



SMITHVILLE, MISSOURI

Board of Aldermen - Regular Session

7:00 p.m.

December 1, 2020

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AGENDA



City of Smithville, Missouri
Board of Aldermen – Regular Session Agenda
December 1, 2020

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 prior to the meeting to be invited via Zoom.

1. Call to Order
2. Pledge of Allegiance
3. Consent Agenda
 - Minutes
 - November 17, 2020 Board of Alderman Work Session Minutes
 - November 17, 2020 Board of Alderman Regular Session Minutes
4. Public Hearing - Annexation
 - Lakeside Crossing Lot 14
 - Lakeside Crossing Lot 26
 - Lakeside Crossing Lot 40

REPORTS FROM OFFICERS AND STANDING COMMITTEES

5. City Administrator's Report

ORDINANCES & RESOLUTIONS

6. Bill No. 2877-20, Annexation- 18523 County Line Road, Phase II – 2nd Reading

An Ordinance to approve annexation of 18523 County Line Road, Phase II of Landmark Farms. 2nd reading by title only.

7. Bill No. 2878-20, Annexation – Lakeside Crossing Lot 14 – 1st Reading

An Ordinance to approve the annexation of Lot 14 in Lakeside Crossing. 1st reading by title only.

8. Bill No. 2879-20, Annexation – Lakeside Crossing Lot 26 – 1st Reading

An Ordinance to approve the annexation of Lot 26 in Lakeside Crossing. 1st reading by title only.

9. Bill No. 2880-20, Annexation – Lakeside Crossing Lot 40 – 1st Reading

An Ordinance to approve the annexation of Lot 40 in Lakeside Crossing. 1st reading by title only.

10. Bill No. 2881-20, FY21 Budget Amendment No. 1 - 1st Reading

An Ordinance to amend the FY21 operating budget to add \$3,765,000 to the expenditure budget to provide funds for unfinished 2020 projects. 1st reading by title only.

11. Resolution 855, Voluntary Annexation Policy

A Resolution adopting and adding a Voluntary Annexation Policy to the City's Policy Manual.

12. Resolution 856, Surplus City Property

A Resolution declaring the old Second Creek Bridge as surplus.

13. Resolutions 857-860, CARES Act Funding

Approve Resolutions related to CARES Act Funding

A. Resolution 857, Public Water District No. 9 CARES Funding

A Resolution approving reimbursement of funds to Public Water Supply District No. 9 in an amount totaling \$4,545.20 through the CARES Act Fund.

B. Resolution 858, School District CARES Funding

A Resolution approving reimbursement of funds to the Smithville School District for COVID related expenditures and equipment in an amount totaling \$132,637.13 through the CARES Act Fund

C. Resolution 859, Fire District CARES Funding

A Resolution approving reimbursement of funds to the Smithville Area Fire Protection District totaling \$4,747.17 for COVID-19 related expenses through the CARES Act Fund.

D. Resolution 860, October and November CARES Expenditures A

Resolution approving eligible expenditures incurred between October 1, 2020 and November 30, 2020 totaling \$106,118.17 in the CARES Act Stimulus Fund.

14. Resolution 861, Fireworks Display Approval

A Resolution to approve a Fireworks Display at White Iron Ridge Event Center on January 2, 2021.

OTHER MATTERS BEFORE THE BOARD

15. Public Comment

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

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. Adjourn

CONSENT AGENDA



City of Smithville

Meeting Date: December 1, 2020

Department: Administration

Agenda Item: Consent Agenda

Summary:

Voting to approve would approve the Board of Aldermen minutes.

Purpose:

The Board of Aldermen can review and approve by a single motion. Any item can be removed from the consent agenda by a motion. The following items are included for approval:

Minutes

- Approve the November 17, 2020 Board of Alderman Work Session Minutes
- Approve the November 17, 2020 Board of Alderman Regular Session Minutes

Impact

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

Legislative History:

N/A

Suggested Action:

A motion to approve the consent agenda

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

Board of Aldermen Minutes – November 17, 2020 Work Session

SMITHVILLE BOARD OF ALDERMAN

WORK SESSION

November 17, 2020 6:00 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 6:00 p.m.

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

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

2. Annexation Update

Jack Hendrix, Development Director, indicated that in the packet there is an annexation update on the status of all Board of Alderman annexation priorities. Also, in the packet is the draft Voluntary Annexation Policy. Jack explained that this only pertains to voluntary annexation and not to involuntary annexation. Involuntary annexations are driven by the Board of Alderman and have a completely different set of rules that involve lawsuits and elections.

Staff has laid out a draft policy for voluntary annexations with a declaration of intent. Annexation priorities and policies are listed in the draft policy. Jack indicated that the hope that he and Cynthia have is for the Board to examine the draft policy and if there are any questions, or recommended changes to get them to staff. Staff would like to have direction from the Board to be able to proceed forward with the next step, which would be to bring the policy to the Board for approval.

Mayor Boley asked the Board if they had any issues or questions about the Voluntary Annexation Policy?

The Board all agreed to move forward with the draft policy as presented.

Jack said that staff will draft a Resolution for the December 1 meeting to adopt the Voluntary Annexation Policy.

3. Second Creek Bridge Options

Cynthia indicated that provided in the packet was a history on how the bridge came to be sitting on the property the City owns on the corner of Second Creek Road and 169 Highway and is now awaiting some type of disposition.

Two primary options seem to exist for utilization of the bridge: reuse as part of a city project or disposition by sale.

Reuse of the bridge could potentially occur with a future project. Staff estimates that costs relating to a move could range from \$25,000 to \$50,000 and potentially higher depending upon the location and logistics required. Additionally, any use on a waterway would require a hydrologic study to determine impact on water flow and state permits. Identification of use and storage would need to occur in this option.

The second option would be to identify the bridge as surplus and place it for sale. This could be accomplished by a bid process or by placing it on a website like govdeals.com or other sites. Staff has had inquiries over the past couple of years and there may be some interest in purchase. It is important to note that scrap metal prices are not what they have been previously, and the bridge may not bring much in disposition.

Finally, representatives from Emery Sapp and Sons have contacted the city regarding disposition of the bridge, indicating they have a potential use for the bridge on a project out of Missouri. They have indicated they will "take it off our hands," but have offered no compensation.

Staff is looking for direction from the Board as to the next steps.

Mayor Boley said he thinks we should let it go and just request to be told where it is being moved to so we can let the historical society know.

Alderman Ulledahl said he believed it should remain and be used as a walkway at Heritage Park to connect the park to the public housing area.

Mayor Boley said that constructing a new walkway bridge might be less costly and easier than trying to fit this bridge into that space.

Alderwoman Wilson said truthfully she was ready to get rid of it and thinks we should consider Emery Sapp and Sons first and if they do not take it then go to the second option and try to sell it on govdeals.com.

Alderman Atkins asked if we had to get rid of it? He said if we do not have a use for it, he would rather it be sold as opposed to giving it away for free.

Alderman Sarver asked about the historical society's interest?

Mayor Boley explained that they at one time had wanted to preserve it or make sure it was used somewhere in Clay County.

Alderman Sarver said he thinks we should sell it if we can.

Alderman Chevalier said he would like to do everything possible to try to keep it and maybe the historical society has some ideas for a use for it. He said if not then he agrees we should sell it.

Mayor Boley said that the historical society has no interest in doing anything with the bridge nor do they have the funding. He indicated that in moving forward with the Parks and Recreation Master Plan we should look at the possibility of a new walkway versus trying retrofit this bridge.

Alderwoman Wilson stated that she was afraid if we wait and try to sell it, we might miss the window of opportunity with Emery Sapp and Sons then we would have nowhere to go with it.

Cynthia said if the Board reaches a decision to dispose of it staff could reach out to Emery Sapp and Sons it let them know that the Board does want to dispose of it and see if they would be willing to make an offer.

Mayor Boley asked what the opening bid on govdeals.com could be set at and if there is a fee?

Linda Drummond, City Clerk, explained that you can set the opening bid at any dollar amount and the fee is paid by the buyer.

Alderman Chevalier asked if we would be in violation if we offered it to Emery Sapp and Sons and not put it out for bid?

Mayor Boley said in the original agreement with them for the construction of the new bridge we were going to have to pay them to haul it away.

Cynthia said that we could list it on govdeals.com and let Emery Sapp and Sons know so they would have the opportunity to purchase it once we have the declaration of surplus.

Mayor Boley asked if we could list it for a 10-day auction?

Cynthia said we could.

Mayor Boley asked the Board if they were in agreement with listing the bridge on govdeals.com for a 10-day auction?

The Board all agreed.

Cynthia said that staff will bring the declaration of surplus for approval at the December 1 meeting and if the Boards approved the bridge would be listed on govdeals.com on December 2.

4. Discussion of CARES Funding Allocation

Cynthia explained that there was a lot of information in the packet about our allocation and what we have expended our funds on. She reminded the Board that the remaining unexpended funds would need to be returned to Clay County December 30.

Cynthia indicated that on page 12 of the packet she had outlined the request information and staff's recommendations and what direction staff needs from the Board.

Staff Recommendation/Action Requested

In order to facilitate discussion and based on information from other Clay County communities, staff recommends the following relating to the \$492,021 remaining in the CARES fund at this time.

Reimbursement for Public Safety Salaries

As noted earlier, all public safety payroll related expenses are reimbursable through CARES funding. Since April 1, 2020, \$975,866.76 has been spent on Police Department payroll, all of which could be reimbursed. Payroll costs for the three-month time period of the stay home order totals \$418,200. Staff recommends that the city submit for reimbursement of this amount.

As noted in the memo to the Board regarding CARES for the October 17 work session, staff recommends that these funds remain in the CARES Fund to be used for COVID-related expenditures beyond December 30, 2020. Such expenditures could include, but are not limited to:

- additional utility and housing assistance grants administered through the NAC,*
- additional economic development grants should additional business interruptions occur through the winter months,*
- funding of vaccine administration for staff or residents should that be deemed a need,*
- reimbursement of the General Fund or Utility Fund for employee time off related to quarantine (to date, approximately \$16,000 has been spent on employee payroll hours in this area).*

Staff does recommend that any utilization of these funds be provided to the Board of Aldermen on a monthly basis for review and approval for use.

Should the Board concur with this recommendation, \$73,821 would remain for allocation.

Staff seeks the following direction:

- Does the Board concur with the public safety allocation reimbursement of \$418,200?*
- Does the Board wish to provide additional funding to the School District? If so, at what level?*

- *Does the Board wish to provide funding for the Water District #9 request? If so, at what level?*
- *Does the Board wish to return funds to Clay County? If so, at what level?*

Cynthia explained that there is \$492,000 remaining in the CARES fund after all the expenditures we have made from the original \$945,000 allocation. She stated that staff strongly recommends that the Board consider the piece of CARES funding that allows us to reimburse ourselves for public safety costs. She noted that also included in the packet is a list of all of the other communities in Clay County and how they are utilizing that option basically to bridge the gap between what they have spent so far and what their total allocation is. The City's payroll cost for the Police Department for the three months of the stay-at-home order totaled \$418,200 and our public safety costs since April 1 is \$975,866, so some of the remaining CARES funds could be used to reimburse those costs.

Cynthia explained that the reimbursement funds are recommended to be retained in the CARES fund and staff would recommend that we draw down on those funds after the first of the year expenses are incurred. What is outlined in the memo is if there is an ongoing need for utility and housing assistance, economic development grants there may also be reimbursement for the general fund for staff being out sick related to COVID. Staff also recommends that the draw-down of those funds be approved by the governing body.

Staff has received requests from the community asking for assistance and would like direction from the Board for these requests. One request was received from Water District No. 9 for \$4,545.40. Another request was from the School District for assistance in equipment and other expenditures. The City has also recently learned that the School District made a submission to SEMA for FEMA funds for just under \$160,000 and received \$30,000 of that request and have remaining expenditures related to COVID at just under \$133,000.

There has also been ongoing discussion on the amount to turn back to Clay County. Cynthia noted in the packet it is staff's understanding that other communities in Clay County anticipate utilizing all of their CARES funds.

Mayor Boley asked the Board if they wished to fully fund the request for Public Water Supply District No. 9?

The Board all agreed to provide funding.

Mayor Boley stated that the School District request that he received this afternoon was \$132,637 but rounded the number up to \$133,000.

Wayne Krueger spoke on behalf of the School District. He said that this has been a very challenging year for them and gets more and more challenging every day. He said that trying to continue to operate as business as usual is not usual at all right

now. The district continues to try to serve our community and our kids, but it is getting more and more difficult. Schools all around the area are starting to go back to more of a virtual model. All the cost as previously stated were submitted to FEMA for consideration under the Public Assistance Program. The school started incurring COVID costs in March and basically have continued to accumulate those costs including virtual learning, hand sanitizer, personal protection equipment, virtual teachers, etc. Wayne explained that they were under the impression that they would be funded but FEMA, on September 15, changed the eligibility and they were only funded \$32,000 and the rest was denied. He said that previously, under the original program, it was all allowable but because we submitted after September 15, we were not able to count those items. He told the Board that any consideration would be much appreciated.

Alderman Chevalier said that he thought that funding the School District \$133,000 would be great, that a lot of communities are helping their school districts and we should do the same.

Alderman Sarver said he could not think of a better thing to use the money for.

Alderman Ulledahl said that in the packet it showed a total of \$268,410 and asked if that is the same request as the \$133,000?

Cynthia clarified that the \$268,410 was a direct allocation that the School District received from Clay County at the same time the City received our allocation.

Wayne stated that they received that during the last fiscal year and for everyone's knowledge they used 100 percent of those funds to purchase one-to-one technology so the kids would each have a personal computer for virtual learning.

Alderman Ulledahl said that granting their request of \$130,000 to \$135,000 sounds like a great way to spend it.

Alderwoman Wilson stated that she did a calculation on the funds that we have already spent and believes we only have \$462,021 left. She asked that Cynthia confirm the numbers. She explained that we have in fact overstated the total funds we have remaining by \$30,000 and she would recommend lowering the schools funding by \$30,000. She said that she would ask that because we do not know what is going to happen across the board with COVID and may need to fund small businesses again, etc.

Alderman Atkins said that even with the new surge we all know that is coming he would rather look at putting the money into the school for protection for our kids. He asked if the \$133,000 was enough to sustain the probably four to six months we have yet to come?

Wayne said that the original request number submitted to the City was \$159,152.89 and was for costs that have already occurred. He said that approximately \$88,000 of the cost is for virtual teachers and they will have that reoccurring cost in the second semester, it is not included in this request. He said they know they will have additional cost, but they do not know what the future will be, but they are anticipating that and will make it work.

Alderman Atkins said that he definitely does not want to return any of the CARES funds.

Cynthia went over the figures that were in the packet.

CARES Expenses Through 11/12/2020

	<i>Amount Board Authorized</i>
City Response Expenses	\$ 62,834
Legal review of policies, legislation	\$ 8,881
Additional Laptops/Equipment for work from home	\$ 33,227
Public Health Information (Utility Bill Inserts; signs)	\$ 1,278
Citywide PPE, Materials, Prevention, & Cleaning Supply Expenses	\$ 19,447
Employee FFCRA Leave Time (EPSL, EFMLA)	\$ -
City Mitigation Expenses	\$ 180,975
Citywide Automatic Kitchen / Bathroom Fixture replacements	\$ 107,657
Technology in Heritage Park for Livestream	\$ 30,332
Audio/Video Upgrades at City Hall to Enhance Remote Viewing	\$ 42,986
Small Business Grants	\$ 141,750
Small Business Grants	\$ 135,000
5% Administrative Fee	\$ 6,750
Utility and Housing Assistance Grants	\$ 26,250
Housing and Utility Assistance Grants	\$ 25,000
5% Administrative Fee	\$ 1,250
Community Needs	\$ 61,570
NRAD and SAFD Equipment	\$ 3,440
School District Reimbursement	\$ 58,130
Combined Total	\$ 473,379
Total Allocation	\$ 965,400
Amount Available	\$ 492,021

Figure 1 CARES Expenditures to date

Alderwoman Wilson said she thought the CARES funds from the County totaled \$945,400.

Cynthia said that she was correct, and the correct dollar amount of remaining CARES funds is \$472,021.

Alderwoman Wilson said she was good with giving the School District the full \$130,000.

Mayor Boley asked Wayne if the \$132, 637.13 amount was good?

Wayne said that it was and thanked the Board.

Mayor Boley asked the Board if they wanted to keep the remaining funds and not return them to Clay County?

Alderman Atkins – definitely keep

Alderman Sarver - keep

Alderwoman Wilson – keep but discuss how it will be allocated

Alderman Ulledahl – keep

Alderman Chevalier – keep and try to do some more small business grant and utility assistance.

Mayor Boley asked for the percentages.

Cynthia did the math for the remaining funds.

\$472,021	Remaining Balance
-\$132,617	School District
-\$ 4,500	Water District No. 9
\$334,904	City Reimbursement

This utilizes the entire remaining allocation balance.

Including prior allocations, the School District has received approximately 40% of our expenditures to date.

Community Response (small business grants, utility and housing assistance, ambulance and fire and the water district) received approximately 19%.

\$334,904 less approximately 35% unspent for future needs.

Mayor Boley suggested a rough guidance of allocating half towards small business grants and utility assistance type of grants and half towards salary reimbursement. If the Board needs to adjust that do to having more employees out sick it can be. He said he thinks this is a good guiding principle.

Cynthia explained that in saying we are going to reimburse ourselves for police salaries only means we have allocated those funds. Staff's recommendation would be that we not just put that into the general fund to reimburse ourselves. She said that many communities are doing that because they had significant revenue losses. That is also something we could look at doing as well, where we could use funds for revenue loss could be Municipal Court or Parks and Recreation programs where we have seen a revenue loss estimated at about \$80,000. Staff is recommending we leave it in the CARES fund and utilize those funds as necessary for continued COVID-19 costs. Staff's recommendation would also be any of that money would

not be spent without direction and approval of the governing body. She said that in the memo it is noted that we have expended about \$16,300 because we have had more employees that have had to quarantine because of exposures or to be home with kids who have had exposures. She reported that to date we have had three employees who have tested positive and had to be out. Those were not anticipated expenditures when we put the budget together and those are the types of expenditures, we would like to reimburse ourselves for.

Alderwoman Wilson stated that she did not like the wording of the public safety allocation. She said to her that means the Police Department and would rather keep it for employees with COVID that have to quarantine instead of them having to use their regular accrued sick time.

Cynthia said that is exactly what we would anticipate that money being used for. The allocation and reporting to Clay County for these to be qualified reimbursements would need to be reported to the county as public safety salaries.

Alderman Sarver asked even if we report it that way, would we still get to use the money different ways?

Cynthia said that we will because it will be ours to spend.

Mayor Boley explained that instead of putting the money in the general fund like some of the communities we are going to keep our in the CARES fund.

Cynthia said that funds will remain in the CARES fund until the Governing Body approves those expenditures.

Alderman Sarver asked if there would be some sort of audit to see where we spent that money?

Cynthia explained that we will spend \$900,000 this year in public safety salaries. Tomorrow staff will be meeting with other communities to have discussion with them to see how they will be providing documentation of that information. Staff has also had ongoing discussions with our auditors and city attorney as well as to how we account for those funds.

Alderwoman Wilson said her concern with that is we have not been impacted like a lot of other communities have and our public safety expenses were already budgeted. She said we definitely need to keep that separate and be very careful how we allocate it.

5. Adjourn

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

Smithville Board of Aldermen

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:38 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

Board of Aldermen Minutes – November 17, 2020 Regular Session

**SMITHVILLE BOARD OF ALDERMEN
REGULAR SESSION**

November 17, 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.

6. Call to Order

Mayor Boley called the meeting to order at 6:59 p.m. A quorum of the Board was present. Mayor Boley and Alderman Chevalier were in attendance in the City Hall Council Chambers. Other Board members present via Zoom meeting: Alderman Sarver, Alderman Atkins, Alderman Ulledahl and Alderwoman Wilson. Alderman Bloemker was absent.

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

7. Pledge of Allegiance lead by Anastasia Boley

8. Consent Agenda

- **Minutes**

- November 2, 2020 Board of Alderman Regular Session Minutes

No discussion.

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

Ayes – 4, Noes – 0, Abstained – 1, motion carries. The Mayor declared the consent agenda approved.

ORDINANCES & RESOLUTIONS

9. Bill No. 2876-20, Annexation – 18523 County Line Road – 2nd Reading

Alderman Chevalier moved to approve Bill No. 2876-20, annexing 18523 County Line Road, a ten-lot subdivision to be called Landmark Farms. 2nd reading by title only. Alderwoman Wilson seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2876-20 approved.

10. Mayor Boley called the public hearing to order at 7:01 p.m.

Annexation – 18523 County Line Road, Phase II

No public testimony.

Adorn Public Hearing for Annexation of 18523 County Line Road, Phase II

Mayor Boley declared the Public Hearing adjourned at 7:02 p.m.

REPORTS FROM OFFICERS AND STANDING COMMITTEES

11. Committee Reports

Alderwoman Wilson reported on the November 10, Planning and Zoning Commission meeting. She stated to date we have 45 single family permits, but with phase III of Greyhawke there should be more coming. To date there are six commercial permits, including Shoreline doubling its' square footage.

Alderwoman Wilson also reported they approved by Resolution the 2030 Comprehensive Plan and the site plan for the CDL Driving school to be built in First Park.

12. City Administrator's Report

Cynthia reported that there have been increasing numbers of COVID-19 cases around our area. She stated that we have seen changes in orders from Kansas City, Jackson County and Wyandotte County in regard to new restrictions. She indicated that we have not had yet received anything from Clay County Public Health Center. Staff has had internal discussion on how to move forward. In the last month we have seen how the increase has affected staffing. In the last month we have had three employees who have tested positive. Thankfully the cases were mild, and the employees have been able to return to work. We have had a number of employees that were exposed and have had to quarantine. Cynthia said that she will be discussing this with the management team tomorrow during staff meeting to devise a plan as we move forward to mitigate our risks and exposures. We will probably increase the number of employees working remotely. Cynthia said she did not anticipate closing City Hall at this point in time, but we will be making staffing adjustments for safety.

Staff has also been in ongoing discussions for Parks and Recreation programs regarding COVID-19. Matt Denton has been in contact with the school district concerning our indoor programs.

ORDINANCES & RESOLUTIONS

13. Bill No. 2877-20, Annexation – 18523 County Line Road, Phase II – 1st Reading

Alderman Chevalier moved to approve Bill No. 2877-20, annexing 18523 County Line Road, Phase II, two lots of a ten-lot subdivision to be called Landmark Farms. 1st reading by title only. Alderman Sarver seconded the motion.

No discussion.

Upon roll call vote via teleconference:

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

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Bill No. 2877-20 approved first reading.

14. Resolution 849, HHW Contract with MARC for 2021

Alderman Chevalier moved to approve Resolution 849, authorizing and directing the Mayor to enter into an agreement with Mid America Regional Council for disposal of Household Hazardous Waste for 2021. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 849 approved.

15. Resolution 850, Site Plan – CDL Truck Driving School

Alderman Chevalier moved to approve Resolution 850, approving the site plan for a CDL Truck Driving School at 441 NW Park Drive. Alderwoman Wilson seconded the motion.

Dan Hartman of Show Me Real Estate, represented the owners of the school.

Alderman Ulledahl asked how many people they would employ and how many students they would have at a time?

Dan Hartman stated their plan was to have three to five employees, the school will be open Monday through Friday and will have eight to ten students at a time. They will have classroom time as well as hands on training.

Mayor Boley said that the opening of this school fits in to the 2030 Comprehensive Plan.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 850 approved.

16. Resolution 851, Adoption of the 2030 Comprehensive Plan

Alderman Chevalier moved to approve Resolution 851, adopting the 2030 Comprehensive Plan envisioning and preparing for the future of Smithville. Alderwoman Wilson seconded the motion.

Cynthia and Mayor Boley thanked Heather Branigan of Future iQ and Leslie Deacon of JSA for all their efforts in helping put this plan together.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 851 approved.

17. Resolution 852, Liquor Licenses for Richard Bryant

Alderman Chevalier moved to approve Resolution 852, approving liquor licenses for Richard Bryant, doing business as KC Liquor and Tobacco located at 1516 South Commercial Street. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 852 approved.

18. Resolution 853, Acknowledgement of Emergency Purchase

Alderman Chevalier moved to approve Resolution 853, acknowledging the emergency purchase of a blower motor for the Wastewater Treatment Plant in an amount of \$8,739. Alderman Ulledahl seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 853 approved.

19. Resolution 854, Litigation and in the Alternative Annexation of Certain Lands

Alderman Chevalier moved to approve Resolution 854, authorizing litigation and in the alternative annexation of certain lands and calling a public hearing January 5, 2021 concerning said proposed involuntary annexation pursuant to §71.015 R.S.MO. Alderwoman Wilson seconded the motion.

No discussion.

Ayes – 5, Noes – 0, motion carries. Mayor Boley declared Resolution 854 approved.

OTHER MATTERS BEFORE THE BOARD

20. Public Comment

None

21. New Business from the Floor

Cynthia reported that she had just received an email from Clay County Public Health Center. A new Health Order has been issued, effective Monday, November 23. The order appears to be in-line with Kansas City, Jackson and Wyandotte County actions.

Notable changes from Clay County's previous order include:

- Venues serving food and/or drink indoors must operate at 50% capacity and close by 10 p.m. No groups of more than 10 people are allowed indoors or outdoors.
- Gyms, fitness, and recreational centers must also remain at 50% capacity or less and masks are required for everyone inside.
- Masks are now required outdoors when physical distancing (six feet) cannot be maintained from anyone outside your household.
- The age exemption for wearing a mask is lowered to those 5 years of age and younger.
- Indoor gatherings are limited to a maximum of 10 people. (Gatherings = groups of individuals, who are not members of the same household, congregated together for a common or coordinated social, community, or leisure purpose.)
 - Gatherings of 10 or fewer are allowed, with use of physical distancing between members of different households.
 - Prohibited gatherings do not include non-event-based regular commercial, nonprofit, or educational activity by workers, students, or customers of businesses.
 - Exceptions for gatherings over 10 people can be approved by public health. A submission form will be available at clayhealth.com by noon on Wednesday (11/18).

Staff will be sure to post this to our social media pages. This order is set to go into effect on Monday, November 23. Cynthia reminded everyone that Clay County Public Health Center is our public health officer.

22. Adjourn.

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

Ayes – 5, Noes – 0, motion carries via teleconference. Mayor Boley declared the regular session adjourned at 7:19 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor

PUBLIC HEARING - ANNEXATION

Lakeside Crossing Lot 14, 26 and 40



City of Smithville

Meeting Date: December 1, 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 Lots 14, 26 and 40 in Lakeside Crossing should be annexed into the city limits. These lots are some of the last lots required to annex as a part of the original sewer service agreement with the developer of the subdivision.

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 complete the obligations of these lots under a 1996 sewer agreement with the original developer.

Suggested Action:

Take input from the Public on annexing lots 14, 26 and 40 of Lakeside Crossing subdivision.

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

NOTICE OF PUBLIC HEARING

To whom it may concern and to all parties interested, notice is hereby given that at 7:00 PM on December 1, 2020, the Smithville Board of Aldermen in City Hall, 107 W. Main St., Smithville, Mo. will conduct public hearings on the following Voluntary Annexation applications:

Lot 14, Lakeside Crossing First Plat, a subdivision of land in Clay County, Missouri, according to the recorded plat thereof, more commonly known as 15726 N. Chestnut.

Lot 26, Lakeside Crossing First Plat, a subdivision of land in Clay County, Missouri, according to the recorded plat thereof, more commonly known as 15701 N. Wabash St.

Lot 40, Lakeside Crossing First Plat, a subdivision of land in Clay County, Missouri, according to the recorded plat thereof, more commonly known as 15808 N. Chestnut.

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.

Please publish in the November 19th Edition of the Courier Tribune.

CITY ADMINISTRATOR'S REPORT



City Administrator's Report

November 24, 2020

Personnel Update

As you are aware, Nickie Lee has submitted her resignation as Assistant City Administrator to take a position with the City of Prairie Village, Kansas as Finance Director. Nickie's last day will be December 23. Her contributions to the City of Smithville in the last two years are greatly appreciated.

Recruitment has begun – a position posting will occur this week and with first review of applications will begin in mid-December.

Distinguished Budget Presentation Award

I'm pleased to announce that we received word last week that we have been awarded the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the FY19 Budget Document. GFOA established the Distinguished Budget Presentation Awards Program (Budget Awards Program) in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting and then to recognize individual governments that succeed in achieving that goal. The FY20 Budget is the first submitted by the City of Smithville for award. Special thanks go to former Finance Director Dan Toleikis for his efforts in enhancing the budget document to meet the criteria for this award. Staff does plan to submit the FY21 Budget Document for review as well.

Year In Review – Courier Tribune

On Friday, Development Director Jack Hendrix and I were interviewed by Sean Roberts for her year in review information for the Courier Tribune. Jack and I highlighted the following items:

- Provided an update on commercial construction projects, including White Iron Ridge, renovations to the Shamrock Station, construction by the Herzog Foundation, KCI Storage, expansion at Shoreline, Nodaway Valley Bank, approval of the CDL school, and progress at Marketplace. We indicated that 2021 appears to be as busy as 2020 from a commercial development standpoint.
- 46 residential permits have been granted to date this year.
- Reviewed status of the Main Street Trail and Waterline projects.
- Provided highlights of the FY2021 budget

Sale of Surplus Equipment

Items recently declared as surplus and placed on GovDeals.com have sold. The sound system sold for \$210 and the computers sold for \$875.

City Hall Schedule

City Hall will be closed in observance of Thanksgiving Thursday, November 25 and Friday, November 26.

Mayor Boley has indicated that City Hall will also be closed on Thursday, December 24 and Thursday, December 31 to allow additional time for employees to celebrate the holidays with family.

ANNEXATION - 18523 COUNTY LINE ROAD, PHASE II



City of Smithville

Meeting Date: December 1, 2020

Department: Development

Agenda Item: Bill No. 2877-20, Phase II Annexation 18523 County Line Road – 2nd Reading

Summary:

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

Purpose:

This is the second reading of the ordinance for Annexing the south 22+/- acres of the parcel. 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 22.23 acres and would constitute approximately 2 lots if approved. The parcel is shown below, with the already annexed portion circled in red:



This bill is for the Second Reading of the Ordinance to annex the land.

Impact:

Comprehensive Plan: Complies

Economic Development Plan: Complies

Parks Master Plan:	n/a
Strategic Plan:	n/a
Capital Improvement Plan:	n/a
Budget:	n/a

Legislative History:

The annexation of the northern portion of this parcel was completed on November 17th prior to the public hearing on this parcel.

Suggested Action:

A motion to approve Bill No. 2877-20 to annex the remaining portion of 18523 County Line Road for Second Reading by Title Only.

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

BILL NO. 2877-20

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 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 17th Day of November 2020; and

WHEREAS, notice of said public hearing was given by publication of notice hereof on the 29th 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: Commencing At The Northwest Corner Of The Southwest Fractional Quarter Of Said Section 3 In Platte County, Missouri; Thence S00°13'11"W, Along The West Line Of The Southwest Fractional Quarter Of Said Section 3 In Platte County, A Distance Of 1951.08 Feet To The Point Of Beginning Of The Tract Of Land To Be Herein Described; Thence S89°52'56"E, A Distance Of 1263.34 Feet To A Point On

The East Line Of The West Half Of Said Southwest Fractional Quarter; Thence S00°37'37"W, Along Said Line, A Distance Of 752.97 Feet To The Southeast Corner Of The West Half Of Said Fractional Quarter; Thence N89°13'12"W, Along The South Line Of Said Fractional Quarter, A Distance Of 949.26 Feet To The Southwest Corner Of The Southwest Quarter Of Fractional Section 3 In Clay County; Thence N00°24'52"W, Along The Platte County And Clay County Line, A Distance Of 49.41 Feet To The Southeast Corner Of The Southwest Quarter Of Fractional Section 3 In Platte County; Thence N89°14'01"W, Along The South Line Of Said Southwest Fractional Quarter, A Distance Of 308.24 Feet To The Southwest Corner Of The Southwest Quarter Of Fractional Section 3 In Platte County; Thence N00°13'11"E, Along The West Line Of Said Fraction Quarter, A Distance Of 689.08 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 1st DAY OF DECEMBER 2020.

Damien Boley, Mayor

ATTEST

Linda Drummond
City Clerk

First Reading: 11/17/2020
Second Reading 12/01/2020



STAFF REPORT

November 6, 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
Board of Aldermen Bill #2877-20

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 29, 2020

GENERAL DESCRIPTION:

The applicant seeks to annex the south 21.23 acres of the above address into the city. The north 55.72 acres (in red) was previously annexed.



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.

CONTIGUOUS AND COMPACT

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

ABILITY TO PROVIDE SERVICES

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

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the proposed annexation.

Respectfully Submitted,

Zoning Administrator

ANNEXATION – LAKESIDE CROSSING, LOT 14



City of Smithville

Meeting Date: December 1, 2020

Department: Development

Agenda Item: Bill No. 2878-20, Annexation 15726 North Chestnut Street – 1st Reading

Summary:

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

Purpose:

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 (November 19) and less than 60 days have elapsed since the application was submitted (October 13) in compliance with §71.012 RSMo.

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

Impact:

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

Legislative History:

The majority of the surrounding lots in the subdivision were annexed in 2004, with additional voluntary annexations in 2008 and 2020.

Suggested Action:

A motion to approve Bill No. 2878-20 to annex 15726 North Chestnut Street for First Reading by Title Only.

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

BILL NO. 2878-20

ORDINANCE NO. XXXX-20

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

WHEREAS, on the 13th day of October 2020, a verified petition was signed by all owners of the real estate hereinafter described, requesting annexation of said territory into the City of Smithville, Missouri and 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 1st day of December 2020; and

WHEREAS, notice of said public hearing was given by publication of notice hereof on the 19th day of November 2020 in the Courier Tribune, a weekly newspaper of general circulation, in the County of Clay, State of Missouri; and

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

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

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

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

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

Lot 14, Lakeside Crossing 1st Plat

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

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

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

PASSED THIS ____ DAY OF DECEMBER 2020.

Damien Boley, Mayor

ATTEST

Linda Drummond
City Clerk

First Reading: 12/01/2020

Second Reading / /



**Voluntary Annexation
Staff Report**

November 18, 2020
Annexation of Parcel Id #05-908-00-03-001.00
Bill No. 2878-20

Application for Voluntary Annexation of Land to the City

Code Sections:	State Law Section 71-012 Annexation	
Property Information:	Address:	15726 North Chestnut Street
	Owner:	Michael and April Duncan
Notice Date:		November 19, 2020

GENERAL DESCRIPTION:

The applicant seeks to annex Lot 14 of Lakeside Crossing into the city.

COMPLIANCE WITH COMPREHENSIVE PLAN

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

CONTIGUOUS AND COMPACT

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

ABILITY TO PROVIDE SERVICES

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

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the proposed annexation.

Respectfully Submitted,

Zoning Administrator

ANNEXATION - LAKESIDE CROSSING, LOT 26



City of Smithville

Meeting Date: December 1, 2020

Department: Development

Agenda Item: Bill No. 2879-20, Annexation 15701 North Wabash Street – 1st Reading

Summary:

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

Purpose:

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 (November 19) and less than 60 days have elapsed since the application was submitted (November 10) in compliance with §71.012 RSMo.

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

Impact:

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

Legislative History:

The majority of the surrounding lots in the subdivision were annexed in 2004, with additional voluntary annexations in 2008 and 2020.

Suggested Action:

A motion to approve Bill No. 2879-20 to annex 15701 North Wabash Street for First Reading of by Title Only.

Attachments:

☐ Plans

☐ Contract

☐ Staff Report

☒ Ordinance

☐ Resolution

☐ Minutes

☒ Other: Staff Report

BILL NO. 2879-20

ORDINANCE NO. XXXX-20

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

WHEREAS, on the 10th day of November 2020, a verified petition was signed by all owners of the real estate hereinafter described, requesting annexation of said territory into the City of Smithville, Missouri and 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 1st Day of December 2020; and

WHEREAS, notice of said public hearing was given by publication of notice hereof on the 19th day of November 2020 in the Courier Tribune, a weekly newspaper of general circulation, in the County of Clay, State of Missouri; and

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

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

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

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

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

Lot 26, Lakeside Crossing 1st Plat

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

Smithville Board of Aldermen

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

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

PASSED THIS ____ DAY OF DECEMBER 2020.

Damien Boley, Mayor

ATTEST

Linda Drummond
City Clerk

First Reading: 12/01/2020

Second Reading / /



**Voluntary Annexation
Staff Report**

November 18, 2020
Annexation of Parcel Id #05-908-00-03-013.00
Bill No. 2879-20

Application for Voluntary Annexation of Land to the City

Code Sections:	State Law Section 71-012 Annexation	
Property Information:	Address:	15701 North Wabash Street
	Owner:	Jack and Jill Green
Notice Date:	November 19, 2020	

GENERAL DESCRIPTION:

The applicant seeks to annex Lot 26 of Lakeside Crossing into the city.

COMPLIANCE WITH COMPREHENSIVE PLAN

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

CONTIGUOUS AND COMPACT

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

ABILITY TO PROVIDE SERVICES

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

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the proposed annexation.

Respectfully Submitted,

Zoning Administrator

ANNEXATION - LAKESIDE CROSSING, LOT 40



City of Smithville

Meeting Date: December 1, 2020

Department: Development

Agenda Item: Bill No. 2880-20, Annexation 15808 North Chestnut Street– 1st Reading

Summary:

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

Purpose:

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 (November 19) and less than 60 days have elapsed since the application was submitted (October 27th) in compliance with §71.012 RSMo.

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

Impact:

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

Legislative History:

The majority of the surrounding lots in the subdivision were annexed in 2004, with additional voluntary annexations in 2008 and 2020.

Suggested Action:

A motion to approve Bill No. 2880-20 to annex 15808 North Chestnut Street for First Reading of by Title Only.

Attachments: ☐ Plans ☐ Contract ☐ Staff Report

☒ Ordinance ☐ Resolution ☐ Minutes ☒ Other: Staff Report

BILL NO. 2880-20

ORDINANCE NO. XXXX-20

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

WHEREAS, on the 27th day of October 2020, a verified petition was signed by all owners of the real estate hereinafter described, requesting annexation of said territory into the City of Smithville, Missouri and 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 1st Day of December 2020; and

WHEREAS, notice of said public hearing was given by publication of notice hereof on the 19th day of November 2020 in the Courier Tribune, a weekly newspaper of general circulation, in the County of Clay, State of Missouri; and

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

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

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

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

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

Lot 40, Lakeside Crossing 1st Plat

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

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

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

PASSED THIS ____ DAY OF DECEMBER 2020.

Damien Boley, Mayor

ATTEST

Linda Drummond
City Clerk

First Reading: 12/01/2020

Second Reading / /



STAFF REPORT

June 10, 2020

Annexation of Parcel Id # 05-908-00-04-002.00

Bill No. 2880-20

Application for Voluntary Annexation of Land to the City

Code Sections: State Law Section 71-012 Annexation

Property Information: Address: 15808 North Chestnut Street

Owner: Pamela and Ronald Eason

Notice Date: November 19, 2020

GENERAL DESCRIPTION:

The applicant seeks to annex Lot 40 of Lakeside Crossing into the city.

COMPLIANCE WITH COMPREHENSIVE PLAN

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

CONTIGUOUS AND COMPACT

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

ABILITY TO PROVIDE SERVICES

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

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the proposed annexation.

Respectfully Submitted,

Zoning Administrator

FY21 BUDGET AMENDMENT NO. 1



City of Smithville

Meeting Date: December 1, 2020

Department: Finance
Public Works (Streets)
Public Works (Utilities)

Agenda Item: Bill No. 2881-20, Budget Amendment #1 – First Reading

Summary:

The amendment is recommended to adjust the budget to provide funds for unfinished 2020 projects.

Purpose:

This action adds budget authority for items budgeted in FY20, with work not yet complete at year end, October 31, 2020. As FY20 year-end is finalized, a second amendment may be required to adjust for changes to project costs.

The recommended adjustments are as follow:

- Add \$125,000 to the General Fund Budget
 - \$20,000 for the final payment to Future iQ for completion of the Comprehensive Plan.
 - \$105,000 for construction of the Streetscape Phase 2 project.
- Add \$1,198,000 to the Combined Water and Wastewater Systems Fund
 - \$6,000 for completion of the Wastewater Master Plan.
 - \$78,000 for construction and engineering costs for the Main Street Waterline project.
 - \$848,000 for construction and engineering costs for the Forest Oaks Sewer and 144th Street Pump Station project.
 - \$24,000 for completion of the 188th Street Waterline Relocation project engineering.
 - \$21,000 for engineering of the Highland Drive Sewer Improvements.
 - \$221,000 for engineering costs associated with the Raw Water Pump Station, Valve Box and Zebra Mussel mitigation projects at Smithville Lake.

- Add \$268,000 to the Transportation Sales Tax Fund
 - \$99,000 for design of the Bridgeport Roundabout.
 - \$169,000 for construction and design of the Streetscape Phase 2 project.
- Add \$1,381,000 to the Capital Projects Fund
 - \$1,074,000 for the Route DD walking trail (Main Street Trail) project.
 - \$27,000 for contract additions for the CFS contract for the Main Street Trail.
 - \$280,000 for Streetscape Phase 2.
- Add \$243,000 to the Capital Improvement Sales Tax Fund for the Streetscape Phase 2 project.
- Add \$550,000 to the CARES Stimulus Fund for unexpended funds through October 31, 2020.

Impact:

Comprehensive Plan:	Significant Impact
Economic Development Plan:	N/A
Parks Master Plan:	N/A
Strategic Plan:	N/A
Capital Improvement Plan:	Significant Impact
Budget:	Change FY21 Expenditure Budgets

Legislative History:

N/A

Suggested Action:

Motion to approve Bill No. 2881-20 for First Reading of by Title Only.

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

BILL NO. 2881-20

ORDINANCE NO. XXXX-20

AN ORDINANCE AMENDING THE FY21 OPERATING BUDGET TO ADD \$3,765,000 TO THE EXPENDITURE BUDGET.

WHEREAS, pursuant to Ordinance 3074-20, passed on October 20, 2020, the City approved the fiscal year ending October 31, 2021 Budget; and

WHEREAS, not included in the approved fiscal year 2021 Budget are expenditures to complete various projects initiated in FY20 but not yet complete; and

WHEREAS, amendment to the General Fund, Combined Water and Wastewater Systems Fund, Transportation Sales Tax Fund, Capital Projects Fund, Capital Improvement Sales Tax Fund and CARES Stimulus Fund are all required at this time;

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

THAT the fiscal year ending October 31, 2021 Budget is hereby amended to add:

- \$125,000 in expenditures in the General Fund;
- \$1,198,000 in expenditures in the Combined Water and Wastewater System Fund;
- \$268,000 in expenditures in the Transportation Sales Tax Fund;
- \$1,381,000 in expenditures in the Capital Projects Fund;
- \$243,000 in expenditures in the Capital Improvement Sales Tax Fund; and
- \$550,000 in expenditures in the CARES Stimulus Fund.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 15th day of December 2020.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

First Reading: 12/1/2020

Smithville Board of Aldermen

Second Reading:

	General Fund (01)	CSWW (02)	TST Fund (09)	Capital Projects Fund (13)	CIST Fund (12)	Cares Fund (55)
Wastewater Master Plan:	-	6,000	-	-	-	-
Main Street Waterline (Engineering & Construction)	-	78,000	-	-	-	-
Forest Oaks Sewer and 144th Street Pump Station	-	848,000	-	-	-	-
188th Street Waterline Relocation	-	24,000	-	-	-	-
Highland Drive Sewer Improvements	-	21,000	-	-	-	-
Raw Water Pump Station, Valve Box, Zebra Mussels	-	221,000	-	-	-	-
Bridgeport Roundabout	-	-	99,000	-	-	-
Route DD Walking Trail (Main Street Trail)	-	-	-	1,101,000	-	-
Comprehensive Plan	20,000	-	-	-	-	-
Streetscape Phase #2	105,000	-	169,000	280,000	243,000	-
CARES Funding	-	-	-	-	-	550,000
	125,000	1,198,000	268,000	1,381,000	243,000	550,000

VOLUNTARY ANNEXATION POLICY



City of Smithville

Meeting Date: December 1, 2020

Department: Development

Agenda Item: Resolution 855, Addition of Voluntary Annexation Policy to Policy Manual

Summary:

The City does not currently have a policy establishing procedures for when to accept voluntary annexation applications.

Purpose:

To add a Voluntary Annexation policy to the policy manual under new section II(c).

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 855

Attachments:

☐

Plans

☐

Contract

☐

Staff Report

☐

Ordinance

☒

Resolution

☐

Minutes

☒

Other: Policy

RESOLUTION 855

A RESOLUTION ADOPTING A VOLUNTARY ANNEXATION POLICY

WHEREAS, the City of Smithville recently adopted its new Comprehensive Plan for development of the City for the next 10 years, and;

WHEREAS, annexation is often a part of the development of cities, and;

WHEREAS, annexation can impact cities and their ability to provide services to its citizens, and;

WHEREAS, a policy that identifies for potential annexation applicants those matters that are important to protect the current residents from additional burdens associated with their potential annexation, and;

WHEREAS, the Board of Aldermen reviewed the policy options over several months through several work sessions.

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

THAT THE ATTACHED VOLUNTARY ANNEXATION POLICY IS HEREBY ADOPTED AS THE OFFICIAL POLICY OF THE BOARD OF ALDERMEN UNTIL AMENDED BY THE BOARD.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 1st day of December 2020.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

Voluntary Annexation Policy

The City of Smithville recognizes the benefits and burdens of adding land to the corporate limits and seeks to set forth a policy to be used to evaluate future annexations to the City. There are two distinct types of annexations in Missouri, involuntary and voluntary. Involuntary annexations are those initiated by the City of Smithville, by and through actions of the elected Board of Aldermen. Voluntary annexations are those completed at the request of the owners of land that is contiguous and compact to the current limits of the City.

The Board of Aldermen has the sole discretion to determine when it will seek to commence an involuntary annexation. This policy is not intended to address the underlying reasons for, or policy behind any such Board decision in the future. The purpose of this policy is to provide guidance to potential developers and other interested parties to determine whether seeking voluntary annexation to the City meets the stated goals and objectives of this policy. The Board of Aldermen reserves the right to amend this policy from time to time, as well as weigh the factors in this policy when deciding whether to accept an annexation request.

Declaration of Intent

The City of Smithville will weigh any request to voluntarily annex properties into its limits using the following reasons:

1. To diversify the economic base and create job opportunities by annexing property for commercial and industrial development.
2. To protect public health, safety, and general welfare.
3. To avoid costly duplication of public facilities and services.
4. To promote orderly growth by facilitating long-range planning for the provision of municipal services and by applying appropriate land use regulations, development standards, property maintenance standards, fire codes, construction codes and environmental regulations.
5. To ensure that residents and businesses outside of the corporate limits who benefit from access to the City's facilities and services contribute property taxes and other revenues to pay for the costs associated with providing and maintaining those facilities and services.

6. To direct, protect and preserve its utility services.
7. To promote intergovernmental cooperation.

Guiding Principles for Annexation

Annexation should be advantageous to the property owners and/or residents in the areas being considered for annexation in terms of cost and services received, as well as it should be clearly established that annexation is of value to the City in the realization of its objectives. To this extent, the City of Smithville has set forth the following guiding principles:

- Annexation is the response to growth and is intended to be pursued in a manner whose fiscal impact on the incorporated City is fundamentally positive.
- Annexation shall not generally create enclaves (islands or donut holes) within the City limits.
- Annexation of property shall be at least environmentally neutral or improving.
- Annexation shall be in the best interest of the City.
- Development agreements to ensure these principles are met may be required.

Annexation Priorities

While any area adjacent to the current city limits is subject to potential annexation, the City of Smithville has certain priorities when evaluating potential annexation. The first consideration of annexation is compliance with the City's Comprehensive Plan. The following are the priorities for annexation:

- Areas of undeveloped land for commercial or industrial growth located adjacent to the existing City limits that meet contiguity requirements.
- Unincorporated "Islands" within the existing City limits.
- Areas currently served by City utilities not within the corporate boundary.
- Areas of strategic importance or deemed desirable that are not connected to City utilities.
- Protection of valuable natural resources to protect environmentally sensitive areas.

Annexation Policies

- The City shall pursue a systematic annexation process to promote orderly growth, the provision of municipal services and to preserve the City's fiscal position.
- All annexation should have a positive impact on the City financially. The City shall pursue an annexation program that adds to the economic stability of the City.
- The City shall consider annexation of an area to increase the quality of life, upgrade utility facilities, and provide the necessary services to meet the specific needs of the residents in the development area.
- Areas of unincorporated land that are considered a liability for any reason shall be avoided unless they are of strategic priority or that benefit the City in some fashion that mitigates the financial impact.
- Annexation should be considered based on the availability of utilities. Incremental growth and utility extensions are suggested near existing city limits as municipal utility and departmental capacity permits.
- Annexations that would result in the creation of islands or peninsulas of unincorporated area should be avoided if possible. Annexation of existing unincorporated island or peninsula areas is suggested if it would reduce the size and impact of these areas.
- Annexations of larger than five acres are strongly encouraged in order to avoid smaller piecemeal annexations of single parcels. This encourages the collection of several parcels for annexation at one time.
- The City shall adopt a more proactive position in utilizing the tool of annexation, prior to development, to control the type, quality, and location of development in areas currently outside the City limits.
- That as a part of the decision to annex, a developer should complete an analysis of the downstream sewer impact, as well as water, street, and storm water impacts and should disclose to the city the anticipated needs of utilities and infrastructure improvements, along with a timetable of anticipated development.
- Extensions of main and service lines, shall be chargeable to the property development rather than to the public generally.
- It shall be the responsibility of the development to make necessary improvements, including but not limited to curb and gutter, pavement improvements, turn lanes, sidewalks and storm sewer.

- While a developer MUST annex into the city in order to connect to the city wastewater and water systems (Connections Policy 10-7-2014), nothing in that policy requires the city to accept a voluntary annexation request without meeting the standards in this annexation policy.
- The City shall consider annexation of an area to protect environmentally sensitive areas and to better regulate the quality of the development in the area.

SURPLUS CITY PROPERTY



City of Smithville

Meeting Date: December 1, 2020 **Department:** Streets

Agenda Item: Resolution 856, Surplus City Property

Summary:

At the November 17, 2020 Work Session, the Board of Aldermen discussed alternatives for the Old Second Creek Bridge structure. Following discussion, the Board directed staff to bring forward an action declaring the bridge as surplus and initiating the sale on GovDeals.com

Purpose:

In order to be disposed of, the Old Second Creek Bridge must be identified by the Board as surplus.

Staff recommends the bridge be listed through GovDeals.com for ten days with a starting bid of \$1,000, with a removal from the City date of 60-days. Staff will also be contacting interested parties. 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

Legislative History:

N/A

Suggested Action:

Motion to approve Resolution 856.

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

RESOLUTION 856

A RESOLUTION DECLARING CERTAIN PROPERTY AS SURPLUS.

WHEREAS, the City of Smithville has identified the old Second Creek Bridge as surplus and no longer of value; and

WHEREAS, the Board desires disposition by sale; and

WHEREAS, the bridge is being presented to the Board of Aldermen of the City of Smithville as surplus property;

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 1st day of December 2020.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

CARES ACT FUNDING

Public Water District #9 CARES Funding



City of Smithville

Meeting Date: December 1, 2020**Department:** Administration**Agenda Item:** Resolution 857 – Water District CARES Funding**Summary:**

This action would approve reimbursement of funds to Water District #9 totaling \$4,545.40 for COVID-19 related expenses through the CARES Act Fund.

Purpose:

In late October, staff received a request from Water District #9 for funds to assist with purchase of PPE and other items which would enable the district to respond to COVID-19. The request, which is attached, totals \$4,545.40. In conversation with District representatives, staff has determined that the District currently has 910 customers, 143 (15.7%) of which are in the city limits of Smithville.

At the November 17 Work Session, the Board directed that these expenditures be reimbursed through the CARES Act Fund.

Impact

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

Legislative History:

Board review and direction at the November 17, 2020 Board meeting.

Suggested Action:

Motion to approve Resolution 857 approving reimbursement to the Water District #9 in the amount of \$4,545.40.

Attachments: ☐ Plans ☐ Contract ☐ Staff Report

<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Minutes	<input checked="" type="checkbox"/> Other: Water district request
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RESOLUTION 857

A RESOLUTION APPROVING REIMBURSEMENT OF FUNDS TO WATER DISTRICT #9 OF CLAY COUNTY FOR EXPENDITURES RELATED TO THE CORONAVIRUS IN THE AMOUNT OF \$4,545.40 THROUGH THE CARES ACT FUND.

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 include costs incurred by Water District #9 of Clay County in mitigating the spread of COVID19; and

WHEREAS, Water District #9 has submitted documentation of expenditures which would mitigate the spread of COVID19;

NOW, THEREFORE, BE IT RESOLVED that expenditures totaling \$4,545.40 by Water District #9 be reimbursed through the CARES Act Stimulus Fund.

PASSED THIS 1st DAY OF DECEMBER 2020

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

**WATER DISTRICT #9
OF CLAY COUNTY, MO**
P.O. Box 278
102 W. Church Street
Smithville, MO 64089
pwsd9@sbcglobal.net
www.pwsd9claycounty.org
816-532-3803

October 30, 2020

Cynthia Wagner
City of Smithville
107 W Main St
Smithville, MO 64089

Dear Ms. Wagner,

I am writing to request Covid-19 grant funds for assistance with purchasing PPE and other items for the Water District in order to provide protection against the spread of the virus for both customers and employees.

PWSD#9 of Clay County is a political subdivision with our office in the down town area of Smithville. We are a small district with currently 912 customers. We have 2 employees considered full time and 1 part time employee as well as 5 board members.

Items we have purchased or will be purchasing with the funds are:

• 2 free standing safety partitions	\$ 811.40 *
• Micro Server to allow for telecommuting	\$ 1,165.00
• Laptop for zoom meetings and telecommuting	\$ 1,050.00
• Software for Customer Web/Payment Portal	\$ 1,000.00
• Desk for customers to fill out paperwork with social distancing	\$ 79.00*
• Air purifier	\$ 240.00
• PPE, wipes, hand sanitizer, spray, masks, gloves	<u>\$ 200.00</u>
Total	\$ 4,545.40

An * indicates already purchased/ordered.

Please let me know if additional information is required.

Thank you for your consideration.

Lauri Perkins

School District CARES Funding



City of Smithville

Meeting Date: December 1, 2020

Department: Administration

Agenda Item: Resolution 858 – School District CARES Funding

Summary:

This action would approve reimbursement of funds to Smithville School District totaling \$132,637.13 for COVID-19 related expenditures through the CARES Act Fund.

Purpose:

The Smithville School District has submitted receipts for COVID-19 related expenditures totaling \$132,637.13 which were submitted for FEMA funding through SEMA. These funds reflect the portion of the grant funding not approved. Receipts for items are attached, and include costs related to virtual learning, desks, and other equipment. An invoice for a total of \$132,637.13 for all items noted above is also attached.

At the November 17 Board meeting, the Board directed that these expenditures be reimbursed through the CARES Act Fund.

Impact

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

Legislative History:

Board review and direction at the November 17, 2020 Board meeting.

Suggested Action:

Motion to approve Resolution 858 approving reimbursement to the Smithville School District in the amount of \$132,637.13.

Attachments: ☐ Plans ☐ Contract ☐ Staff Report

☐ Ordinance ☐ Resolution ☐ Minutes ☒ Other: [School district receipts and invoice](#) [FEMA Application](#)

RESOLUTION 858

A RESOLUTION APPROVING REIMBURSEMENT OF FUNDS TO THE SMITHVILLE SCHOOL DISTRICT FOR COVID-19 RELATED EXPENDITURES IN THE AMOUNT OF \$132,637.13 THROUGH THE CARES ACT FUND.

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 include costs incurred by school districts in mitigating the spread of COVID19; and

WHEREAS, the Smithville School District has submitted documentation of expenditures which would mitigate the spread of COVID19;

NOW, THEREFORE, BE IT RESOLVED that expenditures totaling \$132,637.13 by the Smithville School District be reimbursed through the CARES Act Stimulus Fund.

PASSED THIS 1st DAY OF DECEMBER 2020

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

Fire District CARES Funding



City of Smithville

Meeting Date: December 1, 2020

Department: Administration

Agenda Item: Resolution 859 – Fire District CARES Funding

Summary:

This action would approve reimbursement of funds to the Smithville Area Fire Protection District totaling \$4,747.17 for COVID-19 related expenses through the CARES Act Fund.

Purpose:

On November 20, staff received a request from the Smithville Area Fire Protection District (SAFPD) for reimbursement for the cost of COVID-19 disinfection following an employee diagnosis. The disinfection costs totaled \$4,747.17 and is an allowable expense. The City previously reimbursed the SAFD for costs related to disinfection equipment.

Impact

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

Legislative History:

N/A

Suggested Action:

Motion to approve Resolution 859 approving reimbursement to the Smithville Area Fire Protection District in the amount of \$4,747.17.

Attachments: ☐ Plans ☐ Contract ☐ Staff Report

☐ Ordinance ☐ Resolution ☐ Minutes ☒ Other: [SAFPD Invoice](#)

RESOLUTION 859

**A RESOLUTION APPROVING REIMBURSEMENT OF FUNDS TO THE
SMITHVILLE AREA FIRE PROTECTION DISTRICT FOR EXPENDITURES
RELATED TO THE CORONAVIRUS IN THE AMOUNT OF \$4,747.17 THROUGH
THE CARES ACT FUND.**

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 include costs incurred by the Smithville Area Fire Protection District in mitigating the spread of COVID19; and

WHEREAS, the Smithville Area Fire Protection District has submitted documentation of expenditures which would mitigate the spread of COVID19;

NOW, THEREFORE, BE IT RESOLVED that expenditures totaling \$4,747.17 by the Smithville Area Fire Protection District be reimbursed through the CARES Act Stimulus Fund.

PASSED THIS 1st DAY OF DECEMBER 2020

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk



Restoration Specialist
Industrial/Commercial
General Contractor

Invoice

ServiceMaster
Recovery Management

DSI Holdings Corporation
2400 Wisconsin Avenue
Downers Grove, IL 60515
FEIN #36-3711293

An independent business licensed
to serve you by ServiceMaster
Recovery Management.

Bill To:	Service Address:
Smithville Area Fire Protectio 341 Park Drive Smithville MO 64089	Smithville Area Fire Protectio 341 Park Drive Smithville MO 64089

Customer ID	Customer PO/ Claim No	Payment Terms	
5648817		10DY	
Project Manager	Invoice Number	Invoice Date	Due Date
Blair Lillis	13-02595.001	11/18/2020	11/28/2020
Description	Unit Price	Amount	
COVID-19 Disinfection	4,747.17	4,747.17	

Thank you for allowing ServiceMaster Recovery Management the opportunity to be of service to you. If a claim has been filed, please contact your adjuster regarding claim and payment status.

If you have questions regarding the services billed, please contact your project manager. All other payment inquiries may be made by contacting the Accounts Receivable department at 800-954-9444.

We thank you and are grateful for your business.

October and November CARES Expenditures



City of Smithville

Meeting Date: December 1, 2020

Department: Administration, Finance

Agenda Item: Resolution of 860 – Approval of October and November CARES Expenditures

Summary:

This Resolution would approve expenditures of CARES-related expenses for the months of October and November 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.

In June 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. In December the Board will continue to discuss utilization of the funding before the 12/31/20 deadline.

Prior expenditure reports to Clay County for the months of March-September 2020 totaling \$252,320 can be found on the City website at <https://www.smithvillemo.org/pview.aspx?id=20815&catid=25>. Please note an amended report for September 2020 is included on the website reflecting the correct total of \$63,016.04. The previous report presented to the Board had a duplicated item which amended the total from \$64,081.93 to \$63,016.04.

The fifth expenditure report to Clay County will include \$106,118.17 of COVID-related expenses incurred between October 1, 2020 and November 23, 2020 for purchases of PPE, cleaning supplies and equipment, technology to facilitate telework, architect and

Smithville Board of Aldermen

legal fees, and payments towards the Board Meeting Room audio/visual upgrades and fixture replacement projects. Expenditures are detailed on the attached report, which will be filed with Clay County on or before December 15, 2020.

Impact:

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

Legislative History:

N/A

Suggested Action:

Motion to approve Resolution 860.

Attachments:

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

RESOLUTION 860

A RESOLUTION APPROVING EXPENDITURES FROM THE CARES ACT STIMULUS FUND IN THE AMOUNT OF \$106,118.17 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, eligible expenditures incurred between October 1, 2020 and November 23, 2020 in the CARES Act Stimulus Fund total \$106,118.17;

NOW, THEREFORE, BE IT RESOLVED that expenditures totaling \$106,118.17 in the CARES Act Stimulus Fund are approved as prior expenses and will be reported to Clay County on or before December 15, 2020.

PASSED THIS 1st DAY OF December 2020

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk

SPECIAL USE PERMIT – WHITE IRON RIDGE



City of Smithville

Meeting Date: December 1, 2020

Department: Development

Agenda Item: Resolution 861, Fireworks Display Approval 815 East 92 Highway – White Iron Ridge

Summary:

Approving this Resolution would authorize the discharge of fireworks at White Iron Ridge Event Center.

Purpose:

The White Iron Ridge Event Center at 815 East 92 Highway seeks approval to discharge fireworks in the evening of January 2, 2021 as a part of a wedding celebration. The City Code, Section 205.2210.B.5. states, in relevant part: “Fireworks may only be discharged in accordance with the following: . . . 5. In an approved fireworks display.” Without specific instructions in the Code, only the Board of Alderman may approve such a request.

The request is for approval to discharge “Class C” fireworks, (now known as 1.4G Consumer Fireworks) at the sendoff of the bride and groom for approximately ten minutes. The anticipated time of the display is at 9:45 pm (if COVID restrictions are still in effect) and 10:45 pm if the restrictions are lifted by January. The type of fireworks is standard consumer level fireworks, so no certified shooter is required, and the Smithville Area Fire Protection District has stated that they have no regulatory authority over this class of Fireworks.

Impact:

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

Legislative History:

Current code does not describe any specifics other than Board approval.

Suggested Action:

A Motion to approve Resolution 861 – Fireworks Display Approval at 815 East 92 Highway on January 2, 2021.

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

RESOLUTION 861

**A RESOLUTION APPROVING A FIREWORKS DISPLAY AT 815 EAST 92
HIGHWAY ON JANUARY 2, 2021 FOR WHITE IRON RIDGE**

WHEREAS, City Code Section 205.2210 restricts the discharge of fireworks to certain days and/or under certain conditions, and

WHEREAS, one such condition that allows fireworks to be discharged is in Section 205.2210.B.5. which states, "In an approved fireworks display.", and

WHEREAS, Without further description in the code, only the Board of Aldermen may grant such approval, and

WHEREAS, the applicant seeks to discharge 1.4G Consumer Fireworks for approximately 10 minutes on January 2, 2021 as a send off to the bride and groom beginning not later than 10:45 pm.

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

**THAT WHITE IRON RIDGE EVENT CENTER IS HEREBY APPROVED TO
DISCHARGE FIREWORKS ON JANUARY 2, 2021 FOR APPROXIMATELY 10
MINUTES AND TO BE COMPLETED NO LATER THAN 11:00PM.**

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Smithville, Missouri, the 1st day of December 2020.

Damien Boley, Mayor

ATTEST:

Linda Drummond, City Clerk