



**LOCATION CHANGE
DUE TO COVID-19 SOCIAL DISTANCING
AGENDA
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
COMMUNITY CENTER
JUNE 15, 2020
6:00 PM**

- 1. Call to Order**
 - A. Pledge of Allegiance**
 - B. Roll Call**
- 2. Ceremonial Matters**
- 3. Public Participation**
- 4. Approval of Minutes**
 - A. Executive Session May 4, 2020**
 - B. Board of Aldermen - Work Session - Jun 1, 2020 5:30 PM**
 - C. Board of Aldermen - Regular Meeting - Jun 1, 2020 6:00 PM**
- 5. Agenda Items**
 - A. Council Bill 024: An Ordinance of the City of Harrisonville, Missouri Certifying the Results of the Municipal Election Held June 2, 2020.**
 - B. Aldermen Oath of Office**
 - C. COMMUNITIES FOR ALL AGES, Presentation from MARC.**
 - D. Council Bill 025: KC Communities Resolution**
 - E. Life Issues Recovery Walk 2020 Special Event Permit**
 - F. 2020 Graduates Square Walk Special Event Permit**
 - G. 4th of July Fireworks Display - Parks Report**
 - H. Council Bill 026: JULY 4TH, 2020 FIREWORKS IN THE PARK RESOLUTION**
- 6. Aldermen and Committee Reports**
- 7. Report from the City Administrator**

- A. May 2020 Municipal Court Report**
- 8. Questions from the Media**
- 9. Adjourn From Regular Session**

Posted on City Hall Bulletin Board this 11th day of June, 2020

Randall K. Jones, City Clerk

Public participation during regular meetings of the Board of Aldermen shall be limited to those who have submitted a completed agenda request form. 2 Each person wishing to address the Board during regular meetings of the Board of Aldermen on a topic not on the agenda shall submit a completed agenda request form five (5) business days prior to the meeting the person wishes to address the Board. If the agenda request concerns a complex issue requiring staff research time, the opportunity to address the Board may be moved to a future meeting instead of the meeting immediately following the submission of the agenda request form. 3. Those that have submitted a completed agenda request form shall be limited to three (3) minutes to address the Board, this time cannot be yielded to another person and this time may be extended in three (3) minutes increments only upon a majority vote of the members of the Board of Aldermen, with each additional three (3) minute increment requiring an additional majority vote of the members of the Board of Aldermen.



DRAFT
MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
WORK SESSION
CITY HALL
JUNE 1, 2020
5:30 PM

1. Call to Order

The meeting was called to order at 5:30 PM by Mayor Judy Bowman

2. Present

Attendee Name	Organization	Title	Status	Arrived
Mike Zaring	Harrisonville	Board Member	Remote	
Dave Doerhoff	Harrisonville	Board Member	Remote	
Marcia Milner	Harrisonville	Board Member	Remote	
Judy Reece	Harrisonville	Board Member	Remote	
Clint Miller	Harrisonville	Board Member	Remote	
David Dickerson	Harrisonville	Board Member	Remote	
Gary Davidson	Harrisonville	Board Member	Remote	
Matt Turner	Harrisonville	Board Member	Remote	
Judy Bowman	Harrisonville	Mayor	Remote	

A public meeting of the Board of Alderman of the City of Harrisonville was held via a ZOOM Video Conference due to the COVID-19 Countywide Stay at Home Order issued by the Cass County Health Department that went into effect on March 24, 2020 and Governor Parson's Statewide Stay at Home Order effective April 6, 2020 and extended to June 15, 2020 and in accordance with Ordinance #3492 regarding remote participation due to emergency circumstances.

Others attending remotely were: City Attorney Alex Felzien, City Administrator Brad Ratliff, Police Chief John Hofer, IT Director Jeremy Smith, HES Chief Eric Myler, Building Official Chris Arthur, Community & Economic Development Director Jim Clarke, Public Information Officer/ Deputy City Clerk Daniel Barnett, Utility Department Cari Vaughn and City Clerk Randall Jones, Recording.

3. Discussion Items

Jeremy Smith, IT Director, presented the following information to the Mayor and Board of Aldermen regarding resuming regular operations in the utility department.

Staff recommends that letters be sent to customers who are in arrears, asking them to communicate with us about payment arrangements for their past due balances.

- Communicating with Customers
 - Letter to be sent June 5, addressed to the customer by name, service address and past due amount in question. Giving 30 days to contact us to make a payment arrangement.
 - Door notice to be posted June **19**, for those who have not yet made a payment arrangement.
 - Shut off accounts who have not made a payment arrangement by July 6.
Those individuals who are shutoff will need to pay the full amount due to be turned back on. Failing to meet the payment arrangement results in shutoff.
 - We have not been sending the additional yellow notice because of the wording of the notice indicates pending shutoff. We would like to transition this to online notification methods rather than mail.
- Payment agreement
 - Residential customers would be asked to make their current month due, plus the amount in arrears - spread across 6 months **or less**.
 - Business customers would be asked to make their current payment, plus the amount in arrears - spread across 3 months **or less**.
- Time frame
 - With the timing of this issue, we would not recommend reinstituting normal penalty and shut off operations until July. Late 7/15, shut off 7/27 for customers who haven't paid July 1, bill.
- Penalties and fees
 - \$4-dollar service charge on credit cards would be re-instated.
 - To 5/27 we have **not** charged \$12,000.00 in fees, but have paid \$8500 in credit card fees for mid-March through April not including unbilled May charges estimated to be \$5500 and \$3,760 for the period in fees for web payment processing for a total of **\$17,760** in unrecovered fees for the period of March 16th-May31.
 - To 6/1 we have **not** charged \$12,668.00 in fees, but have paid \$8500 in credit card fees for mid-March through April not including unbilled May charges estimated to be \$5500 and \$3,983.75 for the period in fees for web payment processing for a total of **\$17,983.75** in unrecovered fees for the period of March 16th-May31.

- More people have been utilizing the online payment option, but with no cost recovery for credit card fees that spreads the burden on other utility payors who utilize no-fee payment options.
 - Credit card fees are currently higher because of a shift from in office payments to online as well.
- Late fee of 5% penalty would be reinstated 7/15
- Shut off would be reinstated 7/27 with \$50 admin fee, plus appropriate additional deposits according to ordinance.
- Stats (as of 5/27/20)
 - 30 Customers are 90 days past due with a total amount due of \$4,607.20. Original shut off date of 3/26 for January usage.
 - 101 Customers are 60 days past due with a total amount due of \$18,021.60. Original shut off date of 4/26 for February usage.
 - 247 Customers are 30 days past due with a total amount due of \$41,568.84. Original shut off date of 5/26 for March usage.
 - Insite fees= \$3,760.00 from March 16, through May27, for 3,008 transactions, 664. 1295, 1069
- Stats (as of 6/1/20)
 - 27 Customers are 90 days past due with a total amount due of \$4,375.93. Original shut off date of 3/26 for January usage.
 - 87 Customers are 60 days past due with a total amount due of \$15,521.92. Original shut off date of 4/26 for February usage.
 - 209 Customers are 30 days past due with a total amount due of \$36,288.37. Original shut off date of 5/26 for March usage.
 - Insite fees= \$3,983.75 from March 16, through May31, for 3,187 transactions, 664. 1295, 1228

After his presentation, Alderman Turner asked when the first shut off date would be and the answer was July 6th. Alderman Milner asked about possibly doing the door hangings on a Monday instead of a weekend. She also asked for clarification on the credit card fees. Jeremy Smith explained how the \$4.00 card fee came to be. Alderman Reece asked about ways to communicate the message out to those who do not use social media or have internet access. The answer was that a letter will be mailed out. Alderman Davidson asked about the average utility bill amount and what procedures would staff follow to work with the average individual. Alderman Doerhoff asked if a breakdown could be created showing the habitual past due customers and if they would be addressed separately. Mayor Bowman asked IT Director Jeremy Smith how they would like to proceed and he responded that he would like to have a consensus of the board to move forward with the proposed plan. Mayor Bowman questioned each aldermen and they were all in agreement to proceed. Alderman Turner asked about

possibly making an extension for business that had been closed. Mayor Bowman agreed with Alderman Davidson to allow city staff to make arrangements as needed.

A motion was made to adjourn work session by Alderman Doerhoff with a second by Alderman Zaring. Motion carried meeting adjourned at 6:05 p.m.

Judy Bowman, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Jun 1, 2020 5:30 PM (Approval of Minutes)



DRAFT
MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
JUNE 1, 2020
6:00 PM

1. Call to Order

The meeting was called to order at 6:00 PM by Mayor Judy Bowman

A. Pledge of Allegiance

Attendee Name	Organization	Title	Status	Arrived
Mike Zaring	Harrisonville	Board Member	Remote	
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Marcia Milner	Harrisonville	Board Member	Remote	
Judy Reece	Harrisonville	Board Member	Remote	
Clint Miller	Harrisonville	Board Member	Remote	
David Dickerson	Harrisonville	Board Member	Remote	
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Others attending remotely were: City Attorney Alex Felzien, City Administrator Brad Ratliff, Police Chief John Hofer, IT Director Jeremy Smith, HES Chief Eric Myler, Building Official Chris Arthur, Community & Economic Development Director Jim Clarke, Public Information Officer/ Deputy City Clerk Daniel Barnett, Utility Department Cari Vaughn and City Clerk Randall Jones, Recording.

2. Ceremonial Matters

None.

3. Public Participation

None.

4. Approval of Minutes

A. Board of Aldermen - Regular Meeting - May 18, 2020 6:00 PM

Roll call vote: Zaring aye, Doerhoff aye, Milner aye, Reece aye, Miller aye, Dickerson aye, Davidson aye, Turner aye.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Gary Davidson, Board Member
SECONDER:	Judy Reece, Board Member
AYES:	Zaring, Doerhoff, Milner, Reece, Miller, Dickerson, Davidson, Turner

5. Agenda Items

A. Planning & Zoning Appointments

Staff report presented by City Clerk Randall Jones. Mayor Bowman recommended the appointment of Brian Pulliam to serve on Planning & Zoning. Roll call vote: Zaring aye, Doerhoff aye, Milner aye, Reece aye, Miller aye, Dickerson aye, Davidson aye, Turner aye.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Matt Turner, Board Member
SECONDER:	Mike Zaring, Board Member
AYES:	Zaring, Doerhoff, Milner, Reece, Miller, Dickerson, Davidson, Turner

B. Park Board Appointments

Staff report presented by City Clerk Randall Jones. Mayor Bowman recommended the re-appointment of Laura Frees, Bret Reece and Martin Parks to serve on the Park Board. Roll call vote: Zaring aye, Doerhoff aye, Milner aye, Reece aye, Miller aye, Dickerson aye, Davidson aye, Turner aye.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dave Doerhoff, Board Member
SECONDER:	Clint Miller, Board Member
AYES:	Zaring, Doerhoff, Milner, Reece, Miller, Dickerson, Davidson, Turner

6. Aldermen and Committee Reports

Alderman Turner reminded everyone to be sure and vote.

Alderman Reece also encouraged everyone to get out and vote. She is sponsoring a rum cake fundraiser for the dog park and reported great response so far.

Alderman Zaring extended a thank you to all the boards and commissions re-appointments.

Alderman Doerhoff reminded everyone to vote.

Minutes Acceptance: Minutes of Jun 1, 2020 6:00 PM (Approval of Minutes)

7. Report from the City Administrator

City Administrator Brad Ratliff reported that the city will be submitting COVID-19 expenses for reimbursement. We will update the board as we turn totals in. He reported the 2019 annual audit should be completed in June and a report made to the board in July. Cedarhurst plans are progressing. Mr. Ratliff informed the board that a new bulletin board case will be placed outside of city hall for all public postings. Applications will be accepted until June 12th for the Public Works Director/Engineer position and the Electric Superintendent position is open until June 19th. He reminded the BOA, that these 2 positions were primary funded out of the Utility. The Utility is not as unknown on revenues, nor the revenues as impacted from COVID. The sales tax is primarily impacting the General Fund. He announced that Dee Shelton, Administrative Secretary, will be retiring this week after 37 years of service to the city. Plans are to celebrate this fall with a reception in conjunction with the employee picnic. Mr. Ratliff announced the storm water open house will be from 6 until 8 p.m. on June 24, 2020 at the Community Center. City staff is reviewing building fees and working on addressing blighted properties.

Mayor Bowman also extended her thanks to Dee Shelton, Administrative Secretary and to Janelle Pence-Arney for their dedicated service to the city. She reported there were currently 93 COVID-19 cases in Cass County with 8 deaths. Mayor Bowman encouraged everyone to continue to do a good job and stay safe. A reminder that tomorrow is election day and to please vote.

8. Questions from the Media

Dennis Minich with the South Cass Tribune asked for clarification on the Public Works Director/Engineer position.

9. Adjourn From Regular Session

Alderman Zaring made a motion to adjourn with a second by Alderman Miller. Motion carried. Roll call vote: Zaring aye, Doerhoff aye, Milner aye, Reece aye, Miller aye, Dickerson aye, Davidson aye, Turner aye.

Judy Bowman, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Minutes Acceptance: Minutes of Jun 1, 2020 6:00 PM (Approval of Minutes)

Regular Meeting**Monday, June 1, 2020****6:00 PM**

Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Jun 1, 2020 6:00 PM (Approval of Minutes)



STAFF REPORT

TO: Board of Aldermen
FROM: Randy Jones, City Clerk
DATE: June 9, 2020
SUBJECT: Certifying Results of Municipal Election June 2, 2020

Type of Item: *Approval*

A. Action Item (ID # 3526)

An Ordinance of the City of Harrisonville, Missouri Certifying the Results of the Municipal Election Held June 2, 2020.

WHEREAS, on June 2, 2020, a municipal election was held within the City of Harrisonville, Missouri, and

WHEREAS, on the ballot, one aldermen from each of the four wards was voted upon, and

WHEREAS, the results of the election have been certified to the City of Harrisonville by Jeff Fletcher, Cass County Clerk/Election Authority as follows:

Alderman Ward 1: Mike Zaring

Alderman Ward 2: Judy Reece

Alderman Ward 3: David Dickerson

Alderman Ward 4: Matt Turner

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

Section 1: That it is hereby found and declared that notice of said election was duly given by publication in the manner provided by law, and that said election was held and conducted in all respects and conformity with the Constitution and laws of the State of Missouri.

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

Vote taken as follows:

Ayes:

Nays:

Absent:

Abstain:

Read two times by title only on June 15, 2020 and duly passed by the Board of Aldermen and approved by the Mayor of the City of Harrisonville, Missouri this 15th day of June, 2020.

Judy Bowman, Mayor and Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

APPROVED by the Mayor this 15th day of June, 2020

Attachments:

Certification Results 2020 (PDF)

Election Summary Report
 GENERAL MUNICIPAL ELECTION
 CASS COUNTY, MISSOURI
 TUESDAY, APRIL 7, 2020
 APRIL 7, 2020 (JUNE 2, 2020) GENERAL MUNICIPAL
 Official Results

Date: 6/5/2020
 Time: 3:01:58 PM CDT
 Page 1/1

Registered Voters 67,087 - Total Ballots 11,547 : 17.21%

41 of 41 Precincts Reporting 100.00%

HARRISONVILLE WARD 1 ALDERMAN

Number of Precincts	2	
Precincts Reporting	2	100.00%
Vote For 1		
Total Votes	382	
MIKE ZARING	373	97.64%
WRITE-IN	9	2.36%

HARRISONVILLE WARD 2 ALDERMAN

Number of Precincts	2	
Precincts Reporting	2	100.00%
Vote For 1		
Total Votes	312	
JUDY REECE	297	95.19%
WRITE-IN	15	4.81%

HARRISONVILLE WARD 3 ALDERMAN

Number of Precincts	2	
Precincts Reporting	2	100.00%
Vote For 1		
Total Votes	266	
SANDY FRANKLIN	128	48.12%
DAVID DICKERSON	137	51.50%
WRITE-IN	1	0.38%

HARRISONVILLE WARD 4 ALDERMAN

Number of Precincts	2	
Precincts Reporting	2	100.00%
Vote For 1		
Total Votes	422	
MATT TURNER	245	58.06%
LARRY SNIDER	174	41.23%
WRITE-IN	3	0.71%

I, Jeff Fletcher, County Clerk/Election Authority
 of Cass County, Missouri, do hereby certify that the
 foregoing is a full accurate return of all votes cast in the
 General Municipal Election; held in the
 City of Harrisonville, Missouri as certified
 by me of said election.

Dated on this 8th day of June, 2020



Jeff Fletcher

Attachment: Certification Results 2020 (Certifying Results of Municipal Election June 2, 2020)



STAFF REPORT

TO: Board of Aldermen
FROM: Randy Jones, City Clerk
DATE: June 3, 2020
SUBJECT: Aldermen Oath of Office

Type of Item: *Approval*

B. Action Item (ID # 3521)

Aldermen Oath of Office

Attachments:

ALDERMAN OATH OF OFFICE-Ward 1 (DOC)

ALDERMAN OATH OF OFFICE-WARD 2- (DOC)

ALDERMAN OATH OF OFFICE-Ward 3 (DOC)

ALDERMAN OATH OF OFFICE-WARD 4- (DOC)



OATH OF OFFICE

ALDERMAN, WARD 1

*I, **Mike Zaring**, do solemnly affirm that I possess all the qualifications prescribed for the office of Alderman of the City of Harrisonville; that I will support the Constitution of the United States and of the State of Missouri, the provisions of all laws of this state affecting cities of the fourth class, and the ordinances of the City of Harrisonville; and that I will faithfully demean myself in the Office of **ALDERMAN, WARD 1** for which I was elected on the **2nd day of June, 2020**.*

Date: June 15, 2020

Mike Zaring

STATE OF MISSOURI)
)
COUNTY OF CASS) ss.

Subscribed and sworn to before me, the undersigned Randall K. Jones, City Clerk, on the 15th day of June, 2020.

City Clerk

Attachment: ALDERMAN OATH OF OFFICE-Ward 1 (Aldermen Oath of Office)



OATH OF OFFICE

ALDERMAN, WARD 2

*I, **Judy Reece**, do solemnly affirm that I possess all the qualifications prescribed for the office of Alderman of the City of Harrisonville; that I will support the Constitution of the United States and of the State of Missouri, the provisions of all laws of this state affecting cities of the fourth class, and the ordinances of the City of Harrisonville; and that I will faithfully demean myself in the Office of **ALDERMAN, WARD 2** for which I was elected on the **2nd day of June, 2020**.*

Date: June 15, 2020

Judy Reece

STATE OF MISSOURI)
)
COUNTY OF CASS) ss.

Subscribed and sworn to before me, the undersigned Randall K. Jones, City Clerk, on the 15th day of June, 2020.

City Clerk

Attachment: ALDERMAN OATH OF OFFICE-WARD 2- (Aldermen Oath of Office)



OATH OF OFFICE

ALDERMAN, WARD 3

*I, David Dickerson, do solemnly affirm that I possess all the qualifications prescribed for the office of Alderman of the City of Harrisonville; that I will support the Constitution of the United States and of the State of Missouri, the provisions of all laws of this state affecting cities of the fourth class, and the ordinances of the City of Harrisonville; and that I will faithfully demean myself in the Office of **ALDERMAN, WARD 3** for which I was elected on the **2nd day of June, 2020**.*

Date: June 15, 2020

David Dickerson

STATE OF MISSOURI)
)
COUNTY OF CASS) ss.

Subscribed and sworn to before me, the undersigned Randall K. Jones, City Clerk, on the 15th day of June, 2020.

City Clerk

Attachment: ALDERMAN OATH OF OFFICE-Ward 3 (Aldermen Oath of Office)



OATH OF OFFICE

ALDERMAN, WARD 4

*I, **Matt Turner**, do solemnly affirm that I possess all the qualifications prescribed for the office of Alderman of the City of Harrisonville; that I will support the Constitution of the United States and of the State of Missouri, the provisions of all laws of this state affecting cities of the fourth class, and the ordinances of the City of Harrisonville; and that I will faithfully demean myself in the Office of **ALDERMAN, WARD 4** for which I was elected on the **2nd day of June 2020**.*

Date: June 15th, 2020

Matt Turner

STATE OF MISSOURI)
)
COUNTY OF CASS) ss.

Subscribed and sworn to before me, the undersigned Randall K. Jones, City Clerk, on the 15th day of June 2020.

City Clerk

Attachment: ALDERMAN OATH OF OFFICE-WARD 4- (Aldermen Oath of Office)



STAFF REPORT

TO: Board of Aldermen
FROM: Randy Jones, City Clerk
DATE: May 1, 2020
SUBJECT: COMMUNITIES FOR ALL AGES, Presenttation from MARC.

Type of Item: *Discussion*

Parks & Recreation Director Chris Deal will introduce a presentation on CFAA (Communities for all Ages) from MidAmerica Regional Council given by Cathy-Boyer-Shesol, Project Manager. There will be time for questions at end of presentation.

C. Action Item (ID # 3510)

COMMUNITIES FOR ALL AGES, Presentation from MARC.



STAFF REPORT

TO: Board of Aldermen
FROM: Randy Jones, City Clerk
DATE: May 28, 2020
SUBJECT: KC Communities Resolution

Type of Item: *Approval*

D. Action Item (ID # 3520)
KC Communities Resolution

Attachments:

KC Communities Resolution (DOCX)

Council Bill No.**Resolution No.**

A Resolution of the Board of Aldermen of the City of Harrisonville, Missouri acknowledging, supporting and promoting the first suburbs coalition, KC Communities for All Ages and Mid-America Regional Council's Communities for All Ages and Recognition Program and establishing an effective date.

WHEREAS, the staff of City of Harrisonville, Missouri ("City") has worked in partnership with the First Suburbs Coalition, KC Communities for All Ages and the Mid-America Regional Council; and,

WHEREAS, the First Suburbs Coalition, KC Communities for All Ages, and the Mid-America Regional Council have, through the efforts of its membership, developed a Communities for All Ages Checklist which helps communities orient their physical and service efforts to meet the needs of all ages; and

WHEREAS, the City of Harrisonville intended to utilize the checklist to assess City policies, programs and investments to make sure they are responsive to the needs of all residents of the city; and

WHEREAS, the Board desires the City of Harrisonville to be a Community for All Ages in furtherance of the City's Strategic Goals:

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

Section 1: The Mayor and Board of Aldermen hereby express its support for the recommended concepts and strategies of the Community for All Ages.

Section 2: City staff is hereby directed to take reasonable steps necessary to participate in the Communities for All Ages Recognition Program for the City of Harrisonville. This resolution shall become effective immediately upon its passage and approval.

PASSED AND RESOLVED by the Board of Alderman and **APPROVED** by the mayor of the City of Harrisonville, Missouri this 15th day of June, 2020.

Judy Bowman, Mayor and Ex-
Officio Chairman of the Board of
Aldermen

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 15th day of June, 2020

Attachment: KC Communities Resolution (KC Communities Resolution)



STAFF REPORT

TO: Board of Aldermen
FROM: John Hofer, Director
DATE: June 8, 2020
SUBJECT: Life Issues Recovery Walk 2020 Special Event Permit

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Life Issues (Ministry of Heartland Fellowship Baptist Church)
 Steve Fleshman, founder, and pastor to Life Issues Ministry.

Requested Actions: Permission to host a fundraiser walk from the Cass County Justice Center to the Heartland Fellowship Baptist Church on Friday September 4th, 2020 from 6:30 pm until 10:30 pm.

Date of Application: May 28, 2020

PROPOSAL

The applicant, Steve Fleshman, founder and pastor to Life Issues Ministry, is requesting approval of an event permit to host a 4.4-mile walk in Harrisonville.

PREVIOUS ACTIONS

This is the eighth year for this event with no noted complaints or concerns in year's past. The requested event is scheduled as a fundraiser for the Life Issues Addiction Recovery Ministry a ministry of the Heartland Baptist Fellowship.

KEY ISSUES

Some of the minor concerns I have with this event is that it is on the Friday night of Labor Day weekend and the (lake) traffic in that area may make more congested than normal.

There is no assistance requested however, we will try to have an on-duty, depending on availability, patrol unit or the VIPS lead the walkers during the event. The applicant has secured volunteers to monitor and block key intersections as needed for the event.

STAFF COMMENTS AND SUGGESTIONS

I would also encourage all participants to be off the roadways before daylight ends.

There is no cost for the City services and the required insurance coverage for the event was submitted to the City Clerk with the application. The applicant anticipates about 100 walkers participating in the event as well as 50 supporters.

STAFF RECOMMENDATION

This application will cover the use of the City of Harrisonville roads only. Permission to use any State or County roads will need to be granted by the respective governing body.

With no noted complaints or concerns associated with last year's event staff recommends approval for this event if all state laws and city ordinances are followed.

ATTACHMENTS

Special Event Permit Application
Certificate of Insurance

STAFF CONTACT:

John J. Hofer
Chief of Police
jhofer@harrisonville.com

E. Action Item (ID # 3524)

Life Issues Recovery Walk 2020 Special Event Permit

Attachments:

Special_Event_Application_Life_Issues_Recovery_Walk_September_4th_2020 (PDF)

Certificate for 2020 Life Walk (PDF)

SPECIAL EVENTS APPLICATION

A. **FILING PERIOD:** An application for an event permit shall be filed not less than seven (7) days prior to the meeting of the Board of Alderman at time applicant desires the issuance of a permit. Applicant must realize that, dependent upon the nature of the event and the scope of services being required of the City, the Board of Alderman may require additional time to review the permit application.

B. **CONTENTS:** The application for an event permit shall set forth the following information.

1. **Organization:** Life Issues (a ministry of Heartland Baptist Fellowship)
2. **Name of Applicant:** Steve Fleshman Founder and Pastor of Life Issues
Address: 21203 E. 283rd. St. Harrisonville MO 64701
Phone: (816)380-3033 **Cell:** (816)896-5621
3. **Purpose of Event:** Recovery Walk - A fundraiser for the Life Issues Addiction Recovery Program
4. **Proposed date(s) and time(s) of Event:** Friday September 4th, 2020 6:30PM to 10:00PM
5. **Location(s) where event will be held:** It is a 4.4 mile walk from the Cass County Justice Center to Heartland Baptist Fellowship. The route is (from the Justice Center) 255th St, to S. Brickplant Rd, to East 275th St, to SW Outer Rd, to 283rd St, to Heartland Baptist Fellowship.
6. **Anticipated crowd size:** 100 walkers on the route above, 50 supporters at Heartland Baptist
7. **City services requested: (Please check all that apply)** Provide detailed letter for these requests.
☐ Electricity ☐ Police Protection ☐ Traffic Control ☐ Ambulance Standby
☐ Cones ☐ Barricades ☐ Street or parking lot clean up
8. **Any additional information:** This is the 8th annual Walk and fundraiser for the Life Issues Addiction Recovery Program. We appreciate your past support and look forward to another successful event.

APPROVED this _____ day of _____, 20____.

Chief of Police

City Clerk

Harrisonville Parade Rules & Regulations

1. Entrants must observe all applicable rules and regulations and follow instructions from police and parade officials or be barred from the parade. The Harrisonville Police Department reserves the right to remove any entrant from the parade either prior to or any time during the parade.
2. No Parade participant may throw candy or any other item to Parade spectators. **Any entry with participants throwing items will be removed from the Parade by the Parade applicant/director and/or the Harrisonville Police Dept. Walkers may hand items to spectators only. There will be no exceptions to this rule.**
3. Tractors, trucks and other tow vehicles must be clean, attractive and quiet running vehicles.
4. No entry will be allowed that conveys any obscene message.
5. **No one will get on or off a float or entry once it has started down the parade route.**
6. All entries having music or sound amplifying systems shall maintain a volume that will not interfere with other entries, especially those with animals. If a unit is informed by the Police that the noise generated by their unit is too loud; they shall immediately turn the volume down or take other steps identified by the parade applicant/director or the Police.
7. Drivers of any and all vehicles in the parade areas must possess a valid driver's license, be at least 18 years old, and possess all liability vehicle insurance. The driver will remain seated in the driver's seat for the duration of the parade. Entries (lawn mowers, mini bikes, mopeds, go-carts, etc.) with younger drivers require written approval by the Chief of Police at least 24 hours prior to the event.
8. All pets in the Parade must be kept on leashes and held by someone strong enough to manage them. Animals participating in the Parade must be kept under control. If you cannot control your animal or its presence presents any safety issue, please leave the Parade area with your animal rather than risk a problem.
9. Entries involving animals of any kind must provide their own clean-up, or "pooper scooper" immediately following their entry.
10. Participants on bicycles, scooters, skates, skateboards, etc. must wear a helmet and proper safety equipment.
11. Floats must have proper safety chains to connect the float to the tow vehicle.
12. Support vehicles for marching units will not be allowed in the parade.
13. All vehicular entries shall proceed at a safe and appropriate speed, shall maintain a safe distance from spectators and shall not weave from side to side.
14. Parade units that stop along the parade route due to a mechanical malfunction may be removed from the parade.
15. All participants, in consideration of participation in this event, agree to indemnify, hold harmless and release the City of Harrisonville, its agents and employees, from any and all liability for any injury or damage which may arise out of or in any way be connected with participation in the Parade.

ARTICLE II. PERMITS

SECTION 397.070: PERMIT REQUIRED

No person shall engage in, participate in, aid, form or start any procession or event, unless a parade permit shall have been obtained from the Board of Aldermen.

SECTION 397.080: APPLICATION -- REQUIRED

A person seeking issuance of a procession or event permit shall file an application with the City Clerk on forms provided by such officer.

SECTION 397.090: APPLICATION -- FILING PERIOD

An application for a procession or event permit shall be filed not less than seven (7) days prior to a meeting of the Board of Aldermen. Such meeting shall be at least twenty (20) days prior to the proposed date of the parade to allow the Board to further investigate the matter as necessary. (CC 1977 §23-103; Ord. No. 972 §4, 4-19-72)

SECTION 397.100: APPLICATION -- CONTENTS

The application for a procession or event permit shall set forth the following information as applicable:

1. The name, address and telephone number of the person seeking to conduct such parade;
2. Purpose of event;
3. If the procession or event is proposed to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorized and responsible heads of such organization;
4. The name, address and telephone number of the person who will be the parade chairman and who will be responsible for its conduct;
5. The date when the parade is to be conducted;
6. The route to be traveled, the starting point and the termination point;
7. The approximate number of persons who, and animals and vehicles which, will constitute such parade, the type of animals and descriptions of the vehicles;

9. A statement as to whether the procession or event will occupy all or only a portion of the width of the streets proposed to be traversed;
10. The location by streets of any assembly areas for such parade;
11. The time at which units of the parade will begin to assemble at any such assembly areas;
12. The interval of space to be maintained between units of such parade;
13. If the procession or event is designed to be held by, and on behalf of or for, any person other than the applicant, the applicant for such permit shall file with the City Clerk a communication in writing from the person proposing to hold the procession or event, authorizing the applicant to apply for the permit on his/her behalf;
14. Location at which the event will be held; and
15. Any additional information which the Board of Aldermen shall find reasonably necessary to a fair determination as to whether a permit should be issued. (CC 1977 §23-104; Ord. No. 972 §4, 4-19-72)

SECTION 397.110: STANDARDS FOR ISSUANCE

The Board of Aldermen shall issue a permit as provided for hereunder when, from a consideration of the application and from such other information as may otherwise be obtained, they find that:

1. The conduct of the procession or event will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route;
2. The conduct of the procession or event will not require the diversion of so great a number of Police Officers of the City to properly Police the line of movement and the areas contiguous thereto as to prevent normal Police protection to the City;
3. The concentration of persons, animals and vehicles at assembly points of the procession or event will not unduly interfere with proper fire and Police protection of, or ambulance service to, areas contiguous to such assembly areas;
4. The conduct of such procession or event will not interfere with the movement of fire-fighting equipment enroute to a fire;
5. The conduct of the procession or event is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create a disturbance;

6. The procession or event is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays enroute;

7. The procession or event is not to be held for the sole purpose of advertising any product, goods or event, and is not designed to be held purely for private profit. (CC 1977 §23-105; Ord. No. 972 §5, 4-19-72)

SECTION 397.120: ALTERNATIVE PERMIT

The Board of Aldermen, in denying an application for a procession or event permit, shall be empowered to authorize the conduct of a procession or event on a date, at a time, or over a route different from that named by the applicant. An applicant desiring to accept an alternate permit shall, within five (5) days after notice of the action of the Board of Aldermen, file a written notice of acceptance with the City Clerk. An alternate procession or event permit shall conform to the requirements of and shall have the effect of a procession or event permit under this Article. (CC 1977 §23-107; Ord. No. 972 §7, 4-19-72)

SECTION 397.130: COMPLIANCE

An applicant for a procession or event permit shall comply with all permit directions and conditions and with all applicable laws and ordinances. (CC 1977 §23-109; Ord. No. 972 §9, 4-19-72)

SECTION 397.140: POSSESSION

The procession or event chairman or other person heading or leading such activity shall carry the procession or event permit upon his/her person during the conduct of the procession or event and be present. (CC 1977 §23-110; Ord. No. 972 §9, 4-19-72)

SECTION 397.150: REVOCATION

The City shall have the authority to revoke a procession or event permit issued pursuant to this Article upon its' determination that the procession or event does not conform with the procession or event permit. (CC 1977 §23-111; Ord. No. 972 §11, 4-19-72)

SECTION 397.160: RESTRICTIONS/REQUIREMENTS

A. Event organizers must provide proof of liability insurance in the amount of one million dollars (\$1,000,000.00) to the City Clerk at least fifteen (15) days prior to the event date. Failure to meet this requirement shall make the permit null and void.

B. Restrooms and trash receptacles shall be provided. Trash disposal is the responsibility of event organizers.

C. *Food Vendors.*

1. Only fires within an apparatus manufactured for the purpose in which it is being used shall be permitted in booths.
2. Each food vendor will remove all used cooking grease from event premises and dispose of it appropriately.
3. All food vendors cooking, heating or otherwise utilizing any source of heat must have at least one (1) dry chemical fire extinguisher in booth area at all times.
4. Only UL approved heavy gauge extension cords rated for outside use can be used in event booths.
5. Booth participants are responsible for daily cleanup of their areas. (CC 1977 §23-116; Ord. No. 2338 §1, 2-3-97; Ord. No. 2424 §3, 9-8-97)



CERTIFICATE OF LIABILITY INSURANCE

5.E.b
DATE (MM/DD/YYYY)
04/29/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 816-525-0765 x1 816-525-0866 Insurance One / Moyer & Moyer Insurance Agency, Inc. 600 SW Jefferson St, Suite 102 Lee's Summit, MO 64063		CONTACT NAME: Becky Moyer PHONE (A/C, No, Ext): 816-525-0765 x1 FAX (A/C, No): 816-525-0866 E-MAIL ADDRESS: Becky@InsuranceOneAgency.com	
INSURED Heartland Baptist Fellowship PO Box 351 Harrisonville MO 64701		INSURER(S) AFFORDING COVERAGE INSURER A: Grinnell Mutual Reinsurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			0000885703	04/25/2020	04/25/2021	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 3,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG \$ 3,000,000
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE \$
	DED RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N	N / A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of insurance as respects Life Issues Recovery Walk to be held September 4, 2020 on city street

CERTIFICATE HOLDER City of Harrisonville Missouri Parks & Recreation Department 2400 Jefferson Parkway Harrisonville MO 64701		CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jan Irwin	
--	--	--	--



STAFF REPORT

TO: Board of Aldermen
FROM: John Hofer, Director
DATE: June 9, 2020
SUBJECT: 2020 Graduates Square Walk Special Event Permit

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Harrisonville Senior Mania 2020
 Dianna Mullins

Requested Actions: Permission to close the square after the high school graduation ceremony to allow the graduates to walk the square and meet family members that were unable to attend the graduation ceremony due to the school district's covid-19 social distancing audience restrictions.

Date of Application: June 9, 2020

PROPOSAL

Close the square to all vehicular traffic to allow the graduates to walk in procession around the square so that family members that were unable to attend the graduation ceremony due to the school district's covid-19 social distancing audience restrictions can participate in some type of ceremony with the graduates. According to the application all participating graduates will walk the square twice and a DJ will provide music during the event. The graduates will then participate in the ceremonial graduation hat toss with their families to conclude the event.

Before the procession begins the graduates will line up on the sidewalk on Pearl Street to the east of the square prior to advancing to the square in procession.

PREVIOUS ACTIONS

N/A

KEY ISSUES

- Covid-19 and social distancing and sanitation guidelines.
- According to the applicant and google earth the square has 60,984 sq. feet which is large enough to handle the social distancing requirements for the anticipated crowd of 300-500 attendees. My fear is that the applicant is basing their estimated attendance off the 88 graduates that had previously signed up to participate in Senior Mania program and that

many more of the 200 graduates will like the idea and wish to participate as well therefore exceeding the estimated attendance.

- The only business that should be open on the square at the requested time is Bodeez and according to the applicant they agree with and support their program.
- In year's past parking in the area on graduation night has been difficult to find. This event will bring even more individuals to the area creating additional parking problems and complaints from local residents to the police department.
- Street department staff will need to set the barricades as this closure includes the entire square and several road closures. Street department staff will remove the barricades after the event and clean the area for the Farmer's Market scheduled the next morning. Staff will be compensated with overtime in the estimated amount of \$385.00.
- This large gathering will need police protection although it is not requested in the application. Off-duty staff will be brought in to assist with the event. This staff will be compensated with overtime in the estimated amount of \$264.00.
- The applicant has requested the use of electricity on the square for the event. The applicant has been advised that the city does not have easily accessible electric on the square and to contact the courthouse or one of the businesses on the square.

STAFF COMMENTS AND SUGGESTIONS

All of the key issues listed above.

STAFF RECOMMENDATION

Staff recommends approval with reservations that social distancing and sanitation be a priority before, during, and after the event.

The City reserves the right to cancel or postpone the event permit should the State of Missouri or Cass County covid-19 restrictions change to be more restrictive than currently or the City of Harrisonville recognizes a significant increase in local covid-19 cases.

ATTACHMENTS

Event Permit Application

STAFF CONTACT:

John J. Hofer
jhofer@harrisonville.com

F. Action Item (ID # 3527)

2020 Graduates Square Walk Special Event Permit

Attachments:

Senior Mania Grad Walk 2020 (PDF)

SPECIAL EVENTS APPLICATION

A. **FILING PERIOD:** An application for an event permit shall be filed not less than seven (7) days prior to the meeting of the Board of Alderman at time applicant desires the issuance of a permit. Applicant must realize that, dependent upon the nature of the event and the scope of services being required of the City, the Board of Alderman may require additional time to review the permit application.

B. **CONTENTS:** The application for an event permit shall set forth the following information.

1. Organization: Hville Senior Mania 2020
2. Name of Applicant: Senior Mania - Dianna Mullins
 Address: 600 Fieldcrest Dr. Hville
 Phone: _____ Cell: 660-890-5365
3. Purpose of Event: Graduation walk & Hat Toss
4. Proposed date(s) and time(s) of Event: Friday June 26 9pm-10:30pm
5. Location(s) where event will be held: Harrisonville Square - Line will form in front of utility office on Pearl St.
6. Anticipated crowd size: 300-500
7. City services requested: (Please check all that apply) Provide detailed letter for these requests.
☒ Electricity ☐ Police Protection ☒ Traffic Control ☐ Ambulance Standby
☒ Cones ☒ Barricades ☐ Street or parking lot clean up
8. Any additional information: Family that cannot attend grad. will spice out along the sq. when the Grad March song comes on, Seniors will walk, 2 times around the Square. We will then do the hat toss. Seniors will take pic with family (one-two songs will play), then we will all leave.

APPROVED this _____ day of _____, 20____.

Chief of Police

City Clerk

Attachment: Senior Mania Grad Walk 2020 (2020 Graduates Square Walk Special Event Permit)

*We spoke with Boodez, and they were okay
with this & in full support of the idea.
Thank you for your consideration.



TO: Board of Aldermen
FROM: Randy Jones, City Clerk
DATE: June 10, 2020
SUBJECT: 4th of July Fireworks Display - Parks Report

Type of Item: *Approval*

G. Action Item (ID # 3530)

4th of July Fireworks Display - Parks Report

Attachments:

MEMO to BOA on July 4th Celebration 2020 (DOCX)

MEMO

TO: Board of Alderman

CC: Brad Ratliff, City Administrator
Eric Myler, Fire Chief
John Hofer, Police Chief
Park Board

FROM: Chris Deal, Parks & Recreation Director

DATE: June 10, 2020

RE: July 4th Celebration in Harrisonville City Park

As the Board of Alderman is aware, an annual July 4th Celebration is held each year at City Park in Harrisonville. Because of COVID-19 issues, the Park Board reviewed other options for the event this year, because of potential health concerns associated with COVID-19.

As part of the evaluation process for this event, the Park Board reviewed research information from other cities around the KC Metro area. The main concern as expressed by other cities is the “control of social distancing”, and, having play activities and features such as “bounce houses” or other activities with “high touch” potential. Of the 19 cities reviewed, 10 have cancelled the event, 3 cities are still undecided and 6 are holding the July 4th event. Of those cities holding the event, all are having “*Fireworks Only*” for that evening.

After an in-depth review of this event, the Park Board unanimously recommends keeping this Special Event as scheduled for Saturday, July 4th. However, with the concern for “high touch” activities like a bounce house, or close gatherings for a concert, the event is recommended as a “Fireworks Only” event. The recommendation for Social Distancing will be stated on social media regarding the event, and signs will be placed throughout City Park, stating this fact. However, staff will not be “policing” the social distancing, this will be up to the citizens to follow these “guidelines”.

The City of Belton is moving their event to August and Pleasant Hill is having a “Fireworks Only” show as well on July 4th. There is a possibility of additional traffic/patrons, with the cancellation of other city celebrations around the KC areas. As in years past, Parks staff will work with the Police Department regarding traffic, parking and exiting the event upon its completion. Staff will also be looking to local organizations for potential assistance with parking.

Fire Chief Eric Myler will provide the approval regarding Fire certification, as required for this event. Wald Fireworks is once again the single source bidder on this project and is within the budgeted amount of \$14,000. Park Board and staff are also working on fund raising/sponsors for this event. Staff will be happy to answer any questions. Thank you.

City of
Harrisonville^{est. 1836}
STAFF REPORT

TO: Board of Aldermen
FROM: Eric Myler, Fire Chief
DATE: June 10, 2020
SUBJECT: JULY 4TH, 2020 FIREWORKS IN THE PARK RESOLUTION

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Wald & Co, Inc

Requested Actions: Fireworks Display in the Park 7-4-2020

Date of Application: 4-8-2020

PROPOSAL

Annual Fireworks in the Park 7-4-2020 Display

PREVIOUS ACTIONS

Wald Fireworks has done the fireworks display for the July 4th Celebration for several years.

KEY ISSUES

With COVID19 the City would have to provide some elements of social distancing unless the Governor issues a order to allow larger gatherings.

STAFF COMMENTS AND SUGGESTIONS

FD would be on hand for the display and would review the display on site once Wald has the display set up.

STAFF RECOMMENDATION

Staff recommends the approval of the annual 4th of July Celebration in the Park

Council Bill No.

Resolution No.

JULY 4TH, 2020 FIREWORKS IN THE PARK RESOLUTION

WHEREAS, The City of Harrisonville, Missouri presents a fireworks display for the general public each year on July 4th,

NOW THEREFORE BE IT RESOLVED

Section 1: That the fireworks planned in Harrisonville City Park on July 4, 2020 is hereby approved

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

PASSED AND RESOLVED by the Board of Alderman and APPROVED by the Mayor of the City of Harrisonville, Missouri this 15th day of June, 2020.

Judy Bowman, Mayor and Ex-Officio

Chairman of the Board of Alderman

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 15th day of June 2020

MEMO

TO: Board of Alderman

CC: Brad Ratliff, City Administrator
Eric Myler, Fire Chief
John Hofer, Police Chief
Park Board

FROM: Chris Deal, Parks & Recreation Director

DATE: June 10, 2020

RE: July 4th Celebration in Harrisonville City Park

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After an in-depth review of this event, the Park Board unanimously recommends keeping this Special Event as scheduled for Saturday, July 4th. However, with the concern for “high touch” activities like a bounce house, or close gatherings for a concert, the event is recommended as a “Fireworks Only” event. The recommendation for Social Distancing will be stated on social media regarding the event, and signs will be placed throughout City Park, stating this fact. However, staff will not be “policing” the social distancing, this will be up to the citizens to follow these “guidelines”.

The City of Belton is moving their event to August and Pleasant Hill is having a “Fireworks Only” show as well on July 4th. There is a possibility of additional traffic/patrons, with the cancellation of other city celebrations around the KC areas. As in years past, Parks staff will work with the Police Department regarding traffic, parking and exiting the event upon its completion. Staff will also be looking to local organizations for potential assistance with parking.

Fire Chief Eric Myler will provide the approval regarding Fire certification, as required for this event. Wald Fireworks is once again the single source bidder on this project and is within the budgeted amount of \$14,000. Park Board and staff are also working on fund raising/sponsors for this event. Staff will be happy to answer any questions. Thank you.

Attachment: MEMO to BOA on July 4th Celebration 2020 (JULY 4TH, 2020 FIREWORKS IN THE PARK RESOLUTION)

APPLICATION FOR EVENT PERMIT

- A. **FILING PERIOD:** An application for an event permit shall be filed not less than seven (7) days prior to the meeting of the Board of Aldermen at time applicant desires the issuance of a permit. Applicant must realize that, dependent upon the nature of the event and the scope of services being required of the City, the Board of Aldermen may require additional time to review the permit application.
- B. **CONTENTS:** The application for an event permit shall set forth the following information.

1. Organization: City of Harrisonville, Missouri
2. Name of Applicant: Wald Co, Inc. d/b/a All American Display Firewor
Address: PO Box 319, Greenwood, Missouri 64034
Phone: 816-537-7400 Fax: 816-537-7270
3. Purpose of Event: Fireworks Display
4. Proposed date (s) and times of Event: July 4, 2020
9:15-9:45 PM
5. Location(s) where event will be held: Camp Reeder on
Lexington Street located north of Harrisonville
City Park at 706 Ash Street, Harrisonville, MO
6. Anticipated crowd size: -
7. Any additional information: Missouri Licensed Pyrotechnician -
Greg Price
Attachments: MO Operators License, Distributor
License and Insurance Certificate

APPROVED this _____ day of _____, 20 ____.

Material Listing:

3" (140)
4" (110)
5" (90)
6" (40)
8" (5)

Finales

2.5" 12-Shot (4)
3" 12-Shot (7)
4" 5-Shot (4)
5" 5-Shot (3)

Aerial Cakes

Assorted (16)

Chief of Police

City Clerk

Attachment: Wald Application Permit 7-4-2020 (JULY 4TH, 2020 FIREWORKS IN THE PARK RESOLUTION)



Missouri Division of Fire Safety
Fireworks Unit
P.O. Box 844
Jefferson City, MO 65102

Fireworks Display Operator License

Outdoor Fireworks (NFPA Standard 1123)

Dear Operator,

You have been approved as a Fireworks Display Operator by the Missouri State Fire Marshal. Receipt of this license verify's that the holder meets the necessary qualifications as defined in Missouri State Statute 320.126 RSMo., the Code of State Regulation 11 CSR 40-3.010 and NFPA Standard 1123.

For your convenience a wallet size license is also enclosed. When conducting a display one of these documents is required to be carried with you and presented upon request.

If you have any questions please contact this office at (573) 751-2930 or e-mail firesafe@dfs.dps.mo.gov.

	Missouri Department of Public Safety Missouri Division of Fire Safety PO Box 844 * Jefferson City, MO 65102
	Licensed Fireworks Display Operator Performs duties as a Fireworks Display Operator as authorized by the Missouri State Fire Marshal, 320.126 RSMo, 11 CSR 40-3.010 and NFPA 1123.
Name: Gregory R. Price License Number: 43 Expires: 9 / 8 / 2022	 State Fire Marshal:

Attachment: Wald Application Permit 7-4-2020 (JULY 4TH, 2020 FIREWORKS IN THE PARK RESOLUTION)

DRAYTON INSURANCE BROKERS, INC.

2500 CENTER POINT ROAD, SUITE 301
 BIRMINGHAM, ALABAMA 35215
 PHONE: (205) 854-5806
 FAX: (205) 854-5899

POST OFFICE BOX 94067
 BIRMINGHAM, ALABAMA 35220
 EMAIL: dib@draytonins.com

CERTIFICATE OF INSURANCE

NO. 065389

We certify that insurance is afforded as stated below. This Certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the insurance policy and the insurance afforded is subject to all the terms, exclusions and conditions of the policy.

INSURER Admiral Insurance Company **POLICY NO.** CA000004090-25

NAMED INSURED Wald and Company, Inc.
 d/b/a All American Display Fireworks
 P.O. Box 319
 Greenwood, Missouri 64034

POLICY TERM April 15, 2020 to April 15, 2021; Both Days 12:01 A.M. Standard Time

COVERAGE Commercial General Liability: ☒ Occurrence Basis ☐ Claims Made Basis

LIMIT OF LIABILITY \$5,000,000 each occurrence, \$6,000,000 general aggregate, \$6,000,000 products/completed operations aggregate
 The limit of liability shall not be increased by the inclusion of more than one insured or additional insured.

INSURED OPERATIONS Public fireworks display and special effects contractor

It is certified that, if named below, this policy includes as Additional Insureds 1) the sponsor(s), promoter(s), organizer(s) (including other entities having similar interests), of insured pyrotechnic events and/or 2) the owner(s) of real property (or barges) at which insured pyrotechnic events are held and/or 3) the owner(s), manager(s), tenant(s), mortgagee(s) (including other entities having similar interests), of buildings, stadiums, arenas and similar facilities at which insured pyrotechnic events are held and/or 4) the licensing or permitting authority, or other authority having jurisdiction, issuing licenses/permits for insured pyrotechnic events and/or 5) any other entity for which the insurance is required to be afforded under written contract. Coverage applies only as respects the legal liability of such Additional Insured(s) for bodily injury and property damage caused by the operations of the Named Insured. The insurance afforded any Additional Insured excludes liability for bodily injury or property damage arising from the Additional Insureds own negligent acts or omissions or from the failure of such Additional Insured to fulfill its obligations specified in its contract with the Named Insured.

**NAME(S) OF
 ADDITIONAL INSURED(S)**
 City of Harrisonville, Missouri
 Harrisonville Fire Department, Harrisonville, Missouri

DISPLAY LOCATION
 Camp Reeder, Harrisonville, Missouri

DISPLAY DATE(S)
 7-4-20

It is certified that this policy requires a 30 day mutual notice of cancellation between the Insurer and the Named Insured. In the event of such cancellation we will endeavor to mail 10 days written notice to the Additional Insured(s), whose name and address is shown hereon, but failure to mail such notice shall impose no obligation or liability of any kind upon the insurer and/or the undersigned.

DRAYTON INSURANCE BROKERS, INC.

6-10-20

DATE OF ISSUE


 A.J. STRINGER, PRESIDENT

Attachment: Wald Application Permit 7-4-2020 (JULY 4TH, 2020 FIREWORKS IN THE PARK RESOLUTION)

WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

TYPE AR INFORMATION PAGE WC 00 00 01 (

POLICY NUMBER: (6JUB-4N62570-0-19)

REWRITE OF (6JUB-7H79324-A-19)

INSURER: TRAVELERS PROPERTY CASUALTY COMPANY OF AMERICA

1.

INSURED:

WALD & CO., INC DBA ALL
AMERICAN DISPLAY FIREWORKS
PO BOX 319
GREENWOOD MO 64034

NCCI CO CODE: 13579

PRODUCER:

DRAYTON INS BROKERS INC
P O BOX 94067
BIRMINGHAM AL 35220

Insured Is A CORPORATION

Other work places and Identification numbers are shown in the schedule(s) attached.

2. The policy period is from 09-27-19 to 09-27-20 12:01 A.M. at the Insured's mailing address.
3. A. **WORKERS COMPENSATION INSURANCE:** Part One of the policy applies to the Workers Compensation Law of the state(s) listed here:

MO

- B. **EMPLOYERS LIABILITY INSURANCE:** Part Two of the policy applies to work in each state listed in Item 3.A. The limits of our liability under Part Two are:

Bodily Injury by Accident:	\$	1 000 000	Each Accident
Bodily Injury by Disease:	\$	1 000 000	Policy Limit
Bodily Injury by Disease:	\$	1 000 000	Each Employee

- C. **OTHER STATES INSURANCE:** Part Three of the policy applies to the states, if any, listed here:

COVERAGE EXCLUDED - REFER TO MO LIMITED
OTHER STATES BENEFIT ENDORSEMENT WC 99 03 87 A

- D. This policy includes these endorsements and schedules:

SEE LISTING OF ENDORSEMENTS - EXTENSION OF INFO PAGE

4. The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All required information is subject to verification and change by audit to be made ANNUALLY.

DATE OF ISSUE: 10-03-19 AB

OFFICE: RMD MISSOURI

PRODUCER: DRAYTON INS BROKERS INC

714

ST ASSIGN: MO

78XFR

City of Harrisonville 4th of July

Safety Distance Show: 600' Radius

Legend

5.H.b



Attachment: Wald Application Permit 7-4-2020 (JULY 4TH, 2020 FIREWORKS IN THE PARK RESOLUTION)

google earth

3030 LIFEMOMENTS & LEMMILL
MISSOURI DIVISION OF FIRE SAFETY**2020 FIREWORKS PERMIT****Distributor****COMPANY NUMBER: 9750****FEE: \$775.00****EXPIRATION DATE: 12/31/2020**

Wald & Company, Inc.
16004 S State Highway 291
Lake Winnebago, MO 64034

**MUST BE DISPLAYED WHEN PURCHASING OR SELLING FIREWORKS IN THE
STATE OF MISSOURI AS DEFINED BY STATE STATUTE 320.126 RSMo, AND CODE
OF STATE REGULATIONS 11 CSR 40-3.010.**

Sandra K. Karsten**DIRECTOR OF PUBLIC SAFETY****J. Tim Bean****STATE FIRE MARSHAL****LICENSE NOT TRANSFERABLE**

Attachment: Wald Application Permit 7-4-2020 (JULY 4TH, 2020 FIREWORKS IN THE PARK RESOLUTION)

In accordance with the provisions of Title XI, Organized Crime Control Act of 1970, and the regulations issued thereunder (27 CFR Part 555), you may engage in the activity specified in this license or permit within the limitations of Chapter 40, Title 18, United States Code and the regulations issued thereunder, until the expiration date shown. **THIS LICENSE IS NOT TRANSFERABLE UNDER 27 CFR 555.53.** See "WARNINGS" and "NOTICES" on reverse.

Direct ATF
Correspondence To
ATF - Chief, FELC
244 Needy Road
Martinsburg, WV 25405-9431

License/Permit
Number
5-MO-095-24-3D-00316

Chief, Federal Explosives Licensing Center (FELC)

Expiration
Date
April 1, 2023

Name
ALL AMERICAN DISPLAY FIREWORKS

Premises Address (Changes? Notify the FELC at least 10 days before the move.)

**16004 SOUTH STATE 291 HIGHWAY
GREENWOOD, MO 64034**

Type of License or Permit

24-IMPORTER OF EXPLOSIVES

Purchasing Certification Statement

The licensee or permittee named above shall use a copy of this license or permit to assist a transferor of explosives to verify the identity and the licensed status of the licensee or permittee as provided by 27 CFR Part 555. The signature on each copy must be an original signature. A faxed, scanned or e-mailed copy of the license or permit with a signature intended to be an original signature is acceptable. The signature must be that of the Federal Explosives Licensee (FEL) or a responsible person of the FEL. I certify that this is a true copy of a license or permit issued to the licensee or permittee named above to engage in the business or operations specified above under "Type of License or Permit."

Mailing Address (Changes? Notify the FELC of any changes.)

**WALD & CO INC
ALL AMERICAN DISPLAY FIREWORKS
PO BOX 319 ATTN SONJA WALD
GREENWOOD, MO 64034-0319**

Licensee/Permittee Responsible Person Signature

Position/Title

Printed Name

Date

Previous Edition is Obsolete. WALD & CO INC 16004 SOUTH STATE 291 HIGHWAY 44034 MO 64034-0319 April 1, 2023 24-IMPORTER OF EXPLOSIVES

ATF Form 5400.14/5400.15 Part I
Revised October 2011

Federal Explosives License (FEL) Customer Service Information

Federal Explosives Licensing Center (FELC)
244 Needy Road
Martinsburg, WV 25405-9431

Toll-free Telephone Number: (877) 283-3352
Fax Number: (304) 616-4401
E-mail: FELC@atf.gov

ATF Homepage: www.atf.gov

Change of Address (27 CFR 555.54(a)(1)). Licensees or permittees may during the term of their current license or permit remove their business or operations to a new location at which they intend regularly to carry on such business or operations. The licensee or permittee is required to give notification of the new location of the business or operations not less than 10 days prior to such removal with the Chief, Federal Explosives Licensing Center. The license or permit will be valid for the remainder of the term of the original license or permit. (The Chief, FELC, shall, if the licensee or permittee is not qualified, refer the request for amended license or permit to the Director of Industry Operations for denial in accordance with § 555.54.)

Right of Succession (27 CFR 555.59). (a) Certain persons other than the licensee or permittee may secure the right to carry on the same explosive materials business or operations at the same address shown on, and for the remainder of the term of, a current license or permit. Such persons are: (1) The surviving spouse or child, or executor, administrator, or other legal representative of a deceased licensee or permittee; and (2) A receiver or trustee in bankruptcy, or an assignee for benefit of creditors. (b) In order to secure the right provided by this section, the person or persons continuing the business or operations shall furnish the license or permit for that business or operations for endorsement of such succession to the Chief, FELC, within 30 days from the date on which the successor begins to carry on the business or operations.

Cut Here X

(Continued on reverse side)

Federal Explosives License/Permit (FEL) Information Card

License/Permit Name: **WALD & CO INC**

Business Name: **ALL AMERICAN DISPLAY FIREWORKS**

License/Permit Number: **5-MO-095-24-3D-00316**

License/Permit Type: **24-IMPORTER OF EXPLOSIVES**

Expiration: **April 1, 2023**

Please Note: Not Valid for the Sale or Other Disposition of Explosives.



TO: Board of Aldermen
FROM: Randy Jones, City Clerk
DATE: June 4, 2020
SUBJECT: May 2020 Municipal Court Report

Type of Item: *Approval*

A. Action Item (ID # 3522)

May 2020 Municipal Court Report

Attachments:

May 2020 Municipal Court Report (PDF)

IN THE MUNICIPAL COURT OF HARRISONVILLE, MISSOURI
CASS COUNTY

I certify that the attached is a report on all cases heard or tried before the Judge of the Circuit Court of Cass County Missouri, Municipal Division at Harrisonville during the month of **May 2020** and that the information and statements contained in said report are true and correct according to my best information, knowledge and belief.

Kevin K. Anderson
Municipal Court Judge

Date

Presented and reviewed as required by Court Operating Rule 4.29.

City Clerk

Date

Subscribed and sworn to before me this 4th day of June, ~~2019~~ ²⁰²⁰.

Notary

CAROLINE E. VAUGHN
Notary Public - Notary Seal
State of Missouri
Commissioned for Cass County
My Commission Expires: March 14, 2023
Commission Number: 19500796

Attachment: May 2020 Municipal Court Report (May 2020 Municipal Court Report)

Municipal Division Summary Reporting

17th Judicial Circuit - Cass County - Harrisonville Municipal Division

I. COURT INFORMATION

Reporting Period:		
May	2020	Court activity occurred in reporting period: Yes
Clerk's Physical Address:	Mailing Address:	Vendor
300 E. Pearl St. Harrisonville, MO 64701	PO Box 367 Harrisonville, MO 64701	Incode (Tyler Technologies)
Telephone Number:	Fax Number:	
(816) 380-8903		
Prepared by:	Prepared by E-mail Address:	Municipal Judge(s) Active During Reporting Period:
MICHELLE SHAFFER	michelle.shaffer@courts.mo.gov	Kevin Anderson

II. MONTHLY CASELOAD INFORMATION		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations / informations) pending at start of month		113	741	759
B. Cases (citations / informations) filed		6	25	34
C. Cases (citations / informations) disposed				
1. jury trial (Springfield, Jefferson County, and St. Louis County only)		0	0	0
2. court / bench trial - GUILTY		0	0	0
3. court / bench trial - NOT GUILTY		0	0	0
4. plea of GUILTY in court		1	12	11
5. violations Bureau Citations (i.e., written plea of guilty) and bond forfeitures by court order (as payment of fines / costs)		0	8	0
6. dismissed by court		0	0	1
7. nolle prosequi		1	3	4
8. certified for jury trial (not heard in the Municipal Division)		0	0	0
9. TOTAL CASE DISPOSITIONS		2	23	16
D. Cases (citations / informations) pending at end of month [pending caseload = (A + B) – C9]		117	743	777
E. Trial de Novo and / or appeal applications filed		0	0	0

Attachment: May 2020 Municipal Court Report (May 2020 Municipal Court Report)

III. WARRANT INFORMATION (pre- & post-disposition)		IV. PARKING TICKETS	
1. # Issued during reporting period:	42	Does court staff process parking tickets? Yes	
2. # Served/withdrawn during reporting period:	48	1. # Issued during reporting period:	0
3. # Outstanding at end of reporting period:	856		

V. DISBURSEMENTS**Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)**

Fines – Excess Revenue	\$2,063.00
Clerk Fee – Excess Revenue	\$187.50
Crime Victims Compensation (CVC) Fund surcharge – Paid to City/Excess Revenue	\$5.55
Bond forfeitures (paid to city) – Excess Revenue	\$0.00
Total Excess Revenue	\$2,256.05

Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)

Fines – Other	\$2,944.30
Clerk Fee – Other	\$139.85
Judicial Education Fund (JEF) Court does not retain funds for JEF: Yes	
Peace Officer Standards and Training (POST) Commission surcharge	\$27.50
Crime Victims Compensation (CVC) Fund surcharge – Paid to State	\$192.58
Crime Victims Compensation (CVC) Fund surcharge – Paid to City/Other	\$4.25
Law Enforcement Training (LET) Fund surcharge	\$56.49
Domestic Violence Shelter surcharge	\$56.49
Inmate Prisoner Detainee Security Fund surcharge	\$56.49
Sheriffs' Retirement Fund (SRF) surcharge	\$87.00
Restitution	\$0.00
Parking ticket revenue (including penalties)	\$0.00
Bond forfeitures (paid to city) – Other	\$0.00
Total Other Revenue	\$3,564.95

Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs, witness fees, and board bill/jail costs.

Total Other Disbursements	\$0.00
Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$5,821.00
Bond Refunds	\$10.00
Total Disbursements	\$5,831.00

Attachment: May 2020 Municipal Court Report (May 2020 Municipal Court Report)