



**AGENDA
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
AUGUST 21, 2017
7:00 PM**

- 1. Call to Order & Pledge of Allegiance**
- 2. Roll Call**
 - A. Roll Call**
- 3. Public Hearing -- 2017 Tax Levy**
- 4. Public Participation**
- 5. Approval of Minutes**
 - A. Board of Aldermen - Regular Meeting - Aug 7, 2017 7:00 PM**
 - B. Minutes of Aug. 7, 2017 Executive Session**
- 6. Agenda Items**
 - A. Change Board Meeting Date from Labor Day**
 - B. Trash Collection Requests for Proposals**
 - C. Eastern Hills Lien**
 - D. Council Bill 057: A Resolution declaring a Waiver of Fees Associated with Building Permits Required to Repair Homes and Businesses Affected by the Flood Water of July 2017**
 - E. Council Bill 058: A Resolution of the Board of Aldermen of Harrisonville, Missouri Authorizing the City Administrator and City Attorney to Negotiate and the City Administrator to Sign a School Resource Office Agreement with the Harrisonville Cass R-IX School District.**
 - F. Council Bill 059: A Resolution of the Board of Aldermen of Harrisonville, Missouri Authorizing the City Administrator to enter into a contract with All Natural Cleaning Service for Janitorial Services at City Hall and the Police Department**
 - G. Council Bill 060: A Resolution of the Board of Aldermen Authorizing the City Administrator to Enter into an Agreement with Guarantee Roofing, Inc. to Replace the Roof at City Hall in an Amount not to exceed \$83,640.00**

- H. Council Bill 061: An Ordinance Levying A Tax For The Current Expense Of The City Of Harrisonville, Missouri, Upon Real Property And All Tangible Personal Property Of Whatsoever Nature And Character Subject To Taxation By The City Of Harrisonville For Such Purposes; Also, Levying A Special Tax Upon The Afore Described Properties For Public Parks; For A Total Tax Levy Of \$.6658**
 - I. Council Bill 062: An Ordinance of the Board of Aldermen of Harrisonville, Missouri Repealing Section 225.120 of the City Code and Enacting In Lieu Thereof a New Section 225.120 to Permit the Harrisonville Park's Board and/or its Director to Suspend, Forfeit, Cancel or Revoke any Park or Community Center License or Privileges Indefinitely For Good Cause.**
- 7. Aldermen and Committee Reports**
- 8. Report from the City Administrator**
 - A. City Admin Report 8/21/17**
- 9. Report from the Mayor**
- 10. Adjourn to Executive Session -- RSMo. 610.021(1) Legal Work Product**
- 11. Adjourn From Regular Session**

Posted on City Hall Bulletin Board this 17th day of August 2017

Randall K. Jones, City Clerk

The Board of Aldermen meeting is an open meeting but is not a meeting of the public. There is a place on the agenda for comments of citizens under PUBLIC PARTICIPATION. Our rule is that comments by any individual or group shall not exceed (4) minutes. The Board of Aldermen request that concerns be initially addressed at the appropriate action level before coming to the Board of Alderman



DRAFT
MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
AUGUST 7, 2017
7:00 PM

1. **Call to Order & Pledge of Allegiance**
2. **Roll Call**

Attendee Name	Organization	Title	Status	Arrived
Judy Bowman	Harrisonville	Board Member	Present	
Clint Long	Harrisonville	Board Member	Present	
David Dickerson	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Judy Reece	Harrisonville	Board Member	Present	
Brad Bockelman	Harrisonville	Board Member	Present	
Brian Hasek	Harrisonville	Mayor	Present	

Others present were: City Attorney John Fairfield, City Administrator Happy Welch, Public Works Director Eric Patterson, IT Director Jeremy Smith and City Clerk Randall Jones, Recording.

3. **Ceremonial Matters**

None

4. **Public Participation**

Ed Roberts, 1302 S. Edgevale, addressed Mayor and Board in regard to trash bid. He felt the proposal seemed confusing. He felt that yard waste needs to be more often. Would like to see glass added to recycling. He encouraged Board to be specific on what the citizens need.

John Foster, 2619 Duncan Circle, addressed Mayor and Board about recent flooding in the City. He felt the City needs to adopt some form of storm water management. He voiced concern in

regard to spillways at both lakes. He urged Board to utilize Ted Martin, City Engineer, to help develop a plan.

5. Approval of Minutes

A. Board of Aldermen - Regular Meeting - Jul 17, 2017 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	David Dickerson, Board Member
SECONDER:	Marcia Milner, Board Member
AYES:	Bowman, Long, Dickerson, Turner, Milner, Reece, Bockelman

6. Agenda Items

A. Change Board Meeting Date from Labor Day

After discussion, it was decided to make decision at next meeting whether to change meeting date to September 5, 2017 or to cancel said meeting.

RESULT:	TABLED [UNANIMOUS]
	Next: 8/21/2017 7:00 PM
AYES:	Bowman, Long, Dickerson, Turner, Milner, Reece, Bockelman

B. A Resolution of the Board of Aldermen of the City of Harrisonville, Missouri, Authorizing the City Administrator to Execute a Purchase Agreement with Zones, Inc. for the Purchase of Twenty (20) Desktop Computers in an Amount not to exceed \$19,800

Designated by Mayor Hasek as Resolution #33 after passage.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Marcia Milner, Board Member
SECONDER:	David Dickerson, Board Member
AYES:	Bowman, Long, Dickerson, Turner, Milner, Reece, Bockelman

C. Trash Collection Requests for Proposals

Mayor Hasek addressed concerns in regard to yard waste and the need to have it picked up more often.

Alderman Dickerson said residents didn't want WCA and also wanted more yard waste picked up. Also expressed need for a brush drop off site.

Alderman Milner said that yard waste is a big issue and agreed with need for brush drop off site.

Attorney Fairfield thought if Board kept it very limited, that they could request those that submitted bids be allowed to submit a proposal for yard waste specifics as an addendum.

Alderman Bowman said majority of concerns were in regard to yard waste. Asked that City check references from proposals.

Mayor Hasek stated terms of contract would be worked out upon award.

Alderman Bowman said there is an Experience Modifier Rate that could be referenced.

Attorney Fairfield said City was not rejecting bids but just instructing Administrator Welch to request bidders to submit an additional proposal for yard waste pickup for 26 weeks and for 52 weeks.

Motion made by Alderman Turner and second by Alderman Milner to allow Administrator Welch to request from bidders an additional proposal for yard waste pickup for 26 weeks and 52 weeks. Motion carried with all ayes.

RESULT: TABLED [UNANIMOUS]

Next: 8/21/2017 7:00 PM

AYES: Bowman, Long, Dickerson, Turner, Milner, Reece, Bockelman

7. Aldermen and Committee Reports

Alderman Bowman commended citizens for all the help and assistance to each other during the recent flooding in our community.

Alderman Reece spoke about her recent trip to Orlando and how similar problems effect other cities no matter the size.

Alderman Dickerson announced that Nancy Linthicum has resigned from HPC.

Alderman Turner was out of town during the recent flooding but appreciated how people worked together to clean up. He announced that he has completed all his courses and is now a Certified Public Official.

8. Report from the City Administrator

Staff report was presented and highlighted the fact that City has received no bids for sale of ambulance.

9. Report from the Mayor

Mayor Hasek spoke on the recent flooding.

Missouri Municipal League convention is next month at TanTara.

Mayor Hasek stated he did not receive email from Alderman Bowman regarding State Audit questions that were asked.

He has completed the Certified Municipal Official training as well.

Alderman Bowman stated that she is enrolled in the program as well.

10. Adjourn to Executive Session - RSMo. 620.021 (1) Legal; and RSMo. 620.021 (13) Performance Review

Motion by Alderman Dickerson and second by Alderman Long to adjourn to executive session at 8:00 p.m. Motion carried.

11. Adjourn From Regular Session

Alderman Milner asked for specifics on sump pump drainages as recorded in City Codes.

No items were voted on in closed session.

Motion to adjourn by Alderman Dickerson and second by Alderman Milner.

Meeting closed at 8:20 p.m.

Brian Hasek, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Aug 7, 2017 7:00 PM (Approval of Minutes)



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: August 3, 2017
SUBJECT: Board Meeting Labor Day

Type of Item: *Approval*

The first Monday in September is Labor Day. Do you wish to move the meeting to Tuesday, Sept. 5?

The next Monday is the MML conference.

A. Action Item (ID # 2592)

Change Board Meeting Date from Labor Day

History:

08/07/17 Board of Aldermen TABLED Next: 08/21/17

After discussion, it was decided to make decision at next meeting whether to change meeting date to September 5, 2017 or to cancel said meeting.



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: July 29, 2017
SUBJECT: Trash Collection RFP's

Type of Item: *Approval*

We received 4 proposals in response to our RFP request for solid waste (trash)/recycling collection to start with the new budget year 2018. The proposals were all opened on 7/20/2017 at 2p.

After reviewing the proposals, no revisions were made by the applicants. Some alternates were included: WCA waived the clean up fees for spring and fall if items are taken to the WCA facility north of Harrisonville, and Municipal Waste's cost per month drops to 13.39 if paid in 30 days after invoice.

This new proposal includes all residential solid waste, recycling, bulk items, and yard waste. Yard waste will be reduced to one pickup per month. Bulk items will still be charged \$10 for a maximum of 3 items. Solid waste containers will be required to be pushcarts as will recycling containers. All city container pickup is now included in the base price as is the spring and fall cleanup days. We also will not require the contractor to pick up trash on the big 6 holidays (trash pickup gets pushed back a day and could require a Saturday pickup). If you would like a copy of the RFP I can send it or copy it for you.

After reviewing the submittals, the low bidder did not fill in the total rate for base proposal so we had to compute what the total is to have a number to compare to the other three bids. Staff is recommending (based on 129 complaints we have received since May 17 and that the WCA proposal was not responsive by not completing the final calculation) that the low bid not be accepted and that the Board review the proposal price of \$12.41 per household from Jim's Disposal and the proposed price of \$13.80 per household from Municipal Waste Service, and a contract be negotiated to start January 1, 2018.

There will be a Closed Session related to this bid per section 620.021 (1) Legal Advice at the end of the meeting and that an open meeting decision will be made public after the closed session.

UPDATED QUOTES: Quotes were opened Wednesday 8/16/2017 at 2p with the addition of the yard waste removal included in the proposals at 26 weeks and 52 weeks. The breakdown with the new yard waste schedule is:

<u>Company</u>	<u>26 Weeks</u>	<u>52 Weeks</u>
WCA	\$11.97	\$12.22

Municipal \$13.80 \$13.80

Jim's Disposal \$13.41 \$14.11

Municipal's price did not change, WCA remained the same for 26 weeks but increased \$.25 for 52 weeks and Jim's Disposal increased \$1.00 (26 wks) and \$1.60 (52 wks). Waste Management declined to submit another proposed amount.

B. Action Item (ID # 2589)

Trash Collection Requests for Proposals

History:

08/07/17 Board of Aldermen TABLED Next: 08/21/17

Mayor Hasek addressed concerns in regard to yard waste and the need to have it picked up more often.

Alderman Dickerson said residents didn't want WCA and also wanted more yard waste picked up. Also expressed need for a brush drop off site.

Alderman Milner said that yard waste is a big issue and agreed with need for brush drop off site.

Attorney Fairfield thought if Board kept it very limited, that they could request those that submitted bids be allowed to submit a proposal for yard waste specifics as an addendum.

Alderman Bowman said majority of concerns were in regard to yard waste. Asked that City check references from proposals.

Mayor Hasek stated terms of contract would be worked out upon award.

Alderman Bowman said there is an Experience Modifier Rate that could be referenced.

Attorney Fairfield said City was not rejecting bids but just instructing Administrator Welch to request bidders to submit an additional proposal for yard waste pickup for 26 weeks and for 52 weeks.

Motion made by Alderman Turner and second by Alderman Milner to allow Administrator Welch to request from bidders an additional proposal for yard waste pickup for 26 weeks and 52 weeks. Motion carried with all ayes.

Attachments:

Trash Bids 2017 (PDF)

Trash-Recycling Yard Waste Quote (PDF)

WCA Note to Board (PDF)

CITY OF HARRISONVILLE BID TABULATION

Subject: Task BidsDATE: 7-20-17TIME: 2:00 pmDEPT: Admin

Budget Amount \$

Anticipated Trade-in - \$

Net Budget Amt. \$

Acct. No.

CONTRACTOR: Waste Management Base Proposal \$16.03

Waste Management

Base Proposal \$16.03

Municipal Waste Services

Base Proposal \$13.80

Tim's Disposal Services, LLC

Base Proposal \$12.41

WCA

Base Proposal \$11.97

Residential

$$\begin{array}{r}
 11.16 \\
 + \quad .81 \\
 \hline
 11.97
 \end{array}$$
City Clerk: [Signature]Date: 7-20-17

14.00 SOVEREIGN IMMUNITY

The Contractor agrees and the City has not, and does not, waive any immunities or exemptions, or sovereign immunity, to which the City, its officers and employees, are entitled by law.

15.00 BANKRUPTCY

It is agreed that if the Contractor is adjusted bankrupt, either voluntarily or involuntarily, then the Contractor Contract shall terminate effective on the day and at the time the bankruptcy petition is filed, subject, however, to the City's rights to recover for any breach under such Contractor Contract. The Contractor shall list the City as a creditor in any bankruptcy filing.

Section III:

**CONTRACTOR'S PROPOSAL FOR
SOLID WASTE COLLECTION AND DISPOSAL, AND
RECYCLABLE MATERIALS COLLECTION & PROCESSING
Based on 3,342 Dwelling Units**

The Proposal amount is for a Base Proposal only with Alternates. It is the intent of the Proposal to determine the lowest possible cost without regard to franchise fees and /or billing fees. All franchise fees and/or billing fees will be determined by the City and added to the Base Proposal provided by Contractor. One rate will be then established for the Customer which includes the Base Proposal and/or billing fee. The undersigned having carefully read and considered the terms and conditions of the Contract Documents for Solid Waste Collection and Disposal and Residential Recyclable Materials Collection & Processing for the City of Harrisonville, Missouri, does hereby offer to perform such services on behalf of the City, of the type and quality and in the manner described, and subject to and in accordance with the terms and conditions set forth in the Contract Documents at the rates hereinafter set forth:

BASE PROPOSAL:

- A. **Residential Solid Waste Collection**
Once a Week Collection 1-90 Gallon Container
(to include yardwaste collection 1 time per month
per notification Happy Welch, 07/06/2017)
- * B. **Recyclable Materials Collection & Processing**
Once a Week Collection
(Recycle cart 65 to 95 gallon capacity)
- C. **Solid Waste Removal Service at:**
City Hall, Public Works, All Parks, Animal Control, & others
- D. **City Cleanup (3 days total)**

****TOTAL RATE FOR BASE PROPOSAL PER RESIDENTIAL UNIT:**

\$ 9.02 * include
\$ 1.00 Yardle
\$ 2.14/round
\$ 2,695.98/month
\$ 29,598.00/year
\$

*Per page 10, section 19, recycle proceeds to be reimbursed to City shall be payable quarterly minus processing fees at WCA MRF in Harrisonville

Page 18

**CITY OF HARRISONVILLE REQUEST FOR PROPOSALS FOR SOLID WASTE COLLECTION
& DISPOSAL/RECYCLABLE MATERIALS COLLECTION & PROCESSING**

Contractor's Initial mlm

A.	Residential Solid Waste Collection Once a Week Collection 1-90 Gallon Container	\$316,420.56 Annual
		\$ 7.89 per household/Mo
B.	Recyclable Materials Collection & Processing Once a Week Collection	\$131,942.16 Annual
		\$ 3.29 per household/Mo
C.	Solid Waste Removal Service at: City Hall, Public Works, All Parks, Animal Control, & others	\$35,692.56 Annual
		\$.089 per household/Mo
		\$13,635.36 Annual
D.	City Cleanup (3 days total)	\$ 0.34 per household/Mo
**TOTAL RATE FOR BASE PROPOSAL PER RESIDENTIAL UNIT:		\$ 12.41 per household/Mo

*NOTE- The annual numbers shown above are divided by 12 months and divided again by 3,342 residential units for the rate per household per month.

Alternate 1

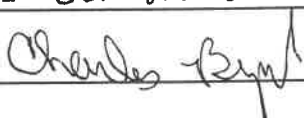
\$ _____

THIS REQUEST FOR PROPOSAL IS SUBMITTED TO THE CITY OF HARRISONVILLE, MISSOURI, FOR SOLID WASTE COLLECTION AND DISPOSAL, AND RECYCLABLE MATERIALS COLLECTION & PROCESSING BY:

FIRM NAME: Jim's Disposal Service, LLC

ADDRESS: 930 N. Chestnut Trafficway

TELEPHONE: 816-221-1932 Cell 816-935-8376 ZIP: 64120

AUTHORIZED SIGNATURE: 

PLEASE PRINT AUTHORIZED SIGNATURE: Charles Byrd

TITLE: President

DATE: July 20, 2017

LEGAL STATUS OF CORPORATION:

14.00 SOVEREIGN IMMUNITY

The Contractor agrees and the City has not, and does not, waive any immunities or exemptions, or sovereign immunity, to which the City, its officers and employees, are entitled by law.

15.00 BANKRUPTCY

It is agreed that if the Contractor is adjusted bankrupt, either voluntarily or involuntarily, then the Contractor Contract shall terminate effective on the day and at the time the bankruptcy petition is filed, subject, however, to the City's rights to recover for any breach under such Contractor Contract. The Contractor shall list the City as a creditor in any bankruptcy filing.

Section III:

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Based on 3,342 Dwelling Units**

The Proposal amount is for a Base Proposal only with Alternates. It is the intent of the Proposal to determine the lowest possible cost without regard to franchise fees and /or billing fees. All franchise fees and/or billing fees will be determined by the City and added to the Base Proposal provided by Contractor. One rate will be then established for the Customer which includes the Base Proposal and/or billing fee. The undersigned having carefully read and considered the terms and conditions of the Contract Documents for Solid Waste Collection and Disposal and Residential Recyclable Materials Collection & Processing for the City of Harrisonville, Missouri, does hereby offer to perform such services on behalf of the City, of the type and quality and in the manner described, and subject to and in accordance with the terms and conditions set forth in the Contract Documents at the rates hereinafter set forth:

BASE PROPOSAL:

- | | | |
|---|--|--|
| A. | Residential Solid Waste Collection
Once a Week Collection 1-90 Gallon Container | <u>\$524,565.52</u> |
| B. | Recyclable Materials Collection & Processing
Once a Week Collection | <u>\$ Included</u> |
| C. | Solid Waste Removal Service at:
City Hall, Public Works, All Parks, Animal Control, & others | <u>\$13,380⁰⁰</u> |
| D. | City Cleanup (3 days total) | <u>\$13,500⁰⁰</u> |
| **TOTAL RATE FOR BASE PROPOSAL PER RESIDENTIAL UNIT: | | <u>\$ 13.80 (SEE ATTACHED)</u>
Includes: 96 GALLON CART / TRA
64 GALLON CART / REC |

14.00 SOVEREIGN IMMUNITY

The Contractor agrees and the City has not, and does not, waive any immunities or exemptions, or sovereign immunity, to which the City, its officers and employees, are entitled by law.

15.00 BANKRUPTCY

It is agreed that if the Contractor is adjusted bankrupt, either voluntarily or involuntarily, then the Contractor Contract shall terminate effective on the day and at the time the bankruptcy petition is filed, subject, however, to the City's rights to recover for any breach under such Contractor Contract. The Contractor shall list the City as a creditor in any bankruptcy filing.

Section III:

**CONTRACTOR'S PROPOSAL FOR
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Based on 3,342 Dwelling Units**

The Proposal amount is for a Base Proposal only with Alternates. It is the intent of the Proposal to determine the lowest possible cost without regard to franchise fees and /or billing fees. All franchise fees and/or billing fees will be determined by the City and added to the Base Proposal provided by Contractor. One rate will be then established for the Customer which includes the Base Proposal and/or billing fee. The undersigned having carefully read and considered the terms and conditions of the Contract Documents for Solid Waste Collection and Disposal and Residential Recyclable Materials Collection & Processing for the City of Harrisonville, Missouri, does hereby offer to perform such services on behalf of the City, of the type and quality and in the manner described, and subject to and in accordance with the terms and conditions set forth in the Contract Documents at the rates hereinafter set forth:

BASE PROPOSAL:

A.	Residential Solid Waste Collection Once a Week Collection 1-90 Gallon Container	\$ <u>11.50</u>
B.	Recyclable Materials Collection & Processing Once a Week Collection	\$ <u>3.50</u>
C.	Solid Waste Removal Service at: City Hall, Public Works, All Parks, Animal Control, & others	\$ <u>0.43</u>
D.	City Cleanup (3 days total)	\$ <u>0.60</u>
**TOTAL RATE FOR BASE PROPOSAL PER RESIDENTIAL UNIT:		\$ <u>16.03</u>

CITY OF HARRISONVILLE
BID TABULATION

Subject: Yard Waste Abatement
 DATE: 8-16-17 TIME: 2:00 pm
 DEPT: Admin
 Budget Amount \$
 Anticipated Trade-in - \$
 Net Budget Amt. \$
 Acct. No.

CONTRACTOR		NOTES/ALTERATIONS/BREAKDOWN/BID/QUOTE/ETC.	
WCA	26 week	\$ 11.97	52 week
			\$ 12.22
Municipal Waste	\$ 13.80		\$ 13.80
Tires Disposal	\$ 13.41		\$ 14.11

City Clerk: *[Signature]* Date:

City of Harrisonville, MO

Amended Bid Document

The Board of Aldermen is requesting a modification to the proposal and requesting sealed amended bids with the following modification. The Board is reacting to resident complaints about the reduced amount of collections asked for in the original proposal and are asking for a modified total base proposal amount that will cover the following added pickup schedule to the contract:

Yard Waste Pickup increased from the original proposal of 1 pickup per month to:

*26 weeks of yard waste collection/6 months broken up depending on need: base rate \$9.02, for trash and yardwaste unchanged, **total base rate of \$11.97_**.

52 weeks of yard waste collection/pickup every week of the year: _base rate \$9.27, changed by increase of \$0.25 for trash and yardwaste, **adjusted total base rate of \$12.22._**.

This is again **THE TOTAL BASE PROPOSAL AMOUNT** not an individual amount for the extra yard waste pickup.

Any addendums to that amount can be included here:

*_Although weekly, year around service is available, WCA would recommend the City of Harrisonville minimize the service level in winter and early spring to reduce truck traffic in neighborhoods____

__Total Base Rate as used in the amended document includes residential waste disposal using a WCA 96 gallon cart, recycle service using a WCA 65 to 96 gallon cart, appropriate yardwaste service desired by the City, City facility services, and three amnesty days for City Residents at no charge in lieu of street side cleanups.

Please do not email your proposal numbers. These will need to again be sealed and received at city hall and addressed to the City Clerk. We will open the new proposal numbers Wednesday, August 16, 2017 at 2p in the council chambers.

No proposal has been rejected at this time and all original submittals will be reviewed and a decision made on Monday, August 21, 2017 at the regular Board of Aldermen meeting.

Submitted: WCA of Missouri, LLC

Date: August 16, 2017

By: Max Murray, Municipal Marketing

Signed: Max Murray

Attachment: Trash-Recycling Yard Waste Quote (Trash Collection RFP's)

municipalwasteservices@gmail.com

From: Happy Welch <hwelch@ci.harrisonville.mo.us>
Sent: Tuesday, August 8, 2017 10:05 AM
To: Michael Clagett; municipalwasteservices@gmail.com; Blessing, John; mmurray@wcamerica.com
Cc: Randy Jones
Subject: Trash Proposals

Hello all:

The Board of Aldermen is requesting a modification to the proposal and requesting sealed amended bids with the following modification. The Board is reacting to resident complaints about the reduced amount of collections asked for in the original proposal and are asking for a modified total base proposal amount that will cover the following added pickup schedule to the contract:

Yard Waste Pickup increased from the original proposal of 1 pickup per month to:

26 weeks of yard waste collection/6 months broken up depending on need: \$13.80.

52 weeks of yard waste collection/pickup every week of the year: \$13.80.

This is again **THE TOTAL BASE PROPOSAL AMOUNT** not an individual amount for the extra yard waste pickup.

Any addendums to that amount can be included here:

All proposed amounts included WEEKLY y/w collection, there is no cost difference.

Please do not email your proposal numbers. These will need to again be sealed and received at city hall and addressed to the City Clerk. We will open the new proposal numbers Wednesday, August 16, 2017 at 2p in the council chambers. No proposal has been rejected at this time and all original submittals will be reviewed and a decision made on Monday, August 21, 2017 at the regular Board of Aldermen meeting.

If you have any questions please give me a call and I hope to hear from each of you as we work through this proposal.
 Happy

Happy Welch
 City Administrator
 300 E. Pearl St.
 Harrisonville, MO 64701
 816-380-8900/Fax 816-380-8906/Direct 816-380-8919



THE INFORMATION CONTAINED IN THIS E-MAIL MESSAGE AND ANY ATTACHMENTS IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY TO WHICH IT IS ADDRESSED. IF THE READER OF THIS E-MAIL MESSAGE AND ANY ATTACHMENTS IS NOT THE INTENDED RECIPIENT OR THE EMPLOYEE OR AGENT RESPONSIBLE TO DELIVER IT TO THE INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT YOU ARE IN THE POSSESSION OF PRIVILEGED INFORMATION. PLEASE IMMEDIATELY NOTIFY THE SENDER BY TELEPHONE OR REPLY EMAIL OF YOUR INADVERTENT RECEIPT AND DELETE THIS E-MAIL MESSAGE AND ANY ATTACHMENTS IMMEDIATELY.

Eartha Byrd

From: Happy Welch <hwelch@ci.harrisonville.mo.us>
Sent: Tuesday, August 08, 2017 5:04 PM
To: ebyrd@jimdisposal.com
Subject: RE: Fwd: Jim's Disposal Service

Ms. Byrd,

The Board asked for a new submittal for the solid waste proposal. Please see what I have forwarded to all bidders below.

Hello all:

The Board of Aldermen is requesting a modification to the proposal and requesting sealed amended bids with the following modification. The Board is reacting to resident complaints about the reduced amount of collections asked for in the original proposal and are asking for a modified total base proposal amount that will cover the following added pickup schedule to the contract:

Yard Waste Pickup increased from the original proposal of 1 pickup per month to:

26 weeks of yard waste collection/6 months broken up depending on need: \$13.41 per household C.B.

52 weeks of yard waste collection/pickup every week of the year: \$14.11 per household C.B.

This is again **THE TOTAL BASE PROPOSAL AMOUNT** not an individual amount for the extra yard waste pickup.

Any addendums to that amount can be included here:

Please do not email your proposal numbers. These will need to again be sealed and received at city hall and addressed to the City Clerk. We will open the new proposal numbers Wednesday, August 16, 2017 at 2p in the council chambers.

No proposal has been rejected at this time and all original submittals will be reviewed and a decision made on Monday, August 21, 2017 at the regular Board of Aldermen meeting.

If you have any questions please give me a call and I hope to hear from each of you as we work through this proposal.

Happy

Happy Welch
 City Administrator
 300 E. Pearl St.
 Harrisonville, MO 64701
 816-380-8900/Fax 816-380-8906/Direct 816-380-8919

Charles C Byrd 8-10-17

Happy Welch

From: Max Murray <mmurray@wcamerica.com>
Sent: Wednesday, August 16, 2017 8:31 AM
To: Happy Welch
Cc: Tim M. Graham; Donald Cartwright; Carey Calabrese
Subject: RE: Harrisonville Bid for Residential Waste Services

Mr. Welch,

I would respectfully ask you and the City Alderman consider the following points:

- In comparing the initial bids submitted for Harrisonville residential waste services, Jim's Disposal was the second lowest bidder at \$12.41 per month per resident versus WCA's proposal for \$11.97 per residential unit. We certainly understand some of the residents have a less than favorable perception of WCA's past performance but have been told by both Customers and Municipality staff that issues relative to service has drastically improved over the last 6 to 7 months.
- Residential complaints of 129 issues from May through August of this year only yield an issue related percentage of 0.3% of the total monthly services performed. (129 complaints divided by 3,346 homes with 3 services per week and 4.33 weeks per month). When you compare the 129 calls over all services performed in May through August, that percentage is even less. Our goal is to implement service protocols that will reduce that percentage even less and provide better communication with the City staff and our residential customers.
- How does a complaint ratio of three-tenths of 1% compare to other City Contractors who go to residential dwellings three times each week and provide necessary services?
- Does Jim's Disposal have the financial backing or assets to offer assurance for providing emergency services? WCA does, we have multiple operations throughout Missouri and Kansas that we can utilize to provide additional manpower and equipment. WCA was instrumental in providing tornado clean-up response by transferring trucks and drivers to the City of Joplin. WCA had the expertise to work with the Local, State, and Federal Government to build and operate an open air transfer station to funnel the tons and tons of debris from Joplin to the Landfill.
- Does Jim's Disposal have the quantity of carts required for residential services available? As the incumbent, WCA does. Same for trucks and drivers, does Jim's have trained drivers and collection vehicles available and knowledgeable of the residential community? WCA does, through aggressive hiring practices WCA has increased the quality, for lack of a better word, of our drivers to move the performance of our business to a new and better service model.
- WCA drivers are: mandated to attend bi-monthly safety meetings, participate in morning "push out" meetings to bring awareness to the drivers of any event occurring the day before, required to be in a DOT drawing pool for random drug screening, perform truck inspections both before and after running route, daily de-briefing at days end to report any issue or potential dangers experienced while completing route assignments, etc.... To the best of our knowledge, Jim's does not practice these safe guards.
- Also for consideration, is the turmoil the residents will experience with equipment switch outs and potential changes in service days or time of service.

Attachment: WCA Note to Board (Trash Collection RFP's)

- Of substantial importance is the increased fees the City will incur: In comparing Jim's charges to WCA bid, WCA saves the City residents \$1,472.24 each month, or \$17,666.81 over the year. Taking the long view, WCA presents a savings to the residents of \$53,000.64 over the term of the three year contract.
- WCA is an existing business within the Harrisonville area with approximately 105 employees residing in or immediately outside the City of Harrisonville.

As I have stated in the past, WCA is committed to continuing our relationship with the City of Harrisonville by working to provide a better, safer, and more efficient service model to the community.

Thank you for your time and willingness to review our proposal and future objectives.

Respectfully,

Max Murray

Max Murray

Municipal Marketing | WCA

2211 W Bennett

Springfield, MO 65807

t: (417) 851-1925 | f: (417) 832-0650 |

mmurray@wcamerica.com | www.wcawaste.com



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Attachment: WCA Note to Board (Trash Collection RFP's)



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: August 16, 2017
SUBJECT: Remove Eastern Hills Lien

Type of Item: *Approval*

Developers in the Eastern Hills subdivision have requested the city remove a \$2,943.00 lien from Lot 77 that was placed on the property in October, 2008. The city had brush/trees/yard waste removed after the property owners had been issued a maintenance code violation and not removed in the required time. The developer has an interested party in the lot but believes the lien will null the deal. Current city staff did not have any extra information to add to this request. The city has 13 liens outstanding (9 mowing, 4 utility) and 7 abatement bills due on various properties throughout the city. Abatements paid by property owners to the city since 2008: 2008-29, 2009-38, 2010-79, 2011-39, 2012-17, 2013-18, 2014-7, 2015-14, 2016-15, 2017-5.

C. Action Item (ID # 2617)

Eastern Hills Lien

Attachments:

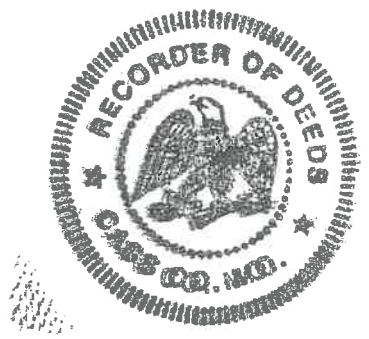
Eastern Hills Lien Copy (PDF)

copy

T J



FILE NUMBER 420444
OR BK 03168 PG 0138
RECORDED 10/10/2008 03:36:10 PM
RECORDING FEE 24.00
SANDRA A (SANDY) GREGORY, RECORDER OF DEEDS
CASS COUNTY, MISSOURI



TYPE OF DOCUMENT: LIEN

DATE OF DOCUMENT: October 6, 2008

GRANTOR: CITY OF HARRISONVILLE
ADDRESS: 300 E. PEARL STREET
P.O. BOX 367
HARRISONVILLE, MO 64701

GRANTEE: Eastern Hills Development, Inc.
ADDRESS: P.O. Box 672
Harrisonville, MO 64701

LEGAL DESCRIPTION: Lot 77, The Villas of Eastern Hills, a subdivision in the City of Harrisonville, Deed Book P20, Deed Page 35

AMOUNT: \$2,943.00

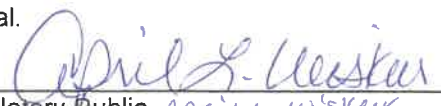
I, Debbie Grant, City Clerk for the City of Harrisonville, Missouri, in my official capacity and in accordance with true and lawful records of the City, do hereby swear and affirm that the above costs and expenses have been incurred in accordance with the ordinances of the City of Harrisonville, Missouri.


City Clerk of the City of Harrisonville, Missouri
Debbie Grant

State of Missouri
County of Cass

On this 6th day of Oct., 2008, before me the undersigned notary public personally appeared Debbie Grant known to me to be the person whose name is subscribed to the within instrument and acknowledged that she executed the same for the purpose therein contained.

In witness whereof, I hereunto set my hand and official seal.


Notary Public April L. Wiskur
APRIL L. WISKUR
My Commission Expires
November 7, 2010
Cass County
Commission #06475156



Attachment: Eastern Hills Lien Copy (Remove Eastern Hills Lien)



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: August 10, 2017
SUBJECT: Bldg Fee Waiver

Type of Item: *Approval*

To help those that have been affected by floodwater from the July heavy rains, Alderman Bowman and Mayor Hasek have requested the board to consider waiving building permit fees for those that will have to rebuild from the flood. We will still require permits to be filled out, but won't charge any permit fees if they would be required.

Council Bill No. 057**Resolution No.****A Resolution declaring a Waiver of Fees Associated with Building Permits Required to Repair Homes and Businesses Affected by the Flood Water of July 2017**

Whereas, flooding occurred the morning of July 27, 2017 after 6 inches of rain fell in a two to three hour period; and

Whereas, multiple homes and businesses were damaged by the flood waters; and

Whereas, the Board of Aldermen wish to assist those that were harmed by the water that entered their buildings; and

Whereas, the Board can assist by waiving building permit fees for those affected;

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

Section 1: That City Staff shall not charge any building permit fees as required in Section 500.030 *Fees* for those homes and businesses that have been included in damage reports listed by the Floodplain Administrator.

Section 2: That this waiver is temporary in nature and will be retroactive to any permit fee charged after July 27, 2017, and will be in effect until October 31, 2017 at which time it will end.

Section 3: That the waiver applies only to permit fees and does not waive the requirement that a building and floodplain permit application be completed and submitted to the building division when required.

READ by title only and DULY PASSED by the Board of Aldermen and APPROVED by the Mayor of the City of Harrisonville, Missouri, this 21st day of August, 2017.

Brian Hasek, Mayor & Ex Officio Chairman
Harrisonville Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 21st day of August, 2017.



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: August 15, 2017
SUBJECT: SRO Contract

Type of Item: *Approval*

The contract with the Harrisonville Schools for the School Resource Officer is renewed each year. City Attorney John Fairfield & I reviewed the existing contract and both felt it lacked definitions, clarity, and protections for the school and city.

With input from the school and Chief Hofer, Mr. Fairfield has created the contract we believe protects the city and the School District to the best extent allowed by law. Terms have definitions, we have updated SRO duties/responsibilities, and we better define the performance of the officer in a school setting, among other items.

The school district has received a copy and they are reviewing it. We have not received any final recommendations from them yet and the school board meets Tuesday, 8/29.

I request the board allow the city administrator to sign the contract with the stipulation that minor changes may be allowed between the city and the School as approved by the city attorney and city administrator, and the Board of Aldermen ratify the contract at the 9/18 meeting. If the School District agrees to the contract when their board meets on 8/29 we can complete this agreement before the Labor Day Holiday thereby not requiring the Board to meet on Tuesday, Sept. 5. The current contract with extension runs out Sept. 1st.

CONFIDENTIAL PACKETS are available in your box at city hall or they can be delivered if requested for the closed session on the agenda.

Council Bill No. 058

Resolution No.

A Resolution of the Board of Aldermen of Harrisonville, Missouri Authorizing the City Administrator and City Attorney to Negotiate and the City Administrator to Sign a School Resource Office Agreement with the Harrisonville Cass R-IX School District.

Whereas, in recent years the City of Harrisonville, Missouri ("City") has entered into an agreement ("SRO Agreement") with the Harrisonville Cass R-IX School District ("School District") for the Harrisonville Police Department to provide two Harrisonville police officers to be School Resource Officers for the School District; and

Whereas, the SRO Agreement needs to be updated to address modern technology and to better protect the City;

Whereas, the Harrisonville Police Chief and City Administrator have been working with the City Attorney to draft an updated SRO Agreement to propose to the School District;

Whereas, the City Attorney presented to the Board of Aldermen ("Board") in closed session his proposed draft of the new SRO Agreement and discussed the legal issues with respect to the draft SRO Agreement;

Whereas, negotiations with the School District will be more efficient if the Board authorizes the City Administrator and City Attorney to negotiate a final version of the new SRO Agreement, based on the draft SRO Agreement presented to the Board in closed session;

Whereas, the City Administrator should be approved to sign the final negotiated version of the new SRO Agreement with the School District before presenting it to the Board for ratification; and

Whereas, The Board of Alderman believe it is in the best interest of the City to authorize the City Administrator and City Attorney to negotiate a final version of a new SRO Agreement with the School District, and for the City Administrator to be authorized to sign such final version.

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

Section 1: That the City Administrator and City Attorney of the City of Harrisonville are hereby authorized and directed to negotiate a final SRO Agreement with the Harrisonville Cass R-IX School District.

Section 2: That once the final version of the new SRO Agreement is negotiated, the City Administrator is hereby authorized to sign such final version, and to present it to the Board for ratification.

Section 3: That this resolution shall become effective immediately upon its passage and approval.

PASSED AND RESOLVED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Harrisonville, Missouri this 21st day of August 2017.

Brian Hasek, Mayor and Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand this 21st day of August, 2017.



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: August 11, 2017
SUBJECT: Janitor Bids - Police Department and City Hall

Type of Item: *Approval*

The city went out for bids in June for cleaning services and determined it would be best to combine city hall and the police department into one bid. Three companies submitted bids and after reference reviews of the companies were completed staff recommends the low bid from All Natural Cleaning Service of \$375.00 per week.

Council Bill No. 059

Resolution No.

**A Resolution of the Board of Aldermen of Harrisonville, Missouri Authorizing the
City Administrator to enter into a contract with All Natural Cleaning Service for
Janitorial Services at City Hall and the Police Department**

WHEREAS, the City went out for bids for cleaning services for City Hall and the Police Department; and

WHEREAS, a bid request was published and all bids submitted and opened on July 11, 2017; and

WHEREAS, the low bid is a contractor currently employed by the Police Department for cleaning services; and

WHEREAS, All Natural Cleaning Services agrees to perform services for the City of Harrisonville and include city hall at a cost of \$375 per week; and

WHEREAS, All Natural Cleaning Services will provide employees who can pass the mandatory background checks; and

WHEREAS, the Board has reviewed the bids and referrals submitted by the contractors and that selecting All Natural Cleaning Services to provide cleaning services for City Hall and the Police Department is in the best interest of the City of Harrisonville;

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

Section 1: That the City Administrator of the City of Harrisonville is hereby authorized and directed to enter into agreement with All Natural Cleaning Service to provide janitorial services in an amount not to exceed \$375.00 per week;

Section 2: The contract is for 3 years beginning January 1, 2018 and running until December 31, 2020.

Section 3: That this resolution shall become effective immediately upon its passage and approval.

PASSED AND RESOLVED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Harrisonville, Missouri this 21st day of August, 2017.

Brian Hasek, Mayor and Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 21st day of August 2017

INVITATION TO BID

The City of Harrisonville, Missouri will accept sealed bids for Janitorial Services for City Hall and Police Facility until 2:00 p.m. on July 11, 2017, at City Hall, 300 E Pearl St. Harrisonville, MO 64701, at which time sealed bids will be publicly opened and read aloud. All bids must be marked on the outside of the **envelope “Sealed Bid for Janitorial Services”**.

Bid Packages may be obtained at the office of the City Clerk, City of Harrisonville, City Hall, 300 E Pearl Street, Harrisonville, MO 64701 or at <http://ci.harrisonville.mo.us>

The City of Harrisonville reserves the right to reject any and all bids or parts thereof and to waive any informalities to determine the lowest, responsive, responsible bidder as approved by the Board of Aldermen.

CITY OF HARRISONVILLE BID TABULATION

Subject: Custodial Bids		City Hall + P. D.		Budget Amount	\$
DATE: 7-11-17		TIME: 2:00		Anticipated Trade-in	- \$
		DEPT: Admin		Net Budget Amt.	\$
				Acct. No.	
CONTRACTOR: LINDSEY LARSON					
Lindsey Larson		700 ⁰⁰		weekly	
By His Grace		414.25		weekly	
All Netool Cleaning		375 ⁰⁰		weekly	

City Clerk: Forney O'nealDate: 7-11-17Marcella McCary7-11-17

**CITY OF HARRISONVILLE
CONTRACT AGREEMENT FOR
CLEANING SERVICES – CITY HALL/POLICE DEPT.**

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CONTRACT AGREEMENT FOR CLEANING SERVICES – CITY HALL/POLICE DEPT.

THIS CONTRACT is entered into effective the ____ day of _____, 2017, between the City of **Harrisonville, Missouri**, a municipal corporation of the State of Missouri, (hereinafter “**City**”) acting through its duly authorized City Administrator, and **All Natural Cleaning Service LLC**, 701 E. Pearl St., Harrisonville, Missouri, 64701 (hereinafter “**Contractor**”).

Witnesseth:

Whereas, in accordance with law, the **City** has caused contract documents to be prepared and an Advertisement calling for bids to be published (“**Advertisement**”), for Cleaning Services at city hall and the police department; and

Whereas, the **Contractor**, in response to the **Advertisement** has submitted to the **City**, in the manner and at the time specified, a sealed bid in accordance with the terms of the **Advertisement**; and

Whereas, the **City**, in the manner prescribed by law, has publicly opened, examined, and canvassed the bid(s) submitted, and has determined the aforesaid **Contractor** to be the lowest and best bidder for the work and has duly awarded to the said **Contractor** a contract therefore, for the sum or sums named in the **Contractor’s** bid. A copy of the Bid Form, designated Schedule A, is attached hereto, and made a part of this contract.

NOW, THEREFORE, in consideration of the compensation to be paid to the **Contractor** and of the mutual agreements herein contained, the parties to these presents have agreed and hereby agree, the **City** for itself, and its successors, and the **Contractor** for itself, himself, or themselves, its, his or their successors, assigns, executors and administrators, as follows:

1. Scope of Services.

The **City** and **Contractor** shall agree on the scope of services to be performed by **Contractor** that shall be specified in detail on “Schedule ____ – Scope of Services” (“**Scope of Services**”) attached hereto and incorporated by reference. The parties hereto shall both show their agreement to the **Scope of Services** by signing said Schedule ____.

2. Term.

The term of this **Contract** shall begin the 1st day of January, 2018;

☒ and shall terminate on the 31st day of December, 2020, unless sooner terminated as provided herein.

☐ for a term of _____ and continuing on a month to month basis until such time as written notice of termination is provided by either party.

The **City** or **Contractor** may terminate this contract, with or without cause, by delivering written notice of termination not less than thirty (30) days prior to the effective date of termination, unless immediate termination is permitted according to the terms herein.

3. Contractor General Responsibilities.

3.1. Contractor Shall Perform Services in Workmanlike Manner.

Contractor shall perform all services and duties in a good and workmanlike manner consistent with all industry standards.

3.2. Contractor Shall Render Services as Instructed.

Contractor shall render services at such locations and during such hours as shall be determined by **City**, provided, that all services are rendered in a manner that is consistent with the **City's** requirements and the timely completion of the project.

3.3. Contractor Shall Furnish All Equipment.

The **Contractor** shall furnish all equipment, employees, and labor necessary to perform the contract requirements.

3.4. Contractor Shall Perform Work In Safe Manner.

The **Contractor** shall perform work in a safe manner, maintain equipment in a safe condition, shall not endanger any personal property.

3.5. Contractor Shall NOT Permit Mechanics Liens.

Contractor shall not make or suffer any mechanics liens or any other type of lien to be filed as a result of any work performed by **Contractor**.

4. Payment For Contractor's Services.

The **City** will pay the **Contractor** for the performance of the **Scope of Services**, within thirty (30) days, for the previous month's properly completed **Scope of Services** if all conditions of this **Contract** are fulfilled, provided the **Contractor's** invoice is received by the **City** on or by the first of the month, as specified below:

- ☐ the sum of _____ per hours of Scope of Services performed; or
☒ as specified in Schedules A attached hereto.

5. Contractor's Is an Independent Contractor.

It is understood and agreed that the intention of the parties is that **Contractor** is an independent contractor. Furthermore, this **Contract** does not cause **Contractor** to be an employee, agent, or partner of **City** for any reason whatsoever. **Contractor** also hereby agrees that he/she/it is solely responsible for their acts and the acts of **Contractor's Agents** while **Contractor** is engaged in the performance of services under this **Contract**.

6. Insurance.

6.1. Contractor to Maintain General Liability Insurance.

Contractor shall procure and maintain in force, without cost or expense to **City**, on or before the commencement date of the **Contract** and throughout the **Contract** term, a broad form comprehensive general liability policy of insurance covering bodily injury and property damage, with respect to the performance of this **Contract** with liability limits of not less than \$1,000,000, per occurrence. **City** shall be named as additional insured on all such policies, which policies shall in addition provide that they may not be canceled or modified for any reason without thirty (30) days prior written notice to **City**. **Contractor** shall provide **City** with a certificate or certificates of such insurance within ten (10) days of the execution of this **Contract**.

All policies of insurance herein shall be in a form and from a company or companies approved by the **City**, and qualified to do insurance business in the State of Missouri. Each such policy shall provide that the policy may not be materially changed, altered or cancelled by the insurer during its term without first giving 30 days advance written notice to the **City**.

6.2. Contractor to Maintain Insurance to Protect Its Interests.

Contractor, at its sole cost and expense, shall obtain and maintain such insurance as **Contractor** deems necessary in order to protect its interest, employees, equipment and property in connection with **Contractor's** performance of this **Contract**. The **City** shall have no responsibility or obligation whatsoever to provide **Contractor** with any insurance or policies of indemnity in connection with **Contractor's** performance of this **Contract**, and shall not be responsible for any damage, loss or injuries with respect to **Contractor's** interest, employees, equipment and property in connection with **Contractor's** performance of this **Contract**.

7. Contractor to Indemnify City.

Contractor shall indemnify and hold harmless the **City**, its agents, officers, representatives, public officials and employees from all loss, damages, and against all claims, demands, causes of action, suits, attorney's fees, court costs, judgments or liability of any nature including, but not limited to, any claims of insurance carriers, for deaths or injuries to persons or for loss of or damage to property arising directly or indirectly out of with the performance by **Contractor**, its agents, subcontractors, servants, employees (collectively "**Contractor's Agents**"), under this lease or by reason of any negligence, act or omission of **Contractor** or **Contractor's Agents**.

8. Contractor Shall Notify City of Name Change.

Contractor agrees to notify the **City**, in writing, within thirty (30) days of any change of **Contractor** name specified on this **Contract**. If such a change occurs, the **City**, at its sole discretion, may terminate the **Contract** in effect and require execution of a new **Contract** with the **Contractor** under the changed name.

9. Equal Employment/Affirmative Action/Non-Discrimination.

In the event of a breach of any of the non-discrimination or equal opportunity covenants, the **City** shall have the right to terminate this **Contract**.

9.1. Equal Employment Opportunity.

The **Contractor** will not, on the grounds of race, creed, color, sex or national origin, discriminate or permit discrimination against any person or group of persons in any manner.

9.2. Non-Discrimination.

Contractor, for itself, its successors in interest and assigns, as a part of the consideration hereof, does hereby covenant and agree, that (1) no person, on the grounds of race, color, sex or national origin, shall be excluded from participation or denied the benefits of, or be otherwise subjected to discrimination in the performance by **Contractor** of this **Contract**. **Contractor** further agrees to furnish all services required by this **Contract** on a fair, equal and not unjustly discriminatory basis to all users thereof.

The parties hereto understand and agree that the **City** may, from time to time, be required by the United States Government, the State of Missouri or its agencies to adopt additional or amended provisions, including discrimination provisions, concerning the performance of this **Contract** and **Contractor** agrees that it does adopt such requirements as a part of this **Contract**.

10. Termination.

10.1. Contractor Fails to Comply with Contract Terms.

Contractor agrees that in the event of failure to comply with the terms and conditions of this **Contract** **Contractor** shall be considered in default and this **Contract**, at the option of the **City**, shall terminate. Failure of the **City** to declare this **Contract** terminated upon default of **Contractor** for any of the reasons set out by the **City** shall not operate to bar, destroy, or waive the right of the **City** to terminate this **Contract** by reason of any subsequent violation of the terms hereof.

10.2. Termination of Contract.

Upon any termination of this **Contract**, whether by lapse of time or otherwise, the **Contractor** shall immediately cease performing the **Scope of Services**, unless otherwise directed by the **City**. In the event that **Contractor** leaves or abandons any of its equipment, tools, or supplies ("**Contractor's Property**") on **City** property, the **City** shall have the right to immediately place **Contractor's Property** in storage at the expense of and for the account of **Contractor**, all without further demand or notice to **Contractor** and without being liable to prosecution or any claim for damages with or without due process of law. The **Contractor** will remove all of **Contractor's Property** that is on **City** property by the last day of the term or upon any termination of the **Contract**.

11. Default by Contractor – Remedies of City.

All rights and remedies of the **City** herein enumerated shall be cumulative, and none shall exclude any other right or remedy allowed by law. In addition to the other remedies in this **Contract** provided, the **City** shall be entitled to the restraint by injunction of the violation or attempted violation of any of the covenants, agreements or conditions of this lease.

11.1. Default.

The occurrence of any of the following circumstances shall constitute a material default and breach of this **Contract** by **Contractor**:

11.1.1. Failure to perform or observe any provision, condition or covenant of **Contractor** as set forth in this **Contract** for a period of ten (10) days following mailing of written notice addressed to the **Contractor** thereof setting forth the factual circumstances of the alleged default: provided, however, that if the nature of the particular default is such that it cannot be reasonably cured within the said period, then, only upon failure of **Contractor** to have commenced its cure within the said period and thereafter continue in a commercially diligent manner towards the correction thereof;

11.1.2. The filing by or against **Contractor** of a petition to be adjudged bankrupt;

11.1.3. The filing by **Contractor** of a petition for reorganization, arrangement, or other relief under any law relating to bankruptcy or the taking advantage of any insolvency law; or,

11.1.4. The appointment of a receiver or trustee to take possession of substantially all of the assets of **Contractor**.

11.2. Remedies.

Upon the occurrence of any of the circumstances of default as set forth in this Section and for so long as the same shall continue to exist, **City** may hold and/or declare **Contractor** in breach of this **Contract** by giving written notice thereof: whereupon, **City** shall have any and all rights of recovery which may be available through procedures at law or in equity.

11.3. City's Legal Act No Waiver of Failure of Performance.

The liability and/or responsibility of **Contractor** for the performance of the compliance with the **Contract** shall not be waived, released, discharged, or terminated by service of any notice or demand upon **Contractor**, the institution of legal proceedings, or any other legal act by **City** which may result in the termination of the **Contract** unless specifically stipulated in writing by **City** to the contrary or decreed by a court of competent jurisdiction.

12. Notices.

All notices to be given to either party under this lease shall be given by personal delivery or, except as herein otherwise expressly provided, shall be in writing and shall be sent by certified mail, return receipt requested, to the proper business address of both parties. The effective date of service of any such notice shall be the date such notice is deposited with the United States Postal Service as first class mail to **Contractor** or to the **City**.

12.1. City:

Notice to **City** shall be properly addressed to:

City of Harrisonville
Attn: Randall K. Jones

P.O. Box 367
 300 East Pearl Street
 Harrisonville, MO 64701,

or such other address as **City** may designate in writing to **Contractor**.

12.2. Contractor:

Notice to **Contractor** shall be properly addressed to:

_____, (name)
 _____, (address)
 _____, (city, state, zip)

or such other address as **Contractor** may designate in writing to **City**.

13. Authority to Sign.

Contractor and **City** each represent and warrant to the other that the person or entity signing this **Contract** on behalf of such party is duly authorized to execute and deliver this **Contract** and to legally bind the party on whose behalf this **Contract** is signed to all of the terms, covenants and conditions contained herein. **Contractor** shall remain during the **Contract** term in good standing under the Laws of the State in which it was organized and affirms **Contractor** is duly qualified to do business in the State of Missouri.

14. Miscellaneous.

14.1. Assignment and Modification.

Contractor shall not assign, transfer, exchange or encumber this **Contract**, or any part thereof, without the express written consent of the **City**. This **Contract** shall not be modified or amended in any way, except if done in writing, and signed by both **City** and **Contractor**.

14.2. Cooperate to Accomplish Purpose:

The parties hereto shall cooperate to accomplish the intended purpose of this **Contract**, including but not limited to, the signing and endorsement of any document or writing of any type whatsoever necessary to accomplish the intended purpose of this **Contract**.

14.3. Compliance with Laws.

Contractor shall comply with all municipal, township, county, state and federal laws, rules and regulations which pertain to the performance of **Contractor's** duties under this **Contract** and save harmless the **City** for or on account of all charges or damages for non-observance thereof.

14.4. Contractor's Bankruptcy.

If **Contractor** shall be adjudged bankrupt or file any proceedings under any bankruptcy law or become insolvent; then **City**, or **City's** authorized agent, may, at their option, immediately terminate this **Contract**. Notwithstanding such **Contract** termination by **City**, **Contractor** shall nevertheless remain liable to **City** for the terms and conditions of this **Contract**. This **Contract**

shall not, nor shall any interest therein, be assignable as to the interest of the **Contractor** by operation of the law, nor included as an asset in **Contractor's** bankrupt estate.

14.5. Attorney's Fees.

Should it become necessary for the **City** to employ an attorney or any form of local law enforcement to enforce any of the conditions herein, **Contractor** agrees to pay all expenses so incurred, including all reasonable attorney fees, court costs and enforcement expenses.

14.6. Headings; Construction.

The headings that have been used throughout this **Contract** have been inserted for convenience of reference only and do not constitute matter to be construed in interpreting this **Contract**. Words of any gender used in this **Contract** shall be held and construed to include any other gender and words in the singular number shall be held to include the plural, and vice versa, unless the context requires otherwise. The words "herein," "hereof," "hereunder" and other similar compounds of the word "here" when used in this **Contract** shall refer to the entire **Contract** and not to any particular provision or section. If the last day of any time period stated herein shall fall on a Saturday, Sunday or legal holiday, then the duration of such time period shall be extended so that it shall end at 5:00 p.m. on the next succeeding day which is not a Saturday, Sunday or legal holiday.

14.7. Invalidity or Severability.

If any one or more of the provisions of this **Contract**, or the applicability of any such provision to a specific situation, shall be held invalid or unenforceable, such provision shall be modified to the minimum extent necessary to make it or its application valid and enforceable, and the validity and enforceability of all other provisions of this **Contract** and all other applications of any such provision shall not be affected thereby.

14.8. Waiver.

No waiver of any default by **Contractor** hereunder shall be implied from any omission by **City** to take any action on account of such default if such default persists or is repeated. One or more waivers of any covenant, term or condition of this **Contract** by **City** shall not be construed as a waiver of a subsequent breach of the same covenant, term or condition.

14.9. Governing Law.

All matters relating to the interpretation, construction, validity and enforcement of this **Contract** shall be governed by the internal laws of the State of Missouri, without giving effect to any choice of law provisions thereof.

14.10. Binding Effect.

The covenants, obligations and conditions contained herein shall be binding on and inure to the benefit of the heirs, legal representatives, successors and assigns of the parties hereto.

14.11. Time of Essence.

Time shall be of the essence in the performance of each and every covenant by **Contractor** pursuant to the terms of this Agreement.

14.12. Entire Agreement.

This **Contract** contains the entire agreement between the parties. All promises, representation, understandings, agreements and prior agreements are merged herein and superseded hereby. No amendment or modification of this **Contract** shall be valid or binding unless reduced to writing and signed by the parties hereto. No course of dealing between the parties will modify, amend, waive or terminate any provision of this **Contract** or any rights or obligations of any party under or by reason of this **Contract**.

14.13. Counterparts.

To facilitate execution, this **Contract** may be executed in as many counterparts as may be convenient or required. It shall not be necessary that the signature or acknowledgment of, or on behalf of, each party, or that the signature of all persons required to bind any party, or the acknowledgment of such party, appear on each counterpart. All counterparts shall collectively constitute a single instrument.

IN WITNESS WHEREOF, the parties hereto have executed or caused to be executed this Contract on the date and year first above written.

City of Harrisonville,
a Missouri municipal corporation

Contractor: _____, an
individual, and resident of the State of
Missouri

Date: _____

By: _____

Date: _____

City Administrator

Attest:

By: **Happy Welch**

By: _____

Attest City Clerk:

Title: _____

By: Randall Jones

Date: _____

Schedule A

Custodial Bids City Hall/Police Dept.

The City of Harrisonville is seeking bids for cleaning services at city hall and the police department. Bids shall be submitted by Tuesday, July 11, 2017 2:00 p.m. at City Hall where they will be opened and read aloud in the Council Chambers. Bids shall be submitted in a sealed envelope to the City Clerk, 300 E. Pearl St., Harrisonville, MO 64701 and labeled on the outside of the envelope "Custodial Bid." Specifications are available at Harrisonville City Hall, 300 E. Pearl St., Harrisonville, MO 64701 or online at www.harrisonville.com.

Specifications for the custodial work include:

Police Department

205 North Lexington

Daily Duties Five Days a Week:

- ✓ Empty waste baskets and put trash in dumpster outside behind City Hall/replace plastic bags and wash waste baskets as needed
- ✓ Clean kitchen area, including microwave
- ✓ Dust mop all uncarpeted floors and vacuum carpeted areas in front lobby area.
- ✓ Clean all restrooms including stools, urinals, wash basins, cabinets and all fixtures, using disinfectant cleaners daily. Paper towel, soap and toilet tissue dispensers shall be kept filled and spare rolls of toilet tissue and spare packages of folding paper towels shall be kept in the storage area.
- ✓ All entryways, exits, stairs and landings shall be kept free of leaves, dirt, trash, etc.

Weekly Duties

- ✓ Empty recycle bin weekly or as needed in recycle bin behind City Hall
- ✓ Vacuum all carpeted areas
- ✓ Wet Mop Tile and Linoleum floors, clean and dust furniture, and counter tops
- ✓ Dust window sills, frames, window blinds, air/heating vents and baseboards
- ✓ Clean windows and glass doors
- ✓ Dust ceiling corners, pictures and other knick-knacks
- ✓ All interior walls, doors and frames shall be spot cleaned weekly and kept free of hand prints, black marks, etc.
- ✓ Clean Front Glass Door to remove fingerprints

As Needed Duties

- ✓ Training/Conference Room will be cleaned and chairs orderly
- ✓ Ceiling lights shall be kept free of bugs, dirt, etc.
- ✓ Change light bulbs as needed inside and outside of facility.
- ✓ Lost and found articles shall be turned into the Police Chief's office
- ✓ Disposable furnace filters are to be changed as needed but at least once every two months
- ✓ Garage area floor swept and kept clean

Price per week \$ _____

City Hall
300 E Pear St.

Cleaning on two days only, Tuesday and Friday.

- ✓ Clean windows in front & front glass door weekly
- ✓ Council Chambers will be cleaned and chairs orderly arranged prior to scheduled meetings to be held.
- ✓ Empty waste baskets and put trash in dumpster outside behind City Hall/replace plastic bags and wash waste baskets as needed
- ✓ Clean kitchen area, including microwave
- ✓ Dust mop all uncarpeted floors
- ✓ Clean all restrooms including stools, urinals, wash basins, cabinets and all fixtures, using disinfectant cleaners. Paper towel, soap and toilet tissue dispensers shall be kept filled and spare rolls of toilet tissue and spare packages of folding paper towels shall be kept in the restroom cabinets
- ✓ All entryways, exits, stairs and landings shall be kept free of leaves, dirt, trash, etc.
- ✓ Vacuum all carpeted areas once a week
- ✓ Wet mop tile and Linoleum floors, clean and dust furniture, and counter tops once a week
- ✓ Dust window sills, frames, window blinds, air/heating vents and baseboards
- ✓ Dust ceiling corners, pictures and other knick-knacks
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- ✓ Lost and found articles shall be turned into the City Clerk's office
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Price per week \$ _ _ _ _ _

The City shall furnish all polish, cleaning agents, plastic bag/liners, vacuum cleaner, light bulbs, furnace filters, tissue paper, paper towels and soap for the restrooms

This contract shall be effective beginning January 1, 2018 through December 31st, 2020 and may be extended by agreement of both parties each year for the following three years. However, such agreement or extension may be cancelled by written notice delivered at least thirty (30) days in advance of cancellation by the canceling party.

Cancellation of the agreement may be done by either party for any reason with thirty (30) days written notice.

Tours of the facilities must be coordinated separately. At City Hall contact the City Clerk at 816-380-8916. For the police department contact Chief Hofer at 816-380-8930.

Insurance coverage and bonding will be the sole responsibility of the Contractor. Contractor shall take out and maintain during the life of the contract the statutory Workman's Compensation and Employer's Liability Insurance for all the contractor's employees to be engaged in services required by the contract.

Contractor shall take out and maintain during the life of the agreement Bodily Injury, Liability and Property Damage Liability Insurance in amount not less than \$1,000,000 for any person performing work

covered by the agreement from claims for damages for personal injury, including accidental death, as well as claims for property damage, which may arise from operations under this agreement.

The Contractor shall furnish the City with a Certificate of Insurance naming the City of Harrisonville as additional insured throughout the scope of the contract.

Building Security shall be maintained at all times.

Keys that are broken shall be returned for a replacement key. Keys that are lost may require the re-keying of all locks, which the cost to rekey will be the responsibility of the Contractor, not the City.

Safety Precautions are to be taken at all times, including all fire preventions measures.

Contractor must have a current Business License with the City of Harrisonville and shall be responsible for obtaining and paying the costs of all necessary permits and licenses required by any applicable laws, and/or regulations (including the Ordinances of the City of Harrisonville).

Contractor will not knowingly employ a person who is an unauthorized alien in connection with this agreement.

Access to City Facilities will be granted only after successfully passing a thorough background and FBI criminal history check.

The City contact shall be the City Clerk who may be reached at 816.380.8918 M-F or in person at City Hall..

Five written references shall be provided and attached.

The City reserves the right to accept or reject any or all bids and to waive any technicalities, irregularities, or informalities therein; to accept all or a portion of the bid submitted; and to determine which is the lowest, responsive, responsible bid as determined by the Board of Aldermen.

Custodial Bids City Hall/Police Dept.

The City of Harrisonville is seeking bids for cleaning services at city hall and the police department. Bids shall be submitted by Tuesday, July 11, 2017 2:00 p.m. at City Hall where they will be opened and read aloud in the Council Chambers. Bids shall be submitted in a sealed envelope to the City Clerk, 300 E. Pearl St., Harrisonville, MO 64701 and labeled on the outside of the envelope "Custodial Bid." Specifications are available at Harrisonville City Hall, 300 E. Pearl St., Harrisonville, MO 64701 or online at www.harrisonville.com.

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- ✓ Disposable furnace filters are to be changed as needed but at least once every two months
- ✓ Garage area floor swept and kept clean

Price per week \$ 250.00

City Hall
300 E Pear St.

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Price per week \$ 125.⁰⁰

The City shall furnish all polish, cleaning agents, plastic bag/liners, vacuum cleaner, light bulbs, furnace filters, tissue paper, paper towels and soap for the restrooms

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The City contact shall be the City Clerk who may be reached at 816.380.8918 M-F or in person at City Hall..

Five written references shall be provided and attached.

The City reserves the right to accept or reject any or all bids and to waive any technicalities, irregularities, or informalities therein; to accept all or a portion of the bid submitted; and to determine which is the lowest, responsive, responsible bid as determined by the Board of Aldermen.

All Natural Cleaning Service
701 e Pearl st Harrisonville Mo 64701

QUOTE

City of Harrisonville
300 e Pearl st Harrisonville Mo 64701

Quote # 0000001

Quote Date 07/05/2017

Item	Description	Unit Price	Quantity	Amount
Service	City Hall	500.00	1.00	500.00
Service	Police Department	1000.00	1.00	1,000.00
 <u>NOTES:</u> All prices quoted are for a monthly.				
Subtotal				1,500.00
Total				1,500.00
Amount Paid				0.00
Quote				\$1,500.00

Attachment: All Natural Cleaning Service (Janitor Bids - Police Department and City Hall)

July 09, 2017

To whom it may concern:

Roxanne Coffelt of All Natural Cleaning Service, LLC has cleaned my house once a month for the last 2 years. She is dependable and does an excellent job. I can highly recommend her services to anyone.



Linda K Coffelt

27004 S Blinker Light Rd

Harrisonville, Mo. 64701

816-225-0880

Attachment: All Natural Cleaning Service (Janitor Bids - Police Department and City Hall)

**Creighton First Baptist Church**

309 D Street
P.O. Box 97
Creighton, MO 64701
(660) 499-2890

July 9, 2017

To Whom It May Concern:

RE: All Natural Cleaning Service, LLC

Greetings;

I am the Treasurer of Creighton First Baptist Church, located at D Street, Creighton, Missouri. All Natural Cleaning Service, LLC has provided cleaning service for our church for the past year and a half.

We have found the services of All Natural Cleaning Service, LLC to be of excellent quality. We are quite pleased with this company and highly recommend them.

In His Service,

A handwritten signature in blue ink, which appears to read "David E. Coffelt", is positioned above the printed name.

David E. Coffelt
Treasurer

Attachment: All Natural Cleaning Service (Janitor Bids - Police Department and City Hall)



Roxanne Coffelt <rcoffelt1981@gmail.com>

testimonial

1 message

Tom Krebs <tom.krebs@gmail.com>

Thu, Jul 6, 2017 at 5:35 PM

To: Roxanne Maid Cleaning Service <rcoffelt1981@gmail.com>

Roxanne has done a wonderful job for us! She's incredibly attentive to detail and always flexible with scheduling. You can tell she really cares about her clients!

--

Tom Krebs

CEO

[Kansas City Girls Preparatory Academy](#)

(717) 515-7057

Attachment: All Natural Cleaning Service (Janitor Bids - Police Department and City Hall)

July 7, 2017

To whom it may concern:

Roxanne and her company "All natural Cleaning Company" have been cleaning our offices for several years now. They are very dependable and they do a great job and have always gone above and beyond what is expected. If you have any questions you can call me.

Patti Brinkmeyer

Manager, Payer Relations

NextGen

851 NW 45th St

Gladstone, MO 64116

816-877-8986

Attachment: All Natural Cleaning Service (Janitor Bids - Police Department and City Hall)

July 9, 2017

This letter serves to recommend Roaxanne Coffelt for employment. I have worked with her on a number of occasions. She is highly efficient and skilled allowing her to meet my expectations.

Roxanne is one of the best housekeepers I have ever hired. She is thorough, pleasant and follows instructions explicitly. She is great at managing time and highly organized. She is not afraid of taking on tasks that are far and above the traditional duties of domestic work.

It is always a pleasure to have her in my home. She is a friendly, highly energetic individual with a great sense of humor.

Any company should be happy to have Roaxanne on their staff.

A handwritten signature in black ink that reads "Karen Goodwin" with a stylized flourish at the end.

Karen Goodwin, Senior Real Estate Sales Specialist, Platinum Realty serving Cass County for 25 years

Attachment: All Natural Cleaning Service (Janitor Bids - Police Department and City Hall)

To whom it May Concern:

I am privileged to give this letter of recommendation for Roxanne Coffelt. I have personally known her for 7 years now and Roxanne has been working for me for 2+ years now and I am very pleased with her work. She is dependable, flexible, has attention to detail, is willing to go above and beyond, and trustworthy. She does an excellent job at everything she does. I would highly recommend her to anyone. Thank you for your time.

Sincerely,

A handwritten signature in black ink, appearing to read "Brynn Eickhoff". The signature is fluid and cursive, with the first name "Brynn" written in a larger, more prominent script than the last name "Eickhoff".

Brynn Eickhoff

7-10-17

Roxanne Coffelt currently cleans my home on a biweekly basis. She does an excellent job and I completely trust her to be in my home while I am not present.

Cathy Anthony
816-868-7939



MISSOURI ONLINE BUSINESS FILING



Limited Liability Company Details as of 7/14/2017

Business Entity Fees & Forms

Business Entity FAQ

Business Entity Home Page

Business Entity Online Filing

Business Outreach Office

Business Entity Contact Us

JCC Online Filing

Secretary of State Home Page

 Required Field

File Documents - select the filing from the "Filing Type" drop-down list, then click FILE ONLINE.

File Registration Reports - click FILE REGISTRATION REPORT.

Copies or Certificates - click FILE COPIES/CERTIFICATES.

RETURN TO

SEARCH RESULTS

ORDER COPIES!

CERTIFICATES

General Information

Filings

Address

Contact(s)

(5)

ST/VOL	NAME(S)	ALL NATURAL CLEANING SERVICE LLC
1	1	1
2	2	2
3	3	3
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100	100	100

Type Limited Liability Company

Domesticity Domestic

Registered Agent Coffelt, Rox

Coffelt, Roxanne Candis

701 E Pearl St
harrisonville, MO 64701

Address

Charter No. LC001419839

Status Active

Date Formed 9/25/2014

Duration Perpetual

Managed by Member

The information contained on this page is provided as a public service, and may change at any time. The State, its employees, contractors, subcontractors or their employees do not make any warranty, expressed or implied, or assume any legal liability for the accuracy, completeness or usefulness of any information, apparatus, product or process disclosed or represent that its use would not infringe on privately-owned rights.



To whom it may concern

We at ServiceMaster Elite would like you to consider By His Grace Janitorial to Maintenance Company. We have worked with them on multiple projects, and have had a grate working relationship with them. They seem eager to complete the job scope laid out, and take their business very seriously. If you have any questions or concerns please feel free to contact me at 816/331-6456 or ernest@sm-elite.com

Thank you

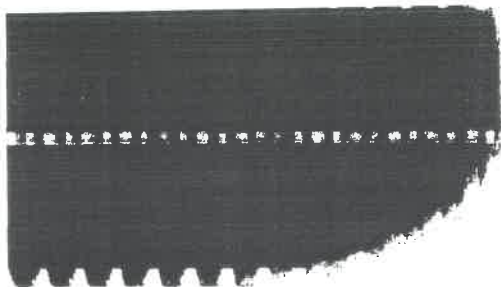
Ernest Prince

OP Manager ServiceMaster Elite.

A handwritten signature in blue ink, appearing to be "Ernest Prince", with a long horizontal line extending to the right.

Attachment: By His Grace (Janitor Bids - Police Department and City Hall)

A ServiceMASTER
BRAN



THE MOST ADVANCED NAME IN WATER MANAGEMENT SOLUTIONS



July 5, 2017

Re: JVN Enterprises LLC
By His Grace Janitorial Service & Maintenance Company
PO Box 1048
Harrisonville, MO 64701

To Whom It May Concern:

I am writing to recommend the services of By His Grace Janitorial Service. We are a new business in Harrisonville and have been using them for cleaning services since May of this year. They are easy to work with; they do an excellent job, are always punctual, and offer the most competitive rates in town.

I highly recommend the services of By His Grace Janitorial. If you have any further questions, or would like to speak with me about my experience, please feel free to contact me.

Sincerely,

Kelly Hawkins

Plant Accountant / Human Resources

Kelly.hawkins@ads-pipe.com

(816) 453-5300

CUSTODIAL SERVICE AGREEMENT

This Agreement, made and entered into this _____ day of _____, 2017, by and between the City of Harrisonville, Missouri, hereinafter sometimes called "City", and _____; hereinafter called "The Contractor", for the purpose of providing custodial services to the City hereby agree to the following terms and conditions of the contract.

Police Department
205 North Lexington

Daily Duties Five Days a Week:

- ✓ Empty waste baskets and put trash in dumpster outside behind City Hall/replace plastic bags and wash waste baskets as needed
- ✓ Clean kitchen area, including microwave
- ✓ Dust mop all uncarpeted floors and vacuum carpeted areas in front lobby area.
- ✓ Clean all restrooms including stools, urinals, wash basins, cabinets and all fixtures, using disinfectant cleaners daily. Paper towel, soap and toilet tissue dispensers shall be kept filled and spare rolls of toilet tissue and spare packages of folding paper towels shall be kept in the storage area.
- ✓ All entryways, exits, stairs and landings shall be kept free of leaves, dirt, trash, etc.

Weekly Duties

- ✓ Empty recycle bin weekly or as needed in recycle bin behind City Hall
- ✓ Vacuum all carpeted areas
- ✓ Wet Mop Tile and Linoleum floors, clean and dust furniture, and counter tops
- ✓ Dust window sills, frames, window blinds, air/heating vents and baseboards
- ✓ Clean windows and glass doors
- ✓ Dust ceiling corners, pictures and other knick-knacks
- ✓ All interior walls, doors and frames shall be spot cleaned weekly and kept free of hand prints, black marks, etc.
- ✓ Clean Front Glass Door to remove fingerprints

As Needed Duties

- ✓ Training/Conference Room will be cleaned and chairs orderly
- ✓ Ceiling lights shall be kept free of bugs, dirt, etc.
- ✓ Change light bulbs as needed inside and outside of facility.
- ✓ Lost and found articles shall be turned into the Police Chief's office
- ✓ Disposable furnace filters are to be changed as needed but at least once every two months
- ✓ Garage area floor swept and kept clean

Price per week \$ 259.25

Attachment: By His Grace (Janitor Bids - Police Department and City Hall)

City Hall
300 E Pear St.

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- ✓ Ceiling lights shall be kept free of bugs, dirt, etc.
- ✓ Lost and found articles shall be turned into the City Clerk's office
- ✓ Disposable furnace filters are to be changed as needed but at least once every two months

Price per week \$ 155.00

The City shall furnish all polish, cleaning agents, plastic bag/liners, vacuum cleaner, light bulbs, furnace filters, tissue paper, paper towels and soap for the restrooms

This contract shall be effective beginning _____, 2017 through _____, 2020 and may be extended by agreement of both parties each year for three years. However, such agreement or extension may be cancelled by written notice delivered at least thirty (30) days in advance of cancellation by the canceling party.

Cancellation of the agreement may be done by either party for any reason with thirty (30) days written notice.

Insurance coverage and bonding will be the sole responsibility of the Contractor. Contractor shall take out and maintain during the life of the contract the statutory Workman's Compensation and Employer's Liability Insurance for all the contractor's employees to be engaged in services required by the contract.

Contractor shall take out and maintain during the life of the agreement Bodily Injury, Liability and Property Damage Liability Insurance in amount not less than \$1,000,000 for any person performing work covered by the agreement from claims for damages for personal injury, including accidental death, as well as claims for property damage, which may arise from operations under this agreement.

The Contractor shall furnish the City with a Certificate of Insurance naming the City of Harrisonville as additional insured throughout the scope of the contract.

Building Security shall be maintained at all times.

Keys that are broken shall be returned for a replacement key. Keys that are lost may require the re-keying of all locks, which the cost to rekey will be the responsibility of the Contractor, not the City.

Safety Precautions are to be taken at all times, including all fire preventions measures.

Contractor must have a current Business License with the City of Harrisonville and shall be responsible for obtaining and paying the costs of all necessary permits and licenses required by any applicable laws, and/or regulations (including the Ordinances of the City of Harrisonville).

Contractor will not knowingly employ a person who is an unauthorized alien in connection with this agreement.

Access to City Facilities will be granted only after successfully passing a thorough background and criminal history check.

The City contact shall be the City Clerk and may be reached at 816.380.8918 M-F or in person at City Hall or by leaving a legible note on the desk of the City Clerk.

Five written references shall be provided and attached.



13000 2nd Street • Grandview, MO 64030

Phone (816) 761-1700 • Fax (816) 761-1774

www.dhrestoration.com

June 28, 2017

RE: JVN Enterprises dba By His Grace Janitorial Service

To Whom It May Concern:

By His Grace Janitorial Service has been cleaning our office since 2010. If there are any issues, they are quick to get them resolved. We have found them to be honest, reliable and fair. Based on our experience with them, we would recommend them for your office cleaning needs.

Sincerely,

Stacie Hubler, Treasurer
DH RESTORATION, INC.



Attachment: By His Grace (Janitor Bids - Police Department and City Hall)

Premier Acquisitions, LLC

June 26, 2017

To Whom It May Concern:

I am writing this letter to recommend the services of By His Grace Janitorial Services & Maintenance Company. During the past several years Jeff Noe has been working on the general maintenance of all of our rental properties. Jeff and his company offer high quality service. We can say that we have always been satisfied by their work.

Jeff has renovated and remodeled several of our units over the past few years. He always completes the projects timely and efficiently. He also handles any problems or issues that arise in tenant occupied units; including, plumbing issues, heating and cooling, pest control and many other problems. Each issue is handled quickly and professionally.

I would like to ask you to consider By His Grace Janitorial Services and Maintenance Company for your project and needs. I strongly recommend the services of the company and will continue to work with Jeff in the future for all our maintenance services.

Sincerely,



Glenn Houston
President
Premier Acquisitions, LLC

Attachment: By His Grace (Janitor Bids - Police Department and City Hall)

June 23, 2017

To Whom It May Concern:

I am very pleased to be able to write this letter of recommendation for Jeff Noe and his company JVN Enterprises, LLC/By His Grace Janitorial Service & Maintenance Company.

Jeff and his team have provided janitorial services to our firm for approximately ten years. They have consistently met or exceeded our expectations with regard to their service. From the first day, when we mutually agreed as to the services to be performed, there has never been a disagreement.

The communication between our firm and Jeff and his team is excellent.

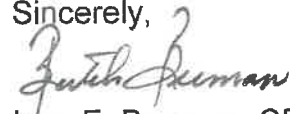
They willingly schedule their services to accommodate our working schedule since it does vary during tax season as opposed to the rest of the year.

When I have had occasion to visit with Jeff or members of his team, they are always polite, personable and typically ask if everything is okay.

The nature of our business involves significant amounts of confidential data, documents, etc. We have never had an issue where we suspected that documents on our desks or elsewhere had been reviewed, moved or otherwise inappropriately handled.

I strongly recommend Jeff and his company for your janitorial services.

Sincerely,



Ivan E. Beeman, CPA
Troutt, Beeman & Co., P.C.

IEB/bw

Attachment: By His Grace (Janitor Bids - Police Department and City Hall)

Lyndsay Lawson
3201 Steel Wheel Dr
Harrisonville, MO 64701
lyndsayworks816@gmail.com

Re: Custodial Bid

To Whom It May Concern:

Please review the enclosed documents in regards to your request for custodial bids on the City Hall and the Police Department.

Do not hesitate to contact me with any questions or to discuss further.

Thanks in advance for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Lyndsay Lawson". The ink is dark and the signature is fluid, with the first and last names being clearly legible.

Lyndsay Lawson
816.728.3555

Attachment: Lyndsay Lawson (Janitor Bids - Police Department and City Hall)

Re: The City of Harrisonville

To Whom It May Concern:

I am happy to write to you concerning Lyndsay Lawson and her cleaning services in reference to the City of Harrisonville custodial bid.

Lyndsay began cleaning my home and business in January of this year and I love it! I use her services on a weekly basis and have never been disappointed. I can rest assured that the job is being done right.

Through these months, Lyndsay has been efficient, thorough, trustworthy, and a perfectionist in what she does. If I ask her to come an additional day or to do another task, she gets the job done without hesitation. Lyndsay is flexible, easy to work with, and I would recommend her to anyone. You will not be disappointed.

I'm happy to answer any questions should you have them.

Sydney Baldwin
The Willow Tree Salon
27105 E 227th St
Pleasant Hill, MO 64080

816-315-8966

Attachment: Lyndsay Lawson (Janitor Bids - Police Department and City Hall)

Custodial Bids City Hall/Police Dept.

The City of Harrisonville is seeking bids for cleaning services at city hall and the police department. Bids shall be submitted by Tuesday, July 11, 2017 2:00 p.m. at City Hall where they will be opened and read aloud in the Council Chambers. Bids shall be submitted in a sealed envelope to the City Clerk, 300 E. Pearl St., Harrisonville, MO 64701 and labeled on the outside of the envelope "Custodial Bid." Specifications are available at Harrisonville City Hall, 300 E. Pearl St., Harrisonville, MO 64701 or online at www.harrisonville.com.

Specifications for the custodial work include:

Police Department
205 North Lexington

Daily Duties Five Days a Week:

- ✓ Empty waste baskets and put trash in dumpster outside behind City Hall/replace plastic bags and wash waste baskets as needed
- ✓ Clean kitchen area, including microwave
- ✓ Dust mop all uncarpeted floors and vacuum carpeted areas in front lobby area.
- ✓ Clean all restrooms including stools, urinals, wash basins, cabinets and all fixtures, using disinfectant cleaners daily. Paper towel, soap and toilet tissue dispensers shall be kept filled and spare rolls of toilet tissue and spare packages of folding paper towels shall be kept in the storage area.
- ✓ All entryways, exits, stairs and landings shall be kept free of leaves, dirt, trash, etc.

Weekly Duties

- ✓ Empty recycle bin weekly or as needed in recycle bin behind City Hall
- ✓ Vacuum all carpeted areas
- ✓ Wet Mop Tile and Linoleum floors, clean and dust furniture, and counter tops
- ✓ Dust window sills, frames, window blinds, air/heating vents and baseboards
- ✓ Clean windows and glass doors
- ✓ Dust ceiling corners, pictures and other knick-knacks
- ✓ All interior walls, doors and frames shall be spot cleaned weekly and kept free of hand prints, black marks, etc.
- ✓ Clean Front Glass Door to remove fingerprints

As Needed Duties

- ✓ Training/Conference Room will be cleaned and chairs orderly
- ✓ Ceiling lights shall be kept free of bugs, dirt, etc.
- ✓ Change light bulbs as needed inside and outside of facility.
- ✓ Lost and found articles shall be turned into the Police Chief's office
- ✓ Disposable furnace filters are to be changed as needed but at least once every two months
- ✓ Garage area floor swept and kept clean

Price per week \$ 500.⁰⁰

City Hall
300 E Pear St.

Cleaning on two days only, Tuesday and Friday.

- ✗ Clean windows in front & front glass door weekly
- ✗ Council Chambers will be cleaned and chairs orderly arranged prior to scheduled meetings to be held.
- ✓ Empty waste baskets and put trash in dumpster outside behind City Hall/replace plastic bags and wash waste baskets as needed
- ✓ Clean kitchen area, including microwave
- ✓ Dust mop all uncarpeted floors
- ✓ Clean all restrooms including stools, urinals, wash basins, cabinets and all fixtures, using disinfectant cleaners. Paper towel, soap and toilet tissue dispensers shall be kept filled and spare rolls of toilet tissue and spare packages of folding paper towels shall be kept in the restroom cabinets
- ✓ All entryways, exits, stairs and landings shall be kept free of leaves, dirt, trash, etc.
- ✓ Vacuum all carpeted areas once a week
- ✓ Wet mop tile and Linoleum floors, clean and dust furniture, and counter tops once a week
- ✓ Dust window sills, frames, window blinds, air/heating vents and baseboards
- ✓ Dust ceiling corners, pictures and other knick-knacks
- ✓ All interior walls, doors and frames shall be spot cleaned weekly and kept free of hand prints, black marks, etc.
- ✓ Ceiling lights shall be kept free of bugs, dirt, etc.
- ✓ Lost and found articles shall be turned into the City Clerk's office
- ✓ Disposable furnace filters are to be changed as needed but at least once every two months

Price per week \$ 200.⁰⁰

The City shall furnish all polish, cleaning agents, plastic bag/liners, vacuum cleaner, light bulbs, furnace filters, tissue paper, paper towels and soap for the restrooms

This contract shall be effective beginning January 1, 2018 through December 31st, 2020 and may be extended by agreement of both parties each year for the following three years. However, such agreement or extension may be cancelled by written notice delivered at least thirty (30) days in advance of cancellation by the canceling party.

Cancellation of the agreement may be done by either party for any reason with thirty (30) days written notice.

Tours of the facilities must be coordinated separately. At City Hall contact the City Clerk at 816-380-8916. For the police department contact Chief Hofer at 816-380-8930.

Insurance coverage and bonding will be the sole responsibility of the Contractor. Contractor shall take out and maintain during the life of the contract the statutory Workman's Compensation and Employer's Liability Insurance for all the contractor's employees to be engaged in services required by the contract.

Contractor shall take out and maintain during the life of the agreement Bodily Injury, Liability and Property Damage Liability Insurance in amount not less than \$1,000,000 for any person performing work

covered by the agreement from claims for damages for personal injury, including accidental death, as well as claims for property damage, which may arise from operations under this agreement.

The Contractor shall furnish the City with a Certificate of Insurance naming the City of Harrisonville as additional insured throughout the scope of the contract.

Building Security shall be maintained at all times.

Keys that are broken shall be returned for a replacement key. Keys that are lost may require the re-keying of all locks, which the cost to rekey will be the responsibility of the Contractor, not the City.

Safety Precautions are to be taken at all times, including all fire preventions measures.

Contractor must have a current Business License with the City of Harrisonville and shall be responsible for obtaining and paying the costs of all necessary permits and licenses required by any applicable laws, and/or regulations (including the Ordinances of the City of Harrisonville).

Contractor will not knowingly employ a person who is an unauthorized alien in connection with this agreement.

Access to City Facilities will be granted only after successfully passing a thorough background and FBI criminal history check.

The City contact shall be the City Clerk who may be reached at 816.380.8918 M-F or in person at City Hall..

Five written references shall be provided and attached.

The City reserves the right to accept or reject any or all bids and to waive any technicalities, irregularities, or informalities therein; to accept all or a portion of the bid submitted; and to determine which is the lowest, responsive, responsible bid as determined by the Board of Aldermen.

Mandy Bishop
23508 S Prettyman Rd
Harrisonville, MO 64701
(816) 564-4288

City of Harrisonville
RE: Recommendation for Cleaning Services
To Whom it May Concern,

I am writing to recommend Lyndsay Lawson and her cleaning service. Lyndsay began cleaning my home this year and I have never been disappointed. During this time, she has proven herself to be a professional and prompt cleaning service with great attention to detail. The home cleaned by her is always left in outstanding condition. She treats all furniture and fixtures carefully. She has a polite and friendly attitude, as well as the ability to follow directions accurately. In addition, she is very kind and patient with my very large and loud dogs. I believe she could work under a variety of conditions and circumstances and not become flustered or frustrated with her surroundings. If you desire the best in the cleaning industry, Lyndsay is it. Please feel free to contact me at the number above if you have any questions regarding this recommendation. Thank you!

Warm regards,
Mandy J. Bishop

Attachment: Lyndsay Lawson (Janitor Bids - Police Department and City Hall)

July 7, 2017

To Whom It May Concern:

This is to recommend Lyndsay Lawson as a commercial cleaning service for your business.

She has worked at our church, East Lynne Assembly of God as our custodian for about a year until we resigned in January, 2017.

She was prompt and consistently cleaned the entire church building and parsonage. She always did a professional job. I am sure she would satisfy all your cleaning needs.

Thank you for your consideration.



Donna Woolery
Pastor's wife
816-884-3377

Attachment: Lyndsay Lawson (Janitor Bids - Police Department and City Hall)

City Of Harrisonville

To Whom It May Concern:

This is to recommend Lyndsay Lawson and her cleaning service. She has cleaned our home multiple times this year. Lyndsay is very detailed and thorough. I felt comfortable giving her access to our home and I would recommend her to anyone. She's the best at what she does and I would recommend her to anyone. Lyndsay is a true gem!

Please feel free to contact me if you should have any questions.

Sincerely,

Jan Morgan
Harrisonville, MO
816-521-8473

Attachment: Lyndsay Lawson (Janitor Bids - Police Department and City Hall)

Chris Moretine
Precision Diesel Performance
102 Walnut St
Garden City, MO 64747

June 3, 2017

Re: City of Harrisonville

To Whom It May Concern:

I am writing to recommend the cleaning services of Lyndsay Lawson for your facilities.

Lyndsay was referred to me early this year to clean my home. She comes in bi-weekly and cleans it from top to bottom. Not only does she clean well, she takes extra care in picking up and sorting my daughter's toys and anything else that may be out of place, which is much appreciated.

From day one, Lyndsay has gone above and beyond. She is always there when she says she will be, detailed in her tasks, thorough, and trustworthy. I highly recommend her for this position.

Please feel free to contact me if you have questions.

Sincerely,

Chris Moretine
816-674-4213

Attachment: Lyndsay Lawson (Janitor Bids - Police Department and City Hall)



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: August 8, 2017
SUBJECT: City Hall Roofing Bids

Type of Item: *Approval*

The City went out for bids to replace the roof of City Hall. Specifications were published and posted and we received 4 bids on July 25

Guarantee Roofing	\$83,640
Porter Roofing	\$84,810
JR & Company	\$85,383
Delta Innovative Serv.	\$98,000

The city budgeted \$79,739 and we received \$38,924.91 in insurance money from the February hail storm.

We have checked the low bid with the Secretary of State to make sure they are a business in good standing, and we have checked several references who had positive responses about the company. Staff recommends the low bid of \$83,640 from Guarantee Roofing of Joplin, MO be accepted.

Council Bill No. 060

Resolution No.

A Resolution of the Board of Aldermen Authorizing the City Administrator to Enter into an Agreement with Guarantee Roofing, Inc. to Replace the Roof at City Hall in an Amount not to exceed \$83,640.00

WHEREAS, the City of Harrisonville wishes to repair the roof covering City Hall; and

WHEREAS, a notice was posted and bids were accepted for such improvements; and

WHEREAS, four bids were received and reviewed; and

WHEREAS, staff has reviewed the bids, received positive references and has made a recommendation; and

WHEREAS, the Board has reviewed the information provided and concluded that Guarantee Roofing provides the lowest, responsive, responsible bid;

NOW THEREFORE BE IT RESOLVED BY THE HARRISONVILLE BOARD OF ALDERMEN THAT

Section 1: The City Administrator is hereby authorized and directed to enter into an agreement with Guarantee Roofing, Inc. of Joplin, MO, to remove and replace the roof on city hall in an amount not to exceed \$83,640.00.

Section 2: That this resolution shall become effective immediately upon its passage and approval.

PASSED AND RESOLVED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Harrisonville, Missouri this 21st day of August, 2017.

Brian Hasek, Mayor & Ex Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 21st day of August, 2017

CITY OF HARRISONVILLE
BID TABULATION

Subject: Roof Repair at City Hall		Budget Amount	\$
DATE: 7-26-17		Anticipated Trade-in	- \$
		Net Budget Amt.	\$
TIME: 2:00 pm		DEPT: Administrative	
CONTRACTOR		Adm. Station	
TOTAL BID		NOTES, ALTERATIONS, BREAKDOWN, BID BONDS, ETA, Etc.	
Porter Roofing	\$84,810		
JR's Company	\$85,383		
Guarantee Roofing	\$83,640		
Data Innovative Services	\$98,000		
City Clerk: <i>[Signature]</i>		Date: 7-26-17	



Guarantee Roofing, Inc.

P.O. Box 3606 • Joplin, MO 64803 • 417-824-0002 • Fax: 417-702-1047
www.guaranteeroofinginc.com

Roof Bid City Hall Harrisonville, MO.

Price per plans and specs

Total 83,640.⁰⁰

Price to shingle pitched roof on lieu of TPO

Deduct from base bid 6,200.⁰⁰

Price to leave shingle roof as is.

Deduct from base bid 13,100.⁰⁰

Price to sheath and install TPO on wall under eave on north deck

Add 3,840.⁰⁰

Mechanically attach TPO in lieu of fully adhered
 deduct 5,100.⁰⁰

David McLean President

Attachment: City Hall Roof Bids (City Hall Roofing Bids)



7/25/2017

Facsimile Quotation

Page 1 of 2

Project: Harrisonville City Hall Re-Roof
Harrisonville, MO

Specification Sections

Description of work

TPO Roofing

Remove existing flat and shingled roofing down to roof deck and haul from site. Inspect deck and repair wood deck per unit costing below. Loose lay 1 layer of 1" ISO Insulation over the wood deck. over ISO install a ½" HP Recovery Board and mechanically fasten all layers. Fully Adhere a .060 mil TPO (white) membrane over Cover Board. Upon completion of project furnish owner with a 20 year manufactures warranty.

Sheet Metal for roofing

Fabricate and install prefinished gutter and downspout. Fabricate and install counterflashing below copper flashing at cap stone. Fabricate and install strip-in edge metal. Cut metal siding as necessary, install skirt counterflashing.

Base Bid: \$84,810.00

Attachment: City Hall Roof Bids (City Hall Roofing Bids)

144 W. Markey Rd. Belton, MO 64012
816.331.2216 / FAX 816.331.3137
www.PorterRoofingCo.com

Member Associated Roofing Contractors of Greater Kansas City, Inc.
MRCA • NRCA



1142 Clay St.
North Kansas City, MO 64116
816-587-6148
www.jrroofinginc.com

City of Harrisonville, MO

Ref: - City Hall Roof Replacement

This proposal is based off of the Specifications provided by the City of Harrisonville, MO.
This proposal is also based on **Prevailing wage** rates and the **sales taxes** are excluded from the bid on materials.

Division 07 - Thermal & Moisture Protection

1. Setup for roofing as approved by the City of Harrisonville, MO.
2. We shall **Remove all the roofing materials down to the wood deck.**
3. We shall **inspect and repair wood decking** as needed **\$2.85 per Square foot.**
4. We shall **furnish and install a cricket** in the SE corner for proper roof drainage.
5. We shall furnish and install **1 layer of flat stock 1" ISO.**
6. We shall furnish and install **1 layer of ½" recovery Board insulation.**
7. Mechanically attach all layers simultaneously to the wood deck.
8. Furnish and install **60 Mil TPO Mechanically Attached Single Ply Roof System.** (55mph rated system only).
9. Walls shall be flashed with **60 Mil TPO fully adhered.** There are some walls that will require OSB to be fastened prior to adhering the material.
10. We shall furnish and install **24 Gauge gutters and downspouts** per spec.
11. We shall furnish and install **24 Gauge 4x4 hemming edge metals** per spec.
12. We shall furnish and install **pitch pans and vent boots** as required and seal all edges per spec.
13. We shall **remove and replace the exterior fascia** and seal per spec.
14. Provide daily cleanup of work area.

20 Year Manufactures Labor and Materials Warranty Included
Cost of performance bond included in bid

Total Cost \$85,383.00

Jacob Yates
Commercial Sales/Estimating
816-522-5176
Jacob@jrroofinginc.com

(816) 587-6147

(800) 367-1977

FAX (816) 746-6453



508 S 14th St



Kansas City, KS 66105



phone (913) 371-7100
fax (913) 371-7107
www.deltaservices.com

July 25, 2017

City of Harrisonville, Missouri
300 E. Pearl Street
Harrisonville, MO 64701

Attn: City Clerk

Re: City Hall Roof Replacement - Bid

Please find below our price and exclusions.

Ninety eight thousand dollars and no cents**Price: \$ 98,000.00**Exclusions:

- Shingle area roof replacement. New TPO will be tied into the existing shingles.
- Gutters and downspouts serving the shingle roof to remain.
- Interior protection and cleanup.

Respectfully Yours,

David B. Marr

David B. Marr
Project Manager

Attachment: City Hall Roof Bids (City Hall Roofing Bids)



STAFF REPORT

TO: Board of Aldermen
FROM: Marcella McCoy, Director
DATE: August 14, 2017
SUBJECT: 2017 Tax Levy

Type of Item: *Approval***BACKGROUND**

As part of Fiscal Year 2018 Budget development, the property tax levy is set as outlined in RSMO 67.110.1. The assessed values are received from the County and submitted to the State Auditor for review. The proposed tax levy is calculated based on the assessed values provided and is set to maintain revenue at what is called revenue neutral. This means the City does not receive a significant amount more in revenue from year to year.

The proposed levy calculated and reviewed by the State Auditor is \$0.5430 for General fund and \$0.1228 for Park. The proposed levy is less than the 2016 tax levy because of new construction and changes in assessed values. Personal property value decreased again this year.

DISCUSSION

The State Statute outlines the requirement for each political subdivision to fix its ad valorem property tax rates no later than September first for entry in the tax books. The Statute goes on to state that the budget officer present the assessed valuation by category of real, personal and other tangible property as entered in the tax book for the fiscal year for which the tax to be levied along with the amount of revenue required to be provided from the property tax set forth in annual budget adopted.

The City is required to hold a public hearing on the proposed rates as outlined in RSMO 67.110.1. The tax rates shall be calculated to produce substantially the same revenues as required in the annual budget adopted. Basically, this means that the City cannot set a levy that will generate substantially more revenue than projected from the year before. So even though the levy itself becomes a higher or lower number, the amount of tax remains basically the same. I say basically, because, if someone purchases new personal property or a new real estate, then the tax will be higher because the assessed value is higher.

The tax rates proposed are based on the assessed values provided by the County. The County Clerk sends a form called "Pro Forma - State Auditor's Review of Data Submitted". This document has been completed by the Missouri State Auditor to calculate the proposed tax levy for General Fund and Parks. I have included the

documents received. The calculated levy is recommended at \$0.5430 for General and \$0.1228 for Park. The Maximum prior year adjusted revenue is calculated at \$696,797 for General Fund and \$157,524 for Parks. Total revenue permitted in current year is \$711,430 for General Fund and \$160,832 for Parks.

The assessed values received from the County reflect an increase in Real Estate values primarily from new construction. The Personal Property assessment is down again from 2016. This is primarily because of a change in the law which requires vehicles to be assessed based on the "average NADA value" vs. "clean trade NADA value". The total revenue projected to be received for Fiscal Year 2018 is only \$23,600 more for the General Fund and \$5,304 for Parks. Again, this increase is primarily due to the new construction for Real Estate.

ACTION REQUIRED/RECOMMENDATION

Recommendation is to set the tax levy for Fiscal Year 2018 as proposed and outlined in the documents provided. I respectfully request the Board consider the ordinance on first reading to comply with Statute to set the levy prior to September 1. Additionally, Mr. Vick has requested he receive the documents for County certification before August 30th to comply with State Statute requirement by September 1st.

Council Bill No. 061**Ordinance No.**

**An Ordinance Levying A Tax For The Current Expense Of The City Of
Harrisonville, Missouri, Upon Real Property And All Tangible Personal Property
Of Whatsoever Nature And Character Subject To Taxation By The City Of
Harrisonville For Such Purposes; Also, Levying A Special Tax Upon The Afore
Described Properties For Public Parks; For A Total Tax Levy Of \$.6658**

WHEREAS, State statute sets forth a process to fix the City ad valorem property tax rates no later than September 1 each year;

WHEREAS, That the City held a public hearing as required by RSMO 67.110.1;

WHEREAS, That the new calculated tax rates will generate substantially the same revenues as 2016;

WHEREAS, That the County Clerk submitted the approved form to the Missouri State Auditor's Office that calculated the new rates for the General Fund at \$0.5430, and for the Park Fund at \$0.1228;

WHEREAS, That there will be a slight increase in City revenue primarily due to new real estate construction;

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

Section 1: That there is hereby levied for the year 2017 a tax upon each \$100.00 of the assessed valuation of all real property and all tangible personal property of whatsoever nature and character subject to taxation by the City of Harrisonville, Missouri, at the following rates for the following purposes, to-wit:

- (a) For paying the current expense of the City of Harrisonville, Missouri, for said year, a rate of \$0.5430
- (b) For the establishment and maintenance of public parks in the City of Harrisonville, Missouri, for said year, a rate of \$0.1228

Section 2: That following the effective date of the passage of this ordinance, the tax levy so established shall be extended upon the assessment books of the City and collected as provided by law.

Section 3: That this ordinance shall be in full force and effect from and after the date of its passage and approval.

Vote taken as follows:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Read one time by title only on August 21, 2017, and read for the second time by title only on August 21, 2017 and passed by the Board of Aldermen of the City of Harrisonville, Missouri, this 21st day of August 2017.

Brian Hasek,
Mayor and Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K Jones, City Clerk

APPROVED by the Mayor this 21st day of August 2017

NOTICE OF AGGREGATE ASSESSED VALUATION

(2ND REPORT AFTER B.O.E. 7-31-2017)

As required by Section 137.245.3, I, Michael J. Vinck, County Clerk of Cass County, State of Missouri, do hereby certify that the following is the Aggregate Assessed Valuation of the

CITY OF HARRISONVILLE

a political subdivision in Cass County, for the year 2017 as shown on the assessment lists on JULY, 20 2017. Included are state and local railroad and utility valuations as reported by the State Tax Commission and the Cass County Assessor for your political subdivision.

Real Estate, Residential -	\$ 65,576,220
Real Estate, Agricultural -	150,330
Real Estate, Commercial -	40,071,590
Real Estate, Local Utilities -	40,255
Real Estate, State Utilities -	<u>734,796</u>
TOTAL REAL ESTATE -	<u>\$ 106,573,191</u>
Personal Property -	\$ 23,460,003
Personal Property, Local Utilities -	72,082
Personal Property, State Utilities -	<u>232,170</u>
TOTAL PERSONAL Property -	<u>\$ 23,764,255</u>
TOTAL ASSESSED VALUE -	<u>\$ 130,337,446</u>

This information is transmitted to assist you in complying with Section 67.110, RSMo, which requires that notice be given and public hearings held before tax rates are set. The above figures include state and locally assessed railroad and utility valuations that have been prepared by the County Clerk's Office.

New Construction and Improvements

The following data has been provided by the County Assessor's Office:

Related to Real Estate -	\$ 1,711,275
Decrease in Personal Property-	<u>(43,613)</u>
TOTAL -	<u>\$ 1,667,662</u>

In witness whereof, I have hereunto set my hand and affixed the seal of the County Commission of Cass County at my office in Harrisonville this 31st day of July, 2017



Michael J. Vinck

Michael J. Vinck
Cass County Clerk

Attachment: City of Harrisonville AV2 2017 after BOE (2017 Tax Levy)



NICOLE GALLOWAY, CPA
Missouri State Auditor

MEMORANDUM

August 03, 2017

TO: 09-019-0010 City of Harrisonville

RE: Setting of 2017 Property Tax Rates

The following are the tax rate computational forms that have been reviewed. Please follow the steps below to complete the process of setting your 2017 Property Tax Rate(s).

1. **Lines G - BB on the tax rate summary page should be completed** to show the actual tax rate(s) to levy.
2. Please **sign and date the tax rate summary page**.
3. Please **submit the finalized tax rate forms ready for certification to the County Clerk of each county** that your political subdivision resides in. The County Clerk must also sign the tax rate summary page and indicate the proposed tax rate to be entered on the tax books before submitting rate(s) to the State Auditor's Office for final review and certification.

If the attached pro forma calculation differs from the questionnaire submitted for review, please review the following line items for the reason(s) for the difference.

- **Form A, Line 2b - New Construction and Improvements - Personal Property**

Section 137.073.4, RSMo. states, the aggregate increase in valuation of personal property for the current year over that of the previous year is the equivalent of the new construction and improvements factor for personal property.

- **Form A, Line 5 - Prior Year Assessed Valuation**

If the 2017 questionnaire has a different amount on Form A, Line 5 than was previously submitted, we had to revise the 2016 calculation for this change. The revised 2016 tax rate ceiling is listed on the 2017 Tax Rate Summary Page, Line A. Your primary County Clerk should forward a copy of the revised 2016 calculation, please keep this form for your files.

- **Tax Rate Summary Page, Line AA - Debt Service**

If Form C, Line 3 is lower than originally reported, we reduced this line item, as it was too high. The estimated cost of collection is normally 2% to 10% of Line 2.

If the pro forma calculation has a different amount on Form C, Line 4 than originally reported, it was reduced as it appeared to be too high based on the bonds registered with our office.

- **(SCHOOL DISTRICTS ONLY) Form A, Line 14**

We revised the information the school district submitted on Line 14 to the amount computed by the Department of Elementary and Secondary Education (DESE).

If you have any questions about the enclosed forms, please contact the local government section at (573-751-4213.)

Attachment: TRS HARRISONVILLE 2017 (2017 Tax Levy)



PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

6.H.b

8/3/2017

(2017)

Tax Rate Summary

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Harrisonville

09-019-0010

General Revenue

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the County Clerk.

The information to complete the Tax Rate Summary is available from prior year forms, computed on the attached forms, or computed on this page. Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information on the Informational Tax Rate Data at the end of these forms provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political
Subdivision Use
in Calculating
its Tax Rate

A. **Prior Year Tax Rate Ceiling** as defined in Chapter 137 RSMo. Revised if the prior year data changed or a voluntary reduction was taken in a non-reassessment year. (Prior Year Tax Rate Summary, Line F minus Line H in odd numbered year or prior year Tax Rate Summary, Line F in even numbered year)

0.5672

B. **Current Year Rate Computed** Pursuant to Article X, Section 22 of the Missouri Constitution and Section 137.073, RSMo if no voter approved increase. (Tax Rate Form A, Line 18)

0.5430

C. **Amount of Rate Increase Authorized by Voters for Current Year** (If Same Purpose)

Greater of the voter approved increase or voter approved increase adjusted to provide the revenue available if applied to prior assessment & increased by the CPI %. (Tax Rate Form B, Line 15)

D. **Rate to Compare to Maximum Authorized Levy to Determine Tax Rate Ceiling**

[Line B (if no election), otherwise Line C (if there was an election)]

0.5430

E. **Maximum Authorized Levy** Enter the most recent voter approved rate.

1.0000

F. **Current Year Tax Rate Ceiling** (Lower of Line D or E)

Maximum legal rate to comply with Missouri laws.

0.5430

G1. **Less Required Sales Tax Reduction** taken from Tax Rate Ceiling (Line F), if applicable.

G2. **Less 20% Required Reduction 1st Class Charter County Political Subdivision NOT Submitting an Estimate Non-Binding Tax Rate to the County(ies)** taken from Tax Rate Ceiling (Line F).

H. **Less Voluntary Reduction By Political Subdivision** taken from the Tax Rate Ceiling (Line F).

WARNING: A VOLUNTARY REDUCTION TAKEN IN AN EVEN NUMBERED YEAR WILL LOWER THE TAX RATE CEILING FOR THE FOLLOWING YEAR

I. **Plus Allowable Recoupment Rate** added to Tax Rate Ceiling (Line F). If applicable attach Form G or H.

J. **Tax Rate To Be Levied** (Line F - Line G1 - Line G2 - Line H + Line I)

AA. **Rate To Be Levied For Debt Service** if applicable. (Tax Rate Form C, Line 10)

BB. **Additional Special Purpose Rate Authorized By Voters** after the prior year tax rates were set. Greater of the voter approved increase or voter approved increase adjusted to provide the revenue available if applied to prior year assessment & increased by CPI %. (Tax Rate Form B, Line 15 if different purpose)

CERTIFICATION

I, the undersigned, _____ (Office) of _____ (Political Subdivision) levying a rate in _____ County (ies) do hereby certify that the data set forth above and on the accompanying forms is true and accurate to the best knowledge and belief.

Please complete Line G through BB, sign this form, and return to the County Clerk(s) for final certification.

_____ (Date)	_____ (Signature)	_____ (Print Name)	_____ (Telephone)
-----------------	----------------------	-----------------------	----------------------

Proposed rate to be entered on tax books by County Clerk

Based on Certification from the Political Subdivision: Lines

J _____ AA _____ BB _____

Section 137.073.7 RSMo, states that no tax rate shall be extended on the tax rolls by the county clerk unless the political subdivision has complied with the foregoing provisions of this section.

_____ (Date)	_____ (County Clerk's Signature)	_____ (County)	_____ (Telephone)
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PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

Tax Rate Form A

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Harrisonville 09-019-0010 General Revenue
 Name of Political Subdivision Political Subdivision Code Purpose of Levy

The final version of this form MUST be sent to the County Clerk.

Computation of reassessment growth and rate for compliance with Article X, Section 22 and Section 137.073, RSMo.

1. (2017) Current Year Assessed Valuation

Include the current state and locally assessed valuation obtained from the County Clerk, County Assessor, or comparable office finalized by the local board of equalization.

(a) 106,573,191 + (b) 23,764,255 = 130,337,446
 (Real Estate) (Personal Property) (Total)

2. Assessed Valuation of New Construction and Improvements

2(a) - Obtained from the County Clerk or County Assessor.

2(b) - Increase in Personal Property. Use the formula listed under Line 2(b).

(a) 1,711,275 + (b) 0 = 1,711,275
 (Real Estate) Line 1(b) - 3(b) - 5(b) + 6(b) + 7(b)
 If Line 2b is Negative, Enter Zero (Total)

3. Assessed Value of Newly Added Territory

Obtained from the County Clerk or County Assessor.

(a) 0 + (b) 0 = 0
 (Real Estate) (Personal Property) (Total)

4. Adjusted Current Year Assessed Valuation

[Line 1 (Total) - Line 2 (Total) - Line 3 (Total)]

128,626,171

5. (2016) Prior Year Assessed Valuation

Include prior year state and locally assessed valuation obtained from the County Clerk, County Assessor, or comparable office finalized by the local board of equalization.

Note: If this is different than the amount on the prior year Form A, Line 1, then revise the prior year tax rate form to re-calculate the prior year tax rate ceiling. Enter the revised prior year tax rate ceiling on this year's Tax Rate Summary, Line A.

(a) 96,807,843 + (b) 23,807,868 = 120,615,711
 (Real Estate) (Personal Property) (Total)

6. Assessed Value of Newly Separated Territory

Obtained from the County Clerk or County Assessor.

(a) 0 + (b) 0 = 0
 (Real Estate) (Personal Property) (Total)

7. Assessed Value of Property Locally Assessed in Prior Year, but State Assessed in Current Year

Obtained from the County Clerk or County Assessor.

(a) 0 + (b) 0 = 0
 (Real Estate) (Personal Property) (Total)

8. Adjusted Prior Year Assessed Valuation

[Line 5 (Total) - Line 6 (Total) - Line 7 (Total)]

120,615,711

Attachment: TRS HARRISONVILLE 2017 (2017 Tax Levy)



PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

Tax Rate Form A

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Harrisonville

09-019-0010

General Revenue

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the County Clerk.

Computation of reassessment growth and rate for compliance with Article X, Section 22 and Section 137.073, RSMo.

Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information on the Informational Tax Rate Data at the end of these forms provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political
Subdivision Use in
Calculating its Tax
Rate

9. **Percentage Increase in Adjusted Valuation** of existing property in the current year over the prior year's assessed valuation.

[(Line 4 - Line 8) / Line 8 x 100]

6.6413%

10. **Increase in Consumer Price Index (CPI)**
as certified by the State Tax Commission.

2.1000%

11. **Adjusted Prior Year Assessed Valuation**
(Line 8)

120,615,711

12. **(2016) Tax Rate Ceiling From Prior Year**

(Tax Rate Summary, Line A)

0.5672

13. **Maximum Prior Year Adjusted Revenue**
from property that existed in both years. [(Line 11 x Line 12)/100]

684,132

14. **Permitted Reassessment Revenue Growth**

The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10) or 5%.
A negative figure on Line 9 is treated as a zero for Line 14 purposes. Do not enter less than 0, nor more than 5%.

2.1000%

15. **Additional Revenue Permitted**
(Line 13 x Line 14)

14,367

16. **Total Revenue Permitted in Current Year ***
from property that existed in both years. (Line 13 + Line 15)

698,499

17. **Adjusted Current Year Assessed Valuation** (Line 4)

128,626,171

18. **Maximum Tax Rate Permitted by Article X, Section 22 and Section 137.073 RSMo**
[(Line 16 / Line 17) x 100]

Round a fraction to the nearest one/one hundredth of a cent.

Enter this rate on the Tax Rate Summary, Line B.

0.5430

* To compute the total property tax revenues BILLED for the current year (including revenues from all new construction and improvements and annexed property), multiply Line 1 by the rate on Line 18 and divide by 100. The property tax revenues BILLED would be used in estimating budgeted revenues.

Attachment: TRS HARRISONVILLE 2017 (2017 Tax Levy)



PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

6.H.b

8/3/2017

(2017)

Tax Rate Summary

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Harrisonville

09-019-0010

Parks & Recreation

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the County Clerk.

The information to complete the Tax Rate Summary is available from prior year forms, computed on the attached forms, or computed on this page. Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information on the Informational Tax Rate Data at the end of these forms provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political
Subdivision Use
in Calculating
its Tax Rate

A. **Prior Year Tax Rate Ceiling** as defined in Chapter 137 RSMo. Revised if the prior year data changed or a voluntary reduction was taken in a non-reassessment year. (Prior Year Tax Rate Summary, Line F minus Line H in odd numbered year or prior year Tax Rate Summary, Line F in even numbered year)

0.1283

B. **Current Year Rate Computed** Pursuant to Article X, Section 22 of the Missouri Constitution and Section 137.073, RSMo if no voter approved increase. (Tax Rate Form A, Line 18)

0.1228

C. **Amount of Rate Increase Authorized by Voters for Current Year** (If Same Purpose)

Greater of the voter approved increase or voter approved increase adjusted to provide the revenue available if applied to prior assessment & increased by the CPI %. (Tax Rate Form B, Line 15)

D. **Rate to Compare to Maximum Authorized Levy to Determine Tax Rate Ceiling**

[Line B (if no election), otherwise Line C (if there was an election)]

0.1228

E. **Maximum Authorized Levy** Enter the most recent voter approved rate.

0.2000

F. **Current Year Tax Rate Ceiling** (Lower of Line D or E)

Maximum legal rate to comply with Missouri laws.

0.1228

G1. **Less Required Sales Tax Reduction** taken from Tax Rate Ceiling (Line F), if applicable.

G2. **Less 20% Required Reduction 1st Class Charter County Political Subdivision NOT Submitting an Estimate Non-Binding Tax Rate to the County(ies)** taken from Tax Rate Ceiling (Line F).

H. **Less Voluntary Reduction By Political Subdivision** taken from the Tax Rate Ceiling (Line F).

WARNING: A VOLUNTARY REDUCTION TAKEN IN AN EVEN NUMBERED YEAR WILL LOWER THE TAX RATE CEILING FOR THE FOLLOWING YEAR

I. **Plus Allowable Recoupment Rate** added to Tax Rate Ceiling (Line F). If applicable attach Form G or H.

J. **Tax Rate To Be Levied** (Line F - Line G1 - Line G2 - Line H + Line I)

AA. **Rate To Be Levied For Debt Service** if applicable. (Tax Rate Form C, Line 10)

BB. **Additional Special Purpose Rate Authorized By Voters** after the prior year tax rates were set. Greater of the voter approved increase or voter approved increase adjusted to provide the revenue available if applied to prior year assessment & increased by CPI %. (Tax Rate Form B, Line 15 if different purpose)

CERTIFICATION

I, the undersigned, _____ (Office) of _____ (Political Subdivision) levying a rate in _____ County (ies) do hereby certify that the data set forth above and on the accompanying forms is true and accurate to the best knowledge and belief.

Please complete Line G through BB, sign this form, and return to the County Clerk(s) for final certification.

_____	_____	_____	_____
(Date)	(Signature)	(Print Name)	(Telephone)

Proposed rate to be entered on tax books by County Clerk

Based on Certification from the Political Subdivision: Lines

J _____ AA _____ BB _____

Section 137.073.7 RSMo, states that no tax rate shall be extended on the tax rolls by the county clerk unless the political subdivision has complied with the foregoing provisions of this section.

_____	_____	_____	_____
(Date)	(County Clerk's Signature)	(County)	(Telephone)



PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

6.H.b

8/3/2017

(2017)

Tax Rate Form A

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Harrisonville

09-019-0010

Parks & Recreation

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the County Clerk.

Computation of reassessment growth and rate for compliance with Article X, Section 22 and Section 137.073, RSMo.

1. (2017) Current Year Assessed Valuation

Include the current state and locally assessed valuation obtained from the County Clerk, County Assessor, or comparable office finalized by the local board of equalization.

(a)	<u>106,573,191</u>	+	(b)	<u>23,764,255</u>	=	<u>130,337,446</u>
	(Real Estate)			(Personal Property)		(Total)

2. Assessed Valuation of New Construction and Improvements

2(a) - Obtained from the County Clerk or County Assessor.

2(b) - Increase in Personal Property. Use the formula listed under Line 2(b).

(a)	<u>1,711,275</u>	+	(b)	<u>0</u>	=	<u>1,711,275</u>
	(Real Estate)			Line 1(b) - 3(b) - 5(b) + 6(b) + 7(b) If Line 2b is Negative, Enter Zero		(Total)

3. Assessed Value of Newly Added Territory

Obtained from the County Clerk or County Assessor.

(a)	<u>0</u>	+	(b)	<u>0</u>	=	<u>0</u>
	(Real Estate)			(Personal Property)		(Total)

4. Adjusted Current Year Assessed Valuation

[Line 1 (Total) - Line 2 (Total) - Line 3 (Total)]

128,626,171

5. (2016) Prior Year Assessed Valuation

Include prior year state and locally assessed valuation obtained from the County Clerk, County Assessor, or comparable office finalized by the local board of equalization.

Note: If this is different than the amount on the prior year Form A, Line 1, then revise the prior year tax rate form to re-calculate the prior year tax rate ceiling. Enter the revised prior year tax rate ceiling on this year's Tax Rate Summary, Line A.

(a)	<u>96,807,843</u>	+	(b)	<u>23,807,868</u>	=	<u>120,615,711</u>
	(Real Estate)			(Personal Property)		(Total)

6. Assessed Value of Newly Separated Territory

Obtained from the County Clerk or County Assessor.

(a)	<u>0</u>	+	(b)	<u>0</u>	=	<u>0</u>
	(Real Estate)			(Personal Property)		(Total)

7. Assessed Value of Property Locally Assessed in Prior Year, but State Assessed in Current Year

Obtained from the County Clerk or County Assessor.

(a)	<u>0</u>	+	(b)	<u>0</u>	=	<u>0</u>
	(Real Estate)			(Personal Property)		(Total)

8. Adjusted Prior Year Assessed Valuation

[Line 5 (Total) - Line 6 (Total) - Line 7 (Total)]

120,615,711

Attachment: TRS HARRISONVILLE 2017 (2017 Tax Levy)



PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

Tax Rate Form A

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Harrisonville

09-019-0010

Parks & Recreation

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the County Clerk.

Computation of reassessment growth and rate for compliance with Article X, Section 22 and Section 137.073, RSMo.

Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information on the Informational Tax Rate Data at the end of these forms provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political
Subdivision Use in
Calculating its Tax
Rate

9. **Percentage Increase in Adjusted Valuation** of existing property in the current year over the prior year's assessed valuation.

[(Line 4 - Line 8) / Line 8 x 100]

6.6413%

10. **Increase in Consumer Price Index (CPI)**
as certified by the State Tax Commission.

2.1000%

11. **Adjusted Prior Year Assessed Valuation**
(Line 8)

120,615,711

12. **(2016) Tax Rate Ceiling From Prior Year**

(Tax Rate Summary, Line A)

0.1283

13. **Maximum Prior Year Adjusted Revenue**
from property that existed in both years. [(Line 11 x Line 12)/100]

154,750

14. **Permitted Reassessment Revenue Growth**

The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10) or 5%. A negative figure on Line 9 is treated as a zero for Line 14 purposes. Do not enter less than 0, nor more than 5%.

2.1000%

15. **Additional Revenue Permitted**
(Line 13 x Line 14)

3,250

16. **Total Revenue Permitted in Current Year ***
from property that existed in both years. (Line 13 + Line 15)

158,000

17. **Adjusted Current Year Assessed Valuation** (Line 4)

128,626,171

18. **Maximum Tax Rate Permitted by Article X, Section 22 and Section 137.073 RSMo**
[(Line 16 / Line 17) x 100]

Round a fraction to the nearest one/one hundredth of a cent.

Enter this rate on the Tax Rate Summary, Line B.

0.1228

* To compute the total property tax revenues BILLED for the current year (including revenues from all new construction and improvements and annexed property), multiply Line 1 by the rate on Line 18 and divide by 100. The property tax revenues BILLED would be used in estimating budgeted revenues.

Attachment: TRS HARRISONVILLE 2017 (2017 Tax Levy)



PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

Informational Tax Rate Data

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Harrisonville

09-019-0010

General Revenue

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

This page shows the information that would have been on the line items for the Summary, Form A, and/or Form B had no voluntary reduction(s) been taken in prior even numbered year(s). The information on this page should not be used in the current year unless the taxing authority wishes to reverse any voluntary reduction(s) taken in prior even numbered year(s) and follows the following steps in an even numbered year.

Step 1 The governing body should hold a public hearing and adopt a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate.

Step 2 Submit a copy of the resolution, policy statement, or ordinance to the State Auditor's Office for review.

Based on Prior
Year Tax Rate
Ceiling as if No
Voluntary
Reductions
were Taken

Informational Tax Rate Summary Information

A. Prior Year Tax Rate Ceiling (Prior Year Informational Tax Rate Data, Line F)	0.5777
B. Current Year Rate Computed (Informational Tax Rate Form A, Line 18 below)	0.5531
C. Amount of Increase Authorized by Voters for Current Year (Informational Tax Rate Form B, Line 15 below)	
D. Rate to Compare to Maximum Authorized Levy [Line B (if no election), otherwise Line C (if there was an election)]	0.5531
E. Maximum Authorized Levy (Most Recent Voter Approved Rate)	1.0000
F. Tax Rate Ceiling if No Voluntary Reductions were Taken in a Prior Even Numbered Year (Lower of Line D or E)	0.5531

Informational Tax Rate Form A, Page 2 Information

9. Percentage Increase in Adjusted Valuation [(Tax Rate Form A, Line 4 - Line 8) / Line 8 x 100]	6.6413%
10. Increase in Consumer Price Index (CPI) as certified by the State Tax Commission.	2.1000%
11. Adjusted Prior Year Assessed Valuation (Tax Rate Form A, Line 8)	120,615,711
12. (2016) Tax Rate Ceiling From Prior Year (Informational Tax Rate Summary, Line A from above)	0.5777
13. Maximum Prior Year Adjusted Revenue from property that existed in both years. [(Line 11 x Line 12) / 100]	696,797
14. Permitted Reassessment Revenue Growth The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10), or 5%. A negative figure on Line 9 is treated as a zero for Line 14 purposes. Do not enter less than 0, nor more than 5%.	2.1000%
15. Additional Reassessment Revenue Permitted (Line 13 x Line 14)	14,633
16. Total Revenue Permitted in Current Year from property that existed in both years. (Line 13 + Line 15)	711,430
17. Adjusted Current Year Assessed Valuation (Form A, Line 4)	128,626,171
18. Maximum Tax Rate Permitted by Article X, Section 22 and Section 137.073 RSMo if no voluntary reduction was taken. [(Line 16 / Line 17) x 100]	0.5531

Informational Tax Rate Form B, Page 2 Information

6. Prior Year Tax Rate Ceiling to Apply Voter Approved Increase to (Informational Tax Rate Summary, Line A if increase to an existing rate, otherwise 0)	
7. Voter Approved Increased Tax Rate to Adjust (If an "Increase of" ballot, Tax Rate Form B, Line 5a + Line 6. If an "Increase to" ballot, Tax Rate Form B, Line 5b)	
8. Adjusted Prior Year Assessed Valuation (Tax Rate Form A, Line 8)	
9. Maximum Prior Year Adjusted Revenue from property that existed in both years. (Line 7 x Line 8 / 100)	
10. Consumer Price Index (CPI) as certified by the State Tax Commission.	
11. Permitted Revenue Growth for CPI (Line 9 x Line 10)	
12. Total Revenue Allowed from the Additional Voter Approved Increase from property that existed in both years. (Line 9 + Line 11)	
13. Adjusted Current Year Assessed Valuation (Tax Rate Form A, Line 4)	
14. Adjusted Voter Approved Increased Tax Rate (Line 12 / Line 13 x 100)	
15. Amount of Rate Increase Authorized by Voters for the Current Year (If Line 7 > Line 14, then Line 7, otherwise, Line 14)	

Attachment: TRS HARRISONVILLE 2017 (2017 Tax Levy)



PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

6.H.b

8/3/2017

Informational Tax Rate Data

(2017)

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Harrisonville

09-019-0010

Parks & Recreation

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

This page shows the information that would have been on the line items for the Summary, Form A, and/or Form B had no voluntary reduction(s) been taken in prior even numbered year(s). The information on this page should not be used in the current year unless the taxing authority wishes to reverse any voluntary reduction(s) taken in prior even numbered year(s) and follows the following steps in an even numbered year.

Step 1 The governing body should hold a public hearing and adopt a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate.

Step 2 Submit a copy of the resolution, policy statement, or ordinance to the State Auditor's Office for review.

Based on Prior
Year Tax Rate
Ceiling as if No
Voluntary
Reductions
were Taken

Informational Tax Rate Summary Information

A. Prior Year Tax Rate Ceiling (Prior Year Informational Tax Rate Data, Line F)	0.1306
B. Current Year Rate Computed (Informational Tax Rate Form A, Line 18 below)	0.1250
C. Amount of Increase Authorized by Voters for Current Year (Informational Tax Rate Form B, Line 15 below)	
D. Rate to Compare to Maximum Authorized Levy [Line B (if no election), otherwise Line C (if there was an election)]	0.1250
E. Maximum Authorized Levy (Most Recent Voter Approved Rate)	0.2000
F. Tax Rate Ceiling if No Voluntary Reductions were Taken in a Prior Even Numbered Year (Lower of Line D or E)	0.1250

Informational Tax Rate Form A, Page 2 Information

9. Percentage Increase in Adjusted Valuation [(Tax Rate Form A, Line 4 - Line 8) / Line 8 x 100]	6.6413%
10. Increase in Consumer Price Index (CPI) as certified by the State Tax Commission.	2.1000%
11. Adjusted Prior Year Assessed Valuation (Tax Rate Form A, Line 8)	120,615,711
12. (2016) Tax Rate Ceiling From Prior Year (Informational Tax Rate Summary, Line A from above)	0.1306
13. Maximum Prior Year Adjusted Revenue from property that existed in both years. [(Line 11 x Line 12) / 100]	157,524
14. Permitted Reassessment Revenue Growth The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10), or 5%. A negative figure on Line 9 is treated as a zero for Line 14 purposes. Do not enter less than 0, nor more than 5%.	2.1000%
15. Additional Reassessment Revenue Permitted (Line 13 x Line 14)	3,308
16. Total Revenue Permitted in Current Year from property that existed in both years. (Line 13 + Line 15)	160,832
17. Adjusted Current Year Assessed Valuation (Form A, Line 4)	128,626,171
18. Maximum Tax Rate Permitted by Article X, Section 22 and Section 137.073 RSMo if no voluntary reduction was taken. [(Line 16 / Line 17) x 100]	0.1250

Informational Tax Rate Form B, Page 2 Information

6. Prior Year Tax Rate Ceiling to Apply Voter Approved Increase to (Informational Tax Rate Summary, Line A if increase to an existing rate, otherwise 0)	
7. Voter Approved Increased Tax Rate to Adjust (If an "Increase of" ballot, Tax Rate Form B, Line 5a + Line 6. If an "Increase to" ballot, Tax Rate Form B, Line 5b)	
8. Adjusted Prior Year Assessed Valuation (Tax Rate Form A, Line 8)	
9. Maximum Prior Year Adjusted Revenue from property that existed in both years. (Line 7 x Line 8 / 100)	
10. Consumer Price Index (CPI) as certified by the State Tax Commission.	
11. Permitted Revenue Growth for CPI (Line 9 x Line 10)	
12. Total Revenue Allowed from the Additional Voter Approved Increase from property that existed in both years. (Line 9 + Line 11)	
13. Adjusted Current Year Assessed Valuation (Tax Rate Form A, Line 4)	
14. Adjusted Voter Approved Increased Tax Rate (Line 12 / Line 13 x 100)	
15. Amount of Rate Increase Authorized by Voters for the Current Year (If Line 7 > Line 14, then Line 7, otherwise, Line 14)	

Attachment: TRS HARRISONVILLE 2017 (2017 Tax Levy)

NOTICE OF PUBLIC HEARING

A public hearing will be held at 7:00 p.m., August 21, 2017 at Harrisonville City Hall, 300 E. Pearl Street, Harrisonville, Missouri, at which time citizens may be heard on the property tax rates proposed to be set by the City of Harrisonville, a political subdivision.

Assessed Valuation (By Categories)	Tax Year 2016	Tax Year 2017	Change
Real Estate	\$96,807,843	\$106,573,191	\$9,765,348
Personal Property	\$23,807,868	\$23,764,255	(\$43,613)
Total Assessed Value	\$120,615,711	\$130,337,446	\$9,721,735

Assessed Value of New Construction & Improvements related to Real Estate	\$416,227	\$1,711,275
Change in Real Estate Values Due to Reassessment	(\$17,749)	\$8,054,073
Change in Personal Property Value	(\$1,311,521)	(\$43,613)

The following Tax Rates are Proposed:

	2016 Tax Rate	Proposed 2017 Tax Rate Per	Proposed Tax
Fund	Per \$100	\$100	Revenues
General	\$0.5672	\$0.5430	\$698,440
Park	\$0.1283	\$0.1228	\$157,953
Total	\$0.6955	\$0.6658	\$856,393

	<u>General Fund</u>	<u>Park Fund</u>	<u>Total</u>
Increase (Decrease) in tax revenue as a result of new construction and improvements, if proposed tax rate is adopted:	\$ 9,292	\$ 2,101	\$ 11,394

Increase (Decrease) in tax revenue as a result of real estate reassessment if proposed tax rate is adopted:	\$ 20,306	\$ 4,566	\$ 24,872
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Increase (Decrease) in tax revenue as a result of changes in Personal Property Values if proposed tax rate is adopted:	(\$5,998)	(\$1,363)	(\$7,361)
Grand Total	\$ 23,600	\$ 5,304	\$ 28,904

BOARD OF ALDERMEN
CITY OF HARRISONVILLE
Randall K Jones, City Clerk



STAFF REPORT

TO: Board of Aldermen
FROM: Randy Jones, City Clerk
DATE: August 15, 2017
SUBJECT: Amendment to Park Code

Type of Item: *Approval*

Please see Director Deal's attached memo.

Council Bill No. 062

Ordinance No.

**An Ordinance of the Board of Aldermen of Harrisonville, Missouri Repealing
Section 225.120 of the City Code and Enacting In Lieu Thereof a New Section
225.120 to Permit the Harrisonville Park's Board and/or its Director to Suspend,
Forfeit, Cancel or Revoke any Park or Community Center License or Privileges
Indefinitely For Good Cause.**

WHEREAS, the current Code Section 225.120 only allows the Parks and Community Center licenses or privileges to be suspended, forfeited, canceled or revoked or may refuse to grant the same for a period not to exceed one (1) year;

WHEREAS, the City's Parks and Community Center that are managed by the City of Harrisonville ("City") through it appointed Park and Recreation Board ("Parks Board") has recently had serious incidents with some members and users of the Parks and Community Center that had the potential to be dangerous to City staff or other Harrisonville members and users;

WHEREAS, the Parks Board recommends that for good cause, the Parks Board or its Director should be granted the authority to suspend, forfeit, cancel or revoke any City Park or Community Center license or privilege indefinitely;

WHEREAS, the Board of Aldermen for the City feel it is in the best interest and safety of the Harrisonville citizens and those using the City Parks or Community Center to accept the recommendation of the Parks Board;

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

Section 1. The Board of Aldermen ("Board") hereby repeals Section 225.120 and enact in lieu thereof the following new Section 225.120 to read as follows:

"The Park and Recreation Board and/or Parks & Recreation Director may for good cause suspend, forfeit, cancel or revoke any license or privileges, to be terminated immediately and in certain cases, indefinitely."

Section 2. That this ordinance shall become effective immediately upon its passage and approval.

Section 3. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

AYES:

NAYS:

ABSENT:

ABSTAIN:

READ FOR THE FIRST TIME BY TITLE ONLY ON THE 21ST DAY OF AUGUST 2017 AND WAS READ FOR A SECOND TIME BY TITLE ONLY ON THE 21ST DAY OF AUGUST 2017 AND PASSED BY THE BOARD OF ALDERMEN THIS 21ST DAY

OF AUGUST 2017.

Brian Hasek, Mayor and Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

Approved by the Mayor this 21st day of August 2017

MEMO

TO: Board of Alderman

CC: Happy Welch City Administrator
Park Board Members

FROM: Chris Deal, Parks & Recreation Director

DATE: August 14, 2017

RE: Amendment to Section 225:120 of the Harrisonville City Code

In review of other Parks & Recreation Department's disciplinary action/suspension or code of conduct, most Parks & Recreation Departments have an "in house policy", which is not recorded in a city code or ordinance. In most cases the Park Board sets the policy which is carried out by the department staff.

The current city code, Section 225:120, regarding suspension of privileges is "for a period not to exceed one (1) year after the violation". There are several cases from other cities where the suspension of an individual has been indefinite. In order for the Harrisonville Park Board to be able to suspend someone for longer than a year or indefinitely, an amendment to the existing code needs to be approved.

Below is the current code as written in Section 225:120:

"The Park and Recreation Board may suspend, forfeit, cancel or revoke any license or privilege or may refuse to grant the same for a period not to exceed one (1) year after the violation"

The amendment to the code is listed below and recommended for adoption:

"The Park and Recreation Board and/or Parks & Recreation Director may suspend, forfeit, cancel or revoke any license or privileges, to be terminated immediately and in certain cases, indefinitely".

The Park Board unanimously recommends this amendment to the city code. Staff is available with any questions you may have. Thank you.



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: August 16, 2017
SUBJECT: City Admin Report 8/21/17

Type of Item: Report

CITY ADMINISTRATOR REPORT

August 21, 2017

1. We are wrapping up our last departmental budget review this week. Please refer to the budget calendar and plan on work sessions in September and October with some of those during the week of September 25th.
2. I will be out of the office Tuesday through Friday Sept. 5-8 at the Midwest Public Risk Conference. MPR is our insurance carrier and has workshops and seminars planned for that week. Many department heads will also be attending. Marcella McCoy will be overseeing operations while I am there, but I will be checking emails and texts during the conference.
3. Mike Christie has requested to add more unconditioned storage units in a separate building behind the current strip store area at MarketPlace Shopping Center. The Community Development Committee requested a reduction in the size of the building from 12,000 to 10,000 square feet and that would satisfy the requirement for more non-retail use. The building will not be visible from Commercial Street and will use a paved but underutilized area. They are moving forward on a fast food restaurant to the east of the new conditioned storage place and have had inquiries on one of the 1 acre lots that front Commercial.
4. Harrisonville Villas are closer to occupancy. The developer's electrician hopes to complete the secondary conduits by 8/18 and that will give us an opportunity to connect the primary on 8/20. We will still have to complete final inspections of the residences but staff is aware and will make it a priority.
5. City offices will be closed Monday, September 4, 2017 for the Labor Day Holiday.

A. Action Item (ID # 2618)

City Admin Report 8/21/17