	(2,665,616.00)	(2,814,334.00)

Public Works (Streets) Subtotal			445,390.00	450,000.00	2,500,000.00	-	-	-
Fund Total			731,140.00	650,000.00	2,650,000.00	120,000.00	-	-

Dan explained that the Board received a memo in the packet that talks about each of these different projects that are either included in the 2020 budget or recommended by staff to be included in the 2021 budget. Dan said this was good a conversation to have to get some direction from the Board on some of these projects, or to get new ideas from Board members that we do not have on this list at all right now.

The columns for FY20 the numbers that are highlighted in blue are projects that are underway, were budgeted or staff recommendations. These are numbers that are included in FY20 budget projections. The items in FY21 in green are staff's recommendations to include in the 2021 budget. The numbers for FY22 and FY23 are the future projects that are on are our radar that staff would like to recommend.

The General Fund includes improvements to the Council Chambers for just under \$96,000. We would like to include some money for a reconfiguration on the Police side, this might change a little bit depending on the cost of the reconfiguration, but this would include the \$250,000 that we have spread over two years. The reconfiguration includes relocating the cells, putting toilets in the cells so people that the Police Department have in custody do not have to use the main restrooms in City Hall, it would create a new evidence storage room, a processing room, shift the squad room a little and create some centralized office locations for the sergeants and captain. It would also include paint, flooring and exterior windows.

The next reconfiguration would be the main administrative space where Cindy and Beth's offices and the entrance into Nicole's office are located. It would include rearranging the area and dropping the ceiling. It would also include some exterior windows for Dan's office, Nickie's office and Linda's office, plus the flooring and paint.

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The Comprehensive Plan is a process that is underway right now and it currently is in the FY20 budget. Another thing we are looking at for FY21 for the police department is a \$100,000 for a new records management software system. The one that we have right now was instituted in 2007.

IDENTIFIED PROJECTS	Project Cost	FY20	FY21	FY22	FY23	FY24	FY25
Engineering - Heritage Park Parking Lot	13,500.00	-					
Heritage Park - additional parking lot by new playground equipment [board moved up two years]	71,500.00	-					
Park Improvements by the Splash Pad	25,000.00	-					
Parks & Recreation Master Plan	100,000.00	-	50,000.00				
TDB Parks & Recreation Master Plan Project	200,000.00		175,000.00				
Heritage Park - post-tension basketball court [board priority]	115,000.00						
Heritage Park - basketball court lighting	55,000.00						
Engineering - Second Creek Road Bridge Pedestrian Bridge	TBD						
Second Creek Road Bridge Pedestrian Bridge	TBD						

The sum of \$50,000 highlighted in green is for that Parks and Recreation Master Plan we would put in next year's budget to be the first item paid out of the sales tax revenue. The next item highlighted in gold, would be the next priority item to be addressed in the Parks Master plan to be paid from the sales tax revenue in the budget amount of \$175,000. It could be the Heritage Park basketball court, if that is what the master plan identifies is the highest priority. Dan explained that it could actually be an improved or a post-tension basketball court with lighting. Staff has shifted that basketball court from current year budget to potentially FY21 budget or if the Parks Master plan says it is not needed it be shifted down this list.

Alderman Bloemker asked if he heard correctly that we would be installing windows?

Dan explained that the reconfigurations currently anticipate the possibility of three windows on the Police side of City Hall and three windows on the administrative side of City Hall. He said that was the estimate, we included those windows to potentially be a help with COVID by getting fresh air into them.

Alderman Bloemker asked if we want air from outside or do we want air from inside. He said putting in the HVAC with the outside air intake would remove need for the windows.

Dan said yes, we would just remove the windows from the cost if we did the new HVAC.

Alderman Bloemker stated that the basketball court remains a high priority for him. He said that a promise was made, and we need to see it followed through.

Alderman Chevalier agreed.

Dan asked if they meant to keep it in the FY20 budget and proceed with it now and not do the splash pad accessories and the Parks Master plan until later?

Alderman Bloemker and Chevalier both recommended getting it done in the FY20 budget.

Mayor Boley asked if they are wanting to do the basketball court without the fence and lighting just to get it done this year and not move it to next year and do it with the enhancements?

Alderman Bloemker and Chevalier both agreed the enhancements could be added later.

Dan moved the \$75,000 for the basketball court back into the FY20 budget and moved the Parks Master plan and the accessories for the splash pad to FY21.

Mayor Boley said that we did a Park Sales tax because we did a Strategic Plan which told us people wanted us to improve our parks. He asked the Board if they were good with just dropping stuff where we think it's good without going through a Parks Master plan where we would involve the public? This would basically be just building a slab with some poles with hoops on them. He said things have been done in the past that were only half thought out and they ended up costing us.

Alderman Bloemker said he never heard throughout all the discussion of this that the Parks Master plan was going to decide where the basketball court went.

Mayor Boley said he thought at the last meeting at the Parks and Recreation Committee it was recommended doing the Parks Master plan first to make sure we get it right.

Matt explained that Dani Wilson, committee chair, recommended that we have a plan in place. She had said it would be disappointing to have to move it based on Parks Master plan. Committee member Jim Pascoe also recommended having a more detailed plan for the location.

Alderman Bloemker said if the Board decided to take it back to the Parks and Recreation Committee they could.

Alderman Ulledahl asked if they could get a plan of what it would look like versus what it could potentially grow into?

Mayor Boley said that his concern is having the basketball court turn into a parking lot like the tennis courts did because we have the need for four baseball fields and need more parking. He said he would like to see what the ten-year growth would look like for Heritage Park before we decide. He agrees we need a basketball court there but would prefer we do it correctly.

Cynthia followed up what the mayor said that the intent of the Parks and Recreation Master Plan would be planning for our entire system. Taking the information from the Strategic Planning process and the Comp Planning process and looking at land use and then looking specifically at Parks and Recreation needs and desires and prioritizing the utilization of the half-cent sales tax. Determining what makes sense at Heritage Park, is it a baseball park, is it multiple amenities and where are those most logically applied and to what level of improvement. Cynthia said she

understands the frustration of not being able to do something right out of the chute but waiting until the Parks Master Plan is done helps us to identify what those priorities are and what's the best way of moving forward.

Mayor Boley said where Parks and Recreation Committee really wanted to see the basketball court was not clear. They decided against closest to the road because there would be no fencing.

Mayor Boley asked for a roll call vote. He asked for an aye vote if they want to give this back to the Parks and Recreation Committee to move forward with the basketball court this year.

Alderman Sarver – No, Alderman Atkins – No, Alderman Bloemker – Aye, Alderman Ulledahl – Aye, Alderwoman Wilson – Aye, Alderman Chevalier – Aye.

Ayes – 4, Noes 2, to move forward with the basketball court this year.

Dan explained we have a small portion of Streetscape budgeted in the current year between multiple funds. Next year we are looking at a Transportation Master Plan, a GIS/Asset Management which shows \$200,000 but is only a \$100,000 because it will be split with our utilities fund. The engineering for a streets and parks building, the reason for this is the Water Master plan calls for an expansion in 2023 and that expansion will essentially take over the street's facilities. Staff feels like the most logical place to move the street facilities, is out to Parks Building and make that building large enough for all Parks and Street staff and all their equipment. The \$250,000 would be for the engineering for determine what that looks like.

Alderman Bloemker asked if the downtown gateway sign was still in the FY20 budget?

Dan explained it is in the FY23 budget.

Dan said that this is the first run through of the budget process and it produces us with just over 4.5 million in revenue and just under 4.6 million in expenses. Dan said he knows that the board has a priority to have a balanced budget. This is the first run-through and those are the numbers we have come up with. He said he will continue to work on increasing those revenues and decreasing the expenses in the general fund in order to have a balanced budget.

Dan gave an overview of the Capital Projects Fund

IDENTIFIED PROJECTS	Project Cost	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Engineering - Trail & Sidewalks Projects	32,257.46	32,260.00					
S. Commercial Trail & Sidewalks	371,590.37	371,600.00					
Main Street Trail (revised estimate 11-14-19)	1,140,630.00	1,140,630.00					
RTP Grant Reimbursement	(228,120.00)	(228,120.00)					
Engineering - Downtown Streetscape: Main Street from Commercial to Liberty	98,352.77	98,360.00					
Downtown Streetscape: Main Street - to Smith [Brick Accents, Lighting, Asphalt & Partial Curb]	576,000.00	239,520.00					
Downtown Streetscape: Main Street - to Liberty [Trail, Asphalt, Brick Accents, Lighting (N), & Pa	410,500.00	-	304,350.00				
Engineering - Downtown Gateway Sign	70,000.00			-			
Downtown Gateway Sign	200,000.00			-			

Engineering - Downtown Streetscape: North on Bridge Street to the bridge	15,000.00				-		
Downtown Streetscape: North on Bridge Street to the bridge	240,000.00				-		
Downtown Streetscape: Bridge Street Waterline	10,000.00				-		
Downtown Streetscape: North on Bridge Street to the bridge [Bridge Fencing Alternate]	50,000.00				-		
Downtown Streetscape: North on Bridge Street from the bridge to First Street	260,000.00				-		
MARC Grant Reimbursement	(300,000.00)				-		
Public Works (Street Division) Subtotal		1,654,250.00	304,350.00	-	-	-	-
Fund Total		1,654,250.00	304,350.00	-	-	-	-

Projected Beginning Un-restricted Cash Balance	1,960,537.00	306,287.00	1,937.00	1,937.00	1,937.00	1,937.00
+ Projected Annual Revenues	228,120.00	-	-	-	-	-
- Projected Non-CIP Expenditures	-	-	-	-	-	-
- CIP Expenditures (from above)	(1,882,370.00)	(304,350.00)	-	-	-	-
Projected Ending Un-Restricted Cash Balance	306,287.00	1,937.00	1,937.00	1,937.00	1,937.00	1,937.00

Dan gave an overview of the Capital Improvement Sales Tax Fund

IDENTIFIED PROJECTS	Project Cost	FY20	FY21	FY22	FY23	FY24	FY25
Engineering - Downtown Streetscape: Main Street from Commercial to Liberty	98,352.77	-					
Downtown Streetscape: Main Street - to Smith [Brick Accents, Lighting, Asphalt & Partial Curb]	576,000.00	242,630.00					
Downtown Streetscape: Main Street - to Liberty [Trail, Asphalt, Brick Accents, Lighting (N), & Pa	410,500.00	-	-				
Engineering - Downtown Gateway Sign	70,000.00			70,000.00			
Downtown Gateway Sign	200,000.00			200,000.00			
Engineering - Downtown Streetscape: North on Bridge Street to the bridge	75,000.00				75,000.00		
Downtown Streetscape: North on Bridge Street to the bridge	240,000.00					240,000.00	
Downtown Streetscape: Bridge Street Waterline	10,000.00					-	
Downtown Streetscape: North on Bridge Street to the bridge [Bridge Fencing Alternate]	50,000.00					50,000.00	
Downtown Streetscape: North on Bridge Street from the bridge to First Street	260,000.00					260,000.00	
MARC Grant Reimbursement	(300,000.00)					(400,000.00)	
Public Works (Street Division) Subtotal		242,630.00	-	270,000.00	75,000.00	150,000.00	-
Fund Total		242,630.00	-	270,000.00	75,000.00	150,000.00	-

Projected Beginning Un-restricted Cash Balance	323,829.00	34,679.00	210,709.00	117,864.00	216,649.00	242,729.00
+ Projected Annual Revenues	509,760.00	518,220.00	523,400.00	528,630.00	533,910.00	539,240.00
- Projected Non-CIP Expenditures (Transfer to Debt Service)	(556,280.00)	(342,190.00)	(346,245.00)	(354,845.00)	(357,830.00)	(364,875.00)
- CIP Expenditures (from above)	(242,630.00)	-	(270,000.00)	(75,000.00)	(150,000.00)	-
Projected Ending Un-Restricted Cash Balance	34,679.00	210,709.00	117,864.00	216,649.00	242,729.00	417,094.00
3/1 Debt Service Debt Payment	223,755.00	231,260.00	243,595.00	250,620.00	262,425.00	268,915.00
9/1 Debt Service Debt Payment	101,265.00	98,595.00	95,625.00	92,420.00	88,915.00	84,935.00

Dan gave an overview of the Parks & Stormwater Sales Tax Fund

IDENTIFIED PROJECTS	Project Cost	FY20	FY21	FY22	FY23	FY24	FY25
Engineering - Heritage Park Parking Lot	13,500.00	-					
Heritage Park - additional parking lot by new playground equipment [board moved up two years]	71,500.00	-					
Park Improvements by the Splash Pad	25,000.00	-	25,000.00				
Parks & Recreation Master Plan	100,000.00	-	100,000.00				
TDB Parks & Recreation Master Plan Project	200,000.00		50,000.00				
Heritage Park - post-tension basketball court [board priority]	115,000.00						
Heritage Park - basketball court lighting	55,000.00						
Engineering - Second Creek Road Bridge Pedestrian Bridge	TBD						
Second Creek Road Bridge Pedestrian Bridge	TBD						
Heritage Park - parking lot (long-term fix) [board moved back a year]	500,000.00						
Wildflower - shelter house	17,500.00						
Wildflower - educational garden	3,500.00						
Heritage Park - restroom facility by new playground equipment	120,000.00						
Wildflower - playground equipment	65,000.00						
Heritage Park - railroad tie retaining wall	11,000.00						
Smith's Fork - basketball and tennis court lights	20,000.00						
Smith's Fork - access road by soccer field	65,000.00						
Wildflower - basketball court	75,000.00						
Trail System Program	TBD/YR						

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Annex Smith's Fork & Golf Course	TBD						
Camera System Downtown	TBD						
Wifi-connected Parks	TBD						
Campground - electric upgrade completion	76,160.00						
Campground - water lines upgrade	75,600.00						
Courtyard - general improvements	TBD						
Heritage Park - basketball court lights	35,000.00						
Heritage Park - restroom upgrades (remove if new restroom facility by playground)	65,000.00						
Heritage Park - security system	25,000.00						
Pole Barn for equipment storage	131,000.00						
Basketball Mega Complex	TBD						
Parks & Recreation Subtotal		-	225,000.00	-	-	-	-
Quincy Boulevard Asphalt Overlay, Curbs & Stormwater (Owens to 3rd)	200,000.00						
Engineering - Maple Lane Curbs & Stormwater	15,000.00						
Maple Lane Asphalt Overlay (to Pine), Curbs & Stormwater (Spelman to Maple Ave)	175,000.00						
Engineering - N. Bridge Street Curbs & Stormwater	40,000.00						
N. Bridge Street Asphalt Overlay, Curbs & Stormwater (the bridge to First)	200,000.00						
Engineering - Dundee Road Curbs & Stormwater	18,200.00						
Dundee Road Asphalt Overlay, Curbs & Stormwater	91,000.00						
Engineering - S. Bridge Street Curbs & Stormwater	24,000.00						
S. Bridge Street Asphalt Overlay, Curbs & Stormwater (W. Woods to end of the street)	120,000.00						
Engineering - S. Mill Street Curbs & Stormwater	5,000.00						
S. Mill Street Curbs & Stormwater (W. Woods headed south)	25,000.00						
Pope Lane Connection	TBD						
Public Works (Streets) Subtotal		-	-	-	-	-	-
Total		-	225,000.00	-	-	-	-

Projected Beginning Un-restricted Cash Balance	-	-	206,850.00	730,250.00	1,258,850.00	1,792,750.00
+ Projected Annual Revenues	-	431,850.00	523,400.00	528,600.00	533,900.00	539,200.00
- Projected Non-CIP Expenditures	-	-	-	-	-	-
- CIP Expenditures (from above)	-	(225,000.00)	-	-	-	-
Projected Ending Un-Restricted Cash Balance	-	206,850.00	730,250.00	1,258,850.00	1,792,750.00	2,331,950.00

Dan said he changed the amounts per the conversation we had earlier for the basketball court. The rest of this list of items is what used to be on the General Funds tab under the Parks and Recreation Department. Dan went ahead and moved over into the Parks and Stormwater Sales Tax Fund. He asked if there is anything the Board would like to see added to the list to please shoot him an email or if there is anything they see on this list that they think is an absolute priority. With Parks and Stormwater Sales Tax Fund he has included our stormwater projects. As part of the sales tax it says the Board would allocate the revenue between parks projects and stormwater projects on an annual budget basis, what this chart does not show is the prorated projected revenue for 2021. The sales tax will begin October 1, but we really will not start to see some money until maybe in December but more so in January.

Dan gave an overview of the Transportation Sales Tax Fund

IDENTIFIED PROJECTS	Project Cost	FY20	FY21	FY22	FY23	FY24	FY25
Engineering - Roundabout at Bridgeport and Old Jefferson Hwy	60,000.00	60,000.00					
Engineering - Downtown Streetscape: Main Street from Commercial to Liberty	98,352.77	-					
Downtown Streetscape: Main Street - to Smith [Brick Accents, Lighting, Asphalt & Partial Curb]	576,000.00	93,850.00					
Downtown Streetscape: Main Street - to Liberty [Trail, Asphalt, Brick Accents, Lighting (N), & Pa	410,500.00	82,000.00	-				
Engineering - Downtown Gateway Sign	70,000.00		-				
Downtown Gateway Sign	200,000.00			-			
Engineering - Downtown Streetscape: North on Bridge Street to the bridge	15,000.00				-		
Downtown Streetscape: North on Bridge Street to the bridge	240,000.00					-	
Downtown Streetscape: Bridge Street Waterline	10,000.00					-	
Downtown Streetscape: North on Bridge Street to the bridge [Bridge Fencing Alternate]	50,000.00					-	
Downtown Streetscape: North on Bridge Street from the bridge to First Street	260,000.00					-	
MARC Grant Reimbursement	(300,000.00)					-	

Land for North Salt Shed, if necessary	TBD						
North Salt Shed	100,000.00	100,000.00					
Commercial Street Sidewalks	700,000.00			700,000.00			
MARC Grant Reimbursement	(500,000.00)			(500,000.00)			
Biennial Asphalt Overlay Program	350,000.00/YR	400,000.00	350,000.00	350,000.00	350,000.00	350,000.00	
Rock Creek Asphalt Overlay	165,000.00						
Coulter Addition Asphalt Overlay (Hillcrest & Raintree)	150,000.00						
Second Street Asphalt Overlay (169 to Bridge)	25,000.00						
Tillman Road Asphalt Overlay (92 to 144th)	220,000.00						
Diamond Crest Asphalt Overlay	175,000.00						
Harborview Asphalt Overlay (Newport, Harborview Drive, Fletcher, Mesa)	222,000.00						
180th Street Asphalt Overlay (169 to Old Jefferson)	332,000.00						
Harborview Asphalt Overlay (remaining roads)	725,000.00						
Highland Avenue Asphalt Overlay (halfway up the hill)	30,000.00						
N. Main Asphalt Overlay	200,000.00						
South Commercial Micro-surfacing (Hospital Drive to 169 Highway)	55,000.00						
134th Street Asphalt Overlay (road agreement with County)	155,000.00						
176th Street Asphalt Overlay (road agreement with County)	80,000.00						
Seal-Coating/Micro-Surfacing Downtown City Parking Lots	TBD						
Biennial Curbs & Stormwater Program	350,000.00/YR		350,000.00		350,000.00		
Quincy Boulevard Asphalt Overlay, Curbs & Stormwater (Owens to 3rd)	200,000.00						
Engineering - Maple Lane Curbs & Stormwater	15,000.00						
Maple Lane Asphalt Overlay (to Pine), Curbs & Stormwater (Spelman to Maple Ave)	175,000.00						
Engineering - N. Bridge Street Curbs & Stormwater	40,000.00						
N. Bridge Street Asphalt Overlay, Curbs & Stormwater (the bridge to First)	200,000.00						
Engineering - Dundee Road Curbs & Stormwater	18,200.00						
Dundee Road Asphalt Overlay, Curbs & Stormwater	91,000.00						
Engineering - S. Bridge Street Curbs & Stormwater	24,000.00						
S. Bridge Street Asphalt Overlay, Curbs & Stormwater (W. Woods to end of the street)	120,000.00						
Engineering - S. Mill Street Curbs & Stormwater	5,000.00						
S. Mill Street Curbs & Stormwater (W. Woods headed south)	25,000.00						
Pope Lane Connection	TBD						
Public Works (Street Division) Subtotal		235,850.00	500,000.00	350,000.00	550,000.00	350,000.00	350,000.00
Fund Total		235,850.00	500,000.00	350,000.00	550,000.00	350,000.00	350,000.00

Projected Beginning Un-restricted Cash Balance	355,937.00	485,817.00	326,217.00	320,017.00	117,217.00	117,897.00
+ Projected Annual Revenues	509,760.00	518,220.00	523,400.00	528,600.00	533,900.00	539,200.00
- Projected Non-CIP Expenditures	(144,030.00)	(177,820.00)	(179,600.00)	(181,400.00)	(183,220.00)	(185,060.00)
- CIP Expenditures (from above)	(235,850.00)	(500,000.00)	(350,000.00)	(550,000.00)	(350,000.00)	(350,000.00)
Projected Ending Un-Restricted Cash Balance	485,817.00	326,217.00	320,017.00	117,217.00	117,897.00	122,037.00

Alderwoman Wilson asked a question on the stormwater. She asked if those projects should be moved over to the Parks and Stormwater Sales Tax Fund?

Dan said that projects listed here are the exact same 11 projects listed in the Parks and Stormwater Sales Tax Fund. Dan explained that we can pay for these projects out of either fund and that is why they are listed on both right now.

Alderwoman Wilson said that the citizens passed the Parks and Stormwater Sales Tax she does not want to see all of it going to parks and thinks some of these projects need to be moved over under Parks and Stormwater Sales Tax Fund and not included on both.

Cynthia explained that is exactly the type of conversations that we need to have moving forward to see how those get allocated. Cash flow for the sales tax will be low to start and that is why he's got them listed in both of those areas so we can have that conversation as to where the funds should come from.

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Dan gave an overview of the Combined Water and Wastewater Systems Fund

IDENTIFIED PROJECTS	Project Cost	FY20	FY21	FY22	FY23	FY24	FY25
Misc Water Treatment Plant Improvements [Master Plan 2020]	101,000.00						
Wastewater Master Plan Update	150,000.00	150,000.00					
Slipline Sewer Program	100,000.00/YR	200,000.00		200,000.00		200,000.00	
Influent Pump Station, Excess Flow Holding Tank, Sewer Interceptor	739,510.55	854,880.00					
Engineering - Main Street Waterline	72,820.00	77,990.00					
Engineering - Forest Oaks Sewer and 144th Street Pump Station	170,000.00	100,000.00		70,000.00			
144th Street Pump Station Project	750,000.00	750,000.00					
Forest Oaks Sewer Project	1,750,000.00			1,750,000.00			
Engineering - 188th Street Waterline	31,520.00	31,520.00					
188th Street Waterline	270,000.00		270,000.00				
Engineering - Highland Sewer	52,740.00	52,740.00					
Highland Sewer Replacement	270,000.00	-	270,000.00				
Engineering - Valve Box, Raw Water Pump Station, & Copper Ion Generator	472,660.00	472,660.00					
GIS/Asset Management	200,000.00		100,000.00				
Valve Box at Dam Project [Master Plan undetermined]	366,000.00		366,000.00				
Raw Water Pump Station Project [Master Plan 2019]	1,329,000.00		329,000.00				
Copper Ion Generator for Zebra Mussel Control	175,000.00		175,000.00				
Fourth Street & Fourth Terrace Water and Sewer Line Replacement	500,000.00		500,000.00				
Clean Lagoon #1	250,000.00			250,000.00			
Engineering - River Crossing 12" Waterline	42,480.00			92,200.00			
River Crossing 12" Waterline [Master Plan 2020] Liberty to River	461,000.00			461,000.00			
Chemical Feed Building Improvements [Master Plan 2021]	235,000.00			235,000.00			
Engineering - Camp Ground Lift Station	100,000.00			100,000.00			
Campground Lift Station Replacement	500,000.00			500,000.00			
Maple Lane 12" Waterline [Master Plan 2021]	212,400.00			212,400.00			
Interconnect Mains @ 144th/169 Hwy [Master Plan 2022]	18,000.00			18,000.00			
Tower Interconnect @ Amory/69 Hwy [Master Plan 2022]	15,300.00			15,300.00			
Engineering - Fourth Street & Fourth Terrace Water and Sewer Line	60,000.00			60,000.00			
Highway 92 Waterline [Master Plan 2022]	147,600.00				147,600.00		
169 Highway Waterline (92 to Park Drive) [Master Plan 2023]	270,000.00				270,000.00		
Filter & High Service Building [Master Plan 2023]	4,200,000.00				4,200,000.00		
Primary & Secondary Settling Basins [Master Plan 2023]	5,450,000.00				5,450,000.00		
Engineering - F Hwy Water Line Replacement	40,000.00				40,000.00		
F Hwy Water Line Replacement (Housing Authority to Jefferson St.)	200,000.00					200,000.00	
South Booster Pump Station [Master Plan 2024]	1,500,000.00					1,500,000.00	
South Booster Generator	100,000.00					100,000.00	
Engineering - Quincy Avenue Water Line Replacement	80,000.00					80,000.00	
Painting Old Settling Basins	200,000.00					200,000.00	
Quincy Avenue Water Line Replacement	400,000.00						400,000.00
Main Street Waterline (River Crossing to Liberty) [Master Plan 2025]	delete?						
Engineering - Quincy Boulevard 8" Waterline	5,000.00						
Quincy Boulevard 8" Waterline	20,000.00						
Engineering - Highland Drive Sewer Project	60,000.00						
Highland Drive Sewer Project	221,500.00						
Lift Station/Water Meter at Intake	40,000.00						
Clean Lagoon #2	250,000.00						
Helvey Park Drive 12" Water Line [Master Plan 2026]	590,400.00						
Risidual Removal [Master Plan 2026]	594,000.00						
Main Street Waterline (Bridge to River Crossing) [Master Plan 2027]	141,600.00						
169 Highway Waterline (Commercial to 144th) [Master Plan 2028]	49,500.00						
169 Highway Waterline (144th to SW Tower) [Master Plan 2029]	466,200.00						
Highway F Waterline [Master Plan 2030]	657,000.00						
188th Street Waterline [Master Plan 2031]	84,000.00						
Additional Water Storage Contract [Master Plan 2033]	2,000,000.00						
Public Works (Utilities Division) Subtotal		1,834,910.00	2,010,000.00	3,963,900.00	#####	2,280,000.00	400,000.00
Fund Total		1,834,910.00	2,010,000.00	3,963,900.00	#####	2,280,000.00	400,000.00

Beginning Cash Balance	1,987,177.00	1,533,107.00	605,117.00	(2,166,033.00)	(10,963,613.00)	(11,809,413.00)
- Amount Held to Satisfy Reserve or Other Restrictions	(622,708.00)	(620,692.00)	(636,210.00)	(652,116.00)	(668,420.00)	(685,132.00)
= Beginning Un-Restricted Cash Balance	1,364,469.00	912,415.00	(31,093.00)	(2,818,149.00)	(11,632,033.00)	(12,494,545.00)
+ Projected Annual Revenues	3,971,050.00	4,185,470.00	4,373,800.00	4,570,600.00	4,776,300.00	4,991,200.00
- Projected Non-CIP Expenditures	(2,590,210.00)	(3,103,460.00)	(3,181,050.00)	(3,260,580.00)	(3,342,100.00)	(3,425,660.00)
- CIP Expenditures (from above)	(1,834,910.00)	(2,010,000.00)	(3,963,900.00)	(10,107,600.00)	(2,280,000.00)	(400,000.00)
Projected Ending Un-Restricted Cash Balance	910,399.00	(15,575.00)	(2,802,243.00)	(11,615,729.00)	(12,477,833.00)	(11,329,005.00)

4. Discussion of COVID-19 Related Issues

Cynthia stated she had a number of items for discussion of COVID-19 related issues. City Hall was reopened on June 1 and we had times we had identified to close the lobby to allow staff to be able to clean high touch areas. We have not experienced and are not anticipating a lot of foot traffic, so staff recommends next week opening city hall 8:00 – 5:00 normal hours, unless the Board sees any issues with that. She explained that this could change anytime if the COVID case numbers change with regards to the Health Department advisories.

Cynthia wanted to ensure that the Board is on board with what staff has been doing with regard to the reservations of the courtyard and the senior center. In both instances when those facilities are reserved, we are communicating to the people who have the rental about the current advisories from the Clay County Public Health Center with regard to gatherings. Last night at midnight those changed to 250 people maximum, so staff will work with the organizers of each of those events to help them determine if it makes sense for them to proceed. We typically do not refund the security deposit, or the amounts paid in advance after certain date. For the time being we are allowing folks right up to the time of the event to get a refund. With the change last night, we still plan to continue in that manner unless directed otherwise by the board.

As Cynthia mentioned in the City Administrators report at the first meeting, we are planning a number of Recreation Programs for the Parks and Recreation fall season to make up for some lost programs in the spring. Staff will continue planning for those, open up registration, and adjust as necessary based on any changes or direction from the Clay County Public Health Center. If there are changes, we will make those adjustments like we did this spring.

The following are currently planned:

Fall Youth Soccer and Soccer Clinic: Registration open on July 1 - Practices starting the week of August 17

Fall T-ball: Registration open on July 1 - Friday nights Season from 8/28-10/9

Youth Volleyball (partnership with Platte City). Registration open in July. Season from August to October 28

Adult Kickball League

Pickleball open gym (working on a partnership with Grace church for indoor pickleball during the day)

Cynthia said the final area relates to the fireworks display that we partner with Clay County to provide on an annual basis at Smithville Lake. Staff had received word from the Corps. of Engineers that they would not issue a special-use permit for the display based on current recommendations of the Clay County Public Health Center. Staff had been working to identify alternative sites to be able to shoot off the fireworks so that we would not need the Corp's special use permit. However, in following up today with the directors of Clay County Public Health Center, they strongly recommend against the display and they have been discouraging displays

throughout the county. Cynthia did discuss the fact with them that this would be a group that would be dispersed over a large area. That did not seem to matter, their concern was really an opportunity for the possibility of large groups gathering. If we had mass transmissions, they had concerns with contact tracing and even the public relation issues it would create. Cynthia said at this point in time staff recommends not providing the fireworks display this year. She asked if the Board would have an issue with that?

Alderman Chevalier asked that we rethink the stance on the fireworks.

Alderwoman Wilson agreed with Alderman Chevalier. She said that when she goes with her family, they all sit together but they are not mingling with everyone else there.

Alderman Ulledahl noted he is very much for the display. He said he would probably be out on the lake with his family and not mingling with others. He also said that his family has watched the display from other areas around the lake where they did not co-mingle with other people. He said if we could find an alternative location, he feels we should move forward with the fireworks display.

Alderman Bloemker strongly believe we need to try to figure out if and how we can move forward. He is disappointed with not being granted the special-use permit. He firmly believes that we are one of the very few communities who can do this safely. He appreciates the other communities where they gather in a certain location and how that would be difficult to do. He agrees with the other Board members that we have the ability to spread out and we have done that for years.

Mayor Boley said that we have four Board members saying to proceed with the fireworks display. He said he knows staff has found some alternative sites and we've got to get the decision to the fireworks company.

Cynthia expressed additional concern of the Clay County Public Health Center related to enforcement. The Clay County Public Health Center would look to working with the local law enforcement agencies for the event. There are concerns that enforcement would fall to our Police Department. She said that staff would then have a directive from the Governing Body to proceed with this and we might put the police in a difficult position. She also said that staff has been in conversations with the Clay County, so we will proceed. Staff has identified an alternate site that we can use.

5. Discussion of Annexation

Jack Hendrix, Development Director, explained the annexation information in the packet comes in several parts. The first one is the Smith's Fork park annexation discussion. The Board was provided a draft letter in the packet and we are ready to move forward with making the request to the Corps. There are some evaluations the Board will have to do as it relates to them allowing the hunt program for the disabled in Smith's Fork Park area. If we annexed that area, we have to adjust our Ordinance wording to potentially allow guns to be discharged in those areas of the

park. Staff would ask that at the end of this discussion the Board give us a thumbs-up thumbs-down or discuss what we need to do on Smith's Fork Park annexation. The Board also received a draft annexation policy. Jack said he has worked on the policy for some time and our attorneys have been involved in that discussion. Staff has provided the Board the full version. He realizes it has a lot of information in it. It discusses the Declaration of Intent, The Guiding Principles for Annexation, and the Priorities in the Policy. Some of them are probably duplicative and he thinks that is where our attorney's questions and concerns arise. He asked that the Board be prepared as it relates to the policy discussion to go over what the priorities are for the future.

The third item in the memo relates to reviewing a list of potential annexation in additional Corps property. In a Board meeting last fall the areas that were the next priority from the board were the 172nd Street, North 188th Street and cleaning up our boundaries with additional Corps land that is currently the County Parks land. Staff will have to try to figure out a way to make that work. Jack has identified some concerns and issues associated with how that would work and what the Board will need to do. In those Corps areas we definitively want the county to not raise an objection associated with it because it is the land that they lease from the Corps.

The fourth item is the infill areas which is Lakeside Crossing and other subdivisions that have sewer agreements. The Board was provided a copy of the attorney's opinion as it relates to moving forward with what to do on the infill areas and the subdivisions that have sewer agreements.

Jack said that this is the overview of everything. There is a lot of information and at this point he asked the Board for the priority they deem appropriate. He said that the staff report may be the easiest way in that logical order, but staff wants input on this as to how to proceed.

Mayor Boley said that in every meeting and retreat Smith's Fork Park is the number one priority. He thinks that allowing the hunting is acceptable and asked if the Board agrees?

No one disagreed and the Mayor told Jack he had his direction.

Mayor Boley asked that the Board spend some time on the policy at a work session to have time to think through all the items.

Alderman Bloemker agreed and said it would be good to have legal advice on some of the items as well.

Mayor Boley said that he feels that the golf course is still one of the priority areas also. He asked that staff start the research on it.

Jack asked for input on the infill areas. He said the attorney memo in the packet relates to the processes of how we go through this. Some of it for the infill, some of the generally. On the agenda for the final meeting tonight we have an annexation

public hearing. It is based upon our attorney's advice as it relates to the method. He explained that we had been using the delegation of authority of the Planning Commission from the Board and under our attorneys advise recommend we no longer do that. They advised that we hold the actual public hearing of any annexation before the Board first, then if there's a zoning or any of the other issues it can go back to the Planning Commission afterwards.

Mayor Boley said that with regard to the infill issue, the Board should go ahead with the information that is in the packet. These areas were supposed to annex in and have not. If we need to force them, he is all for it or remind them of that via the court system.

John Reddoch, City Attorney, stated that his recommendation was to do just that, whether it is by voluntary or involuntary means. He said that there will be some litigation on it, but we would still be giving them a chance to voluntarily annex. John said it would first come to the Board with a voluntary annexation process.

Mayor Boley asked if the Board was in agreement?

The Board was in agreement.

Mayor Boley told John he had his direction.

6. Adjourn

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 8:20 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

Board of Aldermen Minutes – June 16, 2020 7:00 pm Regular Session

**SMITHVILLE BOARD OF ALDERMEN
REGULAR SESSION**

June 16, 2020 7:00 p.m. or immediately following the 6:15 p.m. Work Session
City Hall Council Chambers

Due to the COVID-19 pandemic this meeting was held via teleconference.

Mayor, Aldermen and staff attended via Zoom meeting. The meeting was streamed live on the city's YouTube page and also linked to the city's FaceBook page. Attendance in person by members of the public was not permitted.

1. Call to Order

Mayor Boley, present, called the meeting to order at 8:26 p.m. A quorum of the Board was present via Zoom meeting: Steve Sarver, Marv Atkins, John Chevalier, Dan Ulledahl and Melissa Wilson. Jeff Bloemker joined the meeting at 8:28 p.m. Staff present via Zoom: Cynthia Wagner, Nickie Lee, Chuck Soules, Chief Jason Lockridge, Jack Hendrix, Dan Toleikis, Matt Denton and Linda Drummond.

ORDINANCES & RESOLUTIONS

2. Bill No. 2861-20, Creation of CARES Act Stimulus Fund – 1st Reading

Aldерwoman Wilson moved to approve Bill No. 2861-20, to approve the creation of the CARES Act Stimulus Fund to account for the receipt of and expenditures from that allocation separate from any other monies. 1st reading by title only. Alderman Chevalier seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2861-20 approved first reading.

3. Bill No. 2862-20, Budget Amendment No. 2 - 1st Reading

Aldерwoman Wilson moved to approve Bill No. 2862-20, to amend the FY20 Budget to add \$945,400 in budgeted revenue to the newly created CARES Act Stimulus Fund and to add \$945,400 in budgeted expenditures for the necessary expenses incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19). 1st reading by title only. Alderman Atkins seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2862-20 approved first reading.

4. Public Hearing – Annexation of 2412 NE 157th Terrace in Lakeside Crossing

Mayor Boley opened the Public Hearing at 8:30 p.m.

No Public Testimony.

Mayor Boley closed the Public Hearing at 8:31 p.m.

5. Bill No. 2863-20, Annexation of 2412 NE 157th Terrace

Alderman Bloemker moved to approve Bill No. 2863-20, to approve the annexation of 2412 NE 157th Terrace legally described as Lakeside Crossing 1st Plat, Lot 11. 1st reading by title only. Alderman Chevalier seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Bill No. 2863-20 approved 1st reading.

6. Election of Mayor Pro Tem

Alderwoman Wilson nominated Alderman Bloemker for Mayor Pro Tem. Alderman Atkins seconded the nomination. No other nominees.

By roll call vote.

Alderman Bloemker – Abstained
Alderman Chevalier - Aye
Alderman Ulledahl - Aye
Alderwoman Wilson – Aye
Alderman Sarver - Aye
Alderman Atkins - Aye

Ayes – 5, Noes – 0, Abstained – 1, motion carries. The Mayor declared Alderman Bloemker as Mayor Pro Tem.

7. Election of Planning Commission Representative

Alderman Bloemker nominated Alderwoman Wilson for Planning Commission Representative. Alderman Atkins seconded the nomination. No other nominees.

By roll call vote.

Alderman Ulledahl - Aye
Alderman Chevalier – Aye
Alderman Bloemker – Aye
Alderman Atkins– Aye
Alderman Sarver - Aye
Alderwoman Wilson - Abstained

Ayes – 5, Noes – 0, Abstained – 1, motion carries. The Mayor declared Alderwoman Wilson as Planning Commission Representative.

8. Election of Economic Development Committee Representative

Alderwoman Wilson nominated Alderman Ulledahl for Economic Development Committee Representative. Alderman Atkins seconded the nomination. No other nominees.

By roll call vote.

Alderman Atkins - Aye
Alderman Sarver – Aye
Alderwoman Wilson – Aye
Alderman Ulledahl – Abstained
Alderman Chevalier - Aye
Alderman Bloemker - Aye

Ayes – 5, Noes – 0, Abstained – 1, motion carries. The Mayor declared Alderman Ulledahl as Economic Development Committee Representative.

9. Election of the Parks and Recreation Committee Representative

Alderman Bloemker nominated Alderman Chevalier for Parks and Recreation Committee. Alderwoman Wilson seconded the nomination. No other nominees.

By roll call vote.

Alderwoman Wilson – Aye
Alderman Sarver - Aye
Alderman Atkins – Aye
Alderman Bloemker - Aye
Alderman Chevalier – Abstained
Alderman Ulledahl– Aye

Ayes – 5, Noes – 0, Abstained – 1, motion carries. The Mayor declared Alderman Chevalier as Parks and Recreation Representative.

OTHER MATTERS BEFORE THE BOARD

10. Public Comment

None

11. New Business From the Floor

None

12. Adjourn

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

Ayes – 6, Noes – 0, motion carries via teleconference. Mayor Boley declared the regular session adjourned at 8:40 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

Board of Aldermen Minutes – June 23, 2020 Special Session

**SMITHVILLE BOARD OF ALDERMEN
SPECIAL SESSION**

June 23, 2020 5:00 p.m.
City Hall Council Chambers

Due to the COVID-19 pandemic this meeting was held via teleconference.

Mayor, Aldermen, City Administrator, City Staff and City Attorney attended via the Zoom meeting app. The meeting was streamed live on the city's YouTube page with a link on the city's FaceBook page. Attendance in person by members of the public was not be permitted.

1. Call to Order

Mayor Boley called the Special Session meeting to order at 5:00 p.m. Board members present via Zoom: John Chevalier, Marv Atkins, Steve Sarver, Melissa Wilson, Jeff Bloemker and Dan Ulledahl.

Staff present via Zoom: Cynthia Wagner Nickie Lee, Chief Lockridge and Linda Drummond.

2. Pledge of Allegiance lead by Alderman Bloemker

ORDINANCES & RESOLUTIONS

3. Resolution 792, MOU with CCEDC for the Creation of CARES Small Business Grant Program

Alderman Bloemker moved to approve Resolution 792, authorizing a Memorandum of Understanding with Clay County Economic Development Council (CCEDC) to administer a small business grant program funded through the CARES Act Stimulus Fund. Alderwoman Wilson seconded the motion.

Mayor Boley said that he had a couple questions from a couple businesses in North Kansas City about the grant. The requirements of the grant require tax returns and business plans for two years, should they still submit if they do not have any of that because they are a newer business and have only been in operation for less than two years and do not have two years of returns?

Nickie Lee, Assistant City Administrator said Clay County EDC has been very open about working with those types of applications on a case by case basis. They will work with the City probably on every application to get answers to questions or for clarifications.

She and Cynthia both agreed that those types of businesses should absolutely apply.

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared Resolution 792 approved.

OTHER MATTERS BEFORE THE BOARD

4. Public Comment

None

Cynthia updated the Board that we have two scheduled work sessions in July. Those work sessions are related to reviewing budget items. The second meeting in July will be the discussion of the Employee Handbook and Compensation Plan. The first meeting we have a number of items related to Schedule of Fees, revenue discussion, fleet and also discussion with regards to the utility fee assessment the Board approved in May to continue the moratorium on shut off of utilities in late fees through the end of June.

Cynthia stated that in discussions with the Mayor and Nicki about CARES funding, they would like to add a work session on Monday, July 27 to discuss CARES. At the regular meeting on August 7 there will be a number of items to come forward that the Board had discussed at the last meeting. Cynthia explained that by the July 21 meeting staff should know where we stand on a number of the previously approved projects and hopefully where we stand on numbers and what additional expenditures we may incur regarding COVID-19. Staff should also know what the future COVID-19 needs will be and be able to look at what we might be turning back to the Clay County.

Mayor Boley will be out of town for the July 21 meeting so Mayor Pro-Tem Bloemker will be leading the meeting.

Alderman Bloemker asked if there would be a lot of items on the July 27 work session agenda as he has a prior engagement?

Cynthia said it would be CARES funding discussion only. She asked the Board if another date would be better?

The Board agreed to move the CARES funding discussion to the August 4 work session and have the meeting begin at 5:00 p.m.

5. Adjourn

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the regular session adjourned at 5:09 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

CITY ADMINISTRATOR'S REPORT



City Administrator's Report

July 2, 2020

City Hall Closed Friday

City Hall will be closed Friday, July 3 in observance of the July 4 holiday.

Parks and Recreation Committee Review of Basketball Court Location

The Parks and Recreation Committee met June 25. At this meeting, they did discuss location options for the basketball court at Heritage Park. Following discussion, the recommendation was to locate the court where the "old" playground is currently located. You will note in the agenda materials for the change order for design of the Streetscape East project that the basketball court has been included in the scope of that project.

Main Street Trail Update

An addendum to Authorization 79 with HDR for engineering design services is included on the Board of Alderman Regular Agenda for July 7, 2020.

On Tuesday, June 30, 2020, bids were received for the Main Street Trail project. The project includes the construction of an 8-foot Trail from Liberty to Smith's Fork Park and includes bike fix stations, solar bench, and drinking fountains. The bid also included the development of the drive and parking area off Liberty at the playground. The City received a total of 9 bids. The Engineers Estimate was \$1,346,514. The apparent low bid was received from Amino Brothers Construction in an amount of \$1,297,786.10.

The City was awarded a Recreational Trails grant for this project of 20% with a maximum of \$242,500 from the Missouri Department of Natural Resources.

In discussions with the Missouri Division of Natural Resources, they will need to review the bid documents, advertisement, and all easements must be acquired. There is one easement that the owner has changed their mind and would like the area requested for a temporary easement appraised. The Recreational Trails Program (RTP) is Federally Funded through the Department of Transportation's Federal Highway Administration (FHWA). Property acquisition through the FHWA is required to follow the Uniform Act which protects the rights of property owners and ensures a fair and equitable process for public entities to obtain / acquire property rights.

The City has enlisted the services of Right of Way Associates to proceed with the appraisal and we are hopeful to have this issue resolved in the next few weeks. Then with approval of DNR, we will bring forward the bid recommendation / award for the Board to approve.

CARES Funding Update

Based on Board direction at the June 16 meeting, staff has been working with contractors and vendors to finalize costs for priority projects. Tuesday's agenda includes reimbursement from the CARES fund to the General Fund of CARES expenditures incurred to date.

Applications for the small business grants have been released. Applications are due to CCEDC July 10. Award of those grants is planned for July 21. Nickie and CCEDC have been responding to questions regarding the grants and through close of business on Thursday, July 2, 12 applications have been submitted.

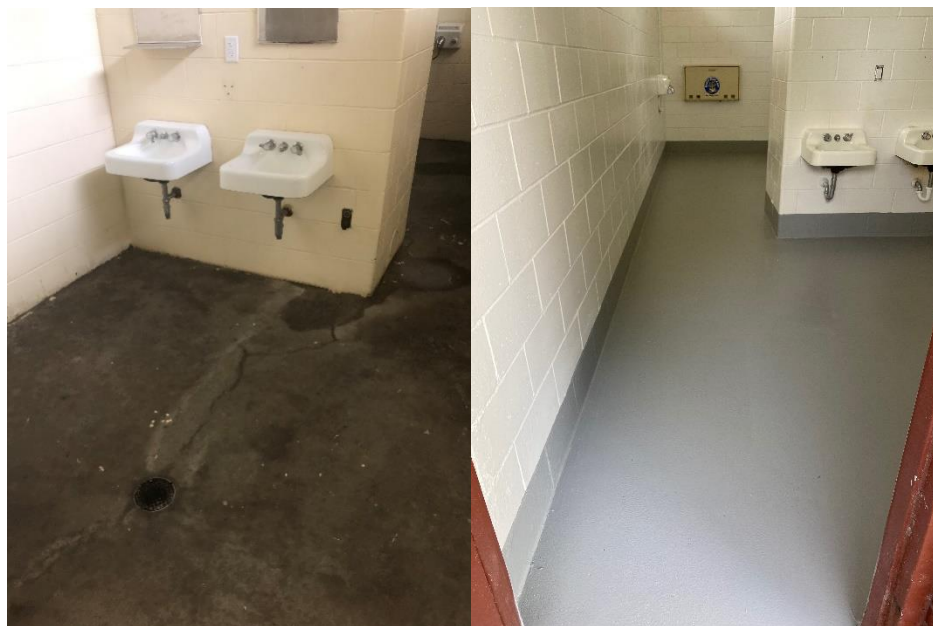
Requests for Proposal for touchless restroom features were released following the June 16 meeting, with bid opening conducted Wednesday, July 1. Three bids were received. Staff has requested additional information of the apparent low bidder. It is anticipated that award of bid will also be on the July 21 agenda.

Staff has met with service providers and internally on wi-fi at Heritage Park, sound and AV system improvements to the Board meeting room and HVAC improvements to city facilities. RFPs for wi-fi and board room AV/sound improvements are being developed and it is planned that award of bids could be made on August 4. On that date, staff also anticipates a follow up with CARES information to the Board, including additional review relating to HVAC improvements.

Parks Restroom Facility Renovations

As the Board will recall, earlier this spring, staff began renovation work on restrooms in the park facilities. Below are "before" and "after" photos of the restroom/shower facilities at Smith's Fork Park, which will be open Friday, July 3. Staff will begin work on restrooms at Courtyard Park next week.

On a related note, Smith's Fork Campground is sold out for the July 4 weekend --- and many weekends throughout the summer are sold out, or close.



City Hall Meeting Room Renovation

Work on the meeting room progresses, with completion anticipated in the next couple of weeks.



CREATION OF CARES ACT STIMULUS FUND



City of Smithville

Meeting Date: July 7, 2020

Department: Administration, Finance

Agenda Item: Bill No. 2861-20 – Creation of CARES Act Stimulus Fund

Summary:

This Ordinance would create a new budgetary fund for expenditure of funds received through the CARES Act Stimulus program.

Purpose:

Congress passed, and the President signed, the Coronavirus Aid Relief and Economic Security (CARES) Act on March 27, 2020, which provides for federal stimulus monies to flow to the states by population and to counties within the state also by population.

On May 1, 2020, the Clay County Commission approved Resolution 2020-139 which proposes disbursements to entities within Clay County based on population and identifies \$945,399.87 as Smithville's allocation.

This Ordinance would allow for the creation of the CARES Act Stimulus Fund to account for the receipt of and expenditures from that allocation separate from any other City monies.

Impact:

Comprehensive Plan:	N/A
Economic Development Plan:	N/A
Parks Master Plan:	N/A
Strategic Plan:	N/A
Capital Improvement Plan:	significant
Budget:	significant

Legislative History:

N/A

Suggested Action:

Motion to approve Bill No. 2861-20, by Title Only for Second Reading

Attachments: ☐ Plans ☐ Contract ☐ Staff Report
☒ Ordinance ☐ Resolution ☐ Minutes ☐ Other:

BILL NO. 2861-20

ORDINANCE NO. XXXX-20

AN ORDINANCE CREATING THE CARES ACT STIMULUS FUND.

WHEREAS, Congress passed, and the President signed, the Coronavirus Aid Relief, and Economic Security (CARES) Act on March 27, 2020; and

WHEREAS, the CARES Act provides for federal stimulus monies to flow to the states by population and to counties within the state also by population; and

WHEREAS, on May 1, 2020, the Clay County Commission approved Resolution 2020-139 which proposed disbursements to entities within Clay County based on population; and

WHEREAS, that Resolution identifies the City of Smithville's allocation as \$945,399.87; and

WHEREAS, establishment of a separate fund which allows for accounting of the receipt and expenditure of these stimulus monies is desired.

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

The CARES Act Stimulus Fund is hereby established in the City's treasury and shall be held and administered by the City's Finance Director.

Passed this 7th day of July 2020.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 06/16/2020

Second Reading: 07/07/2020

FY20 BUDGET AMENDMENT NO. 2



City of Smithville

Meeting Date: July 7, 2020

Department: Administration Finance

Agenda Item: Bill No. 2862-20, FY20 Budget Amendment #2

Summary:

This action will amend the FY20 Budget to add \$945,400 in budgeted revenue to the newly created CARES Act Stimulus Fund and to add \$945,400 in budgeted expenditures for the necessary expenses incurred due to the public health emergency with respect to COVID-19.

Purpose:

Congress passed, and the President signed, the Coronavirus Aid Relief and Economic Security (CARES) Act on March 27, 2020, which provides for federal stimulus monies to flow to the states by population and to counties within the state also by population.

On May 1, 2020, the Clay County Commission approved Resolution 2020-139 which proposed disbursements to entities within Clay County based on population and identified \$945,399.87 as Smithville's allocation. The \$945,399.87 was received by the City on May 20, 2020. The revenue was temporarily receipted into the General Fund; however, staff recommends accounting for these revenues and the expenses from these federal monies in the newly created CARES Act Stimulus Fund.

Amending the FY20 Budget to include \$945,400 in revenue in the CARES Act Stimulus Fund will allow for the transfer of the revenue received on May 20, 2020 from the General Fund to the CARES Act Stimulus Fund.

Amending the FY20 Budget to include \$945,400 in expenditures will allow for the recording of necessary expenses the City incurred, or will incur, due to the public health emergency with respect to COVID-19. Upon approval of this Ordinance, the \$945,400 will be appropriated to the Professional Services expense category. The City Administrator, per Municipal Code, has the authority to re-appropriate that money to other expenditure categories as long as the total budgeted expenditures in the Fund remain at \$945,400. This re-allocation will take place after further discussion with the Board to determine how the City will spend those monies. These monies must be spent by October 31, 2020.

Impact:	
Comprehensive Plan:	N/A
Economic Development Plan:	N/A
Parks Master Plan:	N/A
Strategic Plan:	N/A
Capital Improvement Plan:	Significant
Budget:	Amends the FY20 Revenue and Expenditure Budgets
Legislative History:	
N/A	
Suggested Action:	
Motion to approve Bill No. 2862-20 for Second Reading by Title Only.	
Attachments: <input type="checkbox"/> Plans <input type="checkbox"/> Contract <input type="checkbox"/> Staff Report <input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Minutes <input type="checkbox"/> Other:	

BILL NO. 2862-20

ORDINANCE NO. XXXX-20

AN ORDINANCE AMENDING THE FY20 OPERATING BUDGET TO ADD \$945,400 TO THE REVENUE BUDGET AND \$945,400 TO THE EXPENDITURE BUDGET.

WHEREAS, pursuant to Ordinance 3046-19, passed on October 15, 2019, the City approved the fiscal year ending October 31, 2020 Budget; and

WHEREAS, Clay County, by Resolution 2020-139, approved the passthrough of \$945,399.87 in federal stimulus monies related to the CARES Act to the City of Smithville, which must be spent by October 31, 2020; and

WHEREAS, not included in the approved fiscal year 2020 Budget is Federal Stimulus revenue related to the CARES Act; and

WHEREAS, not included in the approved fiscal year 2020 Budget are expenditures related to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19).

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

THAT the fiscal year ending October 31, 2020 Budget is hereby amended to add \$945,400 in revenues in the CARES Act Stimulus Fund and \$945,400 in expenditures in the CARES Act Stimulus Fund.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 7th day of July 2020.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 06/16/2020

Second Reading: 07/07/2020

ANNEXATION OF 2412 NE 157TH TERRACE

City of Smithville

Meeting Date: July 7, 2020

Department: Development

Agenda Item: Bill No. 2863-20, Annexation 2412 NE 157th Terrace

Summary:

Approving this ordinance would annex this property into the city limits. The property is surrounded by the City of Smithville and is fully developed, and all city services are available to serve the property immediately.

Purpose:

A Public Hearing was held on June 16, 2020. No written objection to the proposed annexation was filed with the Board of Aldermen of the City of Smithville, Missouri, within fourteen (14) days after the public hearing

The application to annex this land was submitted by the property owner following a letter from the City's attorney. The subject property was one of the lots in Lakeside Crossing that was not originally annexed in 2004 because the developer had already sold the lot. The subdivision was connected to the city sewer system upon the express agreement that when the land became contiguous to the city limits, the owner of the land would voluntarily annex. This agreement was recorded at the Recorder of Deeds to provide notice to all future owners of this obligation. Upon request, this property owner submitted the application in compliance with this recorded agreement.

Impact:

Comprehensive Plan:	Complies
Economic Development Plan:	Complies
Parks Master Plan:	n/a
Strategic Plan:	n/a
Capital Improvement Plan:	n/a
Budget:	n/a

Legislative History:

The surrounding lots in the subdivision were annexed in 2004.

Suggested Action:

A motion to approve Bill No. 2863-20 to annex 2412 NE 157th Terrace for Second Reading of by Title Only.

Attachments:

☐

Plans

☐

Contract

☐

Staff Report

☒

Ordinance

☐

Resolution

☐

Minutes

☒

Other: Staff Report

BILL NO. 2863-20

ORDINANCE NO.

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

WHEREAS, on the 7th day of May 2020, a verified petition signed by all owners of the real estate hereinafter described, requesting annexation of said territory into the City of Smithville, Missouri was filed with the City Clerk; and

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

WHEREAS, a public hearing concerning said matter was held at City Hall in Smithville, Missouri, at the hour of 7 p.m. on the 16th Day of June 2020; and

WHEREAS, notice of said public hearing was given by publication of notice hereof on the 4th day of June 2020 in the Courier Tribune, a weekly newspaper of general circulation, in the County of Clay, State of Missouri; and

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

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

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

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

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

Lot 11, Lakeside Crossing 1st Plat

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

Smithville Board of Aldermen

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

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

PASSED THIS 7th DAY OF JULY 2020.

Damien Boley, Mayor

ATTEST

Linda Drummond
City Clerk

First Reading: 06/16/2020
Second Reading 07/07/2020



STAFF REPORT

June 10, 2020

Annexation of Parcel Id # 05-908-00-03-033.00

Application for Voluntary Annexation of Land to the City

Code Sections: State Law Section 71-012 Annexation

Property Information: Address: 2412 NE 157th Terrace

Owner: Judith Whaley

Notice Date: June 4, 2020

GENERAL DESCRIPTION:

The applicant seeks to annex Lot 11 of Lakeside Crossing into the city.

COMPLIANCE WITH COMPREHENSIVE PLAN

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

CONTIGUOUS AND COMPACT

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

ABILITY TO PROVIDE SERVICES

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

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the proposed annexation.

Respectfully Submitted,

Zoning Administrator

CARES FUNDING – REIMBURSEMENT OF PRIOR RELATED EXPENDITURES



City of Smithville

Meeting Date: July 7, 2020

Department: Administration, Finance

Agenda Item: Resolution of 793 – Approval of CARES Expenditures

Summary:

This Resolution would approve expenditures on CARES-related expenses for the months of March, April, and May 2020 and authorize reimbursement from the CARES Act Stimulus Fund.

Purpose:

Congress passed, and the President signed, the Coronavirus Aid Relief and Economic Security (CARES) Act on March 27, 2020, which provides for federal stimulus monies to flow to the states by population and to counties within the state also by population.

On May 1, 2020, the Clay County Commission approved Resolution 2020-139 which proposes disbursements to entities within Clay County based on population and identifies \$945,399.87 as Smithville's allocation.

On June 16, 2020, the Board discussed staff's proposal to approve expenditures in three general categories: Citywide Expenditures Related to COVID-19 Expenditures; Renovation of City Facilities and Purchase of Equipment to Enhance Mitigation of the Spread of COVID-19; Small Business Grants; and Set-Aside for Future Needs Relating to COVID-19. Staff has created a separate fund to track eligible expenses, and recommends that the Board approve expenses before submitting to Clay County.

The first expenditure report to Clay County will include \$14,433.43 of COVID-related expenses incurred between March 1, 2020 and May 31, 2020 and originally charged to other funds that will be transferred to the CARES Stimulus Act Fund upon approval of Bills 2861-20 (creation of the fund) and 2862-20 (appropriation of expenditures from the fund). Expenditures are detailed on the attached report, which will be filed with Clay County on or before July 15, 2020, and include the purchases of PPE, cleaning supplies and equipment, and technology to facilitate telework.

Staff also would like to acknowledge that the above-mentioned transfer does not include legal fees at this time. City attorneys are paid through payroll, which brought up some questions on how staff should report those expenditures to Clay County – the County's payroll reporting form is specifically associated with reporting employee sick time and/or worker's compensation. Staff is addressing these questions with Clay County.

Additionally, the June 16 discussion included an estimate of \$35,000 for Citywide response related to COVID-19. Upon further review staff has identified the need for additional laptops and will bring forward a future item with those additional expenditures which would increase the original expense estimate.

Finally, staff will be creating a page on the City website for transparency of expenses from the CARES Act Stimulus Fund. This will likely include a link to the Clay County transparency page, but also PDFs of resolutions approved by the Board, bid documents and tabulations, reports submitted to Clay County, and financial data.

Impact:

Comprehensive Plan:	N/A
Economic Development Plan:	N/A
Parks Master Plan:	N/A
Strategic Plan:	N/A
Capital Improvement Plan:	N/A
Budget:	CARES funding

Legislative History:

N/A

Suggested Action:

Motion to approve Resolution 793

Attachments:

☐ Plans
 ☐ Contract
 ☐ Staff Report
☐ Ordinance
 ☒ Resolution
 ☐ Minutes
 ☒ Other: [July 15 Clay County Report](#)

RESOLUTION 793

A RESOLUTION APPROVING REIMBURSEMENT FROM THE CARES ACT STIMULUS FUND IN THE AMOUNT OF \$14,433.43 FOR REIMBURSABLE EXPENDITURES RELATED TO THE COVID19 PANDEMIC.

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

WHEREAS, the City of Smithville was disbursed approximately \$945,400 through Clay County for eligible cost reimbursement of expenses related to addressing the COVID19 pandemic; and

WHEREAS, eligible expenses and documentation is required to be submitted monthly to Clay County; and

WHEREAS, in order track eligible expenditures the City established a separate fund titled CARES Act Stimulus Fund; and

WHEREAS, staff recommends that eligible expenditures incurred between March 1, 2020 and May 31, 2020 totaling \$14,433.43 be transferred to the CARES Act Stimulus Fund.

NOW, THEREFORE, BE IT RESOLVED that expenditures totaling \$14,433.43 are approved to be transferred to the CARES Act Stimulus Fund for prior expenses and will reported to Clay County on or before July 15, 2020.

PASSED THIS 7th DAY OF July 2020

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

(Reimbursement for CARES Expenses – Clay County Submission 2020.07.15)

	Totals	Total Hrs	Reg Hrs	OT Hrs
Total Expenses	\$ 14,433.43			
Equipment	\$ 5,478.84			
Materials	\$ 5,352.09			
Rentals	\$ -			
Vendor Services	\$ 3,602.50			
Sick & W/C	\$ -			
Payroll Totals	\$ -	-	-	-

[illegible]

Supporting documentation: copies of invoices, purchase orders, checks/wire confirmations, other documents providing additional detail

Smithville Board of Aldermen

Tracking for COVID Related Expenses - Materials

Tracking for COVID Related Expenses - Materials														Total Cost	\$ 3,874.00	
Department Name	Account Number	Purchase Date	Purchased Item	Vendor Name	Invoice/Order Date	Invoice/Order #	Qty	Unit Cost	Extended	Shipping	Total Cost	Method of Payment (i.e., PO/P-card)	Check/Po#	Date Paid	Use/Receiving	CARES Eligibility Code
Public Works	00-00-0100	3/1/2020	Latex gloves (nitril) 100/box	USA Biochem	3/1/2020	176103	10	\$ 20.00	\$ 200.00	\$ 0.00	\$ 200.00	Check	22087	4/3/2020	PPE for essential Public Works employees	20
Police	00-00-0100	3/1/2020	mask of n95/each 100/box	Dynex General	3/1/2020	2000004249	1	\$ 4.00	\$ 4.00	\$ -	\$ 4.00	P-card	22089	3/1/2020	Two new gloves, twelve Police Station	20
Police	00-00-0100	3/1/2020	Brush latx	Price Chopper	3/1/2020	077892	1	\$ 4.00	\$ 4.00	\$ -	\$ 4.00	P-card	22089	3/1/2020	PPE for essential Police employees	20
Police	00-00-0100	3/1/2020	Cotton gloves	Price Chopper	3/1/2020	077892	10	\$ 4.00	\$ 40.00	\$ -	\$ 40.00	P-card	22089	3/1/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	3/1/2020	Braun thermometer	CVS	3/1/2020	013452	1	\$ 37.99	\$ 37.99	\$ -	\$ 37.99	P-card	22089	3/1/2020	PPE for essential Police employees	20
Police	00-00-0100	3/1/2020	5-second oral, digital thermometer	Huggo Johns Medical Supply	3/1/2020	3786	6	\$ 6.00	\$ 36.00	\$ -	\$ 36.00	P-card	22089	3/1/2020	PPE for essential Police employees	20
Police	00-00-0100	3/1/2020	Thermometer phenox 1000/box	Huggo Johns Medical Supply	3/1/2020	3786	2	\$ 2.50	\$ 5.00	\$ -	\$ 5.00	P-card	22089	3/1/2020	PPE for essential Police employees	20
Police	00-00-0100	3/1/2020	latex gloves (nitril) 1000/box	Glove Diver	3/1/2020	37261	1	\$ 62.00	\$ 62.00	\$ 17.12	\$ 79.12	P-card	22089	3/1/2020	PPE for essential Police employees	20
Police	00-00-0100	3/1/2020	Latex gloves (nitril) 2,000/box	Glove Diver	3/1/2020	37261	1	\$ 94.00	\$ 94.00	\$ 17.12	\$ 111.12	P-card	22089	3/1/2020	PPE for essential Police employees	20
Police	00-00-0100	3/1/2020	Lysol spray	Price Chopper	3/1/2020	052141	2	\$ 6.48	\$ 12.96	\$ -	\$ 12.96	P-card	22089	3/1/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	3/2/2020	Non-contact, digital thermometer	Amazon	3/2/2020	808061	1	\$ 32.71	\$ 32.71	\$ -	\$ 32.71	P-card	22089	3/1/2020	PPE for essential Police employees	20
Public Works	00-00-0400	3/2/2020	52 spray bottle	Peaks Hardware	3/2/2020	467468	2	\$ 1.61	\$ 3.22	\$ -	\$ 3.22	P-card	22089	3/1/2020	Cleaning supplies for essential Public Works employees	20
Public Works	00-00-0400	3/2/2020	Disinfectant gel	Peaks Hardware	3/2/2020	467468	2	\$ 17.09	\$ 34.18	\$ -	\$ 34.18	P-card	22089	3/1/2020	Cleaning supplies for essential Public Works employees	20
Public Works	00-00-0400	3/2/2020	Bounty paper towel	Peaks Hardware	3/2/2020	467468	1	\$ 10.61	\$ 10.61	\$ -	\$ 10.61	P-card	22089	3/1/2020	Cleaning supplies for essential Public Works employees	20
Police	00-00-0100	3/2/2020	Cotton wipes	Price Chopper	3/2/2020	009046	10	\$ 4.90	\$ 49.00	\$ -	\$ 49.00	P-card	22089	3/1/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	3/2/2020	wood sanitizer spray bottles	Farmer Outfitters	3/2/2020	006134	10	\$ 6.00	\$ 60.00	\$ -	\$ 60.00	P-card	22089	3/1/2020	PPE for essential Police employees	20
Police	00-00-0100	3/2/2020	wood sanitizer spray bottles	Farmer Outfitters	3/2/2020	006134	10	\$ 6.00	\$ 60.00	\$ -	\$ 60.00	P-card	22089	3/1/2020	PPE for essential Police employees	20
Police	00-00-0100	3/2/2020	Small spray bottles	Dynex Tech	3/2/2020	062280	17	\$ 1.00	\$ 17.00	\$ -	\$ 17.00	P-card	22089	3/1/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	3/2/2020	Small spray bottles	Dynex Tech	3/2/2020	062280	4	\$ 1.00	\$ 4.00	\$ -	\$ 4.00	P-card	22089	3/1/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	3/2/2020	Paper towels 70/roll	Price Chopper	3/2/2020	022183	8	\$ 1.15	\$ 9.20	\$ -	\$ 9.20	P-card	22089	3/1/2020	PPE for essential Police employees	20
Police	00-00-0100	3/2/2020	Beckman Knapick digital pulse oximeter saturation monitor	Amazon	3/2/2020	7914038	1	\$ 18.99	\$ 18.99	\$ 5.99	\$ 24.98	P-card	22089	3/1/2020	PPE for essential Police employees	20
Police	00-00-0100	3/2/2020	Cotton wipes	Dynex General	3/2/2020	021783	2	\$ 3.06	\$ 6.12	\$ -	\$ 6.12	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	3/2/2020	Paper towel	Dynex General	3/2/2020	021783	2	\$ 1.09	\$ 2.17	\$ -	\$ 2.17	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Administration	00-00-0400	3/2/2020	Zoom annual subscription	Zoom	3/2/2020	0001007000	1	\$ 119.92	\$ 119.92	\$ -	\$ 119.92	P-card	22087	3/2/2020	Video communication software for contactless meetings	40
Police	00-00-0100	3/2/2020	Paper towel 12/box	Lowes	3/2/2020	0009	1	\$ 11.96	\$ 11.96	\$ -	\$ 11.96	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	3/2/2020	JetDry gloves	Lowes	3/2/2020	0009	6	\$ 4.65	\$ 27.90	\$ -	\$ 27.90	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0100	3/2/2020	Heavy touch storage bags	Price Chopper	3/2/2020	078860	2	\$ 4.49	\$ 8.97	\$ -	\$ 8.97	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police & Recreation	00-00-0100	3/2/2020	Clean tape 10000	Peaks Hardware	3/2/2020	468052	4	\$ 3.41	\$ 13.64	\$ -	\$ 13.64	P-card	22087	3/2/2020	COVID informational tape to close off playgrounds	20
Administration	00-00-0200	4/2/2020	Utility bill inserts	Regional Corporation	4/2/2020	398344	1	\$ 310.00	\$ 310.00	\$ -	\$ 310.00	Check	22011	4/11/2020	COVID informational flyers included in utility bill mailing	20
Police	00-00-0100	4/2/2020	Apple screen repair	Apple	4/2/2020	782145	1	\$ 29.99	\$ 29.99	\$ 9.48	\$ 39.47	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0100	4/2/2020	Peaks shelves 100/box	Amazon	4/2/2020	688076	2	\$ 26.50	\$ 53.00	\$ -	\$ 53.00	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0100	4/2/2020	Non-contact, digital thermometer	Amazon	4/2/2020	208609	1	\$ 69.95	\$ 69.95	\$ 8.50	\$ 78.45	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0400	4/2/2020	Non-contact, digital thermometer	Amazon	4/2/2020	208609	1	\$ 69.99	\$ 69.99	\$ 8.99	\$ 78.98	P-card	22087	3/2/2020	PPE for essential Police employees	20
Public Works	00-00-0400	4/2/2020	Non-contact, digital thermometer	Amazon	4/2/2020	208609	1	\$ 69.99	\$ 69.99	\$ 8.99	\$ 78.98	P-card	22087	3/2/2020	PPE for essential Public Works employees	20
Police	00-00-0100	4/2/2020	Orange gloves for cleaning supplies	Lowes	4/2/2020	0009	2	\$ 19.99	\$ 39.98	\$ -	\$ 39.98	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	4/2/2020	Small spray bottles	Dynex General	4/2/2020	020103	7	\$ 1.00	\$ 7.00	\$ -	\$ 7.00	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	4/2/2020	52 oz spray bottle	Peaks Hardware	4/2/2020	471673	1	\$ 3.99	\$ 3.99	\$ -	\$ 3.99	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	4/2/2020	Peaks Hardware	Peaks Hardware	4/2/2020	471673	1	\$ 2.89	\$ 2.89	\$ -	\$ 2.89	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	4/2/2020	8oz Funnel	Peaks Hardware	4/2/2020	471673	1	\$ 2.51	\$ 2.51	\$ -	\$ 2.51	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	4/2/2020	8oz Funnel	Peaks Hardware	4/2/2020	471673	1	\$ 2.51	\$ 2.51	\$ -	\$ 2.51	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	4/2/2020	Small spray bottles	Price Chopper	4/2/2020	010843	6	\$ 4.99	\$ 29.94	\$ -	\$ 29.94	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police & Recreation	00-00-0400	4/2/2020	"Fragrances" (Shower, Coat) caps	The Firm, Ink & Sign	4/2/2020	4998	7	\$ 16.99	\$ 118.93	\$ 6.16	\$ 125.09	P-card	22011	4/16/2020	COVID informational caps for uniforms	20
Public Works	00-00-0400	4/2/2020	Thermometer custom for	Peaks	4/2/2020	31551745	1	\$ 86.00	\$ 86.00	\$ -	\$ 86.00	P-card	22088	3/14/2020	PPE for essential Police employees	20
Police	00-00-0100	4/2/2020	N95 respirator 10/box	Amazon	4/2/2020	761889	3	\$ 16.94	\$ 50.82	\$ -	\$ 50.82	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0100	4/2/2020	Peaks shelves	Peaks Hardware	4/2/2020	471673	1	\$ 3.78	\$ 3.78	\$ -	\$ 3.78	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0100	4/2/2020	32 x 48 plastic separator	WestPac, Inc.	4/2/2020	62910	2	\$ 267.00	\$ 534.00	\$ -	\$ 534.00	P-card	22087	3/2/2020	Staff/volunteer separator for responding of City Hall	20
Police	00-00-0100	4/2/2020	32 x 48 plastic separator	WestPac, Inc.	4/2/2020	62910	1	\$ 268.00	\$ 268.00	\$ -	\$ 268.00	P-card	22087	3/2/2020	Staff/volunteer separator for responding of City Hall	20
Police	00-00-0100	4/2/2020	Latex gloves 100/box	Amazon	4/2/2020	761889	1	\$ 29.50	\$ 29.50	\$ 17.11	\$ 46.61	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	4/2/2020	Thermometer custom for	Peaks	4/2/2020	31551745	1	\$ 43.34	\$ 43.34	\$ -	\$ 43.34	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0100	4/2/2020	Thermometer phenox 500/box	Amazon	4/2/2020	31551745	1	\$ 59.00	\$ 59.00	\$ -	\$ 59.00	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0100	4/2/2020	Thermometer phenox 500/box	Amazon	4/2/2020	31551745	1	\$ 59.00	\$ 59.00	\$ -	\$ 59.00	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0100	4/2/2020	Peaks shelves 100/box	Amazon	4/2/2020	31551745	2	\$ 16.21	\$ 32.42	\$ 0.34	\$ 32.76	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0100	4/2/2020	Latex gloves 100/box 1000/box	Amazon	4/2/2020	31551745	1	\$ 14.14	\$ 14.14	\$ 14.78	\$ 28.92	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0100	4/2/2020	Crack Creek cleaner	Amazon	4/2/2020	17051028	1	\$ 15.41	\$ 15.41	\$ -	\$ 15.41	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	4/2/2020	Thermometer phenox 1000/box	Amazon	4/2/2020	476405	1	\$ 89.99	\$ 89.99	\$ 29.98	\$ 119.97	P-card	22087	3/2/2020	PPE for essential Police employees	20
Police	00-00-0100	4/2/2020	Thermometer custom for	Dynex General	4/2/2020	021783	1	\$ 7.71	\$ 7.71	\$ -	\$ 7.71	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police	00-00-0100	4/2/2020	Lysol spray	Dynex General	4/2/2020	048873	1	\$ 3.23	\$ 3.23	\$ -	\$ 3.23	P-card	22087	3/2/2020	Cleaning supplies for essential Police employees	20
Police & Recreation	00-00-0400	5/1/2020	Fragrances (Shower, Coat) caps	The Firm, Ink & Sign	5/1/2020	7861	9	\$ 19.99	\$ 179.91	\$ 8.99	\$ 188.90	P-card	22087	5/14/2020	COVID informational caps for uniforms	20
Police	00-00-0100	5/1/2020	12000 hand sanitizer gel	Quilt	5/1/2020	469162	1	\$ 16.49	\$ 16.49	\$ -	\$ 16.49	P-card	22089	5/1/2020	PPE for essential Police employees	20
Public Works	00-00-0400	5/1/2020	Cotton wipes	USA Biochem	5/1/2020	228283	8	\$ 2.28	\$ 18.24	\$ 28.38	\$ 46.62	P-card	22089	5/1/2020	PPE for essential Public Works employees	20
Police	00-00-0200	5/1/2020	Memoriam licenses and McAfee antivirus software	REIS	5/1/2020	438414	2	\$ 100.00	\$ 200.00	\$ -	\$ 200.00	Check	22087	5/1/2020	Two Memoriam licenses with McAfee antivirus software for new Detectives laptops	40

Police	00-00-0100	5/1/2020	Peaks accent base - brown	Quilt	5/1/2020	696345	1	\$ 89.99	\$ 89.99	\$ -	\$ 89.99	Check	22105	5/18/2020	Paper for PPE supplies for visitors for responding of City Hall	20
Administration	00-00-0400	5/1/2020	Box hand sanitizer	Quilt	5/1/2020	696345	20	\$ 4.48	\$ 89.60	\$ -	\$ 89.60	Check	22105	5/18/2020	PPE supplies for staff for responding of City Hall	20

Supporting documentation: copies of invoices, purchase orders, checks, wire confirmations, other documents providing additional detail

Tracking for COVID Related Expenses - Vendor Services

Total Cost														\$ 3,602.50
Department Name	Account Number	Services Date	Vendor Services	Vendor	Invoice/Order Date	Invoice/Order #	Cost	Method of Payment (i.e., PO/P-card)	Check/Po#	Date Paid	Use/Receiving	CARES Eligibility Code		
Administration	00-00-0100	3/16/2020	Information Technology Services	Dan Bounds	3/16/2020	202000115	\$ 97.50	Check	22025	3/19/2020	Install VPN and Windows updates on two spare laptops to be used to work from home	40		
Administration	00-00-0100	3/14/2020	Janitorial Services	City Wide Maintenance	3/14/2020	420010000210	\$ 250.00	Check	22036	3/19/2020	Electrostatic spraying of City Hall	20		
Finance	00-00-0100	3/14/2020	Janitorial Services	City Wide Maintenance	3/14/2020	420010000210	\$ 250.00	Check	22036	3/19/2020	Electrostatic spraying of Senior Center	20		
Administration	00-00-0100	3/16/2020	Information Technology Services	Dan Bounds	3/16/2020	202000115	\$ 292.50	Check	23055	5/14/2020	Install VPN and Parallels financial software on two spare laptops to be used to work from home	40		
Public Works	00-00-1000	3/18/2020	Information Technology Services	Dan Bounds	3/18/2020	202000415	\$ 195.00	Check	23055	5/14/2020	Install VPN on three Utilities laptops & register one Utilities laptop on domain to be used to work	40		
Police	00-00-0300	3/23/2020	Information Technology Services	Dan Bounds	3/23/2020	202000415	\$ 32.50	Check	23055	5/14/2020	Install VPN on Police Chief's laptop	40		
Finance	00-00-0100	3/26/2020	Information Technology Services	Dan Bounds	3/26/2020	202000415	\$ 97.50	Check	23055	5/14/2020	Connect Outlook 365 email issue on spare laptop	40		
Administration	00-00-0100	4/00/2020	Information Technology Services	Dan Bounds	20200415	20200415	\$ 97.50	Check	23055	5/14/2020	Set Up Logi-Link on Managerial laptop & home computer to work from home	40		
Public Works	00-00-1000	4/20/2020	Information Technology Services	Dan Bounds	4/20/2020	202005115	\$ 195.00	Check	23092	5/26/2020	Set up new laptops for Street Superintendent	40		
Police	00-00-0300	4/29/2020	Information Technology Services	Dan Bounds	4/29/2020	202005125	\$ 650.00	Check	23092	5/26/2020	Set up two new laptops for Detectives	40		
Finance	00-00-0100	4/30/2020	Information Technology Services	Dan Bounds	4/30/2020	202005125	\$ 650.00	Check	23092	5/26/2020	Set up two new laptops for Detectives	40		
Administration	00-00-0100	5/1/2020	Janitorial Services	City Wide Maintenance	5/1/2020	420010002315	\$ 250.00	Check	23080	5/14/2020	Electrostatic spraying of City Hall	20		
Public Works	00-00-1000	5/1/2020	Janitorial Services	City Wide Maintenance	5/1/2020	420010002315	\$ 250.00	Check	23080	5/14/2020	Electrostatic spraying of Street Department Building	20		
Public Works	00-00-1000	5/1/2020	Janitorial Services	City Wide Maintenance	5/1/2020	420010002315	\$ 150.00	Check	23080	5/14/2020	Electrostatic spraying of Parks Building	20		
Public Works	00-00-1000	5/1/2020	Information Technology Services	Dan Bounds	5/1/2020	20200011915	\$ 455.00	Check	23092	5/26/2020	Set up new laptops for Utilities Superintendent	40		
Police	00-00-0300	5/1/2020	Information Technology Services	Dan Bounds	5/1/2020	2020001515	\$ 65.00	Check	23092	5/26/2020	Connect issue with two Detectives' laptops	40		
Public Works	00-00-1000	5/1/2020	Information Technology Services	Dan Bounds	5/1/2020	2020001515	\$ 195.00	Check	23092	5/26/2020	Set up new laptops for Utilities Superintendent	40		

ADDENDUM 3 TO AUTHORIZATION NO. 79 - STREETSCAPE



City of Smithville

Meeting Date: July 7, 2020

Department: Public Works (Street)

Agenda Item: Resolution 794 – Addendum 3 Authorization No. 79: Downtown Streetscape Engineering

Summary:

In 2003, the City entered into an agreement with ET Archer Corporation (now HDR Engineering, Inc.) for engineering services. Periodically, that agreement is amended with authorizations to complete additional work. HDR Engineering, Inc. has completed numerous projects for the City's Public Works Department, including the Downtown Streetscape project from 169 Highway to Commercial Avenue.

The East portion of the Downtown Streetscape project was discussed at the Work Session on November 19, 2019. The Phase 2, Downtown Streetscape -East included extending the downtown streetscape theme and improvements from Commercial Street to Liberty Road. The project includes: mill and overlay of Main Street, new curbs on the south side of Main between Commercial and Smith Street, 5ft sidewalk on the south side to Smith Street and an 8ft Trail on the north side to Liberty Road (where the Smithville Multi-use Trail project begins out to Smith's Fork), street trees between Commercial and Smith, minor storm sewer improvements, bike sharrows and installation of a basketball court at Heritage Park. At their meeting on June 25, the Park Board recommended location of the court in the area of the old playground equipment, scheduled for removal.

In order to accomplish this work, temporary easements are needed to restore adjacent property's yard, drives and sidewalks to front porches. From the Heritage Park entrance to Liberty Road the Right of Way is 60 feet. Along the North side, the City's Right of Way is approximately 13ft from the back of curb. The back side of the proposed 8-foot trail was going to be located approximately 1 foot inside the right of way or 12 foot behind the curb. The homes on the North side of Main Street have smaller front yards with porches and trees in the front. With the proposed trail being moved farther back in the Right of Way and becoming 8-foot wide versus the existing 4-foot sidewalk, the proposed improvements would encroach into the front yard areas of these homes. The adjacent owners were upset and were not in favor of the project nor would they provide the easements to complete the work.

After reviewing their concerns, it is recommended that the trail width between the park and Liberty Road be reduced from an 8 foot trail to a 5 foot sidewalk and the distance the sidewalk sits behind the curb be reduced from 4 foot to 3 foot. This allows all the

work to be completed within the Right-of-Way and easements are not required. This pulls the improvements closer to the street and away from the porches / front doors. It places the back of the sidewalk only 2 feet closer to the homes. The revisions will also allow us to keep a couple trees (trimming will be needed). The need to maintain a distance / green space off the back of curb includes safety of sidewalk users from stepping into the street, provides a more comfortable environment for users of the sidewalk and when crossing driveways, is better for accessibility issues. After presenting the revisions to the owners there were still concerns about making any kind of improvements. As noted with the proposed changes the sidewalk will be only 2 feet closer to the properties and all within the City Right of Way.

Presented for Board consideration is a design change Addendum 3 to Authorization 79 in an amount of \$15,120 for the redesign of the proposed 8-foot multi-use trail to a 5-foot sidewalk between Smith Street and Liberty Road. The construction costs for a 5-foot sidewalk versus an 8-foot multi-use path is expected to offset this expense. This brings the total amount of Authorization 79 to \$400,030. These changes will change the project schedule, which will now be bid this fall, with construction scheduled as possible during the winter. Construction is estimated at 150 days.

Purpose:

Authorize Mayor to sign Amendment 3 to Authorization No. 79 to the existing agreement with HDR Engineering, Inc. to complete a redesign of the 8-foot Multi-Use Path to a 5-Foot Sidewalk from Heritage Park to Liberty Road, associated with the East portion of the Downtown Streetscape project.

Impact:

Comprehensive Plan:	Significant
Economic Development Plan:	Significant
Parks Master Plan:	N/A
Strategic Plan:	Significant
Capital Improvement Plan:	Significant
Budget:	Included in FY20 Budget

Legislative History:

N/A

Suggested Action:

Motion to approve Resolution 794

Attachments: ☒ [Plans](#) ☐ Contract ☐ Staff Report

☐ Ordinance ☒ Resolution ☐ Minutes ☒ Other: [Amendment 3 to Authorization No.79](#)

RESOLUTION 794

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AMENDMENT 3 TO AUTHORIZATION NO. 79 WITH HDR ENGINEERING, INC. FOR ENGINEERING SERVICES FOR THE DOWNTOWN STREETScape PROJECT.

WHEREAS, the Fiscal Year 2020 Budget, including all amendments, allocates funds for the City to engineer the East portion of the Downtown Streetscape project; and

WHEREAS, revisions to the design of the East portion of the Downtown Streetscape project need to be completed, specifically reducing the 8-foot Multi-use path to a 5-foot wide sidewalk from Heritage Park to Liberty Road; and

WHEREAS, the City approved HDR Engineering, Inc.'s Authorization 79 on September 6, 2016, Amendment 1 to Authorization 79 on September 5, 2017 and Amendment 2 on January 7, 2020; and

WHEREAS, HDR Engineering has submitted Amendment 3 to Authorization No. 79 to redesign the 8-foot multi-use path to a 5-foot sidewalk from Heritage Park to Liberty Road;

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

THAT the Mayor is hereby authorized to execute Amendment 3 to Authorization No. 79 with HDR Engineering, Inc. for the redesign of the 8 foot multi-use path to a 5-foot sidewalk from Heritage Park to Liberty Road in an additional amount of \$15,120, for a total amount not to exceed \$400,030.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 7th day of July 2020.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

AMENDMENT NO. 3 TO AUTHORIZATION NO. 79
TO
AGREEMENT BETWEEN
CITY OF SMITHVILLE, MISSOURI
AND
HDR ENGINEERING, INC. (FORMALLY E.T. ARCHER CORPORATION)
FOR
PROFESSIONAL ENGINEERING SERVICES

DOWNTOWN STREETScape PHASE 2

In accordance with Section 1.A. of the December 18, 2003 Agreement, Authorization 79 dated September 6, 2016, Amendment No. 1 to Authorization 79 dated September 5, 2017, and Amendment No. 2 to Authorization 79 dated January 7, 2020, ENGINEER is hereby authorized to assist the City with the topographic survey, design, preparation of construction documents, bidding assistance, and construction administration for the Downtown Streetscape Phase 2 project. Addendum Number 3 modifies the original scope of the project east along Main St. from Smith St to Liberty Rd. The modified scope will address comments from the City to redesign the multi-use trail on the north side of Main Street to a 5' sidewalk. The scope will also include staking the right-of-way in front City designated properties. This Scope of Services will include additions to the original scope authorization and will more specifically include the following project improvements and tasks.

SCOPE OF SERVICES

Tasks 1-5 – Part of Original Work Authorization 79 – Original scope remains in effect.

Tasks 6-10 – Part of Amendment 1 of Work Authorization 79 – Original scope remains in effect.

Tasks 11-14 – Part of Amendment 2 of Work Authorization 79 – Original scope remains in effect and will be added to as follows:

Additional Scope:

Task 11 – Additional Survey

- 11.4 Survey crew will stake the right-of-way line and proposed water meter location for five (5) properties from 322 to 332 E Main.

Task 12 – Design Phase

- 12.10 Redesign proposed 8 foot multi-use trail to a 5 foot sidewalk between Smith St and Liberty Ave
 - 8 foot trail to remain in front of park
 - Culvert will be reevaluated if extension is still needed or existing structure can be modified.
- 12.11 Review Meeting – HDR will hold a meeting with the Client to discuss the final plans of the expanded areas of the project.

Smithville Agreement
Amendment 3 to Authorization 79

KEY PROJECT UNDERSTANDINGS

Project Assumptions

- City will provide coordination assistance with property owners/business managers for discussions involving access to their specific properties/businesses.
- The City will arrange/conduct any need for public meeting. HDR will assist with this service if the City so chooses as an additional service.
- City staff will provide construction observation. HDR can provide this service if the City so chooses as an additional service.

Additional Services

Any additional services performed beyond the scope of work will be negotiated on a time and materials basis. These may include, but are not limited to:

- Construction resident project representative
- Soil Testing
- Attendance at meetings or presentations not specified in the scope, including but not limited to Board of Aldermen Meetings or Public Meetings/Open Houses.

FEE

The CITY shall compensate ENGINEER for Amendment No. 3 to Authorization 79 an amount not to exceed \$15,120 for the Basic Services listed above. The total project fee for the Downtown Streetscape project shall be amended to the not to exceed total of \$400,030. Individual tasks may be below or above the estimated fee but the overall Authorization amount may not be exceed without written approval of the CITY.

Original contract fee:	\$148,500
Addendum 1	\$161,470
Addendum 2	\$74,940
Addendum 3	\$15,120
Total contract fee:	\$400,030

SCHEDULE (tentative of right of way and easement acquisition)

07/20	Notice to proceed
08/20	Final Review Plans to City
09/20	Advertise to Bid
10/20	Bid Opening
03/21	Anticipated Construction Completion (150 days)

Smithville Board of Aldermen

Smithville Agreement
Amendment 3 to Authorization 79

This AUTHORIZATION shall be binding on the parties hereto only after it has been duly executed and approved by the CITY and ENGINEER.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this AGREEMENT in duplicate on the respective dates indicated below.

CITY: SMITHVILLE, MISSOURI

By: _____

Type or Print Name

Title _____

Date _____

ENGINEER: HDR Engineering, Inc. (formally
E.T. ARCHER CORPORATION)

By: _____

Joseph Drimmel, P.E.

Type or Print Name

Title Sr. Vice President

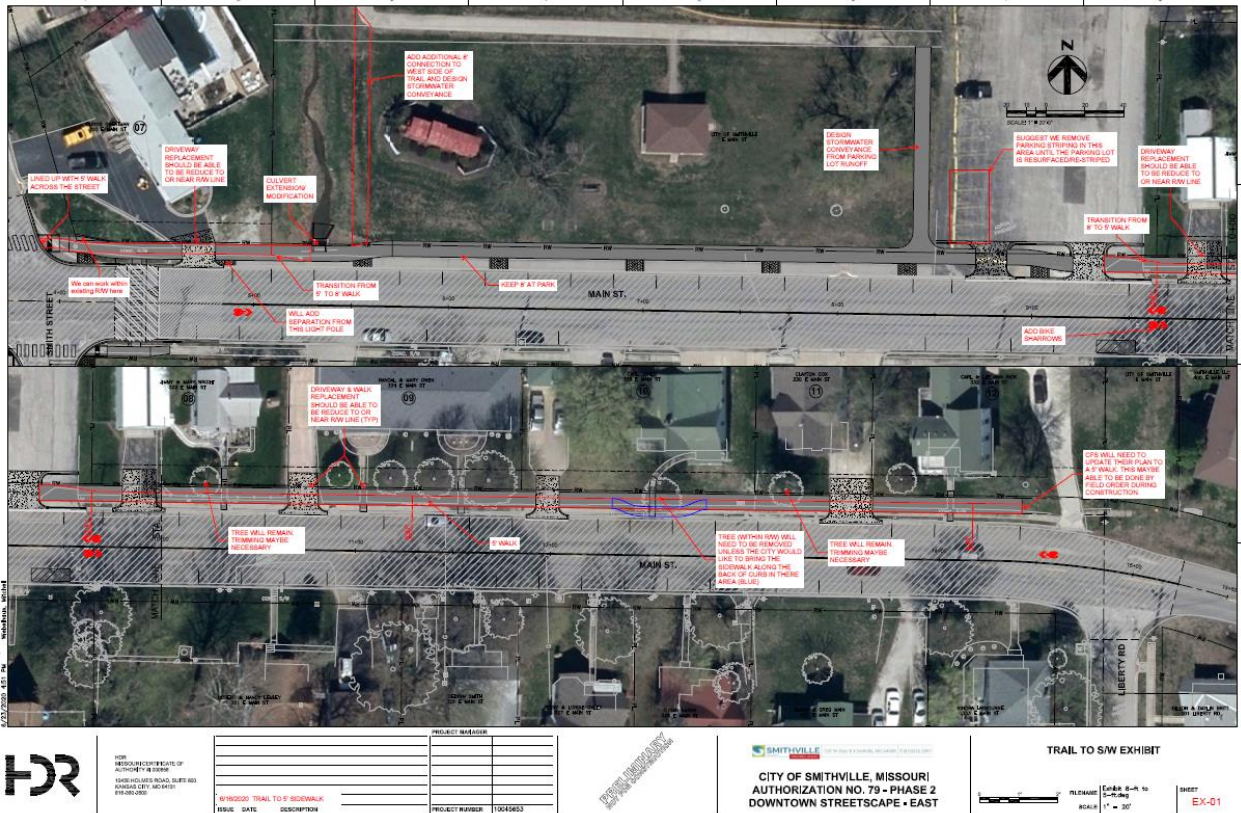
Date _____



Smithville Downtown Streetscape - Amendment 3
Scope and Fee

Project Role	Bresette, Aaron J Project Manager	Wiebelhaus, Mitchell John (Mitch) Project Engineer	Call, Brady EIT	Sherman, William A Technician	Yakle, Johnny R Survey Manager	Shields, Tyler Survey Crew	Meyer, Timothy C Survey Crew	Campbell, Joni L Project Assistant	Harkins, Jeremy Project Accountant	HDR Expenses	Total
Billing Rate	\$225.00	\$135.00	\$110.00	\$130.00	\$160.00	\$80.00	\$80.00	\$95.00	\$95.00		
TASKS											
A. Task 11 - Additional Survey											
4 Right-of-way Staking for five (5) properties					3	5	5			\$80	\$1,360
Subtotal Hours	0	0	0	0	3	5	5	0	0		
Subtotal Dollars	0	0	0	0	480	400	400	0	0	80	\$1,360
Total Task 1											\$1,360
B. Task 12 - Trail Redesign											
10 Redesign 8-ft trail to 5-ft sidewalk	4	40	16	30				2	2		\$12,340
11 Final Plan Review Meeting	3	5								\$70	\$1,420
Subtotal Hours	7	45	16	30	0	0	0	2	2		
Subtotal Dollars	1575	6075	1760	3900	0	0	0	190	190	70	\$13,760
Total Task 2											\$13,760
Total Hours	7	45	16	30	3	5	5	2	2		115
Total Billing Amount	\$1,575	\$6,075	\$1,760	\$3,900	\$480	\$400	\$400	\$190	\$190	\$150	\$15,120

Estimated Project Fee \$15,120




FOR
REPRODUCTION OF
AUTHORITY IN 2009
KANSAS CITY, MO 64110
816-451-4800

PROJECT NUMBER	1045863
DATE	
DESCRIPTION	



CITY OF SMITHVILLE, MISSOURI
AUTHORIZATION NO. 79 - PHASE 2
DOWNTOWN STREETScape • EAST

TRAIL TO S/W EXHIBIT
Scale 1" = 20'
SHEET EX-01

SPORTS LEAGUE CONTRACT	
 <h1>City of Smithville</h1>	
Meeting Date: July 7, 2020	Department: Parks and Recreation
Agenda Item: Resolution 795 – 2020 Smithville Warriors Youth Football Contract	
Summary:	
<p>Voting to approve this Resolution will authorize and direct the Mayor to enter into an agreement with the Smithville Warriors Youth Football Club for youth football on City Park Land, for a for a season contract period (August 1 – November 15).</p>	
Purpose:	
<p>City staff met with representatives from the Smithville Warriors Youth Football and agreed on terms of the contracts that are equitable to all parties involved for use of City Park Land and Facilities for youth sports.</p> <p>Additional language was included in the contract regarding Fee. The Association requested a pro-rated payment in the event there was a second wave of COVID-19 cases and their season was cut short. The Association agrees to pay \$1,140 (50%) before September 1, 2020. The remaining balance of \$1,140 is agreed by The Association to be paid before November 15, 2020. If after September 1 the season gets canceled due to Covid-19, The Association agrees to pay for the number of weeks played after September 1 (\$152 per week).</p>	
Impact	
Comprehensive Plan:	None
Economic Development Plan:	None
Parks Master Plan:	None
Strategic Plan:	None
Capital Improvement Plan:	None
Budget:	Revenue for the Parks Department for use of City Park Land.
Legislative History:	
<p>The City enters into contracts annually with the Smithville Warriors Youth Football league.</p>	

Suggested Action:

Motion to approve Resolution 795

Attachments: ☐ Plans ☒ Contract ☐ Staff Report

☐ Ordinance ☒ Resolution ☐ Minutes ☐ Other:

RESOLUTION 795

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT WITH SMITHVILLE WARRIORS YOUTH FOOTBALL FOR THE USE OF CITY PARK LAND.

WHEREAS, the association desires to use a portion of the City's parks for conducting youth football games and practices; and

WHEREAS, it is in the City's best interest to enter into an agreement; and

WHEREAS, the City and Smithville Warriors Youth Football have met and discussed said fees and the impact they will have on their membership; and

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

THAT the Mayor is hereby authorized and directed to execute the attached Agreement with Smithville Warriors Youth Football for the 2020 season.

PASSED AND ADOPTED by the Mayor and Board of Aldermen this 7th day of July 2020.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

AGREEMENT

THIS AGREEMENT entered into this _____ day of _____, 2020, by and between the **CITY OF SMITHVILLE, MISSOURI**, a Missouri Municipal Corporation ("City") and **SMITHVILLE WARRIORS YOUTH FOOTBALL**, a not-for-profit corporation ("Association"), as follows:

WHEREAS, the Association desires to use a portion of the City's parks for conducting fall football games and practices for youth, and

WHEREAS, the Association desires to make improvements to the City's football fields, and

WHEREAS, the City and the Association have met and discussed said fees and the impact they will have on Association membership, and

WHEREAS, the Association desires that the City, for a fixed cost to the Association, provide certain services in connection with the Association's use of the City park, but desires to provide other necessary services at their own cost, subject to City's supervision and review, and

NOW, THEREFORE, it is agreed as follows:

FEE

1. The Association agrees to pay \$2,280.00 for the fall 2020 season (August 1, to November 15, 2020).
2. The The 2020 fee represents \$152 a week for 15 weeks (\$2,280). The Association agrees to pay \$1,140 (50%) before September 1, 2020. The remaining balance of \$1,140 is agreed by The Association to be paid before November 15, 2020. If after September 1 the season gets canceled due to Covid-19, The Association agrees to pay for the number of weeks played after September 1 (i.e. after September 1 the association played 5 additional weeks and the season was canceled. The balance due to the City is $\$152 \times 5 = \760).
3. If first payment is not received for the current year's fall season by September 1 of the respective year, all play will be cancelled until full payment is received.
4. If second payment is not received for the current year's fall season by November 15 of the respective year, all play will be cancelled until full payment is received.
5. The Association agrees to pay \$600.00 for the use of the concession stand/storage building at Smith's Fork Park. The Association will have exclusive use of the storage area during the term of this agreement; and exclusive use of the concession area from June 1 to December 1, 2020. The Association will be responsible for all operation costs associated with the building. Nothing is to be stored outside the building at any time. This provision will nullify City Ordinance 2637-08; an agreement between the City and the Association for the construction of the Concession stand/storage building at Smith's Fork Park.

USE OF PARKS

6. It is agreed that the Association shall be entitled to the use of the City's football fields as follows:
 - a. Game field and practice areas generally located by the river at the spillway in Smith's Fork Park.

ASSOCIATION'S OBLIGATIONS

7. The Association agrees that it will:

Smithville Board of Aldermen

- a. Provide the necessary toiletries and supplies for the restrooms at Smith's Fork Park Spillway on weekends, Saturday and Sunday, whenever there are games played.
- b. Routinely clean and keep the interior of the concession building at Smith's Fork Park in an orderly manner during the organization's use and provide necessary manpower to operate the concession stand. Nothing is to be stored outside at any time.
- c. Assume liability for the Associations own equipment and inventory stored at the concession stand.
- d. Assume liability for any damage caused by frozen pipes inside concession stand from October 15 to November 15, unless notification is given to the City with 24 hours notice Monday through Friday of when the concession stand is to be closed.
- e. Will consult the Park Superintendent of any field maintenance proposed by the Association before the field maintenance is started. (i.e. seeding)
- f. Pay for electrical service for existing field lights during the season defined as August 1 through November 15.
- g. Provide the Parks and Recreation Director with a copy of each season schedule before season begins and notify Parks and Recreation Director of any schedule changes throughout the season.
- h. Provide trash pickup, dump barrels and pick up and remove litter, at football fields, concession stand, and immediate surrounding areas daily unless deemed unnecessary due to low volume or lack of use.
- i. Remove rope from around field after each game or practice.
- j. Provide additional portable toilets, if needed, at the association's expense, when city restroom facilities are closed.
- k. All Association activities shall occur between the hours of 6:00 a.m. and 11:00 p.m.

CITY'S OBLIGATIONS

- 8. The City agrees that it will:
 - a. Provide football fields as described above.
 - b. Layout football fields, including painting lines prior to the season.
 - c. Provide, maintain and repair the electrical service for existing ball field lights.
 - d. Maintain parking areas at Smith's Fork Park.
 - e. Supply trash cans.
 - f. Paint lines on fields eleven times during the season and provide paint
 - g. Provide access to the concession building as described above.
 - h. Maintain and winterize the irrigation system on the game field

- i. Winterize concession building

OTHER AGREEMENTS

- 6. The City reserves the right to inspect facilities and request repair for damage specifically caused by association as herein agreed by the Association. In the event that repairs are not performed in a timely manner, the City may perform or contract for the repairs and bill the Association, and the Association agrees to pay any such bill incurred.

ADDITIONAL IMPROVEMENTS

- 7. Both parties recognize that the use of the above-mentioned parks is for the general public, and thus, all use thereof is solely with the consent of the City. It is further recognized, however, that the Association would like the City to consider allowing them to provide additional amenities in the park, which would make the Association's use for youth football more beneficial. It is further understood that any permanent improvement placed in the park by the Association, with the City's approval, shall thereafter belong to the City.

CONCESSION STAND

- 8. City hereby grants to Association the right to operate a concession stand (upon receiving all the necessary state and county approvals, with copies provided to the City) at the Smith's Fork Park out of the concession building located by the football field during the fall season. Any proposed improvement or modifications to the City's concession building may be made only after specific approval by the Board of Aldermen and the United States Army Corps of Engineers.

INDEMNIFICATION

- 9. The Association hereby agrees to indemnify and save the City safe and harmless from any liability incurred as a result of the Association's use of the City parks as above set out, and specifically agrees to name the City as an additional party insured on its general liability insurance policy, which shall be in an amount not less than One Million Dollars (\$1,000,000.00) or such higher amount in the future years as the then current sovereign immunity limits of the State of Missouri.

ADVERTISING AND FUND-RAISING

- 10. The Association has the right to place team banners around the field during games. These banners will be removed after each game.

ADA ACCOMMODATIONS

- 11. The association shall make reasonable accommodations for spectators and participants with disabilities when notified that such need exists.

BREACH OF CONTRACT

- 12. In the event either the Association or the City remains in breach of this contract after receiving ten (10) days' written notice of such breach from the other party, then the non-breaching party may declare this contract null and void by notifying the breaching party in writing.

CHANGE IN USE OF FIELDS

- 13. The Association is the only organized football entity using the City's football fields. It is the intent of the City to allow the widest possible use of its municipal park's, and to attempt to resolve any conflicts in their use. In the event, however, that other football associations request use of the City's football fields and conflicts with the terms of this contract which cannot be reasonably

Smithville Board of Aldermen

resolved, then the City reserves the right to terminate this contract by delivering written notice on or before December 31st of such year.

PUBLIC RESTROOM FACILITIES

14. All public restroom facilities in City parks are open to the public from April 15 to October 15.

IN WITNESS WHEREOF, the parties have entered this Agreement the day and year first above written.

CITY OF SMITHVILLE, MISSOURI

By _____
Mayor Damien Boley

ATTEST:

Linda Drummond, City Clerk

SMITHVILLE WARRIORS YOUTH FOOTBALL

ATTEST:

By _____

RESCIND RESOLUTION 790 – AUDIT SERVICES



City of Smithville

Meeting Date: July 7, 2020

Department: Finance

Agenda Item: Resolution 796, Rescind Resolution 790 and Bid Award for Audit Services

Summary:

A resolution awarding a contract in response to Bid 20-06 for Audit Services to Clifton Larson Allen, LLP.

Purpose:

In accordance with the City's Purchasing Policy, a Request for Proposals (RFP) for Audit Services was issued March 31, 2020, with a closing date of May 8, 2020. One response was received (attached).

Clifton Larson Allen, LLP, has completed the last five audits for the City (FY15 – FY19). Clifton Larson Allen, LLP agreed to rotate at least one person from their team each year so that their focus remains fresh. Clifton Larson Allen also agreed to ensure that each team member has at least three years of prior auditing experience.

This three-year contract would be for the FY20, FY21, and FY22 audits, at a cost of \$26,250, \$26,775, and \$27,300, respectively.

The Finance Committee and staff have reviewed and recommend award of the Bid to Clifton Larson Allen, LLC.

Resolution 790 was approved at the Regular Session on June 16th; however, it incorrectly stated the audit would be for FY21, FY22, and FY23.

This Resolution would rescind Resolution 790 and re-award the bid for the correct fiscal years.

Impact:

Comprehensive Plan:	N/A
Economic Development Plan:	N/A
Parks Master Plan:	N/A
Strategic Plan:	N/A
Capital Improvement Plan:	N/A

Smithville Board of Aldermen

Budget:	Included in FY budgets
Legislative History: N/A	
Suggested Action: Motion to approve Resolution 796.	
Attachments: <input type="checkbox"/> Plans <input type="checkbox"/> Contract <input type="checkbox"/> Staff Report <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Minutes <input checked="" type="checkbox"/> Other: Resolution 790; Bid Response	

RESOLUTION 796

A RESOLUTION RESCINDING RESOLUTION 790 AND AWARDING A CONTRACT IN RESPONSE TO BID 20-06 FOR AUDIT SERVICES TO CLIFTON LARSON ALLEN, LLP.

WHEREAS, the City desires to have an independent audit of the City's financial position at the end of the 2020, 2021, and 2022 fiscal years; and

WHEREAS, the fiscal year budget allocates funds for the professional service of Audit Services for the Finance Department; and

WHEREAS, a bid process was conducted as outlined in the City Purchasing Policy; and

WHEREAS, after a bid process, the Finance Committee and staff recommend accepting the lowest and best bid received as being the most advantageous to the City; and

WHEREAS, on June 16, 2020, the Board Approved Resolution 790, a Resolution authorizing the Mayor to execute the contract with Clifton Larson Allen, LLP, in an amount not to exceed \$27,300 annually; and

WHEREAS, Resolution 790 incorrectly stated the contract was for an independent audit of the City's financial position at the end of the 2021, 2022, and 2023 fiscal years; and

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

THAT Resolution 790 is hereby rescinded; and

THAT Bid No. 20-06 is hereby awarded to Clifton Larson Allen, LLP, and the Mayor is hereby authorized to execute the contract in an amount not to exceed \$27,300 annually for an independent audit of the City's financial position at the end of the 2020, 2021, and 2022 fiscal years.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 7th day of July 2020.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

RESOLUTION 790

**A RESOLUTION AWARDING A CONTRACT IN RESPONSE TO BID 20-06
FOR AUDIT SERVICES TO CLIFTON LARSON ALLEN, LLP.**

WHEREAS, the City desires to have an independent audit of the City's financial position at the end of the 2021, 2022, and 2023 fiscal years; and

WHEREAS, the fiscal year budget allocates funds for the professional service of Audit Services for the Finance Department; and

WHEREAS, a bid process was conducted as outlined in the City Purchasing Policy; and

WHEREAS, after a bid process, the Finance Committee and staff recommend accepting the lowest and best bid received as being the most advantageous to the City.

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

THAT Bid No. 20-06 is hereby awarded to Clifton Larson Allen, LLP, and the Mayor is hereby authorized to execute the contract in an amount not to exceed \$27,300 annually.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 16th day of June 2020.


Damien Boley, Mayor

ATTEST:


Linda Drummond, City Clerk

SPECIAL EVENT PERMIT – SMITHVILLE LAKE FESTIVAL

City of Smithville

Meeting Date: July 7, 2020

Department: Police Department

Agenda Item: Resolution 797, Special Event Permit – Smithville Lake Festival

Summary:

Approval of this item will issue a Special Event Permit to the Smithville Festival Committee (Chairman, Barbara Lamb) for Smithville Lake Festival to be held at Courtyard Park on August 28, 29 and 30, 2020.

Purpose:

The requested permit will allow the participants to have alcohol (open container) at the event. The event coordinators have requested that the event run from 5:00 PM until 12:00 am on Friday (August 28), from 10:00 am to 12:00 am Saturday (August 29), and from 10:00 am to 5:00 pm on Sunday (August 30). The committee has also requested closure of Main Street, Bridge Street and Church Street from 12 noon on Friday (August 28) through 6 PM on Sunday (August 30). Per City Ordinance 600.070 (G &H) the Board of Aldermen may grant a Special Event Permit to allow drinking in public.

Alcohol will be contained within a "Beer Garden" area at the courtyard.

The event coordinators have applied for and obtained State Licensing. All businesses/committees selling alcohol are required to have City and State Alcohol Licenses.

Event coordinators have been informed of current gathering restrictions recommended by the Clay County Public Health Center and will monitor those restrictions for compliance.

Impact:

Comprehensive Plan:	No impact
Economic Development Plan:	No impact
Parks Master Plan:	No impact
Strategic Plan:	No impact
Capital Improvement Plan:	No impact
Budget:	No impact

Legislative History:

Suggested Action:

A motion to approve Resolution 797 issuing a Special Event Permit to the Smithville Festival Committee for Smithville Lakefest to be held on August 28, 29 and 30, 2020.

Attachments:☒ Plans☐ Contract☐ Staff Report☐ Ordinance☒ Resolution☐ Minutes☒ Other: Ord. 600.070 & Map

RESOLUTION 797

A RESOLUTION APPROVING A SPECIAL EVENT PERMIT FOR THE SMITHVILLE FESTIVAL COMMITTEE FOR SMITHVILLE LAKEFEST 2020 IN THE DOWNTOWN COURTYARD ON FRIDAY, SATURDAY AND SUNDAY, AUGUST 28, 29 AND 30, 2020.

WHEREAS, the Smithville Festival Committee, LLC has submitted an application with all required fees and documentation; and,

WHEREAS, licensed businesses will supply the food and beverages for a fee to the participants in a Beer Garden tent at Courtyard Park using their state and city licenses to sell alcohol; and,

WHEREAS, the applicant has submitted a map of the area and will monitor the area that will allow open consumption of alcohol in accordance with city code; and,

WHEREAS, Smithville police officers will assist in providing security at the event.

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

THAT A SPECIAL EVENT PERMIT BE ISSUED TO THE SMITHVILLE FESTIVAL COMMITTEE FOR SMITHVILLE LAKE FESTIVAL 2020 TO BE HELD AUGUST 28, 29 AND 30, 2020 IN ACCORDANCE WITH THE PLAN APPROVED BY THE CHIEF OF POLICE.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 7th day of July 2020.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

600.070 (G & H)

G. Drinking In Public Places Prohibited.

1. For purposes of this Section, the term "public place" shall mean any public street, highway, alley, sidewalk, thoroughfare or other public way of the City, or any parking lot, except in those areas above granted a special event permit.
2. No person shall drink or ingest any intoxicating liquor or non-intoxicating beer in or on any public place.
3. No person shall possess or have under his/her control any unsealed glass, bottle, can or other open container of any type containing any intoxicating liquor or non-intoxicating beer while in or upon any public place.
4. No person shall possess or have under his/her control any unsealed glass, bottle, can or other open container of any type containing any intoxicating liquor or non-intoxicating beer while within or on any motor vehicle while the same is being operated upon, or parked or standing in or upon any public place. Any person operating a motor vehicle shall be deemed to be in possession of an open container contained within the motor vehicle he/she has control of whether or not he/she has actual physical possession of the open container.

H. Special Event Permit. The Board of Aldermen may grant a special event permit for purposes as identified in Section 600.070(G)(1), above, and under the following conditions:

1. An application must be filed with the Chief of Police that describes the applicant's name and business or interest in the event; the name(s) and contact information of any or all liquor license holders who will be involved in such event; the public street, highway, alley, sidewalk, thoroughfare or other public way of the City, or any parking lot to be included in the event area; the beginning and ending time of such event, and the telephone contact of the person in charge of and present at the event.
2. The estimated number of participants in the event shall be provided to the Chief of Police, and the applicant shall pay all costs of security needed as a result of the event to ensure compliance.

[1] Editor's Note: Former Section 600.070, which derived from RSMo. §§311.280, 311.340, 311.600, 311.330, 311.310, 312, 400; Ord. No. 2255-04 §1, 3-16-2004, was repealed 6-21-2011 by Ord. No. 2790-11 §1.

Smithville Lake Festival 2020



TEMPORARY LIQUOR LICENSE – SMITHVILLE LAKE FESTIVAL



City of Smithville

Meeting Date: July 7, 2020

Department: Administration

Agenda Item: Resolution 798 - Temporary Liquor License – Barbara Lamb

Summary:

Approval of this item would issue a Temporary Liquor License to Barbara Lamb, doing business as Smithville Festival Committee, to be part of the Smithville Lake Festival Beer Garden located at Courtyard Park on August 28, 29 and 30, 2020.

Purpose:

Chief Lockridge has completed a background check on Ms. Lamb. There were no findings to prevent issuing a liquor license.

Requested Licenses: Temporary Permit

This license will be effective August 28, 29 and 30, 2020 (pending all State license requirements)

Impact

Comprehensive Plan:	n/a
Economic Development Plan:	n/a
Parks Master Plan:	n/a
Strategic Plan:	n/a
Capital Improvement Plan:	n/a
Budget:	n/a

Legislative History:

n/a

Suggested Action:

A motion to approve Resolution No. 798 issuing a temporary liquor license to Barbara Lamb doing business as Smithville Festival Committee for Smithville Lake Festival on August 28, 29 and 30, 2020 at Courtyard Park.

Attachments: ☐ Plans ☐ Contract ☐ Staff Report
☐ Ordinance ☒ Resolution ☐ Minutes ☒ Other: approval letter

RESOLUTION 798

**A RESOLUTION ISSUING A TEMPORARY LIQUOR LICENSE TO
BARBARA LAMB FOR OPERATION OF THE SMITHVILLE LAKE FESTIVAL 2020
BEER GARDEN**

WHEREAS, Barbara Lamb has completed the required application, and;

WHEREAS, Chief Lockridge has completed a background check, and;

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

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

**THAT A TEMPORARY LIQUOR LICENSE WILL BE ISSUED TO BARBARA LAMB,
FOR OPERATION OF THE BEER GARDEN AT COURTYARD PARK UNDER THE
SPECIAL EVENT PERMIT APPROVED FOR SMITHVILLE LAKE FESTIVAL 2020
ON AUGUST 28, 29 AND 30, 2020.**

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 7th day of July 2020.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



107 W Main St • Smithville, MO 64089

P:(816)532.3897

June 30, 2020

Cynthia Wagner:

I have reviewed the temporary liquor application submitted by Barbara A. Lamb (Smithville Festival Committee). I have reviewed Ms. Lamb's background as well as public records and found nothing that would disqualify her from being issued a liquor permit.

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

Respectfully,

A handwritten signature in blue ink, appearing to read "J. Lockridge", is written above the printed name "Chief Jason Lockridge".

Chief Jason Lockridge

APPOINTMENTS



City of Smithville

Meeting Date: July 7, 2020

Department: Administration

Agenda Item: Appointments

Summary:

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

Finance Committee – Alderwoman Wilson
Alderman Sarver

Liaison for Fire District – Alderman Atkins
Alderman Ulledahl

Liaison for School District – Alderman Bloemker
Alderman Chevalier

Liaison for NRAD Committee - Alderman Atkins
Alderman Ulledahl

Purpose:

The Mayor will make nominations for the Finance Committee, Fire District Liaison Committee, School District Liaison Committee and NRAD Liaison Committee.

Impact

Comprehensive Plan:	None
Economic Development Plan:	None
Parks Master Plan:	None
Strategic Plan:	None
Capital Improvement Plan:	None
Budget:	None

Legislative History:
Suggested Action:

A vote will be needed for each nomination

Attachments: ☐ Plans ☐ Contract ☐ Staff Report
☐ Ordinance ☐ Resolution ☐ Minutes ☐ Other: