

**SMITHVILLE BOARD OF ALDERMEN
WORK SESSION**

December 17, 2024 5:30 p.m.
City Hall Council Chambers and Via Videoconference

1. Call to Order

Mayor Boley, present, called the meeting to order at 5:29 p.m. A quorum of the Board was present: Melissa Wilson, Marv Atkins, Leeah Shipley, Kelly Kobylski, Dan Hartman and Ronald Russell.

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

2. Discussion of Main Street District Public Art Project

Gina Pate, Assistant City Administrator noted that in August, there was a joint work session with the Economic Development Committee, where updates were shared about the comprehensive plan and the strategic plan. One key idea that came up was a public mural art program focused on the downtown area, as mentioned in the comprehensive plan. To help develop this program, staff from the MU Extension office were invited to provide guidance. The Smithville Main Street District expressed their priorities for an art mural at the bathroom location facing Courtyard Park. This site was favored by both groups for the project.

The Smithville Main Street District is preparing to call for artists to participate, but they seek feedback from the board because the location is on city-owned property. A significant point raised in August was to involve high school students in a mentoring program with local artists. Carol Noecker with the School District is present to assist in involving students in this project. This initiative would be a partnership involving the city and these groups, aligning with the strategic and comprehensive plans.

There are staff considerations regarding ongoing maintenance costs of the mural, therefore, it is suggested to create a Memorandum of Understanding (MOU) to ensure maintenance is covered. Concerns about the proposed location include potential visibility issues due to cars, existing signage, and a bike rack. When calling for artists, the design will need to consider these factors. Feedback is requested from the board on the location. If rejected, the project coordinators may have to work with private property owners. Community feedback from events suggested a theme of "Lake Life," which may not be favored by private owners, who may not choose the same theme. She asked the Board for feedback on the location.

Mayor Boley noted that the point of this is to have people come and take pictures with the mural but with the cars parked close by, it will not necessarily work. We would need to block parking in certain parking spots. We also have to ensure that the tornado shelter sign stays visible. He noted that the wall area on the restroom is small, limiting how big a mural can be. It may not be suitable for photo ops. He asked if they discussed using private property. Mayor Boley said that he had seen an idea for murals using sheet of plywood making a temporary canvas, which could be painted, auctioned, and displayed elsewhere as part of traveling art. He explained that it could then be displayed on the stage and be a much better backdrop.

Matt Denton, Parks Director, explained that last summer, maintenance staff did a signage inventory and noticed that tornado shelters were missing from our restrooms. We installed signs in visible areas for the community, the space between the two windows seem to be the best location in the courtyard so you would see that sign and could take cover.

Mayor Boley said that we could block off those parking spots, but from an economic impact standpoint, it may not be the best location for a mural.

Matt added that in conversations with the Parks and Recreation Committee they advised not blocking off those parking spots because of the Farmer's Market.

Alderman Russell said that he believed it is a good location and asked if there would be some way to incorporate the bike rack into the mural and paint it.

Alderman Wilson asked about using the south side for the mural. She said there is a sign on the south side about who helped raise the funding for that bathroom, it could maybe be incorporated into the mural or moved to the west side.

Alderman Kobylski said she agreed the south side would be a better location for the mural. She noted that it would be safer for people to stand and cars not be in the way. She said that she liked the west side, but the parking spots would need to be blocked off.

Alderman Hartman agreed with using the south side for a mural. He asked if there were any concerns about using the south side.

Matt did not have any concerns about using the south side.

Mayor Boley said that he did not think the west side is a good option and added that if there is an MOU for the project, maintenance of the mural should be added for the touch-ups that it will need.

Gina explained that the MOU would include Smithville Main Street District will be responsible for maintaining it and probably have it be with the call for artists as part of that contract. Gina noted that staff had not really gotten in to the MOU yet since we wanted Board feedback for the project.

Cynthia suggested getting assistance from the Missouri Extension and what they have done in other locations.

Mayor Boley asked if they had reached out to any business owners about the prospect of putting the mural on their building.

Gina said that Smithville Main Street District had not contacted any business owners yet and wanted to go the public route first. They hope this will inspire private property owners to have murals on their buildings as well.

Alderman Kobylski said that she likes the traveling mural.

Mayor Boley agreed and added that brick is difficult to paint.

Alderman Russell said he thought the south side was a good option.

Alderman Kobylski noted that the south side is not a very big wall.

Alderman Shipley said that she would like to see this building used. She noted that it would add more value to the downtown than just the photo opportunities.

Mayor Boley said he would rather see using this to dress up the back of the stage.

Alderman Shipley said people would see this wall as a chance to create something beautiful, and it would definitely be an improvement. She believed this building presents a great opportunity, no matter which side works best. Alderman Shipley did not think the parked cars will be much of a problem since this most likely would not be a midday photo spot. Instead, people downtown for events will likely be taking photos or even a spot for senior photos. She also likes the idea of enhancing this building to make it more attractive.

Mayor Boley asked if we could get a smaller public restroom sign for the building.

Matt explained that sign was recommended because visitors did not know it was a public restroom.

Alderman Kobylski asked if we could get a more decorative sign.

Alderman Wilson noted that she recommends the south side because when events are held in the Courtyard vendors set up on the west side of the restroom.

Matt noted that there is a window on that side, and it is shaded a lot of the time.

Alderman Atkins asked if the mural would be permanent or changed every few years to get more artist/students involved.

Gina explained that they would reach out to the Missouri Extension on their recommendations for the lifespan of the mural to make sure it is properly maintained and when is the proper replacement for a location.

The Board all agreed to use the south side of the restroom.

Gina noted that she will take the recommendations of the south side and the traveling mural to the Smithville Main Street District.

Carol Noecker, with the School District, added that a traveling mural would work better for the students. They would be able to paint it at school and the weather would not be an issue.

3. Discussion of Public Safety Sales Tax Follow Up

Gina Pate, Assistant City Administrator noted that in October, we met to discuss the upcoming April 8, 2025, election for the Public Safety sales tax. The Board provided feedback on needing clearer language and a better communication plan, along with more community involvement. Chief Lockridge, Cynthia, and she researched what other

communities did for their campaigns and created a tailored communications plan for Smithville's needs.

Staffs recommended communications plan aims to support recruitment and retention of officers, funding for necessary public safety equipment, and the implementation of a full-time animal control program. In the past two months, staff reviewed various ideas which are detailed in the memo. Key highlights include naming the ballot language Proposition P for easier messaging and specifically mentioning funding for the Police Department to avoid confusion.

Staff plans to hold informational meetings for the public and community groups to explain how City budgeting works, how the department is presently funded, and the challenges we face. Staff encourage Aldermen to attend both Ward meetings and public meetings at City Hall and the Senior Center to increase public participation.

Staff is developing an eight-week social media plan, focusing each week on different aspects of what the Public Safety Sales Tax would fund to keep the messaging fresh. An informational brochure will be available at City Hall, and updates will be included in the citizen newsletters mailed with utility bills to better educate the public.

Additionally, formation of a committee with two City staff members and four representatives from the recent Citizens Academy class to help refine our educational plan is proposed. The FY2025 budget does not include costs for this ballot or marketing materials, but we estimate needing around \$10,000. Staff would need to bring forward a budget amendment in January since we will not know the exact amount the election will cost because the total election cost is shared proportionally with multiple jurisdictions involved.

Mayor Boley asked if Chief Lockridge had talked to any other municipalities about also putting this question on the ballot. He noted that he knew that Raymore for the same and a couple of others were putting bond questions on for police stations.

Chief Lockridge said that in the Platte and Clay area he did not know of any other municipalities that are looking at Public Safety sales tax or any kind of funding at this time. He explained that another municipality contacted him about getting a Public Safety Sales Tax approved, after learning about starting in Jefferson City. slowed their progress. We provided information and contacts to assist them.

Cynthia noted that the funds from the Public Safety sales tax will not support a police facility. Many surrounding cities, including Gladstone, Riverside and Parkville have passed the Public Safety Sales Tax successfully and Kearney is considering it.

Cynthia thanked Gina and Chief Lockridge for putting this information together. This education campaign is more thorough than any other initiative we have done, which is what the Board requested. Gina is currently in a mentoring program with the City Manager of Independence, and we have discussed what was done in Liberty years ago regarding this and what recent Cities have done for this ballot issue. Although this is an education campaign, John Reddoch will review all the information. We provide information only this is not about trying to be persuasive.

Mayor Boley noted that he believed that Raymore's campaign is that they are looking at paying for staffing first before they go out and try to build a police station. Which is how we have been looking at this also, we need to be able to pay staff.

Alderman Hartman thanked staff for improving the sales tax information. He noted that he believed the last sales tax we did had a 20-year sunset. He asked if he was correct that the state statute determines that, and we cannot choose a 10-year term.

Cynthia said that our language indicates 20-year sunset.

Alderman Hartman noted that he understands that sales tax collection can be complicated and confidential. However, in our campaign, we should communicate clearly and provide data on the geographical sources of sales tax collection. Alderman Hartman said it would be useful to educate the public on where shoppers come from that shop in Smithville as part of the campaign. Most residents might think that a large portion of our sales tax comes from local residents spending, but many also contribute to it while traveling for business or events in the area, as we do when we travel to other municipalities.

Cynthia explained that the information we get from the state on those remittances does not include where the sales tax comes from.

Mayor Boley said that you would have to get that information from the business owners.

Cynthia noted that Placer AI would be able to help us identify that data.

Alderman Hartman said he wants to ensure this campaign helps make people realize they do not carry the entire burden on their shoulders.

Mayor Boley noted that some pay a membership fee to shop somewhere else and pay a lot higher sales tax to that municipality.

Alderman Hartman asked if he was correct that if someone purchases lumber from a business in Smithville and has it delivered to an address in another municipality, the sales tax is collected by that municipality.

Rick Welch, Finance Director, said that it was correct. The sales tax is collected based on delivery address.

Mayor Boley noted that also works for deliveries here in Smithville, we collect the sales tax.

Alderman Hartman said that this is incredibly complex, but if people would think about it, residents are not the only ones that are paying the sales tax in their communities and that is what he is trying to communicate. People just need to look at their own spending habits to realize that.

Mayor Boley noted that our property tax is funded 100% by Smithville residents and sales tax is not.

Alderman Hartman said that hopefully we can use Placer AI to give us a better idea of the percentage of sales tax that is generated from people not residents of Smithville. He

added that a lot of people think that we do not need another sales tax, but this is to benefit our Police Department.

Mayor Boley noted that our property tax collections are around a million dollars and our police budget a little more than a million dollars. The remainder of the police budget comes from sales tax and as Chief Lockridge can tell you from the numbers of tickets they write they are not all to Smithville residents. He added that if that proportion carries true with lake visitors and everyone else then probably 30% of the sales tax we collect is not from residents.

Alderman Wilson suggested we could say if you cannot buy local, shop online because we would still get the sales tax.

Alderman Hartman noted that he is very passionate about this and realizes that this is an informational campaign.

Mayor Boley clarified that it is only informational from the City staff perspective, not for the elected officials.

Cynthia noted that the information from City Hall is for informational purposes. Alderman Hartman discussed funding, Cynthia reminded everyone that the current funding level for the Police Department will set the base for future funding. If a new tax is approved, the police budget cannot be reduced, meaning the tax would support increased salaries and other expenses. She noted that as Alderman Hartman mention the sunset on the tax and explained that it is better to have the longer sunset period of time. Once the sunset ends for the tax it would put a strain on the budget. It is important to inform citizens effectively so they can make informed decisions. She clarified that this funding cannot replace existing funds; it is meant to provide new.

Alderman Hartman said that when we provide the citizens all of the information he believes they will be able to make an intelligent decision. We just did not take the opportunity to do that last time we took this to the ballot. Last time there was a lot of questions and a lot of frustration with other increases across the board. He added that we have to get this right and he believes the citizens will make the decision that they need to make.

Alderman Wilson thanked Gina for her efforts. She noted that with this information, we are much further ahead than before and appreciated the staff's work.

Alderman Russell also thanked staff for their efforts on this. He noted that Proposition P is a little catchier title for it. He said he was sure everybody has read this that statute section 94 to 903 is for 4th class cities. It says cities with less than 9,500 but fewer than 10,800 inhabitants and our census numbers are right up against that. He said that this is probably the last chance to pass this and if it does not it is done. That is why it is really important on the timing of this proposal.

Alderman Russell read that this is solely for improving the public safety for such city, including but not limited to 1) enhancements to officer compensation to aid in recruitment and retention of officers; 2) fund necessary public safety equipment and staff to support community growth; and 3) implementation of a full-time animal control program. He noted that in discussions before we did not have enough animal calls to support an animal control officer.

Alderman Russell said that this reads like a forever tax whether we grow or not beyond the 10,800. He said as Alderman Hartman mentioned a sunset, but he did not see a sunset applicable in the statute. He did see the right for the voters for appeal tax after 12 months and that is something we might need to run by John Reddoch. Alderman Russell said to him this is an unnecessary sales tax and that the citizens do not need and that we as the city do not need. He did though appreciate what Gina and Chief had done as far as putting together. It looks really catchy, and it is a good promotion.

Alderman Wilson noted, the sales tax is something that is generated by people who live outside of the city and many visitors come to spend money here. These visitors bring in tax revenue. They use our roads, and our police enforce the law for them just as for our citizens. Alderman Wilson noted that a sales tax changes the burden from being solely on Smithville residents. She said she believes the sales tax is a good thing.

Mayor Boley said that the Governor signed a Bill for this that states the 20-year sunset.

Cynthia noted that the legislation is very confusing due to multiple amendments allowed to individual cities. John Reddoch has reviewed the information and agrees there is a 20-year sunset

Mayor Boley thanked our former state representative and our current state representative for their work on this.

Alderman Hartman noted that as our city grows and our retail locations increase, it will help us capture more sales tax.

Mayor Boley noted that this sales tax would be 100% captured because it would be passed after the TIFs and CIDs.

Cynthia explained that the ballot language must be certified and submitted to the county clerk's office by the end of January. Staff plans to bring forward the first reading at the January 7 meeting and the second reading at the January 21 meeting.

4. FY2024 Year End Update

Rick Welch, Finance Director presented the FY2024 Year End update.

General Fund – FY2024 Performance

Revenue Budget Recap

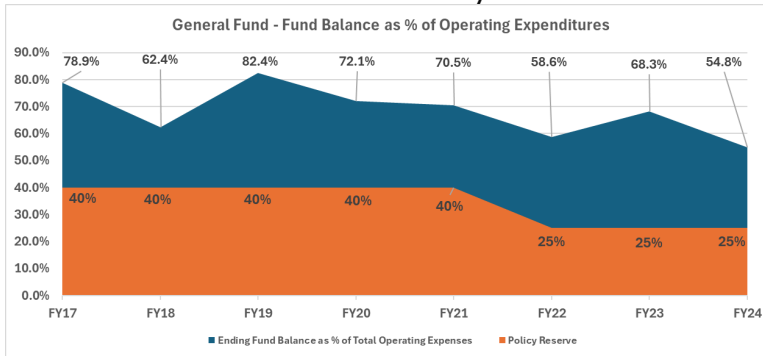
- Moderate increase in revenues
 - Property Tax
 - Sales Tax
 - Use Tax
 - Motor Fuel Tax

Expenditure Budget Recap

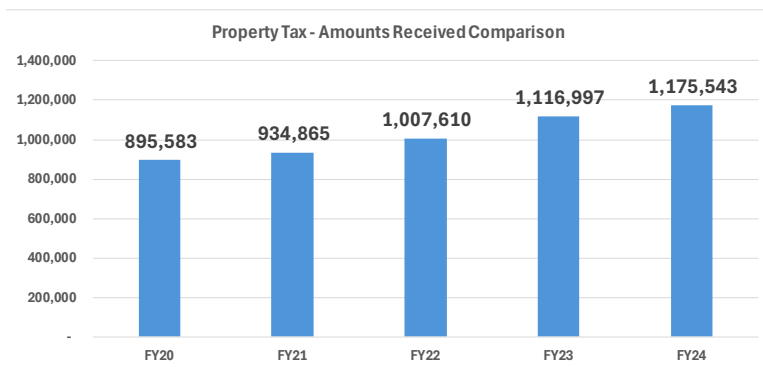
- Small variances
 - Salary and Wages
 - Capital Improvements

General Fund	FY24 Original Budget	FY24 Forecasted	FY24 Actual	Variance (Budget vs Actual)
Beginning Cash Balance	\$ 3,262,490	\$ -	\$ 3,963,979	\$ 701,489
Revenues	\$ 6,266,986	\$ 6,674,967	\$ 6,942,100	\$ 675,114
Expenditures	\$ 7,100,790	\$ 7,406,812	\$ 7,099,528	\$ (1,262)
Ending Cash Balance	\$ 2,428,686	\$ 3,219,449	\$ 3,806,551	\$ 1,377,865

General Fund – Fund Balance Analysis

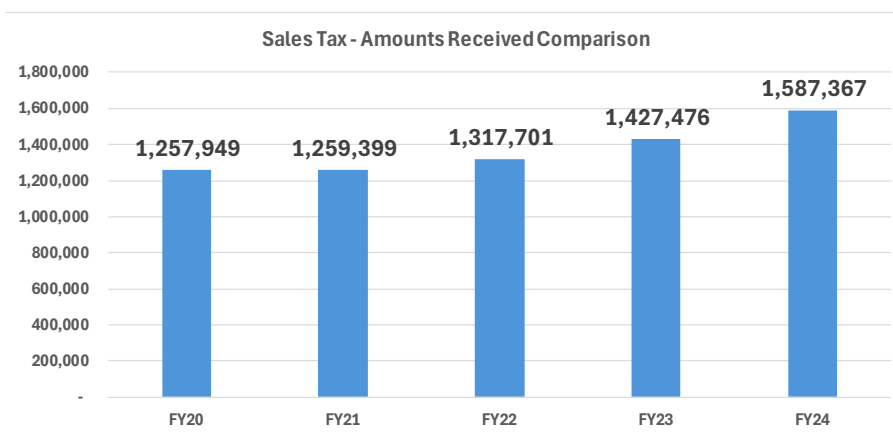


FY2024 Property Tax



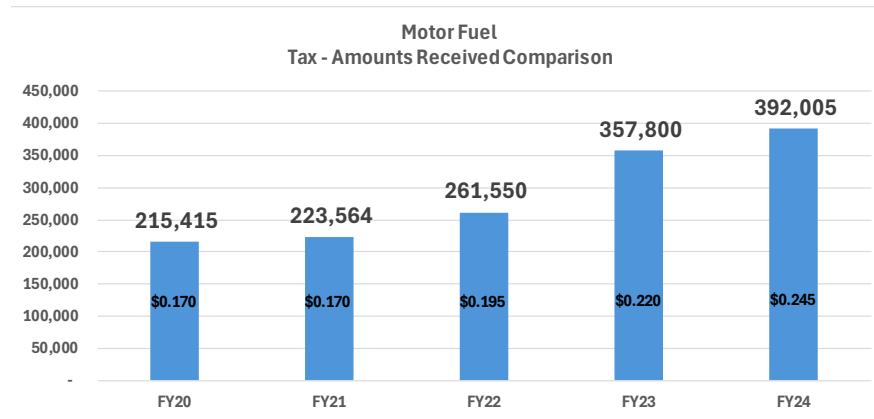
In FY24, sales tax receipts increased by 5.2% over FY23.

FY2024 City Sales Tax



In FY24, sales tax receipts increased by 11.2% over FY23.

FY2024 Motor Fuel Tax



In FY24, sales tax receipts increased by 9.6% over FY23.

On October 1, 2021, the Missouri Fuel Tax Rate increased from 17 cents per gallon to 19.50 cents per gallon. The tax is set to increase by the same amount yearly between 2021 and 2025 on July 1 of each year.

Combined Water and Wastewater Fund – FY2024 Year End Financial Review

CWWS Fund – FY2024 Performance

Combined Water & Wastewater Fund	FY24 Original Budget	FY24 Forecasted	FY24 Actual	Variance (Budget vs Actual)
Beginning Cash Balance	\$ 6,589,526	\$ -	\$ 6,333,054	\$ (256,472)
Revenues	\$ 10,683,600	\$ 6,618,941	\$ 6,604,273	\$ (4,079,327)
Expenditures	\$ 15,704,620	\$ 5,937,037	\$ 4,667,979	\$ (11,036,641)
Ending Cash Balance	\$ 1,568,506	\$ 681,904	\$ 8,269,348	\$ 6,700,842

Revenue Performance

- Operational revenue results close to forecasted budget
- No COP Issuance (\$4.2M)

Expenditure Savings

Significant projects delayed:

- 144th Street Lift Station and West Bypass (\$3.9M)
- Stonebridge Lift Station (\$1.5M)
- Smith's Fork Force Main (\$470k)
- Water Treatment Plant Improvements (\$900k)
- Maple Lane & River Crossing Waterline (\$1.4M)

Special Sales Tax Fund – FY2024 Year End Financial Review

Transportation Sales Tax Fund FY2024 Review

Transportation Sales Tax Fund	FY24 Original Budget	FY24 Forecasted	FY24 Actual	Variance (Budget vs Actual)
Beginning Cash Balance	\$ 537,204	\$ -	\$ 569,431	\$ 32,227
Revenues	\$ 1,168,950	\$ 682,217	\$ 738,322	\$ (430,628)
Expenditures	\$ 1,699,140	\$ 739,140	\$ 599,249	\$ (1,099,891)
Ending Cash Balance	\$ 7,014	\$ 480,281	\$ 708,503	\$ 701,489

Expenditure Savings

- Commercial Sidewalks moved to FY2025

Capital Improvement Sales Tax Fund FY2024 Review

Capital Improvement Sales Tax Fund	FY24 Original Budget	FY24 Forecasted	FY24 Actual	Variance (Budget vs Actual)
Beginning Cash Balance	\$ 668,200	\$ -	\$ 692,055	\$ 23,855
Revenues	\$ 1,240,750	\$ 762,472	\$ 776,869	\$ (463,881)
Expenditures	\$ 1,906,340	\$ 418,340	\$ 790,292	\$ (1,116,048)
Ending Cash Balance	\$ 2,610	\$ 1,012,332	\$ 678,632	\$ 676,022

Expenditure Savings

- Streetscape Phase III moved to FY2025

Parks and Stormwater Sales Tax Fund FY2024 Review

Park and Stormwater Sales Tax Fund	FY24 Original Budget	FY24 Forecasted	FY24 Actual	Variance (Budget vs Actual)
Beginning Cash Balance	\$ 983,800	\$ -	\$ 1,491,839	\$ 508,039
Revenues	\$ 933,750	\$ 752,156	\$ 774,822	\$ (158,928)
Expenditures	\$ 1,021,000	\$ 618,577	\$ 704,533	\$ (316,467)
Ending Cash Balance	\$ 896,550	\$ 1,117,379	\$ 1,562,128	\$ 665,578

Expenditure Savings

- Emerald Ridge Neighborhood Park & Signage expenditures moved to FY2025.

Sanitation Fund FY2024 Year End Financial Review

Sanitation Fund	FY24 Original Budget	FY24 Forecasted	FY24 Actual	Variance (Budget vs Actual)
Beginning Cash Balance	\$ 64,925	\$ -	\$ 69,567	\$ 4,642
Revenues	\$ 938,757	\$ 920,573	\$ 924,551	\$ (14,206)
Expenditures	\$ 931,805	\$ 924,397	\$ 907,202	\$ (24,603)
Ending Cash Balance	\$ 71,877	\$ 61,101	\$ 86,916	\$ 15,039

Vehicle and Equipment Replacement Fund FY2024 Year End Financial Review

VERF Fund	FY24 Original Budget	FY24 Forecasted	FY24 Actual	Variance (Budget vs Actual)
Beginning Cash Balance	\$ 210,780	\$ -	\$ 163,722	\$ (47,058)
Revenues	\$ 374,398	\$ 373,851	\$ 373,851	\$ (547)
Expenditures	\$ 423,547	\$ 465,487	\$ 462,387	\$ 38,840
Ending Cash Balance	\$ 161,631	\$ 119,144	\$ 75,187	\$ (86,444)

Expenditures

- Vehicle lease costs increased for Police patrol vehicles from the General Fund. Increased funding for FY25 has been budgeted to match the expenditure increase.
- Total leased vehicles: 38

Alderman Russell asked if Rick had checked if other municipalities had seen an increase in the Use Tax.

Rick noted that on both sides of the state line, tax and sales tax have been a pleasant surprise. In 2024, many cities benefited from the rapid increase. They were cautious in their budgets, but the taxes have remained steady, providing a nice surprise, though with some anxiety about the future.

5. Review of Senior Service's Programs

Matt Denton, Parks and Recreation Director, noted that the memo discusses the progress and future plans for the Smithville Senior Services programs from 2013 to 2024. At the end of 2023, the organization secured \$54,000 in grant funding to support the senior center and hire a part-time Senior Services Coordinator. This decision was beneficial, leading to increased attendance and expanded programs at the Senior Center. The Senior Services Coordinator, Amy Alexander, effectively promotes events and enhances communication with the seniors, contributing to a growing number of new visitors. The Meals on Wheels program has also transitioned under her role, leading to more volunteers and users of the service.

As the 2025 budget season approaches, staff have worked with Clay County Senior Services to secure an additional \$14,000 in grant funding. This funding will allow the us to expand meal offerings to five days a week and introduce alternative programs on Tuesdays and Thursdays. Planning is currently underway for these changes to begin on February 1. Staff are in discussions with program coordinators to finalize details.

Matt noted that the Senior Center's program is now managed by the Parks and Recreation Department. The Senior Center board has decided not to renew its 501c3 status. Financial management and daily responsibilities are now overseen by City staff, a change approved by the Senior Center board. The board will still provide guidance on the volunteers and the programs they wish to see implementing. The Senior Services Coordinator oversees the daily operations.

To reflect these changes, staff recommend transitioning from a Cooperative Agreement to a Memorandum of Understanding (MOU) to clarify the duties and responsibilities of both the Senior Center board and City staff. The MOU also will maintain the Senior Center board's continued involvement. An MOU draft is attached for future adoption. The

ongoing support of volunteers is recognized as essential for the successful operation of the senior center, and the Senior Center board is eager to approve the new agreement.

Alderman Hartman asked if the dedicated bank account for donation funds is also used for the Senior Center rental funds or do they go to a City fund.

Matt explained that the Seniors had a dedicated bank account they used to receive the grant funding. When the Parks and Recreation Department took over the Senior Center the grant funding went to the City so we could better manage the expenses and revenues for it. The Senior Center received a donation of \$5,000 last year and rather than the City manage those funds the Senior Center board manages them and uses the funds to help with lunches, gifts or prizes for holidays or events. They are also using that account for other donations that will go towards helping meals on wheels recipients who need help with the meals.

Alderman Hartman said that he believes that the Senior Center Board is very important, and he wants to see them maintain it and help with the daily decisions.

Alderman Russell asked if the funding we received for the Senior Services Coordinator as well as the additional funding received is something that would need to be requested annually.

Matt explained that we have to reapply for the grant funds annually.

Alderman Russell asked to explain what the role of a Senior Services Assistant would be.

Matt explained that the Senior Services Assistant would support the Senior Services Coordinator in the Smithville Senior Center's daily operational and administrative functions. He said that with the volunteers are aging and their reliability of being able to come and help every day has decreased. The seniors understand the need for the volunteers to keep the Senior Center running but are not always able. We had some issues this summer getting enough volunteers, so this position will allow us to have someone more reliable for Amy and to help out during lunch services for attendance, taking the money, getting the food ready to serve and cleanup.

Mayor Boley noted that the position also give us additional people with food handler certification. He explained that even the volunteers need to be food handler certified.

Matt added that this position also will help cover for Amy when she is off.

Alderman Russell asked where the funding would come from for that position.

Matt explained that the Senior Services Assistant position will also be funded through the grant.

Mayor Boley asked if staff was pursuing grants through the Mid-America Regional Council (MARC).

Matt said that staff has to look into that because MARC grants require you to use a different food service. In discussions with the Senior Center Board and some of the patrons, they do not want to go back to Don Bosco meals. They feel like it would hinder

attendance. He said staff would look into applying for a MARC grant as long as they can keep going through Price Chopper for their food service.

Alderman Hartman said that he agreed that the MOU was best.

Matt explained that staff would take the MOU to the Senior Center board for approval, then once approved staff would bring it forward for Board of Aldermen approval.

6. Adjourn

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

Ayes – 6, Noes – 0, motion carries. Mayor Boley declared the Work Session adjourned at 6:48 p.m.

Linda Drummond, City Clerk

Damien Boley, Mayor