



# **SMITHVILLE, MISSOURI**

## **Board of Aldermen - Regular Session**

**7:00 p.m.**

**November 2, 2020**

<b>TABLE OF CONTENTS</b>
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<b>AGENDA .....</b>	<b>3</b>
<b>PUBLIC HEARING - LANDMARK FARM ANNEXATION .....</b>	<b>5</b>
<b>CONSENT AGENDA.....</b>	<b>7</b>
BOARD OF ALDERMEN MINUTES – OCTOBER 20, 2020 WORK SESSION .....	8
BOARD OF ALDERMEN MINUTES – OCTOBER 20, 2020 REGULAR SESSION.....	13
FINANCE REPORT – SEPTEMBER 2020.....	18
<b>CITY ADMINISTRATOR’S REPORT .....</b>	<b>19</b>
<b>2017 NEC AND 2018 BUILDING CODES AND PROPERTY MAINTENANCE .....</b>	<b>21</b>
<b>ANNEXATION – LANDMARK FARMS.....</b>	<b>39</b>
<b>PURCHASE OF POLICE RADIOS .....</b>	<b>45</b>
<b>BID AWARD – CAMPGROUND ELECTRICAL UPGRADE .....</b>	<b>51</b>
<b>BID AWARD – SNOW REMOVAL AGREEMENT .....</b>	<b>62</b>
<b>AMEND THE COMPENSATION PLAN .....</b>	<b>66</b>
<b>SURPLUS CITY PROPERTY .....</b>	<b>69</b>
<b>CARES EXPENDITURES .....</b>	<b>72</b>
<b>EXECUTIVE SESSION .....</b>	<b>78</b>

**AGENDA**



**City of Smithville, Missouri**

**Board of Aldermen – Regular Session Agenda**

**November 2, 2020 (Date changed due to the election)**

**7:00 pm – City Hall Council Chambers \*\*Via Videoconference\*\***

**NOTICE: \*Due to 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.**

**For Public Comment, please email your request to the City Clerk at [ldrummond@smithvillemo.org](mailto:ldrummond@smithvillemo.org) prior to the meeting to be invited via Zoom.**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Public Hearing**  
Annexation – 18523 County Line Road
- 4. Consent Agenda**
  - **Minutes**
    - October 20, 2020 Board of Alderman Work Session Minutes
    - October 20, 2020 Board of Alderman Regular Session Minutes
  - **Financial Report**
    - Finance Report for September 2020

**REPORTS FROM OFFICERS AND STANDING COMMITTEES**

- 5. Committee Reports**
- 6. City Administrator's Report**

### ORDINANCES & RESOLUTIONS

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**7. Bill No. 2875-20, 2017 NEC and 2018 Building Codes and Property Maintenance – 2<sup>nd</sup> Reading**

An Ordinance adopting the 2018 International Codes for Buildings and the 2017 National Electrical Codes. 2<sup>nd</sup> reading by title only.

**8. Bill No. 2876-20, Annexation – 18523 County Line Road – 1<sup>st</sup> Reading**

An Ordinance to approve annexing 18523 County Line Road, a ten-lot subdivision to be called Landmark Farms. 1<sup>st</sup> reading by title only.

**9. Resolution 843, Purchase of Police Radios**

A Resolution to approve the purchase of three new portable radios for the Police Department in an amount not to exceed \$14,000.

**10. Resolution 844, Bid Award No. 20-15, Campground Electrical**

A Resolution to award Bid No. 20-15 to Mr. Electric for the Smith's Fork campground electrical upgrade project in an amount not to exceed \$24,371.20.

**11. Resolution 845, Bid Award No. 21-01, Snow Removal Agreement**

A Resolution awarding Bid No. 21-01 and authorize the Mayor to sign an agreement with Lotus Lawncare and Services LLC for Snow and Ice Control Services.

**12. Resolution 846, Amendment to the FY20-21 Compensation Plan**

A Resolution to amend the FY20-21 Compensation Plan to change the pay range for the City Clerk position.

**13. Resolution 847, Surplus City Property**

A Resolution to direct the City purchasing agent to dispose of the certain equipment in its possession as surplus and no longer of value.

**14. Resolution 848, CARES Expenditures**

A Resolution to approve expenditures on CARES-related expenses for the month of September 2020 in the amount of \$64,081.93.

### OTHER MATTERS BEFORE THE BOARD

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**15. Public Comment**

Pursuant to the public comment policy, **an email request must be submitted to the City Clerk at [ldrummond@smithvillemo.org](mailto: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.

**16. 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](#).

**17. Adjournment to Executive Session Pursuant of Section 610.021(2) RSMo.**

**PUBLIC HEARING - LANDMARK FARM ANNEXATION****City of Smithville****Meeting Date:** November 2, 2020**Department:** Development**Agenda Item:** Annexation Public Hearing**Summary:**

In accordance with legal advice, all Public Hearings for Annexations will now be held at the Board of Aldermen level. No action is required, but the Public Hearing is to allow the public to provide input concerning annexation.

**Purpose:**

The public hearing process will allow interested parties to provide input on whether 18523 Platte County Line Road should be annexed into the city limits.

**Impact:**

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

**Legislative History:**

The annexation would allow a 10-lot subdivision to be called Landmark Farms and includes land in Clay and Platte county.

**Suggested Action:**

Take input from the Public on annexing 18523 Platte County Line Road.

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

## Smithville Board of Aldermen

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### OFFICIAL NOTICE

To whom it may concern and to all parties interested, notice is hereby given that at 7:00 PM on November 2, 2020, the Smithville Board of Aldermen in City Hall, 107 W. Main St., Smithville, Mo. will consider the following application:

An annexation request for a tract of land generally located near the intersection of 188<sup>th</sup> and County Line Rd. The tract of land is approximately 55.72 acres and is legally described as:

All that part of the west half of the southwest fractional quarter of section 3, township 53 north, range 33 west, in Clay and Platte County, Missouri, being described as follows: beginning at the northwest corner of the southwest fractional quarter of said section 3 in Platte County, Missouri; thence  $s89^{\circ}31'16''e$ , along the north line of said fractional quarter section, a distance of 278.71 feet to the northeast corner of said southwest fractional quarter; thence  $s00^{\circ}44'29''e$ , along the east line of said southwest fractional quarter, a distance of 49.45 feet to the northwest corner of the southwest fraction quarter of said section 3 in clay county; thence  $s89^{\circ}52'56''e$ , along the north line of said southwest fractional quarter, a distance of 997.32 feet to the northeast corner of the west half of said southwest fractional quarter of section 3; thence  $s00^{\circ}37'37''w$ , along the east line of said west half, a distance of 1899.95 feet; thence  $n89^{\circ}52'56''w$ , a distance of 1263.34 feet to a point on the west line of the southwest fractional quarter of said section 3 in Platte County; thence  $n00^{\circ}13'11''e$ , along said west line, a distance of 1951.08 feet to the point of beginning.



As provided in the Zoning Ordinances of Smithville, Mo. the above applications will be discussed and considered by the Board of Aldermen, and all persons interested in said matter will be heard at this time concerning their views and wishes; and any protest against any of the provisions of the proposed changes to the City limits will be considered by the Board as provided by law.

<b>CONSENT AGENDA</b>
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# City of Smithville

**Meeting Date:** November 2, 2020

**Department:** Administration

**Agenda Item:** Consent Agenda

**Summary:**

Voting to approve would approve the Board of Aldermen minutes and finance report.

**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 October 20, 2020 Board of Alderman Work Session Minutes
- Approve the October 20, 2020 Board of Alderman Regular Session Minutes

**Financial Report**

- Approve the September 2020 Finance Report

**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: [Finance Report](#)

## Smithville Board of Aldermen

### Board of Aldermen Minutes – October 20, 2020 Work Session

#### SMITHVILLE BOARD OF ALDERMAN WORK SESSION

October 20, 2020 5:30 p.m.  
City Hall Council Chambers

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

**The meeting was streamed live on the city's FaceBook page.**

##### 1. Call to Order

Mayor Boley, called the meeting to order at 5:30 p.m.

A quorum of the Board was present. Mayor Boley, Alderman Chevalier and Aldermen Bloemker were in attendance in the City Hall Council Chambers. Other Board members present via Zoom meeting: Alderman Sarver and Alderman Ulledahl. Alderman Atkins joined late. Alderwoman Wilson was absent.

Cynthia Wagner was in attendance in the City Hall Council Chamber. Staff present via Zoom: Nickie Lee, Chuck Soules, Chief Jason Lockridge, Jack Hendrix, Matt Denton, Stephen Larson and Linda Drummond.

##### 2. Discussion of City Hall Reconfiguration Schematics

Cynthia provided a walk-through of the plans for the renovation of City Hall.

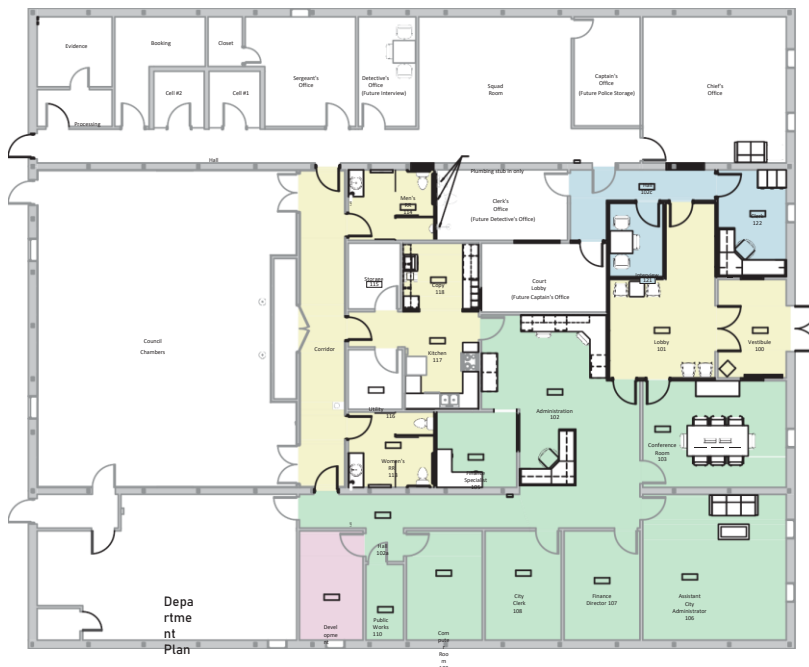


Figure 1 City Hall Reconfiguration

It was originally anticipated that the project bid documents would be released tomorrow but A3G is working on other items and plans to have the final documents



to staff later this week. Bids are now anticipated to be posted on Monday, October 26. We should be able to maintain the schedule for Board award of a bid at the November 17 meeting.

This renovation would make reconfigurations to the lobby area, which will reduce the size of the lobby, create a vestibule to come in through a smaller lobby, reconfigure the front customer service window area slightly and will create conference space. The administrative work-space area will also be reconfigured to move the copier and mail area into what is now part of the kitchen area to create a separate work area. Minor renovations are planned to the remainder of the kitchen area. Improvements will be made to the men's restroom, stub out a future restroom for the police side and make improvements to the women's restroom. On the administrative side and hallway, the renovations will basically be paint and flooring.

Once a bid is awarded construction will proceed over the winter months. Staff will work with eh contractor to move employee workspace as necessary to accommodate construction.

### **3. Discussion of CARES Funding Allocation**

Cynthia explained that in the packet there was a memo outlining the CARES funding expenditures to date. Staff is looking for direction from the Board with regard to the remaining funds. The City received just under \$946,000 in CARES funds and we have approximately \$465,000 in unallocated funds.

#### *Use of Allocated Funds*

##### *Reimbursement of City Expenditures*

*To date, \$51,500 has been spent to reimburse the general fund for city expenditures related to mitigation of the spread of COVID-19 - purchase of PPE, cleaning supplies and equipment to facilitate remote work, Laptops, screens, and printers. Employees have had to use these items especially recently being quarantined due to exposure of COVID-19.*

*An additional \$40,000 in expenditures is anticipated to purchase supplies through the end of 2021 and reimburse the City for Families First Coronavirus Relief Act Leave time expenditures.*

##### *Small Business Grants*

*The Board has approved two rounds of funding for a small business grant program to assist small businesses with the costs of business interruption caused by required closures. To date, the Board has awarded 28 grants. Including administrative fees, \$141,500 has been spent for this category.*

##### *Touchless Fixtures*

*The Board awarded a bid for purchase and installation of touchless restroom and kitchen fixtures for all city facilities, including parks restrooms. The contractor*

*continues to await delivery of some fixtures but is completing work as fixtures are available. CARES funding for this item totals \$107,657.*

### *Technology in Heritage Park for Livestreaming*

*Installation of Wi-Fi and equipment to enable streaming of video from ballfields at Heritage Park has been completed, totaling \$30,332.*

### *Upgrades to City Hall Meeting Room to Improve Audio/Visual Quality for Remote Access*

*Following delays due to equipment arrival, work on this project began October 12 and is anticipated to be complete by the end of the week or early the week of October 19. CARES fund expenditures for this project total \$42,986.*

### *Rental/Utility Assistance Grants*

*In August, the Board approved an agreement with the Northland Assistance Center to administer a program providing funds to those in need of housing and utility assistance. \$25,000 was provided to NAC later that month. To date, \$11,560 has been allocated, providing assistance to 12 Smithville households.*

### *Reimbursement of School District Expenses*

*In September, the Board authorized expenditure of \$58,130 in funds to reimburse the School District for costs of purchasing supplies and equipment relating to mitigation of the spread of COVID in elementary schools.*

Also included in the packet is information from each of the other Clay County communities outlining their expenditures and plans. Our expenditures are consistent with what others have done. We have not had discussion on is reimbursement for public safety salaries or allocations to Chambers or downtown partnerships to cover income losses for festivals.

In the category of other potential expenditures we have had discussion on, we have reimbursement to the school district for their request of additional equipment and supplies to mitigate the spread of COVID at the middle and high school levels that totals approximately \$21,000. The school district has indicated that there has been additional expenditure also and any amount provided to them they would be appreciative of.

There has also been discussion of providing Wi-Fi at the Courtyard to allow people to work outside. Improvements to HVAC to City facilities estimated at approximately \$20,000. Revenue replacement has been discussed and at this time we estimate a loss of approximately \$80,000 due to COVID, but at this time it is not included as an allowed expenditure in any legislation, so it does not look to be reimbursable.

The newest information staff has received is reimbursement of public safety salaries. A number of the communities in Clay County are exploring this to offset some of the expenditures related to COVID. The language is very broad and allows

reimbursement of public safety salaries beginning in March and through 2020. Staff has had discussions with the City attorney in regard to this and have been advised this appears to be an appropriate expenditure based on the interpretation of the Department of Treasury's Frequently Asked Questions. Cynthia stated that included in the packet is the information from the auditors for the City of Liberty and their read is consistent that this would be an appropriate expenditure.

Cynthia indicated that we are closing in on the end of the expenditure window for CARES funds and we need to be thinking about focusing on those remaining expenditures and what we want to return to Clay County. She said if you take the expenditures that we have made to date for purchase of supplies and response and anticipated expenditures along with costs that we have directly born based on employees taking the Families First Leave time, small business grants, and those items Cynthia talked about earlier we have approximately \$509,000 in expenditures. This leaves just under \$450,000 unallocated. Staff is looking for direction from the Board as how they would like to direct the expenditures of the remaining funds and how much they would like to turn back to Clay County.

Alderman Bloemker stated that his employer just returned six billion dollars in CARES Act funding with a very clear comment that just to spend the money would not be the wise use of tax dollars. He said that as a fiscal conservative he believes that is an example we should follow. He also firmly believes that our darkest months are ahead of us as we enter the fall months. The unknown between COVID-19 verses flu and the likelihood of the City truly getting hit with our officers and other staff being out sick is higher. He said we are going to see some increased expenses as well as the unknown of what we truly need. Alderman Bloemker said that we are learning more as we go through this process. He stated that he does not think it make sense to do the HVAC at this time but believes that maybe at some point down the road it does come to that point. He indicated that we need to keep the funds available. He is not sure about reimbursing ourselves for expenses for staff except for anything outside of extraordinary. He believes it would not be bad to have that data ready to go if we get to that point. Right now, we are consistent with our peer communities and that is somewhat important, but what is more important is doing what is right with the taxpayer money. He believes at this point it is not spending any more of it and just keeping it ready for when we need it.

Mayor Boley asked Alderman Bloemker if he was suggesting we sit on it or does he want to return it to Clay County?

Alderman Bloemker indicated his preference is to sit on it and not return it at this point.

Alderman Chevalier asked what the deadline was to have to make that determination to turn it back over to Clay County?

Cynthia said that our agreement with Clay County anticipates expenditure by the end of October, but as discussed before, CARES funding is through the end of the year and most communities are waiting until the end of the year for returning the funds.

Alderman Chevalier said he could see waiting at least another month or two.

Alderman Sarver said he believes the doing the HVAC upgrade would be a good idea. He said that not knowing the future it would be good to have the upgraded HVAC with the UV system to help clean the air in case of more pandemics.

Cynthia said that staff's only concern with that would be getting that bid process completed and the work underway prior to the end of the year when we would have to turn the funds back over to Clay County.

Alderman Bloemker said he did not feel the need for upgrading the HVAC just yet. He does not believe there is any data that shows the benefit from it. He also stated that since we just recently replaced the HVAC system in City Hall, we would be taking out a fairly new one and putting in additional scrubbers that he is not sure are necessary.

Cynthia said that November 2 we will not have a Work Session scheduled and asked if the Board would like to discuss funding again at the Work Session on November 17?

The Board agreed to have the discussion of CARES funding at the November 17 Work Session.

#### **4. Adjournment to Executive Session Pursuant to Section 610.021(3) RSMo.**

Alderman Bloemker moved to adjourn to Executive Session pursuant to Section 310.021(2) RSMo. Alderman Chevalier seconded the motion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned to Executive Session at 5:56 p.m.

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Linda Drummond, City Clerk

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Damien Boley, Mayor

Board of Aldermen Minutes – October 20, 2020 Regular Session

**SMITHVILLE BOARD OF ALDERMEN  
REGULAR SESSION**

October 20, 2020 7:00 p.m.  
City Hall Council Chambers

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

**The meeting was streamed live on the City's FaceBook page.**

**1. Call to Order**

Mayor Boley called the meeting to order at 7:00 p.m. A quorum of the Board was present. Mayor Boley, Alderman Chevalier and Aldermen Bloemker were in attendance in the City Hall Council Chambers. Other Board members present via Zoom meeting: Alderman Sarver, Alderman Atkins and Alderman Ulledahl. Alderwoman Wilson was absent.

Cynthia Wagner was in attendance in the City Hall Council Chambers. Staff present via Zoom: Nickie Lee, Chuck Soules, Chief Jason Lockridge, Jack Hendrix, Stephen Larson, Matt Denton and Linda Drummond.

**2. Pledge of Allegiance lead by Mayor Boley**

**3. Consent Agenda**

• **Minutes**

- October 6, 2020 Board of Alderman Work Session Minutes
- October 6, 2020 Board of Alderman Regular Session Minutes

No discussion.

Alderman Bloemker moved to approve the consent agenda. Alderman Chevalier seconded the motion.

Ayes – 5, Noes – 0, motion carries. The Mayor declared the consent agenda approved.

**REPORTS FROM OFFICERS AND STANDING COMMITTEES**

**4. Committee Reports**

Mayor Boley reported on the October 13 Planning and Zoning Commission meeting. The new Price Chopper opened on Wednesday and Shoreline's addition is under construction.

Residential permit numbers are over 30 for the year. Residential construction is starting to pick up, new homes are being constructed in existing subdivisions, Eagle Ridge subdivision construction is underway again after a brief delay.

The Main Street Trail construction is progressing, they are pouring concrete sidewalks and curbs.

The Herzog Foundation is getting ready to start construction and White Iron Ridge construction is wrapping up.

Cynthia reported in more detail on the commercial construction to date. A total of five commercial permits were issued in 2019. Those were to Taco Bell, KCI RV's first building, Scooters, Price Chopper and Porters. Only one certificate of occupancy was approved in 2019 and that was for Taco Bell. In 2020, a total of seven permits to date have been issued: White Iron Ridge, KCI RV's second building, Shamrock Gas Station renovation, Herzog Foundation, Nodaway Valley Bank, the strip mall at the Marketplace and Shoreline's addition. Year-to-date, four certificates of occupancy have been issued, KCI RV, Scooters, Price Chopper and Porters.

Mayor Boley stated that the Finance Committee met on October 13 but there was nothing really to report.

### **5. City Administrator's Report**

Cynthia updated information included in the packet. Construction has begun on the Main Street Trail and it is taking shape. You can see where the trail is going to be headed out toward the lake. The first section of the trail was poured today. In the packet was a memo from Chuck Soules, Public Works Director, outlining a significant change order for the project to change the depth of the concrete for the trail. Costs for this change are included in the project contingency.

Cynthia indicated that a picture of the wastewater crew cleaning out the tanks is also included in the packet.

The splash pad at Clay Creek is under construction. This has been a very slow process, but the concrete pad has been poured for the spray ground area, the sidewalk area and the area for future benches.

Cynthia confirmed with Clay County today that they have begun installing the fence posts for the fenced area at the dog park. They hope to get the fence up next week weather permitting.

A couple of larger neighborhoods in the City were identified for the possibility of contracted snow removal. Bids for snow removal for those neighborhoods were opened today. We received two responses and Chuck and Allen Jensen, Street Superintendent, are reviewing those bids. We anticipate a recommendation for the November 2 Board of Alderman meeting. Included in the RFP was a mandatory November 9 meeting for the successful bidder to get them the information on safety and for the process and to go over the plan with staff.

November 2 is the joint School Board/Board of Alderman meeting at 6:00 p.m. here at City Hall and via Zoom. Following that meeting we will have the Board of Alderman regular session meeting at 7:00 p.m.

Mayor Boley reminded the Board that will be a Monday meeting due to the election on Tuesday, November 3.

## **ORDINANCES & RESOLUTIONS**

### **6. Bill No. 2872-20, Adopting the Fiscal Year 2020-2021 Proposed Budget – 2<sup>nd</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2872-20, adopting the Fiscal Year 2020-2021 proposed budget. 2<sup>nd</sup> reading by title only. Alderman Chevalier seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2872-20 approved.

### **7. Bill No. 2873-20, Creation of a Parks and Stormwater Sales Tax Fund – 2<sup>nd</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2873-20, approving the creation of a Parks and Stormwater Sales Tax Fund to account for the receipt of and expenditures from the ½-cent Parks and Stormwater Sales Tax and to keep that allocation separate from any other monies. 2<sup>nd</sup> reading by title only. Alderman Chevalier seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2873-20 approved.

### **8. Bill No. 2874-20, Destruction of Records – 2<sup>nd</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2874-20, authorizing staff to proceed with the destruction of certain finance and police records as authorized by the retention and destruction schedule approved by the Secretary of State's Office. The Finance Department desires to destroy audited accounts payable and accounts receivable records dated November 1, 2017 through October 31, 2018. The Police Department desires to destroy police records dated 2006-2014. These records are not part of an investigative file/report and meet the minimum retention period. 2<sup>nd</sup> reading by title only. Alderman Chevalier seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2874-20 approved.

**9. Bill No. 2875-20, 2017 NEC and 2018 Building Codes and Property Maintenance – 1<sup>st</sup> Reading**

Alderman Bloemker moved to approve Bill No. 2875-20, adopting the 2018 International Codes for Buildings and the 2017 National Electrical Codes. 1<sup>st</sup> Reading by title only. Alderman Chevalier seconded the motion.

No discussion.

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2875-20 approved first reading.

**10. Resolution 841, Amending Contract with Future iQ**

Alderman Bloemker moved to approve Resolution 841, amending the contract with Future iQ to complete a Parks and Recreation Master Plan. Alderman Chevalier seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 841 approved.

**11. Resolution 842, Amendment No. 4 to Authorization No. 79, Engineering for Downtown Streetscape Phase 2**

Alderman Bloemker moved to approve Resolution 842, a Resolution to authorize the Mayor to sign amendment 4 to Authorization No. 79 to the existing agreement with HDR Engineering, Inc. to complete the design of the alleyway west of N. Bridge Street between W. Main St. and W. Church Street in an amount of \$7,730.00. Alderman Chevalier seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 842 approved.

**OTHER MATTERS BEFORE THE BOARD**

**12. Public Comment**

None



**13. Appointment**

Mayor Boley nominated Cali Maxfield for the Economic Development Committee for a three-year term replacing Brian Hove.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Cali Maxfield a member of the Economic Development Committee.

**14. New Business from the Floor**

Alderman Bloemker and Mayor Boley thanked staff for all their efforts keeping everything going during this difficult year.

**15. Adjourn**

Alderman Bloemker moved to adjourn. Alderman Chevalier seconded the motion.

Ayes – 5, Noes – 0, motion carries via teleconference. Mayor Boley declared the regular session adjourned at 7:15 p.m.

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Linda Drummond, City Clerk

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Damien Boley, Mayor

**Finance Report – September 2020****FY20 BUDGET - FINANCIAL UPDATE****9/30/20**

REVENUES, BY FUND	FY19 Actual	FY20 Budget	FY20 YTD	FY20 Projection	
GENERAL FUND	5,563,826.38	4,545,530.00	4,267,843.73	4,530,060.00	93.89%
CAPITAL PROJECTS FUND	4,182,447.81	238,120.00	-	228,120.00	0.00%
CAPITAL IMPROVEMENT SALES TAX FUND	451,246.42	475,080.00	524,989.10	509,760.00	110.51%
DEBT SERVICE FUND	127,417.32	556,280.00	556,280.00	556,280.00	100.00%
TRANSPORTATION SALES TAX FUND	496,431.90	475,080.00	527,407.52	509,760.00	111.01%
COMBINED WATER & WASTEWATER SYSTEMS FUND	4,064,279.60	4,381,400.00	4,046,682.69	4,436,550.00	92.36%
SANITATION FUND	780,003.87	840,360.00	760,725.92	826,780.00	90.52%
	<b>15,665,653.30</b>	<b>11,511,850.00</b>	<b>10,683,928.96</b>	<b>11,597,310.00</b>	92.81%

EXPENDITURES, BY FUND	FY19 Actual	FY20 Budget	FY20 YTD	FY20 Projection	
GENERAL FUND	4,789,412.43	5,464,590.00	4,406,323.62	5,189,550.00	80.63%
CAPITAL PROJECTS FUND	4,230,808.48	1,882,370.00	474,219.61	1,882,370.00	25.19%
CAPITAL IMPROVEMENT SALES TAX FUND	127,417.32	798,910.00	556,280.00	798,910.00	69.63%
DEBT SERVICE FUND	127,417.32	325,020.00	325,017.50	325,020.00	100.00%
TRANSPORTATION SALES TAX FUND	557,722.17	419,000.00	171,441.15	379,880.00	40.92%
COMBINED WATER & WASTEWATER SYSTEMS FUND	2,575,747.48	6,690,170.00	4,877,840.02	6,917,000.00	72.91%
SANITATION FUND	786,350.04	835,290.00	744,172.19	825,890.00	89.09%
	<b>13,194,875.24</b>	<b>16,415,350.00</b>	<b>11,555,294.09</b>	<b>16,318,620.00</b>	70.39%

[Full Financial Report](#)

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CITY ADMINISTRATOR'S REPORT

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## City Administrator's Report

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October 29, 2020

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### Waterline Connection

A reminder that watermain system repairs and connections are scheduled for Tuesday, November 3. Water service in the following areas may be affected between 9:30 a.m. and 5:00 p.m.: Maple Avenue, Hawthorn Street, 2<sup>nd</sup> Street, 2<sup>nd</sup> Terrace, 1<sup>st</sup> Street, Owens Avenue and Owens Court. This area also includes the businesses along Highway 169 from Main Street to Owens Avenue.

Residences and businesses in this area have been notified. Maple Elementary will not be affected.

### Touchless Fixtures Installation – Update

The contractor (Lexington Plumbing) on this project has advised that due to the record demand for touchless water delivery products caused by COVID 19, the manufacturer of the water fountains is experiencing extended lead times. It is anticipated we may not receive fixtures until late November or early December at the earliest.

Lexington Plumbing was originally waiting for the coolers to come in before completing install of the remaining fixtures in city restroom facilities. With this delay in receipt of the water fountains, Lexington Plumbing will complete the restroom fixture installs and return to install water fountains.

### Parks and Recreation Update

Below is highlighted information relating to Parks and Recreation programming.

- Fall volleyball, t-ball, and soccer have concluded. We safely made it through the season without any positive cases spreading through our programs and without having to cancel any games.

- Winter basketball registration closed this week. We have 139 enrolled compared to 126 last year. The coaches meeting is next week, and practices start the week of November 9th. We have additional Covid-19 precautions in place for basketball.
- The Haunted Campground was a success. The campground and vendor spaces were sold out and staff estimates more than 1,000 people attended the event. We received great feedback from participants regarding the safety measures and gratitude for providing the event this year.
- Matt is looking ahead at doing an RFP to replace the existing campground reservation software. New software is intended to be more user friendly, charge lower user fees and provide campers to select particular campsites.
- Beginning Monday, November 2, Parks and Recreation staff will assume responsibility for reservations and promotions relating to the Senior Center.

### **Splash Pad Update**

On October 20, the splash pad was poured, and some water sprayers were installed. Matt Denton and Jack Hendrix are coordinating to accomplish electric and water installation. It is anticipated water will be installed by the end of this week and electric next week. Once it is installed, final connections can be made, tested, then winterized. Fencing and shade will move forward once utility work is completed.

### **Holiday Decorations and Downtown Festivities**

Staff in Parks and Recreation and Public Works have been coordinating and working with downtown representatives and you will soon see holiday décor and winter banners adorning the downtown area. Work should be completed the week prior to Thanksgiving. Holiday festivities including the Chamber's Candyland Christmas and the Lighted Christmas Parade as well as the Mayor's Christmas Tree Lighting are all scheduled to occur on December 5.

**2017 NEC AND 2018 BUILDING CODES AND PROPERTY MAINTENANCE**

# City of Smithville

**Meeting Date:** November 2, 2020**Department:** Development**Agenda Item:** Bill No. 2875-20, International Codes Adoption, 2<sup>nd</sup> Reading**Summary:**

Approving this ordinance would replace the current 2012 building code with the updated 2018 Building Codes.

**Purpose:**

The City of Smithville has used the International Code Council family of building codes since 2006, with regular updates every few years. The current code provisions are from 2012. Up to date codes are an essential part of the ISO rating system for new home construction, and the 2018 code are the most current ICC codes available. City staff, building inspections consultant and various organizations have reviewed and commented upon the 2018 codes, which resulted in the overall staff recommendations. Those recommendations were presented to the Planning Commission in June, and the Commission recommended adoption of the codes as presented here.

The attached Ordinance would update all the city building codes and reorganize some provisions in accordance with changes in structure by the ICC. The most significant structural change is the separation of the Swimming Pool and Spa provisions from an appendix in the building code to its own individual code. The second most impactful change in the building codes is the addition of certain maintenance provisions in the Residential code. Specifically, staff recommended adding a requirement of a portable restroom be made available within 500 feet of any new construction, as well as various trash, debris and erosion measures for the permit holder and any subcontractor or supplier to the permitted project.

Lastly, this code adopts the International Property Maintenance Code with the grass height and hard surface parking requirements recommended following the last work session.

Approving the Ordinance will update our codes and improve our rating in the ISO system for building code enforcement.

## Smithville Board of Aldermen

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**Impact:**

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

**Legislative History:**

The last adoption of the 2012 building code occurred in January 2013.

**Suggested Action:**

A motion to approve Bill No. 2875-20, by title only for second reading.

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

**BILL NO. 2875-20**

**ORDINANCE NO.**

**AN ORDINANCE ADOPTING THE 2018 INTERNATIONAL CODES FOR BUILDINGS AND THE 2017 NATIONAL ELECTRICAL CODES**

**WHEREAS**, three copies of the 2018 *International Building, Residential, Mechanical, Plumbing, Fuel Gas, Energy Conservation Swimming Pool & Spa and Property Maintenance Codes*, and the *2017 National Electrical Code* were filed in the office of the City Clerk on February 6, 2020, and kept available for public use in accordance with §67.280 R.S.Mo., and

**WHEREAS**, the Planning Commission reviewed and approved the revisions to the Code of Ordinances concerning building codes at the regularly scheduled meeting on June 5, 2020;

**WHEREAS**, the Smithville Board of Aldermen deems it to be in the best interest of the City of Smithville to adopt said code.

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

Section 1. That Sections 500.020 thru 500.105 are hereby repealed and replaced and renumbered as follows:

500.020 International Building Code Adoption

That a certain document, three (3) copies of which are on file in the office of the City Clerk of the City of Smithville, being marked and designated as the *International Building Code*, 2018 edition, including Appendix Chapters B, C, E, F, G, H, I, and J, as published by the International Code Council, be and is hereby adopted as the Building Code of the City of Smithville, in the State of Missouri for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said Building Code on file in the office of the City Clerk are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 500.025.

Section 500.025 Additions, Insertions, Deletions and Changes to the International Building Code

The following sections of the *2018 International Building Code* are hereby revised:

Section 101.1 Insert City of Smithville, Missouri in place of [Insert Name of Jurisdiction].

Section 105.1.1 and 105.1.2 are deleted.

## **Smithville Board of Aldermen**

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Section 105.2 (2) and (6), Delete.

Section 107.1 Delete a portion of the paragraph limited to the following statement "where required by the statutes of the jurisdiction in which the project is to be constructed."

Section 110.3.7 shall be amended to include "Where required by the Building official" at the beginning of the section.

Section 113 Delete the entire provision and replace with the following:  
All appeals of orders, decisions or determinations made by the building official relative to the application of this code, all appeals shall be heard and governed by the provisions of Section 400.630, et seq., of this Code.

Section 1612.3 Insert City of Smithville, Missouri in place of [Insert Name of Jurisdiction] and August 3, 2015 in place of [Insert Date of Issuance].

Appendix H, Sections H 101.2, H104 and H114 are hereby deleted. Any provision in Appendix H that allows any sign in an area excluded by the sign code at Section 400.485 et seq. is hereby deleted.

### **500.030 International Residential Code Adoption**

That a certain document, three (3) copies of which are on file in the office of the City Clerk of the City of Smithville, being marked and designated as the *International Residential Code for One- and Two-Family Dwellings, 2018* including Appendix Chapters A, B, C, F, G, H, J, N , P, Q, R S and T as published by the International Code Council, Inc., be and is hereby adopted as the Residential Code for One- and Two-Family Dwellings of the City of Smithville, in the State of Missouri; for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of one- and two-family dwellings and townhouses not more than three (3) stories in height in the City of Smithville, and providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, conditions and terms of such International Residential Code, 2018 edition, published by the International Code Council on file in the office of the City of Smithville are hereby referred to, adopted and made a part hereof as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 500.035.

Section 500.035. Additions, Insertions, Deletions and Changes to the International Residential Code.

Section R101.1. Insert: City of Smithville in place of [Name of Jurisdiction].

Section R105.2 Delete subsections (2) and (5).

Section R106.1 Delete the following statement "where required by the statutes of the jurisdiction in which the project is to be constructed."

Section R112 Delete the entire provision and replace with the following:



All appeals of orders, decisions or determinations made by the building official relative to the application of this code shall be heard and governed by the provisions of Section 400.630, et seq., of this Code.

Table R301.2(1) shall read as follows:

Ground Snow Load	Wind Design		Seismic Design Category	Subject to Damage From			Winter Design Temp°	Ice Barrier Underlayment Requirement	Flood Hazards	Air Freezing Index	Mean Annual Temp
	Wind Speed	Topographic effects		Weathering	Frost Line Depth	Termite					
20	90	No	A	Severe	36"	Yes	6°	No	1978 2015	1034	53.5

Section R302.13 Fire Protection of floors. Is amended by adding an exception "5. Wood I-joists."

Section R303.4 Mechanical ventilation is amended by changing "five (5) to three (3) air changes".

Add new subsections to Section R306 as follows:

Section R306.5 New single-family dwellings toilet facilities. Toilet facilities shall be provided within 500 feet (measured from the property line adjacent to the street for platted subdivisions along the public way) for all new single-family dwellings starting from the time of the first footing inspection until facilities are available in the dwelling. If the facilities are not located on the job site, the location of the required facilities shall be posted on the job site or other certification provided to the Building Code Official to verify the availability of toilet facilities. The facilities on the site shall be removed prior to issuance of a Temporary Certificate of Occupancy.

R306.6 New single-family dwellings construction site maintenance. All construction sites shall be maintained in a good, clean, and safe condition, including, but not limited to, the following minimum requirements:

1. Construction materials shall be stored, maintained, and secured so as to prevent safety risk or danger. Accumulated construction debris shall be hauled away and disposed of at an approved landfill. Dumpsters shall be emptied or removed when full and may be used only for construction debris. Construction materials shall not be stored in a public right-of-way.
2. All mud, dirt, or debris deposited on any street, crosswalk, sidewalk, or other public property as a result of excavation, construction, or demolition shall be immediately broom cleaned to the extent possible and disposed of in an acceptable manner.
3. It shall be unlawful to intentionally place, deposit, or otherwise dispose of construction debris in any public or private sewer.
4. Airborne particles shall be controlled on the property at all times during work by means of a water truck and/or spraying equipment, or other water sources capable of spraying and thoroughly saturating all portions of the structure and surrounding property affected by the work. Spraying shall be undertaken at all times necessary to thoroughly control the creation and migration of airborne particles, including, without limitation, dust, from the subject property.

5.. Every contractor shall be responsible for all actions of their employees, agents, and subcontractors under this Subsection, and shall be responsible for all violations of the provisions of this Subsection committed by such employees, agents, or subcontractors.

Section R313 Delete the entire provision.

Section R319 is amended by adding a new section to be numbered and read as follows:

319.2 Illumination. Single family dwellings shall have the ability to illuminate the address and numbers during the hours of darkness with a power source connected to the house electrical system or other approved source of illumination.

Section 602.6.1 is amended by deleting "eight 10d" and adding "four 10d"

Section N1101.12 Maintenance information shall be amended by deleting everything after the first sentence.

Section 1102.4.1.2 shall be amended by inserting "Where required by the Code Official" at the beginning of the first sentence.

Section 1102.4.4 delete this provision.

Section N1103.3.3 shall be amended by inserting "Where required by the Code Official" at the beginning of the sentence that reads "duct tightness shall be verified by either of the following:".

Table N1106.4 (R406.4) shall be amended to read as follows:

*N1106.4 (R406.4) Maximum Energy Rating Index*

<b>Climate Zone</b>	<b>Energy Rating Index</b>
4	80

Where on-site renewable energy is included for compliance using the ERI analysis of Section N1106.4, the building shall meet the mandatory requirements of Section N1106.2 and the building thermal envelope shall be greater than or equal to the levels of efficiency and SHGC in Table N1102.1.2 or Table N1102.1.4.

Section P2503 shall be amended by inserting "Where required by the Code Official" at the beginning of the first sentence in Section P2503.4, P2503.5, P2503.6, P2503.7 and P2503.8.

Section R2603.5.1 Insert 36" in both locations.

Chapter 33 shall be amended to include a new Section 3304 Future connection(s). In the event a Sump Pit is installed, but no pump is installed, the pit must have a discharge pipe installed to within 24" of the pit and installed to the outside of the building. Such piping must be capped on both ends, and the interior cap shall be marked "SUMP". The pit must be sealed with a lid sufficient to meet the radon protection requirements of the code.

Section 3901.9 shall be amended by deleting the words "vehicle bay" and replacing it with "garage" in two locations.

Section 3901.12 is hereby deleted.

Section E3902.2 shall be amended by inserting the following language at the end of the current language:

Exception: A dedicated receptacle supplying solely a garage door opener, or a refrigerator, or a freezer that is clearly identified as "NOT GFCI PROTECTED".

Section E3902.5 is amended by deleting the Exceptions provision and replacing it with a new provision to be numbered as follows:

Exceptions:

1. A receptacle supplying only a permanently installed fire alarm or burglar alarm system and identified as "NOT GFCI PROTECTED".
2. A dedicated receptacle supplying a sump pump and identified as "NOT GFCI PROTECTED".
3. A dedicated receptacle supplying a refrigerator and/or freezer and identified as "NOT GFCI PROTECTED".

Section E3902.16 is amended by deleting the first sentence thereof and inserting the following language:

All branch circuits that supply 120-volt, single phase 15- and 20-amphere receptacles installed in bedrooms shall be protected by any of the following:

Section E4002.14 is hereby deleted.

#### 500.040 International Mechanical Code Adoption

That certain documents, three (3) copies of which are on file in the office of the City Clerk of the City of Smithville, being marked and designated as the *International Mechanical Code, 2018* including Appendix Chapter A, as published by the International Code Council, Inc., be and is hereby adopted as the Mechanical Code of the City of Smithville, in the State of Missouri, for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of mechanical systems in the City of Smithville, and providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, conditions and terms of such *International Mechanical Code, 2012* edition, published by the International Code Council, on file in the office of the City of Smithville are hereby referred to, adopted and made a part hereof as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 500.045.

## **Smithville Board of Aldermen**

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Section 500.045. Additions, Insertions, Deletions and Changes to the International Mechanical Code.

Section 101.1. Insert: City of Smithville

Section 106.5.2 See Smithville Comprehensive Schedule of Fees

Section 106.5.3 Insert 50%

Section 108.4 Insert misdemeanor, \$500.00, 90

Section 108.5 Insert \$25.00; \$500.00

Section 109 Means of Appeal – Delete subsections 109.1-109.7 and insert the following:

109.1 Appeals. All appeals of orders, decisions or determinations made by the building official relative to the application of this code, all appeals shall be heard and governed by the provisions of Section 400.625, et seq., of this Code.

500.050 International Plumbing Code Adoption

That certain documents, three (3) copies of which are on file in the office of the City Clerk of the City of Smithville, being marked and designated as the 2018 *International Plumbing Code*, including Appendix Chapters A-E, as published by the International Code Council, Inc., be and is hereby adopted as the Plumbing Code of the City of Smithville, in the State of Missouri, for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of plumbing systems in the City of Smithville, and providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, conditions and terms of such *International Plumbing Code*, 2018 edition, published by the International Code Council, on file in the office of the City of Smithville are hereby referred to, adopted and made a part hereof as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 500.055.

Section 500.055. Additions, Insertions, Deletions and Changes to the International Plumbing Code.

Section 101.1. Insert: City of Smithville

Section 106.6.2 See Schedule in Section 500.100 of the Code of Ordinances

Section 106.6.3 Insert 50%

Section 108.4 Insert Misdemeanor, \$500.00, and 90 days.

Section 108.5 Insert \$25.00, \$500.00

Section 109 Means of Appeal – Delete subsections 109.1-109.7 and insert the following:

109.1 Appeals. All appeals of orders, decisions or determinations made by the building official relative to the application of this code, all appeals shall be heard and governed by the provisions of Section 400.625, et seq., of this Code.

Section 305.4.1. Shall be amended to read: Building sewers shall be installed not less than 36 inches below grade.

Section 701.2 Sewer required. is amended to read as follows: Buildings in which plumbing fixtures are installed and premises having drainage piping shall be connected to a public sewer where available, or in compliance with a permit issued by the Clay County Health Department.

Section 7.15.1 Sewage backflow. shall be amended to read: Where plumbing fixtures are installed on a floor with a finished floor elevation below the elevation of the manhole cover of the next upstream unsealed manhole in the public sewer, such fixtures shall be protected by a backwater valve installed in the building drain. Plumbing fixtures installed on a floor with a finished floor elevation above the elevation of the manhole cover of the next upstream unsealed manhole may not discharge through a backwater valve.

#### 500.060 National Electrical Code Adoption

That certain documents, three (3) copies of which are on file in the office of the City Clerk of the City of Smithville, being marked and designated as the NFPA 70 *National Electrical Code, 2017 Edition* as published by the National Fire Protection Association, Inc., be and is hereby adopted as the Electric Code of the City of Smithville, in the State of Missouri; for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of electric systems in the City of Smithville, and providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, conditions and terms of such NFPA 70 *National Electrical Code, 2017 Edition*, published by the National Fire Protection Association, Inc., on file in the office of the City of Smithville are hereby referred to, adopted and made a part hereof as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 500.065.

#### 500.065 Additions, Insertions, Deletions and Changes to the National Electrical Code.

The following sections are hereby revised:

Article 90 is hereby revised by adding a new subsection 90.10, which shall read as follows:

90.10 Administration and enforcement. The administrative provisions for this Code shall be those provisions contained in the Building Code adopted in Section 500.020 of the Smithville City Code.

Article 210 is hereby amended by amending the first paragraph of section 210.12 (A) to read as follows:

210.12(A) Dwelling Units. All 120-volt, single phase, 15- and 20-ampere branch circuits supplying outlets installed in dwelling unit bedrooms shall be protected by a listed arc-fault circuit interrupter, combination-type, installed to provide protection of the branch circuit.

Article 334 is hereby amended by amending Section 334.10 to read as follows:

334.10 Uses permitted. Type NM, Type NMC, and Type NMS cables shall be permitted to be used in the following.

1. One-and two-family dwellings and their attached or detached garages and their storage buildings.
2. Multifamily dwellings except as prohibited in Section 334.12.
3. Other structures permitted except as prohibited in Section 334.12 Cables shall be concealed within walls, floors, or ceiling that provide a thermal barrier of material that has at least a 15-minute finish rating as identified in listings of fire-rated assemblies.
4. Cable trays, where the cables are identified for the use.
  - A. **Type NM.** Type NM cable shall be permitted as follows:
    - (1) For both exposed and concealed work in normally dry locations except as prohibited in Section 334.10(3)
    - (2) To be installed or fished in air voids in masonry block or tile walls.
  - B. **Type NMC.** Type NMC cable shall be permitted as follows:
    - (1) For both exposed and concealed work in dry, moist, damp, or corrosive locations, except as prohibited in Section 334.10(3).
    - (2) In outside and inside walls of masonry block or tile.
    - (3) In shallow chase in masonry, concrete, or adobe protected against nails or screws by a steel plate at least 1/16 in. thick and covered with plaster, adobe, or similar finish.
  - C. **Type NMS.** Type NMS cable shall be permitted as follows:
    - (1) For both exposed and concealed work in normally dry locations except as prohibited in Section 334.10(3).
    - (2) To be installed or fished in air voids in masonry block or tile walls.
    - (3) To be used as permitted in Article 780.

### 500.070 International Fuel Gas Code Adoption

That certain documents, three (3) copies of which are on file in the office of the City Clerk of the City of Smithville, being marked and designated as the *International Fuel Gas Code, 2018 Edition* including Appendix Chapters A-D as published by the International Code Council, Inc., be and is hereby adopted as the Fuel Gas Code of the City of Smithville, in the State of Missouri; for the control of building and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said 2018 Fuel Gas Code are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 500.075.

Section 500.075. Additions, Insertions, Deletions and Changes to the International Fuel Gas Code.

Section 101.1. Insert: City of Smithville

Section 106.6.2 Insert See the Comprehensive Schedule of Fees

Section 106.6.3 Insert 50%

Section 109 Means of Appeal – Delete subsections 109.1-109.7 and insert the following:

109.1 Appeals. All appeals of orders, decisions or determinations made by the building official relative to the application of this code shall be heard and governed by the provisions of Section 400.625, et seq., of this Code.

500.080 International Energy Conservation Code Adoption

That certain documents, three (3) copies of which are on file in the office of the City Clerk of the City of Smithville, being marked and designated as the 2018 *International Energy Conservation Code* as published by the International Code Council, Inc., be and is hereby adopted as the Energy Conservation Code of the City of Smithville, in the State of Missouri; for the control of building and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said 2018 Energy Conservation Code are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 500.085.

Section 500.085. Additions, Insertions, Deletions and Changes to the International Energy Conservation Code.

Section C101.1. Insert: City of Smithville

Section C107 the text is deleted and the following language inserted: "all fees shall be those contained in the Code contained in Sections 500.020 and 500.025.

Section C108.4 Insert \$25.00 and \$500.00.

Section C109 Delete the entire provision and replace with the following:

All appeals of orders, decisions or determinations made by the building official relative to the application of this code, all appeals shall be heard and governed by the provisions of Section 400.625, et seq., of this Code.

Table C402.2 is hereby amended as follows:

Climate Zone 4 Except Marine is amended in the following locations by inserting the new requirements as follows:

Roofs – Insulation entirely above deck – R-20ci.

Above Grade Walls – Wood framed and other – R-13.

Section C406 is deleted.

Section C408 is deleted.

Sections R101-R405 is hereby deleted. All Residential Energy Code provisions are those contained in the Building Code adopted in Section 500.030 and 500.035.

### 500.090 International Property Maintenance Code Adoption

That certain documents, three (3) copies of which are on file in the office of the City Clerk of the City of Smithville, being marked and designated as the 2018 *International Property Maintenance Code*, as published by the International Code Council, Inc., be and is hereby adopted as the Property Maintenance Code of the City of Smithville, in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said 2018 Property Maintenance Code are hereby referred to, adopted, and made a part hereof as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 500.095.

Section 500.095 Additions, Insertions, Deletions and Changes to the International Property Maintenance Code.

Section PMC101.1. Insert: City of Smithville

Section PMC103.5 Delete

Section PMC110.3 is hereby deleted and replaced as follows:

**110.3.1 Hearings, Notice.** When any property has been declared a dangerous building by the code official, the code official shall provide notice to the owner, occupant, lessee, mortgagee, agent and all other persons having an interest in the building or structure as shown by the land records of the Recorder of Deeds of Clay County of a hearing before the Building Commissioner. That notice shall include the code official's findings and supporting his/her determination that such building is dangerous.

**110.3.2 Building Commissioner, Duties.** The Building Commissioner shall be the City Administrator of the jurisdiction and shall schedule a hearing a minimum of 10 days following such notice provided in Section 110.3.1 At said hearing, the Building Commissioner shall review the code official's findings, and take all evidence from interested parties concerning such findings. After such hearing, the Building Commissioner shall issue an order making specific findings of fact, based upon competent and substantial evidence, which shows the building or structure to be a nuisance and detrimental to the health, safety, or welfare of the residents of the city and ordering the building or structure to be demolished and removed, repaired or cleaned up. If the evidence does not support a finding that the building or structure is a nuisance or detrimental to the health, safety, or welfare of the residents of the city, no order shall be issued.

**110.3.3 Appeal of the decision of the Building Commissioner**



Any person entitled to service under these provisions may appeal from the decision of the building commissioner as to the abatement of a dangerous building, to the circuit court of Clay County not later than thirty (30) days after the written decision of the building commissioner is adopted and issued.

#### **110.3.4 Failure to Comply.**

If the Owner fails to Comply with an Order to Demolish or Repair within the timeframe established in such Order, the jurisdiction may demolish, secure, repair or clean up such property either itself, or through a contractor. If the jurisdiction completes such work, it shall cause a special tax bill or assessment against the property to be prepared and collected according to law. If the work is completed by a contractor on behalf of the jurisdiction, and the contractor files a mechanic's lien in accordance with state law, then no such tax bill shall be issued. The tax bill may, upon request of the owner, be paid in installments over a period of not more than ten years.

#### **110.3.5 Insurance Proceeds from damage or Loss.**

If there are proceeds of any insurance policy based upon a covered claim payment made for damage or loss to a building or other structure caused by or arising out of any fire, explosion, or other casualty loss, and if the covered claim payment is in excess of fifty percent (50%) of the face value of the policy covering a building or other structure, then the following procedure shall apply:

1. The insurer shall withhold from the covered claim payment ten percent (10%) of the covered claim payment, and shall pay that amount to the City to deposit into an interest-bearing account. Any named mortgagee on the insurance policy shall maintain priority over any obligation under this Section. If a special tax bill of assessment is issued by the City for the expenses of demolition of such building as a dangerous building, the monies held by the City shall be applied toward payment of special tax bill or assessment. If there is any excess, it shall be paid by the City to the insured or as the terms of the policy, including any endorsements thereto, provide.
2. The City Shall release the proceeds and any interest which has accrued on such proceeds received under Subsection (1) of this Section to the insured or as the terms of the policy and endorsements thereto provide within thirty (30) days after receipt of such insurance monies, unless the City has instituted legal proceedings under the provisions of the Chapter. If the City has proceeded under the provisions of this Chapter, all monies in excess of that necessary to comply with provisions of this Chapter, for the removal of the building or structure, less salvage value, shall be paid to the insured.
3. The City may certify that, in lieu of payment of all or part of the covered claim payment under this Section, it has obtained satisfactory proof that the insured has or will remove debris and repair, rebuild or otherwise make the premises safe and secure. In this event, the City shall issue a certificate within thirty (30) days after receipt of proof to

permit covered claim payment to the insured without deduction. It shall be the obligation of the insured or other person making claim to provide the insurance company with the written certificate provided for in the Subsection.

No provision of the Section shall be construed to make the City a party to any insurance contract.

Section PMC111 Delete the entire provision and replace with the following:

Section 111 Means of Appeal. All appeals of orders, decisions or determinations made by the building official , ***except those governed by Section 110.3 above***, relative to the application of this code, all appeals shall be heard and governed by the provisions of Section **400.625**, et seq., of this Code.

Section PMC112.4. Insert "One dollar" and "Five-hundred dollars".

Section PMC302.4 Weeds. Insert - 7 inches

Section 302.7 Delete the entire provision and replace with the following:

All accessory structures, including, but not limited to, detached garages, fences, walls and dumpster or trash enclosures shall be maintained structurally sound and in good repair. Additionally, the access doors to all dumpster or trash enclosures shall be securely fastened at all times, except when being used to load or unload trash.

Add a new Section 302.10 Parking. All motor vehicles, trailers, recreational vehicles or boats shall be parked or stored on an approved parking surface. Approved parking surfaces are only those surfaces that consist of one of the following: 4" thick Asphalt or Portland concrete area that encompasses the entire area under the vehicle, trailer, etc. or a 6" gravel base that encompasses the entire area under the vehicle, trailer, etc.

Section PMC304.14. Date March 15-November 15

Section PMC602.3. Date October 1-April 1

Section PMC602.4 Date October 1-April 1

### 500.100 International Swimming Pool and Spa Code Adoption

That certain documents, three (3) copies of which are on file in the office of the City Clerk of the City of Smithville, being marked and designated as the 2018 *International Swimming Pool and Spa Code*, as published by the International Code Council, Inc., be and is hereby adopted as the Swimming Pool and Spa Code of the City of Smithville, in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said 2018 Swimming Pool and Spa Code are hereby referred to, adopted, and made a part hereof as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 500.105.

Section 500.105 Additions, Insertions, Deletions and Changes to the International Swimming Pool and Spa Code.

Section 101.1. Insert: City of Smithville

Section 105.6.2. Insert: Smithville Comprehensive Schedule of Fees

Section 105.6.3 Insert 50% in two locations

Section 107.4 Delete the language following the 6<sup>th</sup> line of the section and insert the following language: "of an offense and punishable in accordance with the general penalty provisions of the city code. Each day that a violation continues after due notice has been served shall be deemed a separate offense."

Section 107.5 Delete the last two lines of the provision and insert the following: "deemed guilty of an offense and punishable in accordance with the general penalty provisions of the city code. Each day that a violation continues after due notice has been served shall be deemed a separate offense."

Section 108 shall be deleted in its entirety and replaced with the following:

108 Appeals. All appeals of orders, decisions or determinations made by the building official relative to the application of this code shall be heard and governed by the provisions of Section 400.625, et seq., of this Code.

Section 2. That this ordinance shall take effect and be in force from and after its approval as required by law.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 2<sup>nd</sup> day of November 2020.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond  
City Clerk

### MEMORANDUM

To: Planning Commission

From: Jack Hendrix, Community Development Director

Date: January 3, 2013

RE: Building Code Update

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Staff has spent the last eight months reviewing the 2012 ICC Building Code family of codes for preparation of recommendations to the Planning Commission and the Board of Aldermen. Staff performed this review by not only reading the codes, but attending conferences on the new changes to the codes, but by attending and conducting numerous meetings with other code officials across the metro region, builders, developers, subcontractors and the Kansas City Homebuilders Association. The focus of the HBA was to attempt to get all jurisdictions to adopt the same changes, and to reduce the energy conservation code impacts. The results of these meetings were to make numerous changes, additions and deletions from the various code families. Staff has significantly reviewed the changes adopted by Overland Park, Kansas and Kansas City, Missouri (the two largest jurisdictions) and has recommended the changes these jurisdictions made to the codes. The following is a summary of the staff's recommendations for changes to the codes.

#### 2012 International Building Codes (Commercial construction)

Various administrative provisions were changed to eliminate the code wording on appeals and to direct those appeals to the Board of Adjustment.

#### 2012 International Energy Conservation Code

The City of Smithville has for several years had its own energy conservation code. Staff has made a comprehensive review of the ICC Energy Code, as it was by far the most controversial provision in the new code updates. Based upon those comments, staff has proposed adopting the IECC, but to delete the entire section of the IECC pertaining to Residential Construction and to instead adopt the energy conservation provisions contained in the IRC, which are less comprehensive, but contain all of the provisions in the City's current version. The IECC commercial construction provisions are recommended for adoption. The only changes relate to certain insulation requirements for insulation located entirely above roof decks, and to reduce the minimum wall insulation to R-13 (the current standard) due primarily to a cost benefit analysis. The cost of updating the requirement to R-20 for construction requires a substantial cost to builders, and the efficiency gained by the upgrade would likely take in excess of 20 years to pay for itself in energy savings. A new section 406 relating to additional energy package options is deleted due to its' confusion, and the fact that it is merely recommendations and not binding. Also, a new Section 408 relating to Commissioning building mechanical systems is deleted. These deleted provisions are new, are not capable of being inspected by City Staff, as the inspections would require special, expensive equipment and additional training on not only the operation of the equipment, but the methods of inspection. The cost to the

City, as well as the cost to the builders was deemed too expensive for any potential benefits of these provisions.

#### 2012 International Fuel Gas Code

The only changes were to the administrative provisions to work with our current systems.

#### 2012 International Mechanical Code

The only changes were to the administrative provisions to work with our current systems.

#### 2012 International Plumbing Code

In addition to the administrative changes in all other codes, staff recommends a change to the code concerning backflow devices on sewer lines. Currently, ALL construction must have backflow devices, no matter the location. Staff recommends changing the code to allow backflow preventers to be omitted from buildings where the lowest floor elevation of the building is above the next upstream, unsealed manhole lid elevation. The intent is to allow some cost savings to projects where any sewage backup that might occur in a sewer main would first exit the main at a manhole, and not into the structure. After discussion with the Sewer Department, staff will also make changes to the current Sewer Codes to eliminate many duplicated provisions in our old Sewer codes that are contained in the building codes. These changes will be likely sometime in the summer.

#### 2012 International Property Maintenance Code

In addition to the administrative changes, staff has incorporated weed heights from the existing code, as well as the changes to the accessory structures provisions from the current version. The most significant change from the 2006 Code is to insert various provisions related to how Dangerous Buildings are handled to bring the IPMC provisions into full compliance with special notice provisions in Missouri law, and to incorporate the Fire Insurance Proceeds provisions that require deposit with the City certain percentages of funds from an insurance claim due to a structure fire to ensure that the structure is either demolished or repaired in a timely fashion. These provisions mimic state law provisions relating to the same subject.

#### 2012 International Residential Code

In addition to the administrative changes, the IRC has numerous changes and deletions, primarily related to the energy conservation provisions. Primarily, those changes relate to additional insulation or sealing requirements of buildings and reducing requirements on conducting air exchange tests of buildings to measure how tight the building is constructed. Many of these changes would be cost inefficient, as there currently are no reasonably priced products on the market to complete the upgrades. Staff anticipates that over the next three years, the product manufacturers will, as always, come up with new and better products to meet these new codes. If and when that occurs, staff will review the code for updating and make recommendations at that time.

Some other changes relate to methods of foundation draining based upon past product performance, changes to certain strapping requirements to reduce the number of nails required to hold plumbing straps in place from four 10d nails on each side of a strap to 2 on each side. The current code requires eight total nails, and it clearly overkill. The last changes relate to ARC Fault protections and GFCI protections. The current code is sufficient, and the new provisions seem to be significant overkill scenarios. The changes to these provisions are consistent with current codes. Lastly, minor corrections to the guard requirements for pools were made to eliminate adding two additional cross supports at the top and bottom of fences.

### **2011 National Electrical Code**

In addition to the administrative changes certain new provisions that required metal-sheathed in several new applications were deleted to keep the current provisions in effect, and to incorporate the ARC-Fault and GFCI changes from the IRC.

Staff feels comfortable with the new codes, and while not all builders, developers and contractors are excited about the new codes, they seemed satisfied with staff's recommendations that incorporated nearly all of their concerns. Our intent as a staff is to change Smithville's view of itself, as well as others views of us. Staff believes that if the metro region begins looking at Smithville and our properties and compares us with Overland Park and Kansas City, and not Excelsior Springs and Kearney, we will continue our rise in the ranks of livable, affordable cities. These changes will also assist us in maintaining, and potentially increasing our ISO rating on building code enforcement.

## ANNEXATION – LANDMARK FARMS



# City of Smithville

**Meeting Date:** November 2, 2020**Department:** Development**Agenda Item:** Bill No. 2876-20, Annexation 18523 County Line Road**Summary:**

Approving this ordinance would annex this property into the city limits. The property is adjacent to the City of Smithville along 188<sup>th</sup> Street. Water, power, septic and other city services are available to serve the property immediately.

**Purpose:**

Two items are on the agenda: a public hearing relating to annexation and an ordinance approving the annexation. The public hearing was advertised in the paper more than seven days in advance of the hearing (October 15) and less than 60 days have elapsed since the application was submitted (September 24) in compliance with §71.012 R.S.Mo. The attached staff report describes the statutory requirements for annexation. The application to annex this land was submitted by the property owner who seeks to divide the land into several large lots on land to be zoned A-R. This tract is 55.72 acres and would constitute approximately 8 lots if approved. The parcel is shown below:



This bill is for the First Reading of the ordinance to annex the land.

## Smithville Board of Aldermen

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**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:**

None

**Suggested Action:**

A motion to approve Bill No. 2876-20 to annex 18523 County Line Road, for first reading by title only.

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



**BILL NO. 2876-20**

**ORDINANCE NO.**

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

**WHEREAS**, on the 24th day of September 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 2<sup>nd</sup> Day of November 2020; and

**WHEREAS**, notice of said public hearing was given by publication of notice hereof on the 15<sup>th</sup> day of October 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:

All that part of the west half of the southwest fractional quarter of section 3, township 53 north, range 33 west, in Clay and Platte County, Missouri, being described as follows: beginning at the northwest corner of the southwest fractional quarter of said section 3 in Platte County, Missouri; thence s89°31'16"e, along the north line of said fractional quarter section, a distance of 278.71 feet to the northeast corner of said

## Smithville Board of Aldermen

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southwest fractional quarter; thence s00°44'29"e, along the east line of said southwest fractional quarter, a distance of 49.45 feet to the northwest corner of the southwest fraction quarter of said section 3 in clay county; thence s89°52'56"e, along the north line of said southwest fractional quarter, a distance of 997.32 feet to the northeast corner of the west half of said southwest fractional quarter of section 3; thence s00°37'37"w, along the east line of said west half, a distance of 1899.95 feet; thence n89°52'56"w, a distance of 1263.34 feet to a point on the west line of the southwest fractional quarter of said section 3 in Platte County; thence n00°13'11"e, along said west line, a distance of 1951.08 feet to the point of beginning.

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.

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 and the Platte 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 \_\_\_\_ DAY OF NOVEMBER 2020.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST

\_\_\_\_\_  
Linda Drummond  
City Clerk

First Reading:         / /2020  
Second Reading       / /2020



**STAFF REPORT**

October 27, 2020

Annexation of Parts of Clay County Parcel Id # 05-202-00-01-003.00 and  
Platte County Parcel Id # 11-2.0-03-000-000-002.000

Application for Voluntary Annexation of Land to the City

Code Sections: State Law Section 71-012 Annexation

Property Information: Address: 18523 County Line Rd.

Owner: Landmark Farms, LLC

Notice Date: October 15, 2020

**GENERAL DESCRIPTION:**

The applicant seeks to annex the north 55.72 acres of the above address 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 adjacent to a portion of the city and will assist in squaring up the city boundaries.

## **Smithville Board of Aldermen**

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### **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,

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Zoning Administrator

## PURCHASE OF POLICE RADIOS



# City of Smithville

**Meeting Date:** 11/02/2020

**Department:** Police Department

**Agenda Item:** Resolution 843, Purchase of Police Radios

**Summary:**

This resolution would authorize the purchase of three new portable radios for the Smithville Police Department, in an amount not to exceed \$14,000.

**Purpose:**

Every Smithville Police Officer is issued a portable police radio. This piece of equipment is a vital tool to stay in constant contact with the dispatch center and other officers. The current radios were purchased in 2012, when the Platte County Sheriff's Department switched to an 800 MHz trunked system. The average life expectancy for these radios is ten years.

Mid-America Regional Council (MARC) has a cooperative bid for police radios. In accordance with City Code Section 105.080.C, staff is authorized to utilize cooperative purchasing agreements, like the MARC bid.

During budget review, staff outlined a plan to replace three radios per year for the next 8 years. The Board included funding in a FY2020 Budget Amendment as well as Funding in the FY2021 Budget to begin this replacement.

Staff recommends approval of purchase of this equipment utilizing the MARC cooperative purchasing bid, for a price not to exceed \$14,000.

**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:	FY 21 Budget

**Legislative History:** N/A

**Suggested Action:**

A motion to approve Resolution 843 to purchase three portable police radios, in an amount not to exceed \$14,000.

**Attachments:**   ☐ Plans   ☒ [Contract](#)   ☐ Staff Report  
☐ Ordinance   ☒ Resolution   ☐ Minutes   ☒ Other:   Bid, Programming Bid

**RESOLUTION 843**

**A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS FOR THE  
PURCHASE OF PORTABLE POLICE RADIOS, IN AN AMOUNT NOT TO EXCEED  
\$14,000**

**WHEREAS**, the Police Department uses portable police radios on a regular basis for communications, and;

**WHEREAS**, the purchase of new police radios was approved in the Amended 2019-2020 Fiscal Year Budget, and;

**WHEREAS**, the City Code Section 105.080.C authorizes staff to utilize cooperative purchase agreements, and;

**WHEREAS**, staff has made a recommendation to purchase the planned for equipment from Motorola Solutions, Inc., through the cooperative purchasing agreement with the Mid-America Regional Counsel.

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

**THAT** staff is hereby authorized and directed to purchase said equipment from Motorola Solutions, Inc., in an amount not to exceed \$14,000.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 2<sup>nd</sup> day of November 2020.

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Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk

## Smithville Board of Aldermen



QUOTE-1327836  
3-APX6000 PD

Billing Address:  
SMITHVILLE, CITY OF  
107 W MAIN ST  
SMITHVILLE, MO 64089  
US

Quote Date:08/26/2020  
Expiration Date:11/24/2020  
Quote Created By:  
Paul Stickler  
Sales Manager  
pauls@mw-radio.com  
8167528146

End Customer:  
SMITHVILLE, CITY OF  
Tony Roetman  
troetman@smithvillemo.org  
816-532-0500

Contract: 34733 - MARC/KCRPC  
Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000				
1	H98UCF9PW6BN	APX6000 700/800 MODEL 2.5 PORTABLE	3	\$6,931.00	\$4,245.00	\$12,735.00
1a	QA07577AA	ALT: BATT IMPRES 2 LIION TIA4950 IP68 3100T STD	3			
1b	H842AU	ADD: SINGLE UNIT PACKING	3			
1c	Q361AR	ADD: P25 9600 BAUD TRUNKING	3			
1d	H38BT	ADD: SMARTZONE OPERATION	3			
1e	Q15AK	ADD: AES/DES-XL/DES-OFB ENCRYPTION AND ADP	3			
1f	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	3			
1g	Q887AU	ADD: 5Y ESSENTIAL SERVICE	3			
2	LSV00Q01074A	DEVICE MISCELLANEOUS SERVICES	1	\$14.29	\$14.29	\$14.29
1h	Q498AY	ENH: ASTRO 25 OTAR W/ MULTIKEY	3			



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.





QUOTE-1327836  
3-APX6000 PD

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
3	PMMN4083AL	MICROPHONE,IMPRES RSM DELTA-T	3	\$125.00	\$75.00	\$225.00
4	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	3	\$165.00	\$99.00	\$297.00

Grand Total \$13,271.29(USD)

Notes:

- **PLEASE BE ADVISED:** Motorola Solutions is moving towards being more environmentally green and emailing invoices. You may receive an email invoice instead of a mailed invoice, depending on the purchase. In addition, the invoice may have a new address for submitting payments. If you have any questions or would like to change where your electronic invoices will be delivered, please contact your credit analyst or dial 800-422-4210.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.



812 S. 10th St.  
St. Joseph, MO 64501  
Phone: (816) 279-2065

## QUOTATION 202000306

Page 1

**Bill To:**  
CITY OF SMITHVILLE POLICE DEPT  
107 WEST MAIN  
SMITHVILLE, MO 64089-0655

**Ship To:**  
CITY OF SMITHVILLE POLICE DEPT  
107 WEST MAIN  
SMITHVILLE, MO 64089-0655

**Contact:** Roetman, Tony  
**Contact #:**  
**Email:** troetman@smithvillemo.org

**Contact:** Jason Lockridge  
**Contact #:** 816-507-6362  
**Email:**

*This includes programming 3-APX6000 radios including developing the radio programming templet.*

Date: 09/02/2020		Customer #: R1277		Customer Rep: PAS	
Qty	Item	Description	Unit Price	Extended	
1	MO-Programming Trunking	Programming MR Radios This includes Programming the first APX6000 radio with templet development	85.00	85.00	
2	MO-Programming Trunking	Programming MR Radios This includes programming 2 additional APX6000 radios	45.00	90.00	

Terms: DUR 1.5% Finance after 30 Days  
This quotation is valid for 30 days. Prices are subject to change without notice.  
The information in this quotation is PROPRIETARY AND CONFIDENTIAL  
between Midwest Mobile Radio Service Inc. and the customer referenced above.

Subtotal : \$175.00  
Tax : \$0.00  
Total Quote : \$175.00

**BID AWARD – CAMPGROUND ELECTRICAL UPGRADE****City of Smithville****Meeting Date:** November 2, 2020**Department:** Parks and Recreation**Agenda Item:** Res. 844, Bid No. 20-15 Campground Electrical Upgrade**Summary:**

The FY2021 Budget includes funds to increase electrical capacity at Smith's Fork Campground. The initial phase would address the northeast main breaker to accommodate 18 upgraded campsites with 50-amp, 30-amp, 20-amp capacity. To date, the campgrounds 2020 occupancy rate is up 10% from 2019 and 139 campers needing a 50-amp site have been turned away. The RFP closed on October 8 and four responses were received:

Mr. Electric - \$21,059.57

T'NT Electric - \$28,000

SGI - \$34,405

Max Electric - \$51,560

The bids came in lower than the budgeted amount of \$37,500. Staff met with the low bidder and discussed a change to the electrical wiring that was not listed in the original RFP. The low bidder bid the project with aluminum wire and we would like the wiring to be copper. That increased the bid to \$24,371.20, still remaining the low bid.

Since the project came in lower than the budgeted amount staff, is going to talk with the low bidder regarding a potential amendment to prepare for Phase 2.

**Purpose:**

To award Bid #20-15 to Mr. Electric for a campground electrical upgrade project for an amount not to exceed \$24,371.20.

**Impact:**

Comprehensive Plan:	None
Economic Development Plan:	None
Parks Master Plan:	None
Strategic Plan:	None
Capital Improvement Plan:	Yes
Budget:	The FY2021 Budget includes \$37,500 for this project.

**Legislative History:**

None

**Suggested Action:**

A motion to approve Resolution 844.

Attachments:

☐ Plans

☐ Contract

☐ Staff Report

☐ Ordinance

☒ Resolution

☐ Minutes

☒ Other: Bid

**RESOLUTION 844**

**A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH MR. ELECTRIC FOR THE CAMPGROUND ELECTRICAL UPGRADE PROJECT IN AN AMOUNT NOT TO EXCEED \$24,371.20.**

**WHEREAS**, the FY2021 Budget includes funds to increase electrical capacity at Smith's Fork Campground; and

**WHEREAS**, staff has conducted a bid process as outlined in the City Purchasing Policy; and

**WHEREAS**, after review of the bids, staff has made the recommendation to accept 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:**

**THAT** Bid #20-15 is hereby awarded to Mr. Electric and the Mayor is authorized and directed to enter an agreement with Mr. Electric for a campground electrical upgrade project in an amount not to exceed \$24,371.20.

PASSED AND ADOPTED by the Mayor and Board of Aldermen this 2nd day of November 2020.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk

(It is preferred that the Bid Response use this Form, however, the City reserves the right to accept Bids which provide the necessary information without using this form)

**RFP # 20-15 Campground Electrical Upgrade**

I, Billy L. Muesing, hereby representing  
(Agent Submitting RFP)

Mr Electric, have read and reviewed the attached specifications.  
(Firm or Company)

I state the hereby offer meets or exceeds all requirements. Please note that Exhibit 1 and all other required information must be attached.

Mr Electric  
Company Name

201 S Commercial Ave  
Address

Smithville MO 64089  
City/State/Zip

816-532-4441  
Telephone

45-5230576  
Tax ID No.

Billy Muesing  
Authorized Person (Print)

Billy L Muesing  
Signature

owner  
Title

10-8-20  
Date

billym@yourkelectrician.com  
E-Mail Address

State the name, address and telephone number of not less than three (3) customers for whom the Contractor has performed similar Service within the last two (2) years:

Jerry Cross 18416 Ave C Trible MO 64492 816-833-3050  
H.C. General Contracting Alex Cover 2727 Lyndon B Johnson Freeway Fort Worth TX 75224 817-905-2686  
Arionis Auto KS 8300 State Ave Kansas City, KS 66122 913-788-8787 Brian  
Pro-Built Patis Chris Oswalt 1986 Linn St PLCMO MO 816-284-5799

The above said Company shall provide the materials and services clean up, and insurance requested for the goods and services of RFP #20-15 for a cost to the City of Smithville as follows:

Item Description	Bid Price
Campground Electrical Upgrade	\$24,371.20



**SCOPE OF SERVICE:**

1. This project will increase the electrical capacity of the northeast main breaker to accommodate 18 campsites with 50-amp, 30-amp, 20-amp capacity. Each campsite shall have one 50-amp receptacle on one 50 double pole breaker, one 30-amp receptacle on one 30-amp single pole breaker and one 20-amp duplex GFI receptacle on one single pole breaker.
2. The project will use one existing 400-amp main panel and one main panel will be added. New 400-amp panel will be added on pad to new uni-strut. New wire will be used with each campsite being served on a dedicated line. All wire will be trenched at least 24 inches deep and be placed in conduit. All wiring should be in accordance with NFPA standards and Up to 2012 Building Codes. An "as built" map will be provided to owner at completion of project. All breakers in main panel will be clearly marked with site number.
3. Three street cuts will be made by owner to allow access to sites.
4. Excavating on site will be provided by owner.
5. All existing electrical hookups at affected sites will be removed by the owner once service has been disconnected by contractor. This improvement will be completed no later than April 1, 2021.

**Sites being Upgraded:**

1. 1,2,3,4,5,6,7,8,9,10,11,75,76,77,78,79,80,81

**Contact:**

Contact Matt Denton, Parks and Recreation Director, with any questions. All bidders are welcome to come on site and review the project as needed. Matt can be reached at [mdenton@smithvillemo.org](mailto:mdenton@smithvillemo.org) or 816-532-8130.

\*Add copper

## Smithville Board of Aldermen

(It is preferred that the Bid Response use this Form, however, the City reserves the right to accept Bids which provide the necessary information without using this form)

### RFP # 20-15 Campground Electrical Upgrade

I, Billy L Muessig, hereby representing  
(Agent Submitting RFP)

Mr Electric, have read and reviewed the attached specifications.  
(Firm or Company)

I state the hereby offer meets or exceeds all requirements. Please note that Exhibit 1 and all other required information must be attached.

Mr Electric  
Company Name  
201 S Commercial Ave  
Address  
Smithville MO 64089  
City/State/Zip  
816-532-4441  
Telephone  
45-5230576  
Tax ID No.

Billy L Muessig  
Authorized Person (Print)  
Billy L Muessig  
Signature  
Owner  
Title  
10-8-20  
Date  
BillyM@yourkcelectrician.com  
E-Mail Address

State the name, address and telephone number of not less than three (3) customers for whom the Contractor has performed similar Service within the last two (2) years:

Jerry Cross 18416 Ada Ct Trimble, mo 64492 816-833-3030  
HCE General Contracting Alex Coval 2727 Lyndon B Johnson Freeway #815 Fort Worth TX 76104 817-905-2686  
Adonis Auto KS 8300 State Ave Kansas City KS 66112 913-788-8787 Brian  
Probuilt Patio Chris Oswalt 1986 Linn St NKC MO 64116 816-284-5799

The above said Company shall provide the materials and services clean up, and insurance requested for the goods and services of RFP #20-15 for a cost to the City of Smithville as follows:

Item Description	Bid Price
Campground Electrical Upgrade	21059.57





107 W Main St • Smithville, MO 64089

P:(816)532.3897

**Addendum to RFP # 20-15 Campground Electrical Upgrade**

**ADDENDUM 1**

1. Page 17 of the bid packet under the Scope of Service, number 2 reads "New wire will be used with each campsite being served on a dedicated line. All wire will be trenched at least 24 inches deep and be placed in conduit. All wiring should be in accordance with NFPA standards and Up to 2012 Building Codes. An "as built" map will be provided to owner at completion of project. All breakers in main panel will be clearly marked with site number."
2. This is being amended to read "The project will use one existing 400 amp main panel and one main panel will be added. New 400 amp panel will be added on pad to new uni-strut. New wire will be used with each campsite being served on a dedicated line. All wire will be trenched at least 24 inches deep and be placed in conduit. All wiring should be in accordance with NFPA standards and Up to 2012 Building Codes. An "as built" map will be provided to owner at completion of project. All breakers in main panel will be clearly marked with site number."
3. Bid closing date and time of October 8, 2020 at 10:00 AM remains unchanged.

Please acknowledge receipt of this document by returning a signed copy with your bid response.

Billy L Messing  
Signature

Mr Electric of Kansas City  
Company

This addendum forms a part of the Campground Electrical Upgrade.

**Finance Director**

Issued: the 1<sup>st</sup> day of October, 2020

[smithvillemo.org](http://smithvillemo.org)

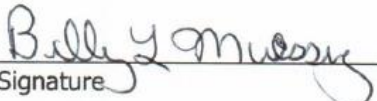



**Addendum to RFP # 20-15 Campground Electrical Upgrade**

**ADDENDUM 2**

1. Page 9 of the bid packet under the Insurance Coverage AND LIMITS OF COVERAGE REQUIRED reads, "INSURANCE COVERAGE AND LIMITS OF COVERAGE REQUIRED 1. Worker's Compensation – Statutory 2. Employer's Liability - \$1,000,000.00 each employee 3. General Liability - \$10,000,000.00 each occurrence 4. Property Damage - \$10,000,000.00 each occurrence"
2. This is being amended to read "INSURANCE COVERAGE AND LIMITS OF COVERAGE REQUIRED: 1. Worker's Compensation – Statutory 2. Employer's Liability - \$1,000,000.00 each employee 3. General Liability - \$1,000,000.00 each occurrence 4. Property Damage - \$1,000,000.00 each occurrence"
3. Bid closing date and time of October 8, 2020 at 10:00 AM remains unchanged.

Please acknowledge receipt of this document by returning a signed copy with your bid response.

  
Signature

  
Company

This addendum forms a part of the Campground Electrical Upgrade.

\_\_\_\_\_  
**Finance Director**

Issued: the 7<sup>th</sup> day of October, 2020

\_\_\_\_\_  
[smithvillemo.org](http://smithvillemo.org)



## U5200-XL-75



Unmetered Small Closing Plate TT30 1450 520GR Single Pedestal Direct Bury

## SPECIFICATIONS

Brand Name	Milbank
Type	Unmetered Power Supply
Special Features	Single Pole 20 Ampere Breaker and Single Pole 30 Ampere Breaker and Double Pole 50 Ampere Breaker
Application	RV Power
Standard	UL Listed; Type 3R
Voltage Rating	Up to 240 Volts Alternating Current
Amperage Rating	125 Continuous Ampere
Phase	1 Phase
Frequency Rating	60 Hertz
Size	5.188L x 8.688W x 64.5H
Number of Main Breakers	3
Main Breaker Size	One Single Pole 20 Ampere Breaker and One Single Pole 30 Ampere Breaker and One Double Pole 50 Ampere Breaker
Cable Entry	Underground
Terminal	Double Mechanical
Insulation	Glass Polyester
Mounting	Pedestal
Material	G90 Galvanized Steel with Powder Coat Finish
Number of Jaws	0 Terminals
Bypass Provision	No Bypass
Number of Meter Positions	Single Power Head
Equipment Ground	2 Barrel Ground Lug and Ground Bar
Hub/Closing Plate	Small Closing Plate
Line Side Wire Range	6 AWG - 350 kcmil
Number Branch Circuits	2
Number Of Receptacles	3
Receptacle Configuration	One NEMA 14-50 and One NEMA TT30 and One NEMA 5-20 Ground Fault
Height	64.5 IN
Length	5.188 IN

Appears In:

[Georgia/Alabama Area](#)

1/2

### SPECIFICATIONS

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Width	8.688 IN
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*Please consult serving utility for their requirements prior to ordering or installing, as specifications and approvals vary by utility and may require local electrical inspector approval. All installations must be installed by a licensed electrician and must comply with all national and local codes, laws and regulations. Milbank reserves the right to make changes in specifications and features shown without notice or obligation.*

Bid Information *Campground Electrical Upgrade*

20-15

Bidder	Base	Alt 1	Alt 2	Total
Mr Electric	21,059.57			\$21,059.57
TNT Electric	28,000.00			\$28,000.00
Max Electric	51,560.00			\$51,560.00
SGI	34,405.00			\$34,405.00

**BID AWARD – SNOW REMOVAL AGREEMENT**



# City of Smithville

**Meeting Date:** November 2, 2020      **Department:** Public Works (Streets)

**Agenda Item:** Resolution 845, Awarding Bid No. 21-01 and Authorizing the Mayor to sign an agreement with Lotus Lawncare and Services LLC for Snow and Ice Control Services.

**Summary:**

Proposals for Residential Snow Removal Services, Bid No. 21-01, were received and opened on October 20, 2020. The work to be completed includes the contractor providing all equipment, fuel and personnel to operate the equipment for snow removal services. The City will provide the deicing materials.

The contractor will report with the Street Division and will be dispatched to the two identified areas: Harbor View and Hills of Shannon. The contractor will solely be responsible for snow removal in these two areas. Upon completion, the contractor will notify the Street Division Manager and the area will be inspected before releasing the contractor's personnel. All excess deicing materials will be unloaded.

The City reached out to 12 local firms and placed the bid proposal on the City's web site.

The City received two Proposals for this work:

Boydscos Holdings LLC	\$820/ hour
Lotus Lawncare and Services LLC	\$150/ hour

(Overland Park currently contracts for residential snow removal at a cost of \$150/ hour.)

Lotus is located on Robinhood Lane off of NW 144<sup>th</sup> Street, approximately 8 minutes from City Hall.

The Street Division is having a training day on November 9 to go over safety, routes and equipment checks. The contractor will also participate in this training.

**Purpose:**

Approve Resolution 845 - Awarding Bid No. 21-01 and Authorizing the Mayor to sign an agreement with Lotus Lawncare and Services LLC for Snow and Ice Control Services.

<b>Impact:</b>	
Comprehensive Plan:	Infrastructure Maint. / Core Service
Economic Development Plan:	N/A
Parks Master Plan:	N/A
Strategic Plan:	N/A
Capital Improvement Plan:	N/A
Budget:	Snow removal expenses are included in the Street Division Maintenance Budget
<b>Legislative History:</b> N/A	
<b>Suggested Action:</b> Motion to approve Resolution 845.	
<b>Attachments:</b> Plans <input checked="" 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: <a href="#">Agreement</a> and Map	

**RESOLUTION 845**

**A RESOLUTION AWARDED BID NO. 21-01 AND AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH LOTUS LAWCARE AND SERVICES LLC FOR SNOW AND ICE CONTROL SERVICES**

**WHEREAS**, the City of Smithville provides snow removal and ice control services for City streets; and

**WHEREAS**, the City requested proposals to assist the City crews with those services in certain residential areas; and

**WHEREAS**, proposals were received and opened on October 20, 2020 at 10 am; and

**WHEREAS**, Lotus Lawncare and Services LLC provided the most responsive proposal providing equipment, fuel and personnel at an hourly rate of \$150 per hour.

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

**THAT** Bid No. 21-01 is awarded to Lotus Lawncare and Services LLC and the Mayor is hereby authorized to execute an agreement with Lotus Lawncare and Services LLC for snow and ice control services.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 2<sup>nd</sup> day of November 2020.

\_\_\_\_\_  
Damien Boley, Mayor

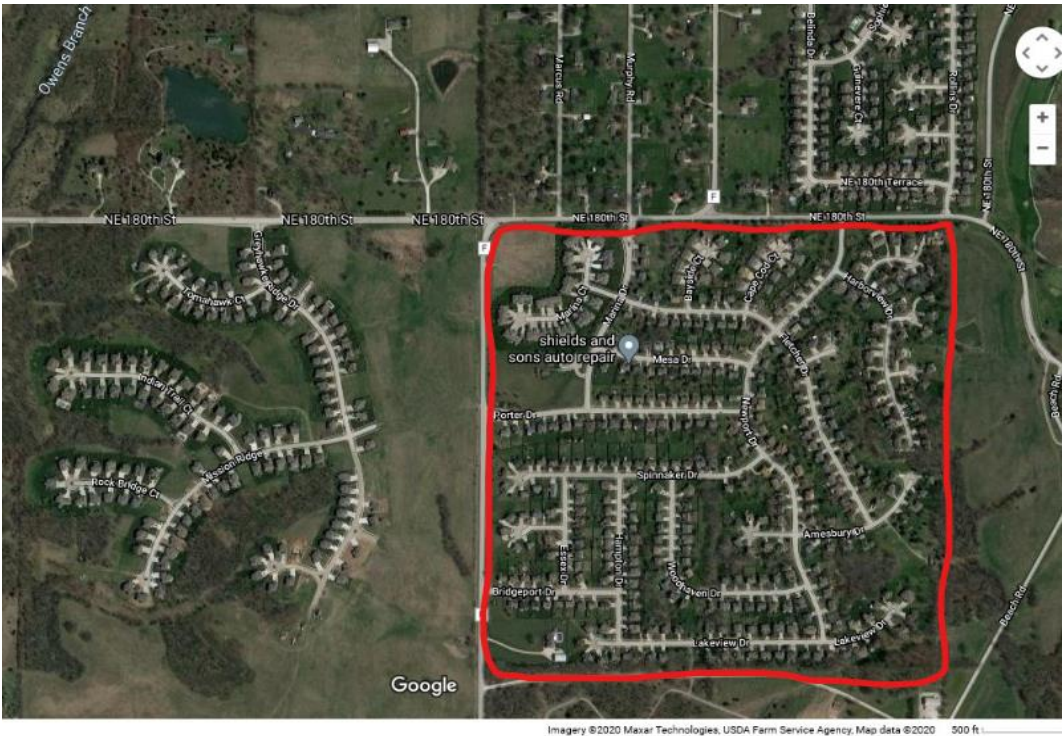
ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk

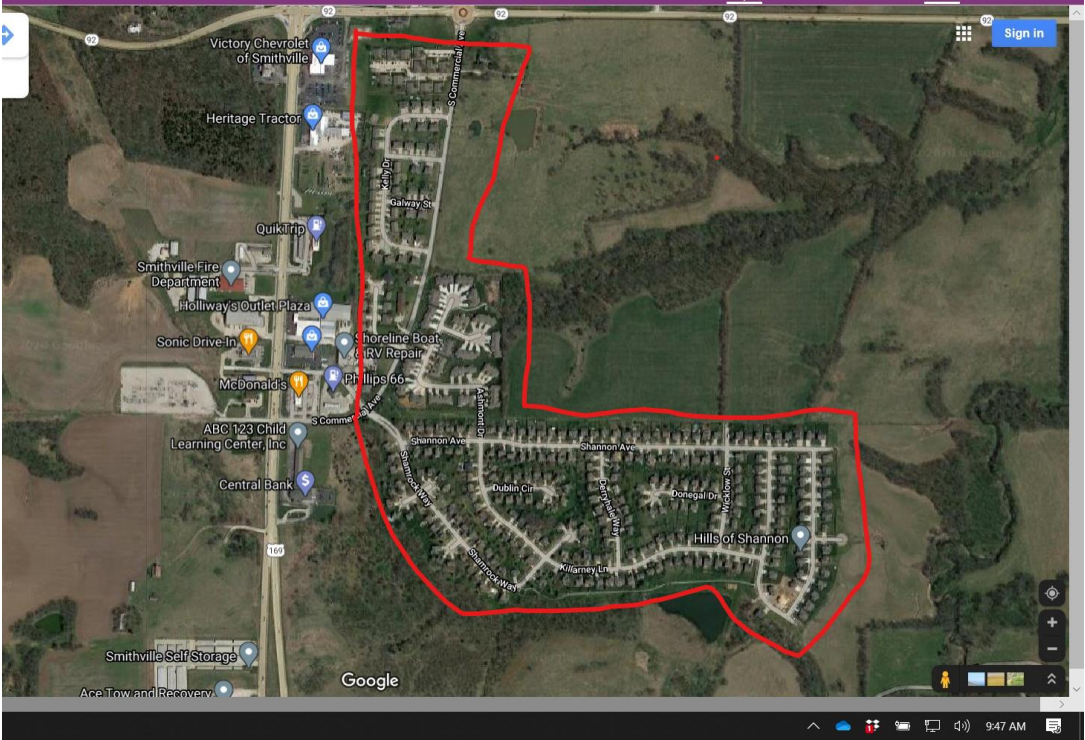


EXHIBIT 2

Route MAP Route 1 - Harborview



Route 2: Hills of Shannon



**AMEND THE COMPENSATION PLAN****City of Smithville****Meeting Date:** November 2, 2020**Department:** Administration**Agenda Item:** Resolution 846, 2020-2021 Compensation Plan Amendment**Summary:**

This resolution would amend the Payscale included in the Compensation Plan to reflect changes requested by the Board of Aldermen.

The current range for the position of City Clerk is \$49,542 to \$61,479 annually. A change to the pay range for this position is recommended at this time based on review of pay and classification of the position of City Clerk in communities throughout the metro Kansas City area. A recent salary study in the area identified a range of \$55,520 to \$80,410 as appropriate for this region.

The attached Payscale reflects these changes.

**Purpose:**

Amend the Payscale for the position of City Clerk.

**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:**

Motion to approve Resolution 846.

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

**RESOLUTION 846**

**A RESOLUTION AMENDING THE 2020-2021 COMPENSATION PLAN TO CHANGE THE Payscale.**

**WHEREAS,** The Board of Aldermen approved a 2020-2021 Compensation Plan on September 15, 2020; and,

**WHEREAS,** following review of metro pay and classification, a change to the pay range for the City Clerk position is desired.

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

**THAT** the 2020-2021 Compensation Plan is hereby amended to change the Payscale based on Board direction.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 2<sup>nd</sup> day of November 2020.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk

# Smithville Board of Aldermen

Compensation Plan Payscale Updated 11-2-2020

Effective November 1, 2020  
0.40% KC CPI  
0.00% COLA

Department	Position	Smithville Pay Range	
		Low	High
Elected Officials	Mayor	3,600.00	3,600.00
	Alderperson	1,800.00	1,800.00
Administration	City Administrator	107,960.58	128,524.50
	Assistant City Administrator	77,114.44	97,931.34
	Management Assistant	46,737.60	57,990.40
	City Clerk	55,520.00	80,410.00
Development	Development Director	68,468.14	96,242.38
	Permit Technician	35,370.43	52,243.89
	Building Inspector III	59,924.80	65,894.40
	Building Inspector II	53,934.40	59,904.00
	Building Inspector I	49,004.80	53,913.60
	Code Inspector II	44,366.40	48,796.80
	Code Inspector I	40,331.20	44,345.60
Finance	Finance Director	68,468.14	96,242.38
	Finance Specialist II	44,096.00	56,180.80
	Finance Specialist I	39,665.60	44,075.20
Police	Chief of Police	77,114.44	97,931.34
	Police Captain	69,138.68	85,798.70
	Police Sergeant II	56,638.40	62,857.60
	Police Sergeant I	50,398.40	56,617.60
	Prosecuting Attorney (Part-Time)	15,253.16	17,795.44
	Prosecutor's Assistant & Police Administrative Coord.	43,971.20	56,180.80
	Police Officer II	46,321.60	51,272.00
	Police Officer I	41,308.80	46,300.80
	Police Academy Recruit	37,107.20	37,107.20
Parks and Recreation	Parks and Recreation Director	68,468.14	96,242.38
	Recreation and Marketing Manager	48,278.88	60,199.62
	Parks Maintenance Crew Leader	45,947.20	56,180.80
	Parks Maintenance Worker II	39,104.00	45,926.40
	Parks Maintenance Worker I	32,260.80	39,083.20
	Parks Maintenance Seasonal Worker (Part-Time; Hourly)	10.00	15.00
Public Works	Public Works Director	77,114.44	97,931.34
	Street Superintendent	52,811.20	65,540.80
	Street Administrative Assistant (Part-Time; Hourly)	15.83	19.36
	Street Maintenance Crew Leader	44,720.00	52,790.40
	Street Maintenance Worker II	38,064.00	44,699.20
	Street Maintenance Worker I	31,387.20	38,043.20
	Utilities Superintendent	70,241.60	77,292.80
	Utilities Administrative Coordinator	32,926.40	40,248.00
	Utilities Inspector II	53,705.60	59,030.40
	Utilities Inspector I	48,817.60	53,684.80
	Utilities Operations Manager	58,073.60	63,876.80
	Utilities Specialist V	49,940.80	54,433.60
	Utilities Specialist IV	45,780.80	49,920.00
	Utilities Specialist III	41,620.80	45,760.00
	Utilities Specialist II	37,460.80	41,600.00
	Utilities Specialist I	32,156.80	37,440.00
	Water Treatment Plant Manager	58,656.00	64,521.60
	Water Plant Operator V	46,841.60	53,830.40
	Water Plant Operator IV	41,620.80	46,800.00
	Water Plant Operator III	37,460.80	41,600.00
	Water Plant Operator II	33,300.80	37,440.00
	Water Plant Operator I	31,387.20	33,280.00
	Waste Water Treatment Plant Operator V	46,841.60	53,830.40
	Waste Water Treatment Plant Operator IV	41,620.80	46,800.00
	Waste Water Treatment Plant Operator III	37,460.80	41,600.00
	Waste Water Treatment Plant Operator II	33,300.80	37,440.00
	Waste Water Treatment Plant Operator I	31,387.20	33,280.00

## SURPLUS CITY PROPERTY



# City of Smithville

**Meeting Date:** November 2, 2020

**Department:** Various

**Agenda Item:** Resolution 847, Surplus of City Property

**Summary:**

City departments have identified certain equipment as surplus and no longer of value to the City.

**Purpose:**

From time to time, departments have equipment that is broken, has been replaced by new equipment, or is not used any longer. The items listed below have been determined by City staff as such. In order to be disposed of, it must be identified by the Board as surplus equipment:

1. 17 computer towers
2. 4 laptops
3. 2 servers
4. 20 wired keyboards
5. 17 wired mouse
6. Audio System

Staff would dispose of the equipment in the appropriate manner in compliance with City Ordinance 2916-15, recommended as follows:

Computer equipment is outdated and has been completely wiped of City information. City staff recommends they be listed through GovDeals.com as one single lot with a starting bid of \$1. Any revenue from sales would be deposited into the General Fund as Sale of Property.

**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

## Smithville Board of Aldermen

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**Legislative History:**

N/A

**Suggested Action:**

Motion to approve Resolution 847.

**Attachments:**☐

Plans

☐

Contract

☐

Staff Report

☐

Ordinance

☒

Resolution

☐

Minutes

☐

Other:



**RESOLUTION 847**

**A RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS EQUIPMENT.**

**WHEREAS**, from time to time, departments identify equipment that has been replaced by new equipment, is no longer used or doesn't work as it originally did; and,

**WHEREAS**, the City of Smithville has identified certain equipment in its possession as surplus and no longer of value:

1. 17 computer towers
2. 4 laptops
3. 2 servers
4. 20 wired keyboards
5. 17 wired computer mouse;
6. Audio System; and,

**WHEREAS**, the items are being presented to the Board of Aldermen of the City of Smithville as surplus equipment.

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

**THAT** the identified property is declared as surplus equipment and the City purchasing agent is directed to dispose of such property in accordance with City Ordinance 2916-15.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 2<sup>nd</sup> day of November 2020.

\_\_\_\_\_  
Damien Boley, Mayor

ATTEST:

\_\_\_\_\_  
Linda Drummond, City Clerk

CARES EXPENDITURES



# City of Smithville

**Meeting Date:** November 2, 2020

**Department:** Administration, Finance

**Agenda Item:** Resolution of 848, Approval of September CARES Expenditures

**Summary:**

This Resolution would approve expenditures on CARES-related expenses for the month of September 2020.

**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. In August the Board authorized additional expenditures including utility and housing assistance grants and a second round of small business grants.

Prior expenditure reports to Clay County for the months of March-August 2020 included \$64,081.93 of COVID-related expenses. The report along with other CARES-related information can be found on the City website at <https://www.smithvillemo.org/pview.aspx?id=20815&catid=25>.

The fourth expenditure report to Clay County will include \$64,081.93 of COVID-related expenses incurred between September 1, 2020 and September 30, 2020 for purchases of PPE, cleaning supplies and equipment, technology to facilitate telework, legal fees, and the second round of Smithville CARES small business grants. Expenditures are detailed on the attached report, which will be filed with Clay County on or before November 15, 2020.



<b>Impact:</b>	
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
<b>Legislative History:</b>	
N/A	
<b>Suggested Action:</b>	
Motion to approve Resolution 848.	
<b>Attachments:</b> <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: <a href="#">November 15 Clay County Report</a>	

**RESOLUTION 848**

**A RESOLUTION APPROVING EXPENDITURES FROM THE CARES ACT STIMULUS FUND IN THE AMOUNT OF \$64,081.93 FOR 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 September 1, 2020 and September 30, 2020 totaling \$64,081.93 in the CARES Act Stimulus Fund.

**NOW, THEREFORE, BE IT RESOLVED** that expenditures totaling \$64,081.93 in the CARES Act Stimulus Fund are approved for prior expenses and will be reported to Clay County on or before November 15, 2020.

PASSED THIS 2<sup>nd</sup> DAY OF NOVEMBER 2020

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Damien Boley, Mayor

ATTEST:

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Linda Drummond, City Clerk

	Totals	Total Hrs	Reg Hrs	OT Hrs
<b>Total Expenses</b>	<b>\$ 64,081.93</b>			
<b>Equipment</b>	<b>\$ 5,907.64</b>			
<b>Materials</b>	<b>\$ 3,226.19</b>			
<b>Rentals</b>	<b>\$ -</b>			
<b>Vendor Services</b>	<b>\$ 54,867.36</b>			
<b>Sick &amp; W/C</b>	<b>\$ -</b>			
<b>Payroll Totals</b>	<b>\$ 80.74</b>	<b>0.50</b>	<b>0.50</b>	<b>-</b>

## Tracking for COVID Related Expenses - Equipment

Total Cost												\$ 3,907.44			CARES Eligibility Code	
Department Name	Account Number	Purchase Date	Purchased Item	Vendor Name	Invoice/Order #	Invoice/Order Date	City	Unit Cost	Extended	Shipping	Total Cost	Method of Payment (i.e., PO/P-card)	Check/Voice #	Date Paid	Use/Reasoning	CARES Eligibility Code
Administration	55-5-01-5120	8/5/2020	Electronic backpack sprayer	Smithville Area Fire Protect	8/5/2020	1302112	1	\$849.95	\$ 849.95	\$ -	\$ 849.95	check	23688	9/2/2020	to disinfect SAPD building & equipment	2b
Administration	55-5-01-5420	7/31/2020	Adaptor Cable	Amazon	7/31/2020	7290600	2	\$10.88	\$ 21.76	\$ -	\$ 21.76	P-Card	23776	9/17/2020	Set up for Finance Director's laptop	4c
Administration	55-5-01-5420	7/31/2020	HDMI cables	Amazon	7/31/2020	7290600	2	\$9.99	\$ 19.98	\$ -	\$ 19.98	P-Card	23776	9/17/2020	Set up for Finance Director's laptop	4c
Administration	55-5-01-5120	8/4/2020	docking station	Amazon	8/4/2020	4941845	1	\$99.99	\$ 99.99	\$ -	\$ 99.99	P-Card	23776	9/17/2020	Set up for Finance Director's laptop	4c
Administration	55-5-01-5120	8/13/2020	booting station	Amazon	8/13/2020	4887805	1	\$112.99	\$ 112.99	\$ -	\$ 112.99	P-Card	23776	9/17/2020	Set up for remote work	4c
Administration	55-5-01-5420	8/13/2020	HDMI cables	Amazon	8/13/2020	7278420	1	\$55.75	\$ 55.75	\$ -	\$ 55.75	P-Card	23776	9/17/2020	Set up for remote work	4c
Administration	55-5-01-5420	8/16/2020	wireless ear-buds for council	Amazon	8/16/2020	4240259	4	\$29.99	\$ 119.95	\$ -	\$ 119.95	P-Card	23776	9/17/2020	Set up for remote meetings	4c
Administration	55-5-01-5420	7/22/2020	Phone for council room for "budline station"	Amazon	7/22/2020	4957017	1	\$165.99	\$ 165.99	\$ -	\$ 165.99	P-Card	23776	9/17/2020	Set up for council room	4c
Administration	55-5-01-5420	7/22/2020	Hygiene station for council room	Amazon	7/22/2020	4957017	1	\$80.96	\$ 80.96	\$ -	\$ 80.96	P-Card	23776	9/17/2020	Cleaning station for Board room	2b
Administration	55-5-01-5420	7/22/2020	light blue trash can	Amazon	7/22/2020	4757017	1	\$48.99	\$ 48.99	\$ -	\$ 48.99	P-Card	23776	9/17/2020	Touch free trash can	2b
Administration	55-5-01-5420	7/22/2020	dark blue trash can	Amazon	7/22/2020	4757017	1	\$69.99	\$ 69.99	\$ -	\$ 69.99	P-Card	23776	9/17/2020	Touch free trash can	2b
Administration	55-5-01-5120	8/12/2020	37 inch laptops	Amazon	8/12/2020	8376644	6	\$648.33	\$ 3,889.40	\$ -	\$ 3,889.40	P-Card	23776	9/17/2020	Set up for remote work	4c
Administration	55-5-01-5120	8/5/2020	Electronic backpack sprayer	Smithville Area Fire Protect	8/5/2020	1302112	1	\$849.95	\$ 849.95	\$ -	\$ 849.95	check	23688	9/2/2020	Disinfectant for fire district equipment/facilities	2b
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Supporting documentation: copies of invoices, purchase orders, checks/wire confirmations, other documents providing additional detail

## Tracking for COVID Related Expenses - Materials

Total Cost																\$ 5,236.39	
Department Name	Account Number	Purchase Date	Purchased Item	Vendor Name	Invoice/Order #	Qty	Unit Cost	Extended	Shipping	Total Cost	Method of Payment (i.e., PO/P-card)	Check/Voice #	Date Paid	Use/Reasoning	CARES Eligibility Code		
Police	55-5-01-5120	8/16/2020	alcoholic bottles	Quill	8/16/2020 9603787	4	\$19.99	\$ 79.96	\$ 0.00	\$ 79.96	check	23687	9/17/2020	Supplies for automated hand sanitizer dispensers	2b		
Administration	55-5-01-5420	8/16/2020	Disposable face masks	Quill	8/16/2020 9603784	4	\$27.99	\$ 111.96	\$ 0.00	\$ 111.96	check	23687	9/17/2020	PPE for staff	2b		
Administration	55-5-01-5120	8/16/2020	Disposable face masks	Quill	8/16/2020 10017615	4	\$14.99	\$ 59.96	\$ 0.00	\$ 59.96	check	23687	9/17/2020	PPE for staff	2b		
Administration	55-5-01-5120	8/16/2020	Disinfecting wipes 75 count	Quill	8/16/2020 10017619	4	\$5.75	\$ 23.00	\$ 0.00	\$ 23.00	check	23687	9/17/2020	Sanitizing supplies for Admin. Dept.	2b		
Public Works	55-5-01-5120	8/16/2020	Face Mask w/Tie	Riverside Sanitary Supply	8/16/2020 23536	1	\$14.99	\$ 14.99	\$ 0.00	\$ 14.99	P-Card	23776	9/17/2020	PPE for staff	2b		
Public Works	55-5-01-5120	8/16/2020	Face Mask w/Tie	Riverside Sanitary Supply	8/16/2020 23536	1	\$14.99	\$ 14.99	\$ 0.00	\$ 14.99	P-Card	23776	9/17/2020	PPE for staff	2b		
Police	55-5-01-5120	7/22/2020	500 x disinfecting wipes	Commertone Team Sports	7/22/2020 987795858	1	\$14.99	\$ 14.99	\$ 0.00	\$ 14.99	P-Card	23776	9/17/2020	Cleaning supplies for Police Dept.	2b		
Parks & Recreation	55-5-01-5120	7/22/2020	Hand sanitizer hand dispenser	Amazon	7/22/2020 4777805	1	\$17.99	\$ 17.99	\$ 0.00	\$ 17.99	P-Card	23776	9/17/2020	Sanitizing station for parks events & participants	2b		
Parks & Recreation	55-5-01-5120	7/22/2020	500 x disinfecting wipes	Commertone Team Sports	7/22/2020 9847	1	\$39.99	\$ 39.99	\$ 0.00	\$ 39.99	P-Card	23776	9/17/2020	Cleaning supplies for Parks & Recreation	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
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Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
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Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
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Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
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Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
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Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		
Police	55-5-01-5120	8/16/2020	Hand sanitizer hand dispenser	Handi-Choice	8/16/2020 1066	1	\$145.00	\$ 145.00	\$ 0.00	\$ 145.00	P-Card	23776	9/17/2020	Hand sanitizer	2b		

Supporting documentation: copy of timecards or similar report from payroll system

Period #1:	9/7/2020	9/13/2020	-	-	\$ -
Period #2:	9/14/2020	9/20/2020	-	-	\$ -
Period #3:	9/21/2020	9/27/2020	-	-	\$ -
Period #4:	9/28/2020	10/4/2020	0.50	-	\$ 80.74
Period #5:	10/5/2020	10/11/2020	-	-	\$ -

[illegible]

## Agenda Notes

[illegible]

**EXECUTIVE SESSION**

# City of Smithville

**Meeting Date:** November 2, 2020**Department:** Board of Aldermen**Agenda Item:** Adjournment to Executive Session Pursuant to Section 610.021(2) RSMo**Summary:**

To allow the Board of Aldermen to adjourn to Executive Session to discuss real estate matters.

**Purpose:**

To discuss real estate matters.

**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 close the regular session for the purpose of discussing real estate matters pursuant to Section 610.021(2) RSMo.

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