



City of Smithville, Missouri

Board of Aldermen - Work Session Agenda

October 4, 2022

6:00 p.m. – City Hall Council Chambers and Via Videoconference

Anyone who wishes to view the meeting may do so in real time as it will be streamed live on the City's FaceBook page through FaceBook Live.


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

1. Call to Order
2. GIS Demonstration
3. Review of Fireworks Event Approvals
4. Discussion of Founder's Day
5. Adjourn

Join Zoom Meeting
<https://us02web.zoom.us/j/86919187489>

Meeting ID: 869 1918 7489
Passcode: 608227



	<div>STAFF</div> <div>REPORT</div>
Date:	October 4, 2022
Prepared By:	Anna Mitchell, Assistant City Administrator
Subject:	Fireworks Event Approval Policy

The current fireworks ordinance permits the discharge of fireworks from 9:00 a.m. until 11:00 p.m. July 3 through July 5. Outside of that time period, fireworks may only be discharged in an approved fireworks display. With the opening of White Iron Ridge, requests for fireworks display have become more frequent. The Board approved the first display through Resolution 861 on December 1, 2020, for a wedding at White Iron Ridge. The Board directed that future requests be reviewed for adoption by the Board of Aldermen on a case-by-case basis. During this meeting, the Board and staff discussed ensuring that the Smithville Area Fire Protection District was involved as well as a possible annual blanket permit to decrease the number of requests coming before the Board.

Since that meeting, each time a request comes forward, the process of having the Board approve each display has become repetitive, resulting in the Board asking staff to research other ways where the events would be able to be approved.

Staff has reached out to other jurisdictions that have administrative approval of their fireworks events, and has found that to administratively approve the fireworks event, previous approval from the local fire district has been required.

Working with the Smithville Area Fire Protection District (SAFPD), Staff has developed a process and an application for a fireworks event. On the application, the following information is required:

- Company and Contact information
- Fireworks Display Information
- Proof of Insurance
- Written Approval from the SAFP
- Notification of the event to area residents

Once an applicant provides all the proper information, the application would be able to be submitted to staff for administrative approval. Any approvals completed will be included in the City Administrators report to ensure the Board of Aldermen are notified. The police department will also be notified in the event that there are complaints that are reported. In the last year, there have been no complaints associated with fireworks

displays outside of the Fourth of July time period. Although there have not been any requests for displays that are not associated with White Iron Ridge, this process would be applicable to all fireworks displays.

Recently a question regarding lanterns was asked of staff. Talking with the SAFPD, the Fire District discourages the use of lanterns because of the unpredictable action of the lantern, the inherent risks they cause, and the potential for liability to all parties involved. The lanterns are a legal consumer firework, but the district is not in favor of banning them because of the inability to enforce the ban.

At this time, staff is looking for feedback from the Board on the process and application form. Staff is recommending this process of administrative approval.

Title: Fireworks Event Policy
Effective Date: November 1, 2022

Section 1. Purpose

This policy establishes guidelines for the process of obtaining approval from the City of Smithville to have fireworks displays outside of the allowable times already established through municipal code.

Section 2. Policy and Procedure

Approval of a fireworks display outside of the times outlined within Section 205.2210 "Discharge and Sale of Fireworks" shall be obtained through the completion of an application asking for the following information. The name, address, and Smithville business License number of the organization providing the fireworks display, the location that the fireworks will be launched from, the date of the display, start time, and length of the display. All displays are to be completed prior to 10:00 pm. Other items to be provided are the types and sizes of fireworks that are to be used as well as a plan of notification to the area residences. To consider the application complete, written approval from the Smithville Area Fire Protection District must be included.

All applications must be submitted a minimum of 20 days prior to the fireworks event to allow for proper notice of all parties involved.

Once a completed application is submitted, approval may be given within three business days by the City Administrator or their designee. The approved application will then be forwarded to the Board of Aldermen through the City Administrator's report and the Chief of Police.



Fireworks Display Application

Date:

Company Name	Address
Phone	Email Address
Contact Information	
Name	Phone
Smithville Business License Number	
Display Details	
Location of the Display	Date of the Display
Time of the Display	Length of the Display

Please Attach the Following Required Items:

- ____ A copy of a current certificate of insurance
- ____ A copy of written approval of the event from the Smithville Area Fire Protection District
- ____ A written plan of notification to the area residents
- ____ Types and Sizes of fireworks that are to be used in the display


I agree to the terms set by the City of Smithville Fireworks Event Policy.

Applicant Signature

Date

Administrative Approval

Date

	<div>STAFF</div> <div>REPORT</div>
Date:	September 29, 2022
Prepared By:	Cynthia Wagner, City Administrator
Subject:	Founder's Day

At a recent Board meeting, Alderman Russell inquired about the possibility of creating a celebration to observe the founding of Smithville. Currently, the Smithville Historical Society coordinates a celebration on the Saturday of Father's Day weekend including children's games, arts and crafts, prizes and tours of the museum. This weekend has also become the weekend of Lake Fest, generally celebrated with food trucks and vendors from Friday through Sunday, including a parade on Saturday.

Staff is seeking direction from the Board regarding desire and direction in working, likely in coordination with the two existing celebrations, on a Founder's Day Celebration. Does the Board wish for such an event to be organized? Should this be a city-coordinated event? What elements are desired?