



**AGENDA
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
COMMUNITY CENTER
SEPTEMBER 8, 2020**

6:00 PM

LOCATION CHANGE FOR COVID-19 SOCIAL DISTANCING

- 1. Call to Order**
 - A. Pledge of Allegiance**
 - B. Roll Call**
- 2. Ceremonial Matters**
 - A. Happy Bottoms Diaper Proclamation**
- 3. Public Participation**
 - A. Ed Yoder Agenda Request**
- 4. Approval of Minutes**
 - A. Board of Aldermen - Regular Meeting - Aug 17, 2020**
 - B. Board of Aldermen - Work Session - Aug 17, 2020**
 - C. Executive Session Minutes August 3, 2020**
 - D. Executive Session Minutes August 11, 2020**
- 5. Agenda Items**
 - A. Appointments to Board of Zoning Adjustment**
 - B. Council Bill 45: AN ORDINANCE VACATING ALLEY RIGHT-OF-WAY BETWEEN 505 E. WALL ST. AND 601 E. WALL ST. IN HARRISONVILLE, CASS COUNTY, MISSOURI, AND ESTABLISHING AN EFFECTIVE DATE.**
 - C. Council Bill 46: MJMEUC Appointments Resolution A RESOLUTION OF THE HARRISONVILLE BOARD OF ALDERMEN TO APPOINT THE ELECTRIC SUPERINTENDENT AS A DIRECTOR OF THE MISSOURI JOINT MUNICIPAL ELECTRIC UTILITY COMMISSION AND TO APPOINT THE PUBLIC WORKS DIRECTOR AS AN ALTERNATE DIRECTOR OF THE SAME ORGANIZATION.**

- D. Council Bill 47: An Ordinance to make Shady Lane between Lake Avenue and Lexington Alley a one-way going west, and establish an effective date.
 - E. Council Bill 48: AN ORDINANCE AUTHORIZING THE CITY OF HARRISONVILLE, MISSOURI TO ENTER INTO AN EQUIPMENT LEASE PURCHASE AGREEMENT, AS LESSEE, WITH CARROLL COUNTY TRUST COMPANY AS LESSOR, TO FINANCE THE ACQUISITION AND EQUIPPING OF 2019 SPARTAN RESCUE PUMPER TRUCK; AND APPROVING CERTAIN DOCUMENTS RELATED THERETO.
 - F. Council Bill 49: A RESOLUTION AUTHORIZING THE CITY TO CONTRIBUTE FUNDS TO THE CHAMBER OF COMMERCE “HEALTHY HARRISONVILLE” PROGRAM
- 6. Aldermen and Committee Reports
 - 7. Report from the City Administrator
 - A. August 2020 Municipal Court Report
 - 8. Questions from the Media
 - 9. Adjourn to Executive Session pursuant to RSMO 610.021 (2) pursuant to leasing, purchase or sale of real estate
 - 10. Adjourn from Regular Session

Posted on City Hall Bulletin Board this 4th day of September, 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.

Proclamation

Whereas, diaper need, the condition of not having a sufficient supply of clean diapers to keep babies and toddlers clean, dry, and healthy, can adversely affect the health and well-being of babies, toddlers, and their families; and

Whereas, national surveys and research studies report that one in three families struggles with diaper need and 48 percent of families delay changing a diaper to extend their supply; and

Whereas, children go through six to 12 diapers each day during the two to three years they wear diapers; and

Whereas, purchasing enough diapers to keep a baby or toddler clean, dry, and healthy can consume 14 percent of a low-wage family's post-tax income, making it difficult to obtain a sufficient supply; and

Whereas, a daily or weekly supply of diapers is generally an eligibility requirement for babies and toddlers to participate in child care programs and quality early-education programs; and

Whereas, without enough diapers, babies and toddlers risk infections and health problems that may require medical attention, and may prevent parents from attending work or school, thereby hurting the family's economic prospects and well-being; and

Whereas, the people of Harrisonville recognize that diaper need is a public health issue, and addressing diaper need can lead to economic opportunity for the city's families and communities and improved health for children, thus ensuring all children and families have access to the basic necessities required to thrive and reach their full potential; and

Whereas, while experiencing double, triple, or greater increase in demand for diapers due to the pandemic and economic shutdown, HappyBottoms did everything in their ability to increase diaper distributions and support children and families in need of immediate assistance; now

Therefore, I, Judy Bowman, Mayor of Harrisonville, do hereby proclaim the week of September 21st through September 27th, 2020 as

DIAPER NEED AWARENESS WEEK

in Harrisonville, and encourage the citizens of Harrisonville to donate generously to diaper banks, diaper drives, and those organizations that collect and distribute diapers to those struggling with diaper need, so that all of Harrisonville's children and families can thrive and reach their full potential.

Judy Bowman, Mayor



STAFF REPORT

TO: Board of Aldermen
FROM: Daniel Barnett,
DATE: September 2, 2020
SUBJECT: Ed Yoder Agenda Request

Type of Item: *Discussion*

GENERAL INFORMATION

Applicant:

Requested Actions: Information only

Date of Application: 9/2/2020

PROPOSAL

PREVIOUS ACTIONS

Reread the meter

Discussions with Mr. Yoder

Discussions with Cynthia Allen (Daughter)

Test the meter

Read and analyze interval data

Put in Tandem meter

KEY ISSUES

Mr. Yoder has had instances of high water usage compared to his normal consumption. Staff cannot find any error in billing or equipment that can explain higher than normal consumption.

STAFF COMMENTS AND SUGGESTIONS

On 8/24/2020, I was alerted that Mr. Yoder was speaking to Daniel regarding his consumption so I went to help in any way we could. In speaking to Mr. Yoder, he is convinced that it is not possible for him to have as much usage as his meter reflects. During the conversation Mr. Yoder's daughter Cynthia came in to discuss her father's account and the 4 of us went to the council chambers to discuss. During the discussion Mr. Yoder began to feel ill and Cynthia left with him to make sure he made it home and came back to continue our discussion. She felt it was impossible for him to have this high usage. I explained to her that we were doing everything in our power to try to understand Mr. Yoder's high water consumption. We went through what our process is in such cases.

We read the meters about the same time every month and only estimate meters in extreme weather cases or special circumstances. His meter had not been estimated.

Reads that seem abnormal are then flagged, investigated in the system and the potentially sent out for a reread.

We had also pulled the daily data which showed certain days had significantly higher usage than others.

This peak information indicates an intermittent usage problem rather than a leak that is constant. A constant leak would see a relatively flat usage from day to day, but higher than usual.

I assured Ms. Allen that we were working diligently to try to unravel what had happened with this usage, but we can only know what went through the meter and then try to prove the accuracy of that device.

I recommended that they have a plumber come look but cautioned that an intermittent leak may prove difficult to locate.

Later that week I was contacted by Ms. Allen who said the plumber had been there and there were no leaks. I reiterated that there were no leaks at that time and then we went over the process that the Water department had used to test the accuracy of Mr. Yoder's meter. I also suggested she contact the utility office so they could help him get in contact with any help agencies.

With the assistance of the utility department I personally went out to collect the hourly read data from Mr. Yoder's meter. In reviewing that data of which some of the graphs are attached, I looked at the peak days of usage. Almost all those days seemed to have an event starting in the 7am hour and continuing to just before 12. Since becoming aware of the high usage, Mr. Yoder's usage has dropped off substantially with no other indications of significantly high usage. See attached memo.

The water department has also set a 2nd meter in tandem with his current meter and is monitoring the usage for any discrepancies. See attached memo.

The accounts current amount due is \$218.00.

Jeremy Smith

Director of Administrative services

STAFF RECOMMENDATION

ATTACHMENTS

MEMO:

To: Mayor and Board of Alderman

From: Jeremy Smith, Director of Administrative Services

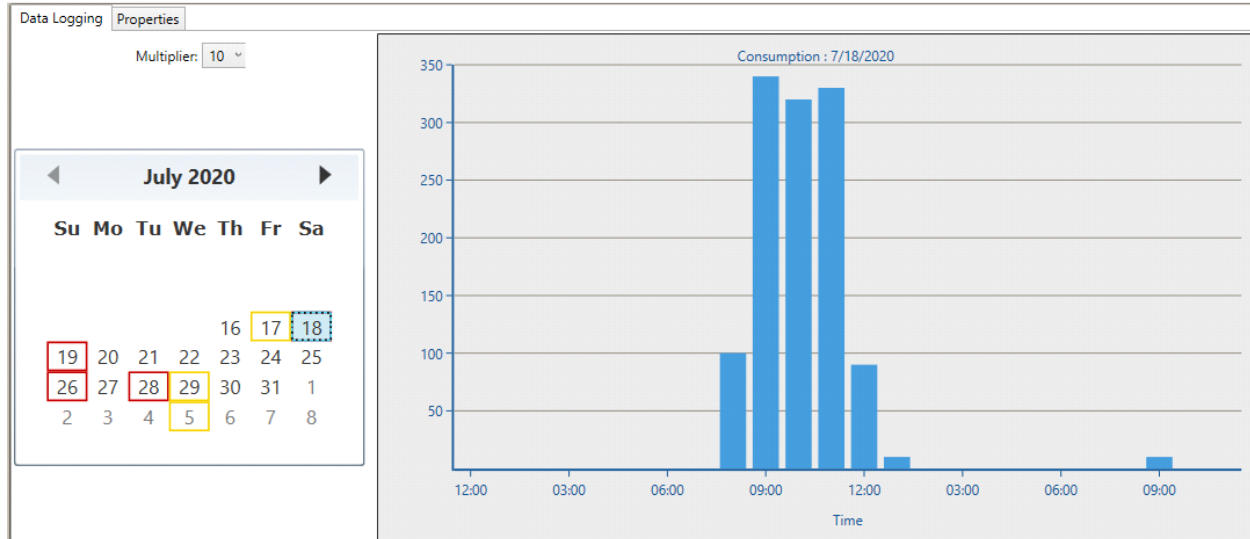
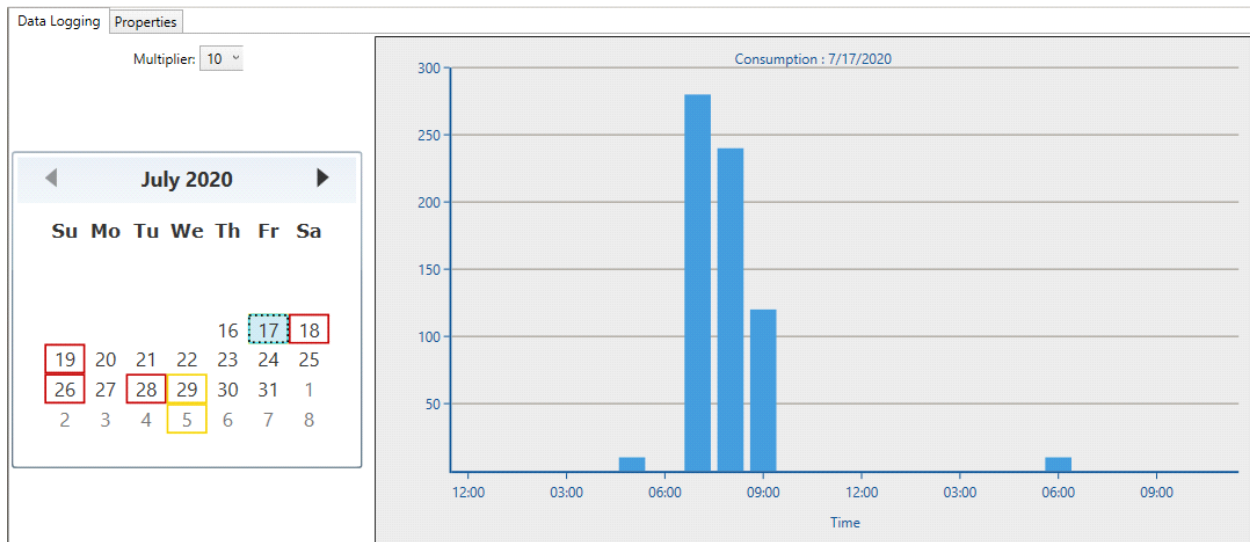
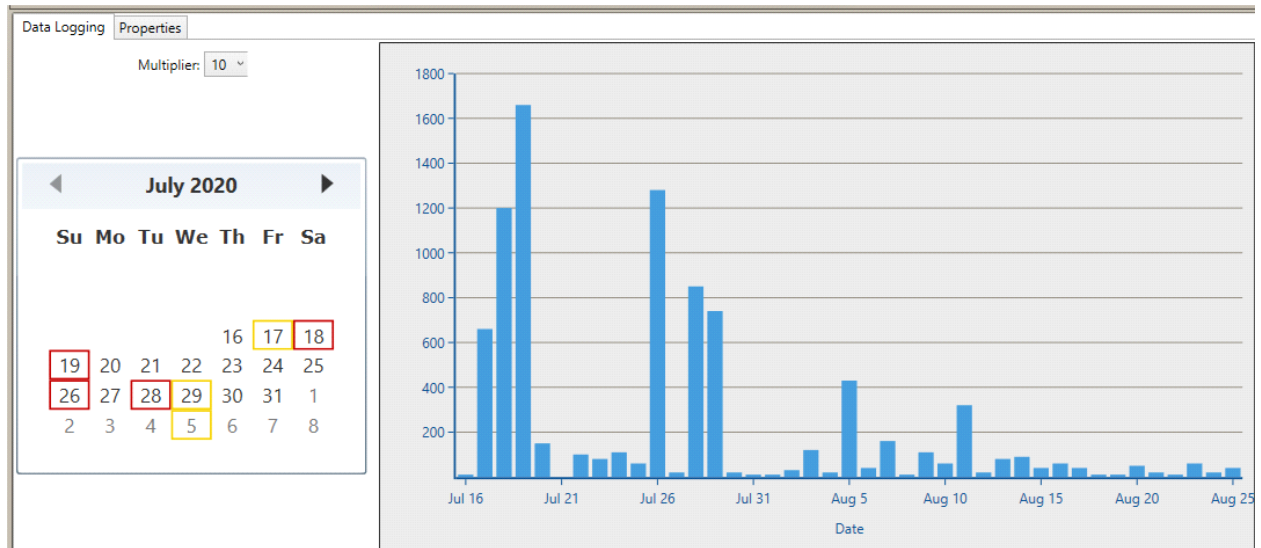
Date: September 4, 2020

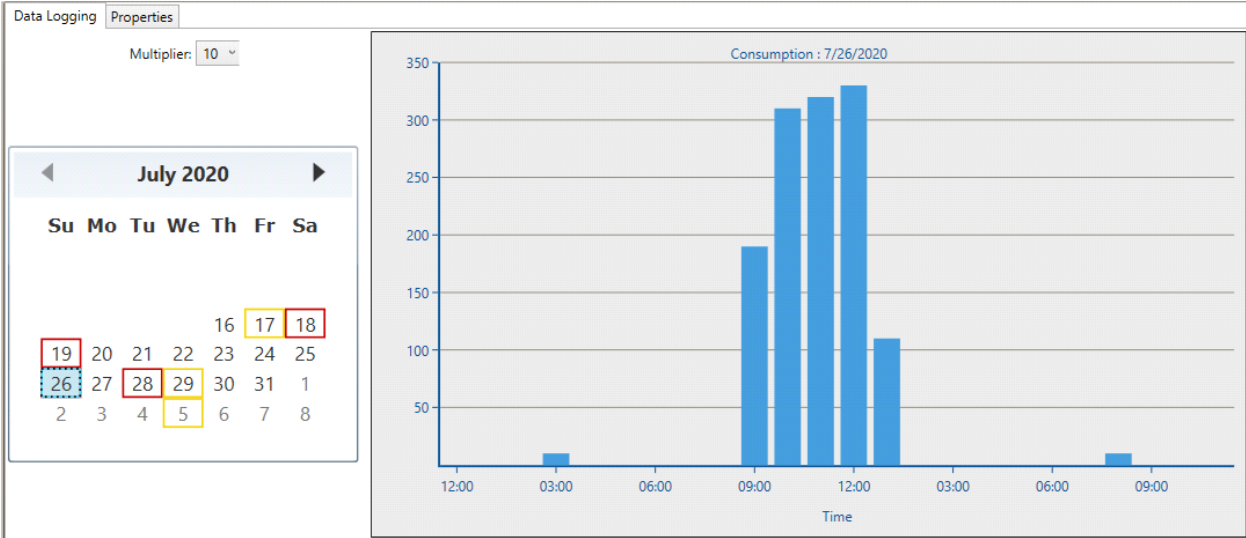
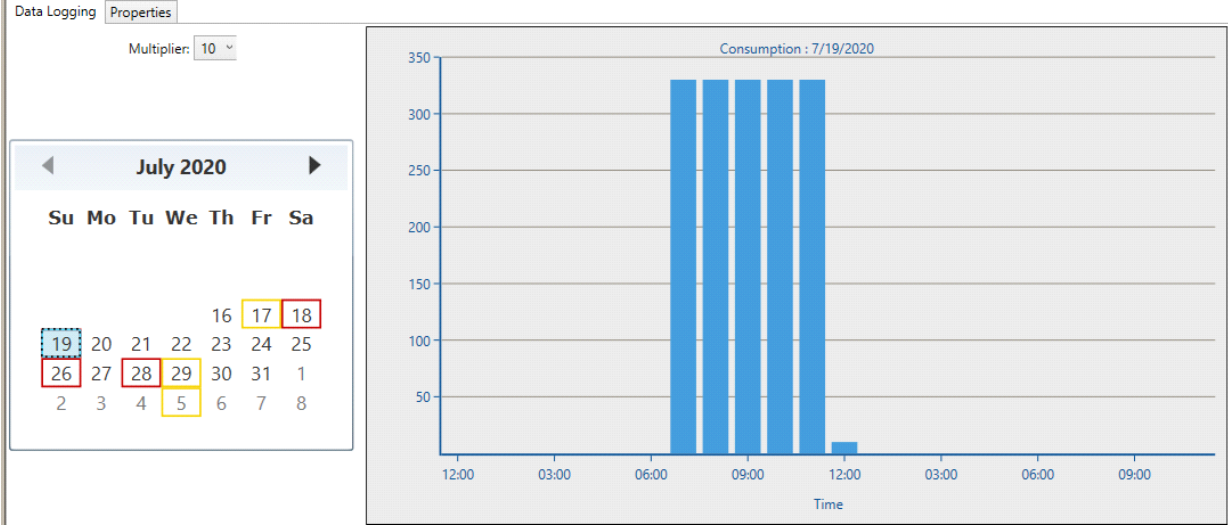
Re: 1002 E. Pearl

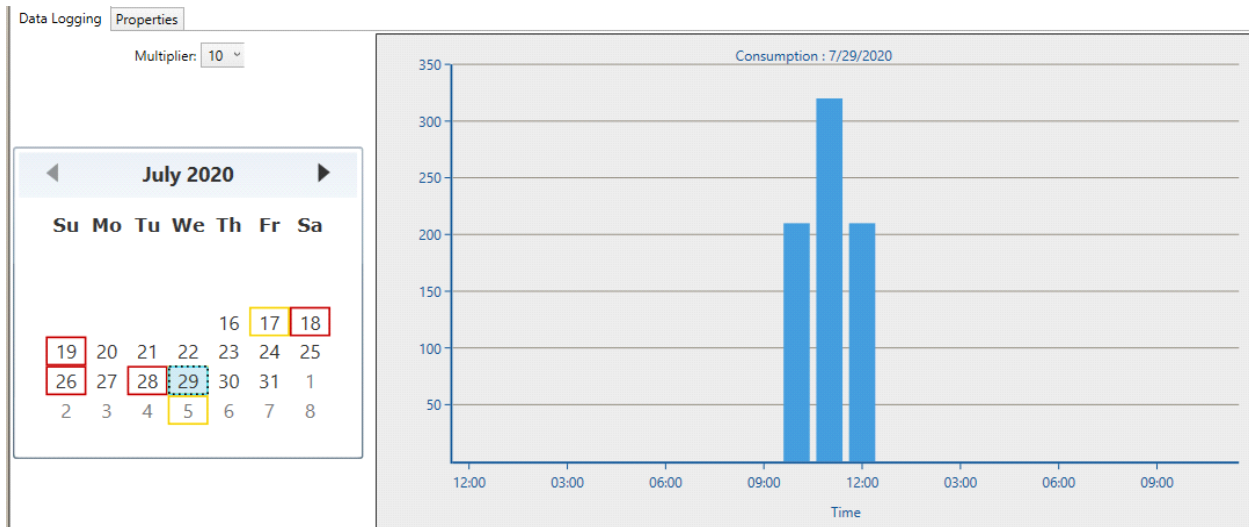
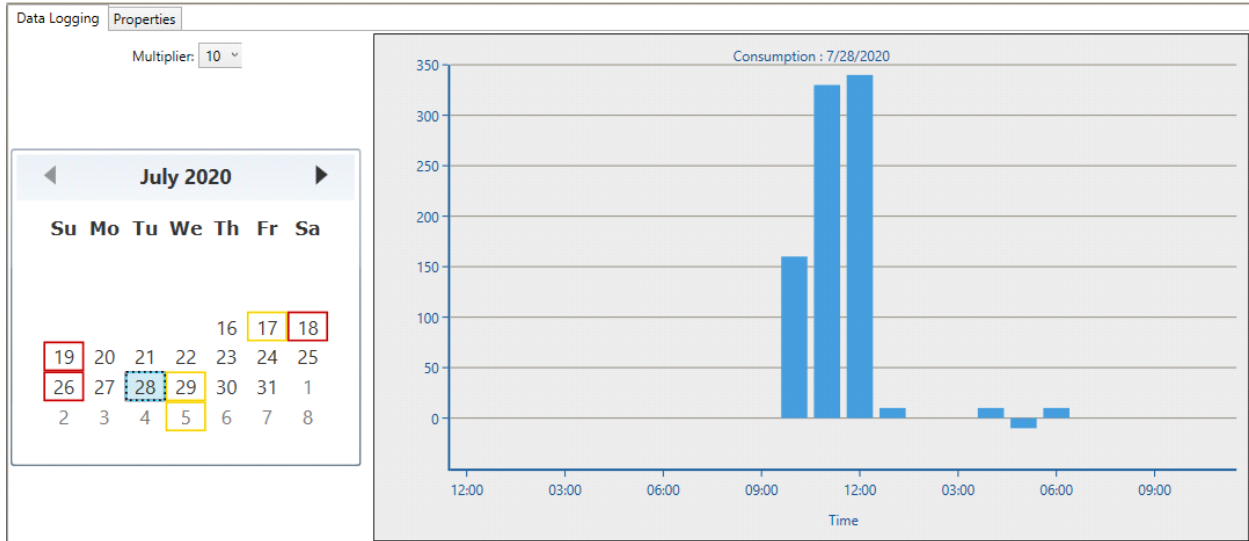
40 days of interval data (40 days consumption with hourly read totals)

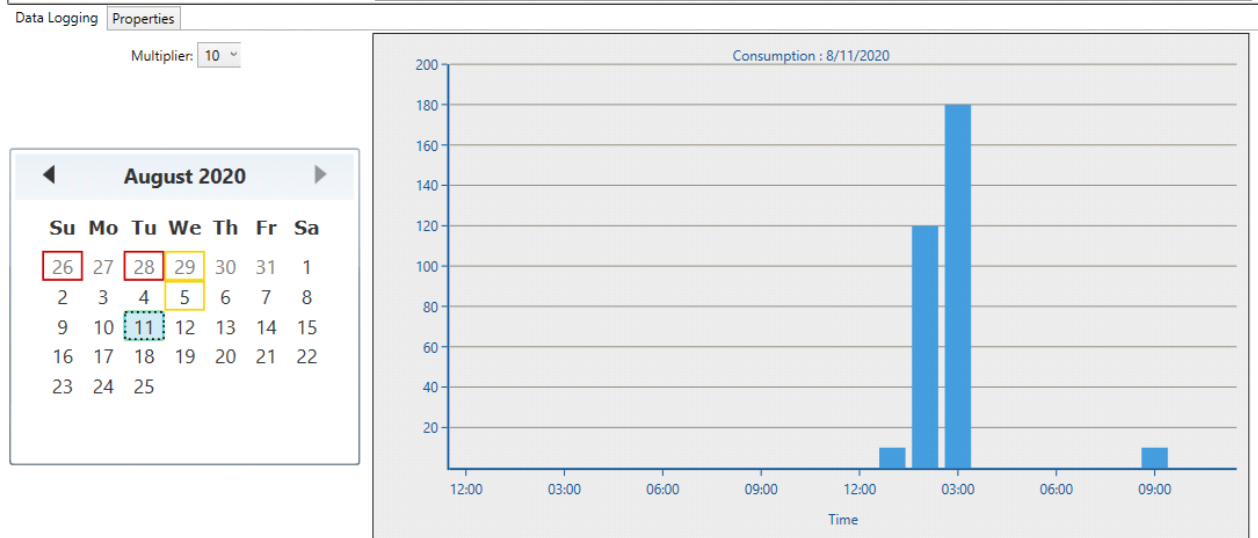
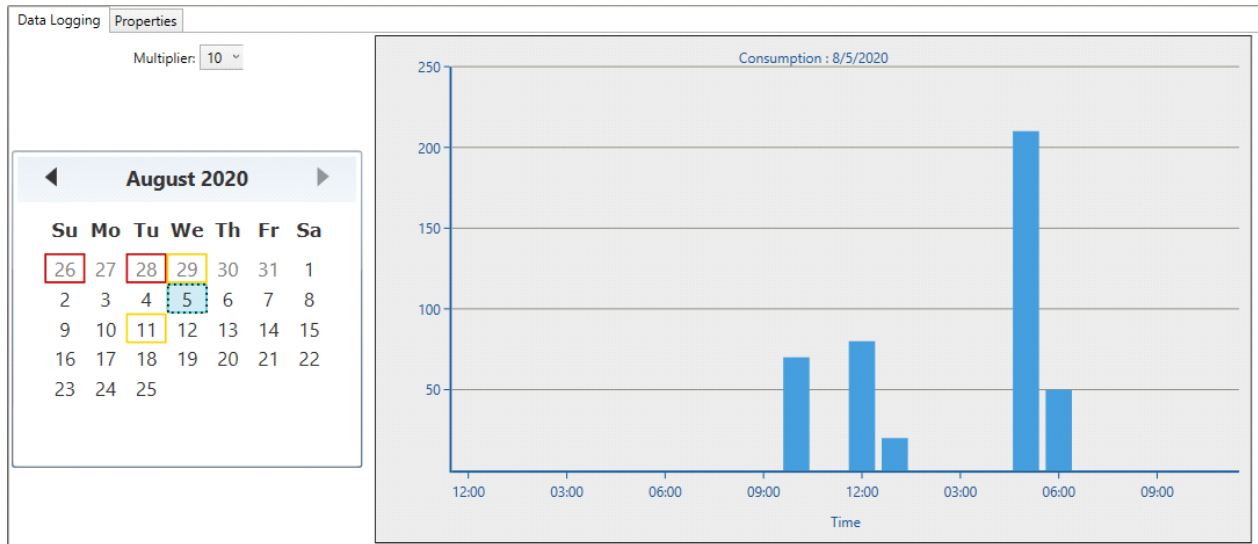
This data was pulled on the 25th of August

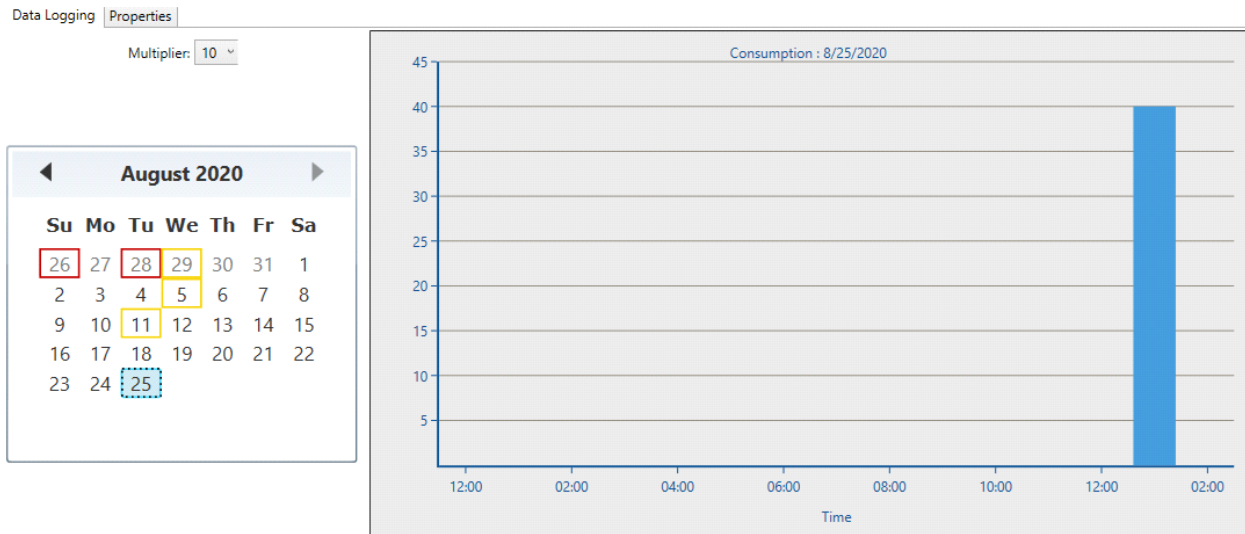
Dates in red boxes are of the top 10% of usage, dates in yellow are in the next 10%. Those dates were sampled for the following graphs to show time of day of use.











MEMO:

To: Jeremy Smith, Director of Administrative Services
From: Robert Edwards, Water/Sewer Maintenance Supervisor
Date: September 4, 2020
Re: 1002 E. Pearl

On 8/12/2020, Ed Yoder's meter was tested at the Water Warehouse on the Meter Test Bench. The test consisted of a fast flow test of 12 GPM for 100 gallons, a slow flow test of 2 GPM for 100 gallons, and an intermediate flow test of 2 GPM to 12 GPM back and forth numerous times for 100 gallons. The test results were as follows:

	House Meter	Test Meter
Fast Flow:	Start 2080	Start 159
	End 2081	End 160
Slow Flow:	Start 2081	Start 160
	End 2082	End 161
Intermediate Flow:	Start 2082	Start 161
	End 2083	End 162

The House meter for 1002 E. Pearl tested at 100% accurate against our Test meter.

A tandem meter test started on 8/26/2020, at 8:00 a.m., and ended on 9/3/2020, at 8:00 a.m. The test results are as follows:

House Meter		Test Meter	
Start	2089	Start	0000
End	2091	End	0002

The House meter for 1002 E. Pearl tested at 100% accurate against the Test meter. During this 8 day test, 200 gallons of water were used at 1002 E. Pearl.

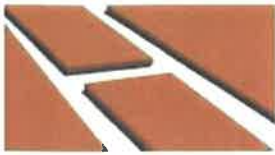
STAFF CONTACT: Jeremy Smith, jsmith@harrisonville.com, Carl Brooks, cbrooks@harrisonville.com

A. Discussion Item (ID # 3606)

Ed Yoder Agenda Request

Attachments:

Ed Yoder Agenda Request Form (PDF)



City of

Harrisonville

est.
1836

300 E. Pearl Street, P.O. Box 367 • Tel: 816-380-8900 • Fax: 816-380-8906 • Harrisonville, MO 64701

AGENDA REQUEST FORM

This form must be completed and submitted to the office of the City Clerk. Completed materials for the agenda shall be submitted no later than Wednesday at 5:00 p.m., 5 business days prior to the next Board of Aldermen's meeting. 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. The Board of Aldermen's regular meetings are the 1st and the 3rd Monday of each month.

Date of Request: _____ Scheduled Meeting Date: 9-8-20Full Name of Speaker: Ed Yoder Organization: _____Home Address: 1002 E Pearl St City Hville State Mo Zip 64701Home Phone #: _____ Work Phone #: _____ Cell#: 816-738-2220

Email: _____

Specifics of Topic: Outlandish water bill two months in a row

(You may write on the back or add additional sheets of paper for "Topic" and "Outcome" sections.)

Desired Outcome: _____

If applicable, has this item been previously presented to any of the following Boards for consideration?

_____ Board of Aldermen	_____ Date Presented	_____ Outcome
_____ Planning & Zoning	_____ Date Presented	_____ Outcome
_____ Park Board	_____ Date Presented	_____ Outcome
_____ Board of Adjustment	_____ Date Presented	_____ Outcome

***I have been made aware of the date and time of the next scheduled Board of Aldermen meeting.

AUG 23 2020

CITY OF HARRISONVILLE

Signature: Ed Yoder

Office Use Only:
Date request received: _____



**MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
COMMUNITY CENTER
AUGUST 17, 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	Present	
Dave Doerhoff	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Judy Reece	Harrisonville	Board Member	Present	
Clint Miller	Harrisonville	Board Member	Present	
David Dickerson	Harrisonville	Board Member	Present	
Gary Davidson	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Judy Bowman	Harrisonville	Mayor	Present	

Others present: City Administrator Brad Ratliff, City Attorney Alex Felzien, City Engineer Ted Martin, Police Chief John Hofer, Fire Chief Eric Myler, Director of Administrative Services Jeremy Smith, Public Works Director/City Engineer Carl Brooks, Streets Superintendent Rodney Jacobs, Economic and Community Development Director Jim Clarke, PIO/Deputy City Clerk Daniel Barnett - recording.

2. Ceremonial Matters

None.

3. Public Participation

None.

4. Approval of Minutes

A. Board of Aldermen - Regular Meeting - Aug 3, 2020 6:00 PM

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

B. Board of Aldermen - Work Session - Aug 3, 2020 6:30 PM

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

5. Agenda Items

A. Appointment to Board of Building & Engineering Appeals

Mayor Bowman recommended the reappointment of Tony Meister and Kevin Stucker to the Board of Building & Engineering Appeals. A motion was made by Aldermen Milner, with a second by Aldermen Turner to accept the recommendation. Motion carried.

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

B. Appointment to Enhanced Enterprise Zone Board

Mayor Bowman recommended the appointments of Michael Weaver, Dee Shelton and Larry Pfautsch to serve on the Enhanced Enterprise Zone Board.

Bowman informed the Board that these appointments would complete the City's five representatives for the Enhanced Enterprise Zone Board.

Economic and Community Development Director Jim Clarke has contacted the other taxing jurisdictions to name their representative to the Enhanced Enterprise Zone Board.

A motion was made by Aldermen Davidson, with a second by Aldermen Doerhoff to accept the recommendation. Motion carried.

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

C. Log Cabin Festival Event Permit 2020

Police Chief John Hofer presented a staff report for the permit request. Hofer shared concerns about having the event and said that the Harrisonville Area Chamber of Commerce will vote on the event during their September 3, meeting. Hofer said staff has recommended approval.

City Administrator Ratliff said the Chamber of Commerce will require vendors to wear masks and gloves. Ratliff said parade participants who plan to distribute items to the crowd will also be required to wear a mask and gloves. Ratliff said the Chamber will take steps to ensure that both vendors and carnival staff conform to COVID-19 guidelines.

Aldermen Turner asked about vendors having hand sanitizer in their booths.

Mayor Bowman said vendors will be required to have hand sanitizer in each booth.

Aldermen Milner asked Chamber CEO Obie Carl if other communities in the area are still planning to have their annual fall festivals.

Carl said many communities have not yet decided.

Milner asked if the Health Department will provide guidance for the event.

Hofer said he is unsure about the Health Department's involvement but that they will most likely have to wait and see what the state of the pandemic is at the time of the festival.

Milner asked if the carnival will follow any sanitation guidelines.

Carl said the carnival workers will sanitize each ride after each use.

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

D. An Ordinance Authorizing the City Administrator to enter into an agreement with The South Cass Tribune to serve as the City of Harrisonville official newspaper of record and establishing an effective date.

Staff report presented by City Administrator Brad Ratliff. Ratliff explained the Request for Proposals process used to seek proposals for the City's Newspaper of Record and that the South Cass Tribune was the only paper to respond to the request for proposals. First reading of Council Bill #039. Aldermen Davidson made a motion to move Council Bill #039 to its second reading, with a second by Aldermen Turner. Roll call vote: Aldermen Zaring aye, Aldermen Doerhoff aye, Aldermen Milner aye, Aldermen Reece aye, Aldermen Miller aye, Aldermen Dickerson aye, Aldermen Davidson aye, Aldermen Turner aye. Having been read in title only twice, roll call vote for passage: Aldermen Zaring aye, Aldermen Doerhoff aye, Aldermen Milner aye, Aldermen Reece aye, Aldermen Miller aye, Aldermen Dickerson aye, Aldermen Davidson aye, Aldermen Turner aye. Upon passage, Mayor Bowman designated it to be Ordinance #3506.

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

E. A Resolution of the Board of Aldermen of the City of Harrisonville, Missouri to Authorize the City Administrator to accept the annual audit for the year ending December 31, 2019 by Cochran, Head & Vick & Co., P.C. and establishing an effective date.

Director of Administrative Services Jeremy Smith introduced Michael Keenan of Cochran, Head and Vick & Co., P.C. and explained that the COVID-19 pandemic delayed the standard timeline for the Audit presentation.

Keenan presented the Audit and walked through a slideshow that was presented to the Board of Aldermen and included in the agenda packet.

Keenan said the audit received an unqualified opinion, which is the highest rating an entity can receive.

Keenan ended his presentation by recommending the City complete a Capital Asset inventory.

Upon passage, Mayor Bowman designated it to be Resolution #2020-021.

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

F. Tax Levy Hearing/ 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 \$.6612.

Mayor Bowman began the discussion by opening a Public Hearing for the Tax Levy.

No public input.

Mayor Bowman closed the Public Hearing.

CPA Ben Hart of Baker Tilly presented information to the Board of Aldermen about the 2020 Tax Levy.

Aldermen Dickerson asked if the 2020 levy was the same as the 2019 levy.

Mayor Bowman said the 2020 levy saw a slight increase from the 2019 levy, due to assessment values going up.

Aldermen Turner asked about a possible discrepancy on page 3 of the presented information - a difference in the mill levies.

Hart said the ordinance needed to be amended to include a different amount than what is in the packet.

Hart later stated that the ordinance was actually correct and believed the confusion came when looking at the maximum levy possible, which would be \$.6612, instead of the actual, which is \$.6492.

Mayor Bowman clarified that the ordinance does not need to be amended.

Hart said that is correct.

First reading of Council Bill #041. Aldermen Milner made a motion to move Council Bill #041 to its second reading, with a second by Aldermen Zaring. Roll call vote: Aldermen Zaring aye, Aldermen Doerhoff aye, Aldermen Milner aye, Aldermen Reece aye, Aldermen Miller aye, Aldermen Dickerson aye, Aldermen Davidson aye, Aldermen Turner aye. Having been read in title only twice, roll call vote for passage: Aldermen Zaring aye, Aldermen Doerhoff aye, Aldermen Milner aye, Aldermen Reece aye, Aldermen Miller nay, Aldermen Dickerson nay, Aldermen Davidson aye, Aldermen Turner nay. Upon passage, Mayor Bowman designated it to be Ordinance #3507.

RESULT:	ADOPTED [5 TO 3]
MOVER:	Marcia Milner, Board Member
SECONDER:	Mike Zaring, Board Member
AYES:	Zaring, Doerhoff, Milner, Reece, Davidson
NAYS:	Clint Miller, David Dickerson, Matt Turner

G. AN ORDINANCE OF THE CITY OF HARRISONVILLE ESTABLISHING AND AMENDING SECTIONS OF THE MUNICIPAL CODE OF THE CITY OF HARRISONVILLE MISSOURI REGARDING BILLING OPERATIONS

Director of Administrative Services Jeremy Smith presented a staff report.

Mayor Bowman clarified that the billing cycle will be discussed at a later date.

Smith said that is correct.

First reading of Council Bill #042. Aldermen Turner made a motion to move Council Bill #042 to its second reading, with a second by Aldermen Reece. Roll call vote: Aldermen Zaring aye, Aldermen Doerhoff aye, Aldermen Milner aye, Aldermen Reece aye, Aldermen Miller aye, Aldermen Dickerson aye, Aldermen Davidson aye, Aldermen Turner aye. Having been read in title only twice, roll call vote for passage: Aldermen Zaring aye, Aldermen Doerhoff aye, Aldermen Milner aye, Aldermen Reece aye, Aldermen Miller aye, Aldermen Dickerson nay, Aldermen Davidson aye, Aldermen Turner aye. Upon passage, Mayor Bowman designated it to be Ordinance #3508.

RESULT:	ADOPTED [7 TO 1]
MOVER:	Matt Turner, Board Member
SECONDER:	Judy Reece, Board Member
AYES:	Zaring, Doerhoff, Milner, Reece, Miller, Davidson, Turner
NAYS:	David Dickerson

H. Burns & McDonnell Rate Study Presentation/Resolution of Acceptance A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT THE RESULTS OF WATER/SEWER RATE STUDY FROM BURNS & MCDONNELL, COMPLETED IN AUGUST OF 2020.

City Administrator Ratliff introduced David Naumann from Burns & McDonnell and gave a brief summary of the information that was to be presented.

Naumann shared a power point presentation covering the Water/Sewer Rate Study that was completed in August of 2020. The presentation was included in the meeting packet.

Naumann presented proposed water and sewer rate paths, including a 2.5% increase per year for water and a 5% increase per year for sewer. Naumann said these increases would lead to about a \$1.21 average increase in water bills and a \$2.65 average increase in sewer bills.

Aldermen Dickerson asked why the study included a new sewer line for \$7 million but not a \$1 million figure for the packaging plant near the Walmart Distribution Center.

Naumann said he was not aware of a \$7 million investment.

Ratliff said Dickerson was referring to a previous conversation about replacing the packaging plant to only service the distribution center.

Dickerson asked why the City's lakes were included in the study.

Naumann said this was due to infiltration inflow, which is a sewer issue.

Ratliff clarified that potential projects could lower the need for some future rate increases.

Naumann agreed, as he did not anticipate any additional connections for revenue in their model.

Upon passage, Mayor Bowman designated it to be Resolution 2020-022.

RESULT:	APPROVED [6 TO 2]
MOVER:	Dave Doerhoff, Board Member

SECONDER: Marcia Milner, Board Member
AYES: Zaring, Doerhoff, Milner, Reece, Davidson, Turner
NAYS: Clint Miller, David Dickerson

I. Lake Luna Reimbursement Resolution A RESOLUTION TO DECLARE THE OFFICIAL INTENT OF THE CITY OF HARRISONVILLE, MISSOURI.

City Administrator Ratliff explained the need for swift action from the Board of Aldermen in order to make repairs at Lake Luna and City Lake.

Mayor Bowman explained that passing the resolution will allow the City to reimburse itself from the bond proceeds.

Aldermen Zaring asked what would happen if the bond did not pass.

Mayor Bowman explained that COPs would be issued, with the authorization of the Board of Aldermen.

Ratliff explained that the plan for storm-water projects not included in the current bonds is to work them into the budget in the coming years.

Zaring asked for clarification about what would be included in the bond and about the payment plan.

Bowman said the bond will cover improvements at the lakes, improvements at City sewer plants and upgrades to regional detention efforts at Glen Eagle.

Ratliff clarified that each of the projects involved were included in the Burns & McDonnell Water/Sewer Rate Study.

Bowman said she felt the issues with the condition of the lakes, spillways and potential flooding concerns were too urgent to take to the voters and needed to be addressed quickly.

Aldermen Turner asked for clarification about what the resolution will cover.

Bowman stated that it will cover emergent issues; the lakes.

Aldermen Dickerson said the citizens should be included in the vote.

Aldermen Miller asked if the dams were going to be repaired or replaced.

Bowman asked City Engineer Ted Martin to step up to the microphone.

Martin said the City will be replacing the spillways. Martin said the first priority is the Lake Luna spillway, the second priority is the City Lake spillway, the third priority is rehabilitating the City Lake dam embankment and the fourth priority is dredging Lake Luna.

Ratliff clarified where the money for the proposed projects would come from. Ratliff said tonight's resolution would take about \$2.6 million and that only the other money for referred projects would be voted on at a later date. Ratliff said the first reading could be in September, with a second reading in October. Ratliff stated that if the problems at the lakes in City Park are not addressed now, they will not get done in time.

Aldermen Milner clarified that the \$2.6 million would be a vote for the Board of Aldermen to pass.

Turner clarified that City Lake is the upper lake within City Park.

Turner asked about moving the road to the golf course.

Martin said the road would have to be relocated in order to rehabilitate the dam embankment at City Lake. Martin said the road would move to the other side of the power poles and that the project does include the work to move the road.

Upon passage, Mayor Bowman designated it to be Resolution 2020-023.

RESULT:	APPROVED [7 TO 1]
MOVER:	Dave Doerhoff, Board Member
SECONDER:	Mike Zaring, Board Member
AYES:	Zaring, Doerhoff, Milner, Reece, Miller, Davidson, Turner
NAYS:	David Dickerson

6. Aldermen and Committee Reports

Aldermen Zaring thanked staff and those volunteering on various City boards for their service.

Aldermen Doerhoff invited residents to attend the Town Hall meeting on September 18. The guest speaker at the meeting will be Harrisonville Schools Superintendent Paul Mensching.

Aldermen Reece said she appreciated the bi-monthly town hall meetings and the significance they have within the community.

Aldermen Turner gave an update from the Park Board and thanked former Parks and Recreation Director Chris Deal for his time and work with the City.

Aldermen Miller commended Chris Deal for his efforts and time while working for the City.

Aldermen Milner reminded everyone to drive safely, as the school year is about to begin. Milner thanked the Streets Department for putting up no parking signs on Bird Street. Milner asked about when the four-way stop would be put in place at Independence and Washington Streets. Streets Superintendent Jacobs said they would be installed soon.

Aldermen Davidson thanked the Police Department, Harrisonville Schools and the Harrisonville Cares Coalition for their work on an article that was recently published in the International Association of Chiefs of Police magazine. Davidson asked that the article be included in the minutes of this meeting.

Mayor Bowman said the article will give readers a new appreciation for our Police Department and for the young people who are working to improve driving safety in Harrisonville.

7. Report from the City Administrator

City Administrator Ratliff reported that Cedarhurst still plans to break ground in the fall, but has been slowed by the COVID-19 pandemic.

Ratliff informed the Board of Aldermen that an Request for Proposals has been posted for the City's attorney services and that the deadline for submissions will be August 28.

Ratliff said he had a positive meeting with Sapp Brothers and hopes that they will soon request to be brought into the city.

Ratliff spoke about the current state of Harrisonville's share of the CARES Act funding allotted to Cass County. Ratliff said the most recent submission put the City at roughly \$411,000 in what has been submitted and what the City has received. Ratliff said the focus has been on technology

and the ability to effectively communicate with the community. Ratliff said other projects focus on the ability to properly social distance and on proper sanitization for our staff and our citizens. Ratliff also discussed the possibility of relocating the Municipal Court office, to allow for more social distancing for staff and lower the amount of citizens all coming in to one location.

Ratliff said the City is moving forward with current mill and overlay projects.

A. July 2020 Municipal Court Report

8. Questions from the Media

Dennis Minnich of the South Cass Tribune asked about what a "slight increase" meant for the new tax levy.

City Administrator Ratliff said the change was due to the County's reassessment. Ratliff said he will need to do some research after the meeting to find the exact amounts for the assessments.

Mayor Bowman congratulated Mr. Minnich and the owners of the South Cass Tribune for being awarded the contract to be the City's Newspaper of Record.

Bowman also thanked Ratliff for overseeing the use of CARES Act funds and commended the work he has done to keep both the community and staff safe. Bowman reminded the Board of Aldermen that the next meeting will be Tuesday, September 8, due to the Labor Day holiday.

9. Adjourn From Regular Session

Aldermen Zaring made a motion to adjourn, with a second by Aldermen Milner. Motion carried with all ayes. Meeting adjourned at 7:31 p.m.

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

ATTEST:

Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Aug 17, 2020 6:00 PM (Approval of Minutes)



DRAFT
MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
WORK SESSION
COMMUNITY CENTER
AUGUST 17, 2020
6:30 PM

1. Call to Order

The meeting was called to order at 7:38 PM by Mayor Judy Bowman

2. Present

Attendee Name	Organization	Title	Status	Arrived	Departed
Mike Zaring	Harrisonville	Board Member	Present		
Dave Doerhoff	Harrisonville	Board Member	Present		
Marcia Milner	Harrisonville	Board Member	Present		
Judy Reece	Harrisonville	Board Member	Present		
Clint Miller	Harrisonville	Board Member	Present		8:27 PM
David Dickerson	Harrisonville	Board Member	Present		
Gary Davidson	Harrisonville	Board Member	Present		
Matt Turner	Harrisonville	Board Member	Present		
Judy Bowman	Harrisonville	Mayor	Present		

Others present: City Administrator Brad Ratliff, Director of Administrative Services Jeremy Smith, Police Chief John Hofer, Fire Chief Eric Myler, Public Works Director/City Engineer Carl Brooks, Streets Superintendent Rodney Jacobs, Economic and Community Development Director Jim Clarke, PIO/Deputy City Clerk Daniel Barnett - recording.

3. Discussion Items

A. CPA Ben Hart COVID-19 Sales Tax Update and Budget Calendar Review

CPA Ben Hart of Baker Tilly provided an update to the City's financial stress test and indicated that Municipal Court funds had been added to the test. Hart said that revenues are starting to turn around and that the sales tax revenues are currently 3% ahead of 2019. Hart said the City has seen a significant volume increase due to spending at grocery stores and larger retailers. Hart said that while 2020 is estimated to see a slight loss in the General Fund Fund Balance, he believes that revenues 2021 will be equal to or higher than 2020. Hart explained the current state of several revenue sources in comparison to where they were at this time in 2019, including: sales tax, real estate tax, public safety tax, court fines, enterprise funds, franchise fees, motor vehicles tax, water sales and sewer services. Hart says he feels revenues overall are looking good.

Mayor Bowman said she pleased to see the 3% sales tax increase.

B. 2021 KICKOFF BUDGET

CPA Ben Hart of Baker Tilly provided a presentation about what the upcoming budget planning process will look like. Hart reviewed the City goals that were set by resolution in March and said that as the City puts together the budget, it will need to reflect on those goals. Hart provided an outline of the budget calendar, which was not included in the packet for the meeting, and walked through the calendar month-by-month, briefly explaining what will be required of Baker Tilly and what will be required of City staff. Hart said the first draft is expected to be presented at the first Board of Aldermen meeting in October. Hart said he would like to have the final budget workshops completed before Thanksgiving, with the goal of passing the final budget before the end of 2020. Hart said that in January and February, Baker Tilly will review the 2020 finances and provide information about how that will affect 2021.

Alderman Turner asked if the budget was still intact.

Ratliff said that the answer depends on the fund, with some operating at or above capacity and others operating lower than expected.

C. Site Selection Process

Economic and Community Development Director Jim Clarke presented information about the concepts and process that influences site selection for a building or site search (a new location).

Clarke said site selection is a process of "Elimination" not "Retention", and said the emphasis is on shovel-ready sites. Clarke said 80% of searches are looking for an existing building. Clarke said the goal for the City is to reduce or remove uncertainty and risk and to build capacity. Clarke said companies are seeking locations and communities with "Capacity" and said a lack of capacity increases risk and uncertainty, while also causing an inability to meet the project requirements.

Clarke presented a list of goals/tasks for Harrisonville, Which are as follows: Reduce or remove uncertainty, eliminate or mitigate risk, build or develop capacity. Clarke said the goal for the City should be to have as many competitive advantages as possible, in each category: Product/s, Asset/s, Leadership and Workforce.

Clarke said companies will pose three questions when seeking a new location: Can you meet my current needs? Can you meet my future needs? Can you meet my unique needs?

Clarke explained the reasons for a site/building search.

Mayor Bowman asked who the Missouri Partnership is funded by and asked if they were operated by the Missouri Department of Economic Development. Clarke said the Missouri Partnership is a mixture of public and private funds, including funding by the State and partnering with the Missouri Department of Economic Development.

Clarke said the City needs to position itself to get short-listed by a company and obtain a site visit. Clarke reminded the Board that all project leads are confidential.

Clarke said economic development professionals do not bring business and investment to a community; community assets and product/s bring business and investment to a community.

Clarke provided examples of site submissions.

Clarke provided examples of project drivers and said that project drivers are typically a project requirement.

Judy Bowman, Mayor & Ex-Officio

Work Session**Monday, August 17, 2020****6:30 PM**

Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Aug 17, 2020 6:30 PM (Approval of Minutes)



STAFF REPORT

TO: Board of Aldermen
FROM: Daniel Barnett,
DATE: August 13, 2020
SUBJECT: CPA Ben Hart discussion points

Type of Item: *Discussion*

A. Discussion Item (ID # 3595)

CPA Ben Hart COVID-19 Sales Tax Update and Budget Calendar Review

COMMENTS - Current Meeting:

CPA Ben Hart of Baker Tilly provided an update to the City's financial stress test and indicated that Municipal Court funds had been added to the test. Hart said that revenues are starting to turn around and that the sales tax revenues are currently 3% ahead of 2019. Hart said the City has seen a significant volume increase due to spending at grocery stores and larger retailers. Hart said that while 2020 is estimated to see a slight loss in the General Fund Fund Balance, he believes that revenues 2021 will be equal to or higher than 2020. Hart explained the current state of several revenue sources in comparison to where they were at this time in 2019, including: sales tax, real estate tax, public safety tax, court fines, enterprise funds, franchise fees, motor vehicles tax, water sales and sewer services. Hart says he feels revenues overall are looking good.

Mayor Bowman said she pleased to see the 3% sales tax increase.

Minutes Acceptance: Minutes of Aug 17, 2020 6:30 PM (Approval of Minutes)



TO: Board of Aldermen
FROM: Kim Hubbard, Finance Manager
DATE: August 13, 2020
SUBJECT: 2021 KICKOFF BUDGET

Type of Item: *Discussion*

B. Discussion Item (ID # 3596)

2021 KICKOFF BUDGET

COMMENTS - Current Meeting:

CPA Ben Hart of Baker Tilly provided a presentation about what the upcoming budget planning process will look like. Hart reviewed the City goals that were set by resolution in March and said that as the City puts together the budget, it will need to reflect on those goals. Hart provided an outline of the budget calendar, which was not included in the packet for the meeting, and walked through the calendar month-by-month, briefly explaining what will be required of Baker Tilly and what will be required of City staff. Hart said the first draft is expected to be presented at the first Board of Aldermen meeting in October. Hart said he would like to have the final budget workshops completed before Thanksgiving, with the goal of passing the final budget before the end of 2020. Hart said that in January and February, Baker Tilly will review the 2020 finances and provide information about how that will affect 2021.

Alderman Turner asked if the budget was still intact.

Ratliff said that the answer depends on the fund, with some operating at or above capacity and others operating lower than expected.

Attachments:

2021 BUDGET KICKOFF (PDF)

Minutes Acceptance: Minutes of Aug 17, 2020 6:30 PM (Approval of Minutes)

City of Harrisonville, Missouri

2021 Budget Kickoff

August 17, 2020

Ben Hart, Director
816-333-7093



now joined with
Springsted and Umbaugh

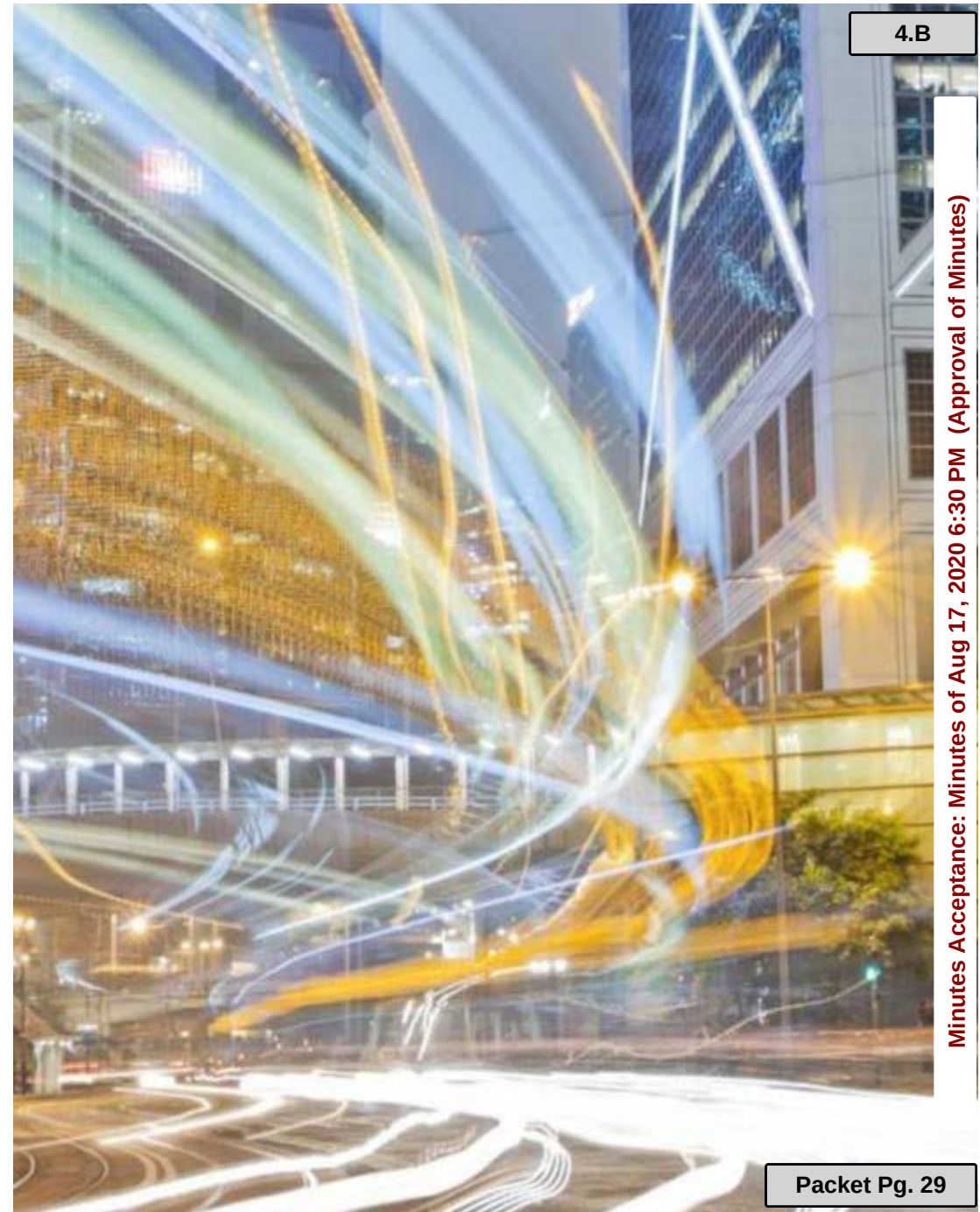


AGENDA

Stress Test Update

Revenue Update

Goal Review



4.B

Minutes Acceptance: Minutes of Aug 17, 2020 6:30 PM (Approval of Minutes)

City-wide Volatile Revenues

4.B

General Fund	• Sales Tax • Property Tax • Franchise Tax • License and Permits • Charges for Service
Park Fund	• Property Tax • Charges for Service
Aquatic Center Fund	• Charges for Services
Community Center Fund	• Sales Tax • Charges for Service
Emergency Services Fund	• Sales Tax • Charges for Service
Towne Center Fund	• Sales Tax • Property Tax

Minutes Acceptance: Minutes of Aug 17, 2020 6:30 PM (Approval of Minutes)

KEY ASSUMPTIONS

Scenario A

Scenario B

Scenario C

Scenario A: CDC recommended shelter in place until May 10. Economy bounces back by year end 2020

Considerations:

Retail sales shock in 2020

No new building permits in 2020

Increased delinquent payments:

Property taxes

Other???

Closure of city facilities

V-shaped recovery

Scenario B: Medium-term malaise following Q2 shock

Considerations:

Slower retail growth

Slower building permit growth

W or U shaped recovery

Scenario C: Long & deep recession caused by Q2 disruption

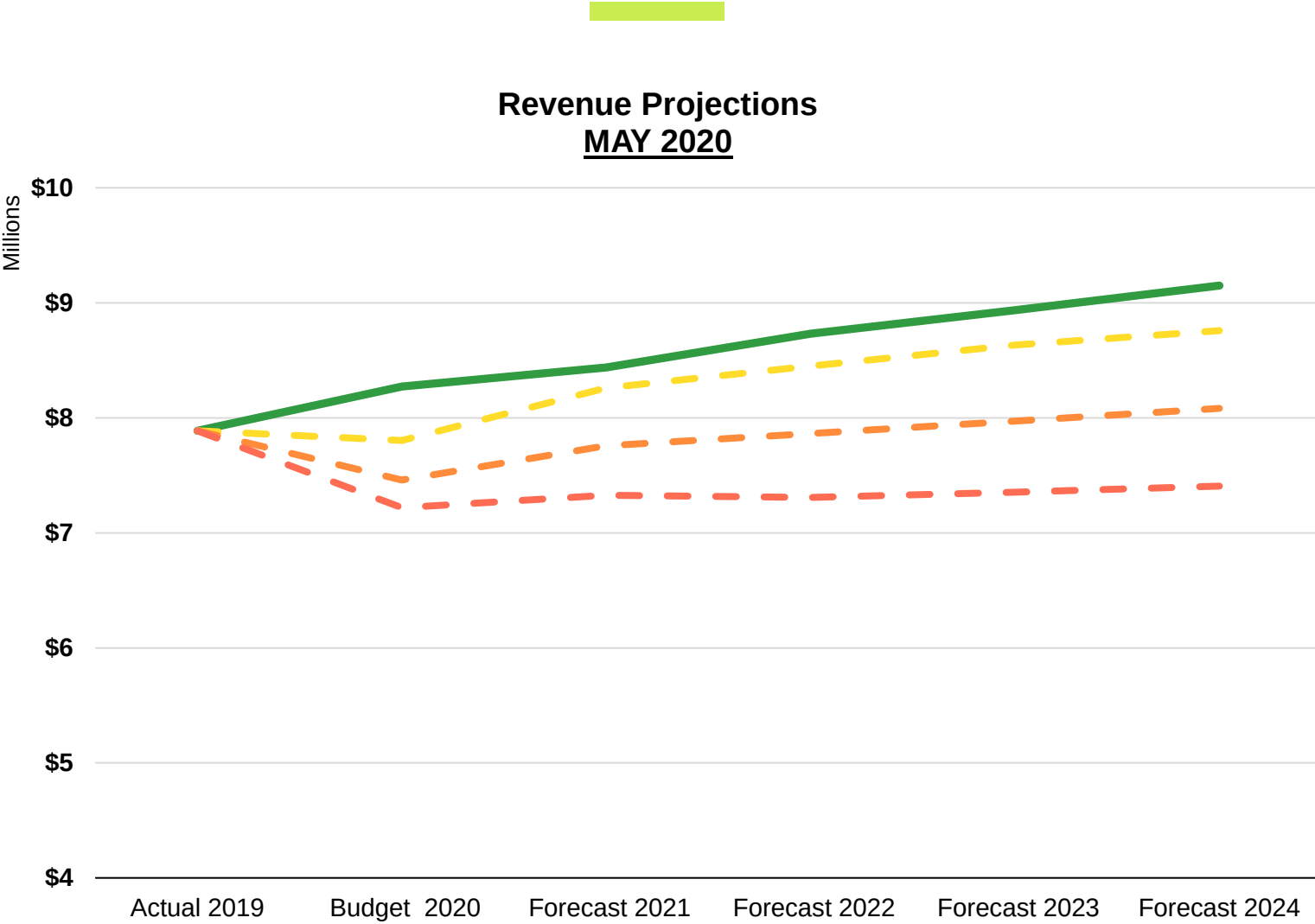
Considerations:

Decline in existing housing values

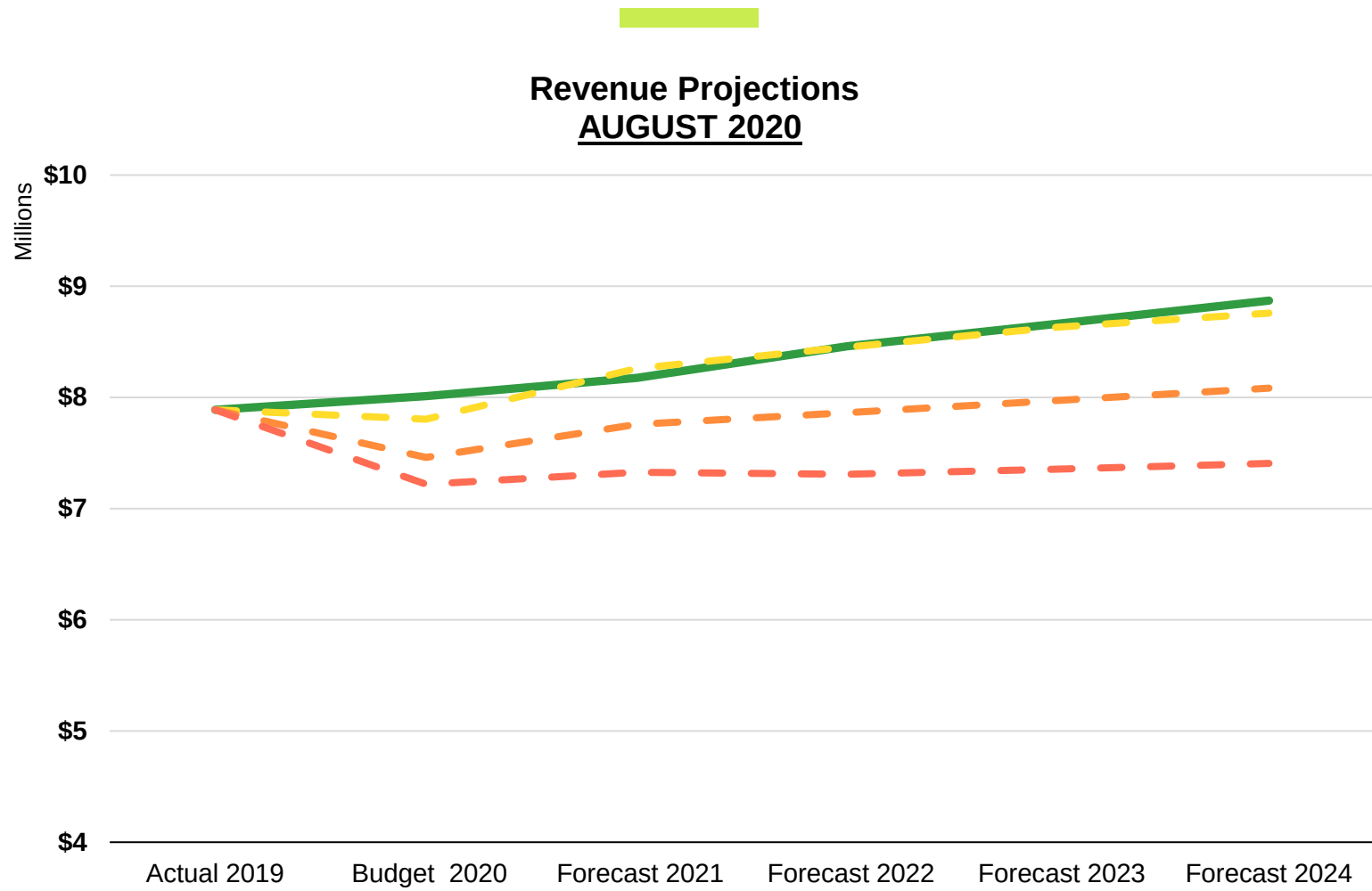
No retail recovery

Increased delinquencies

L Shaped Recovery

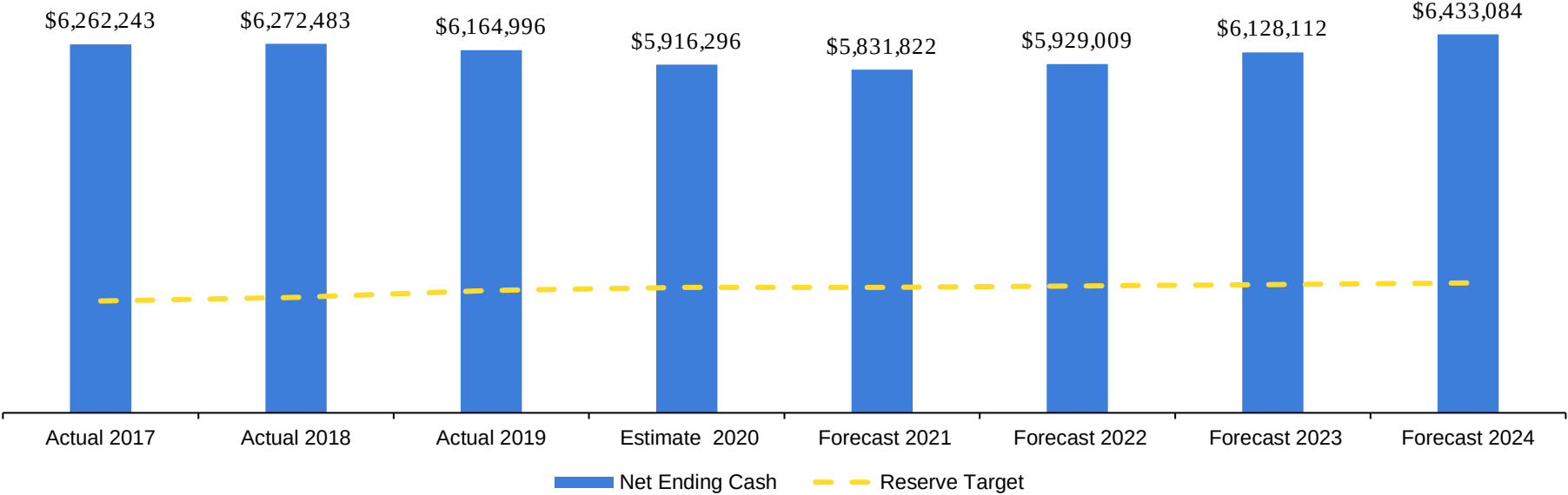


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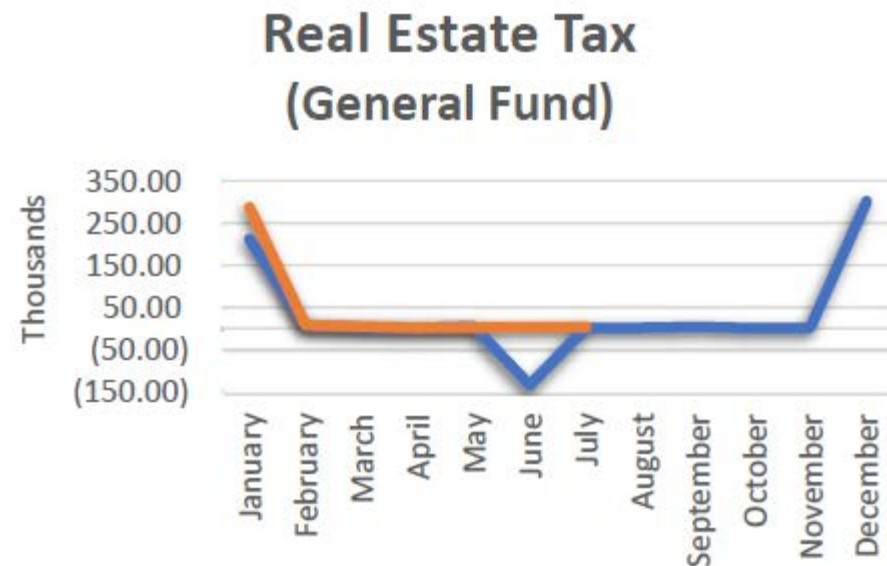
Minutes Acceptance: Minutes of Aug 17, 2020 6:30 PM (Approval of Minutes)

General Fund Fund Balance Trajectory

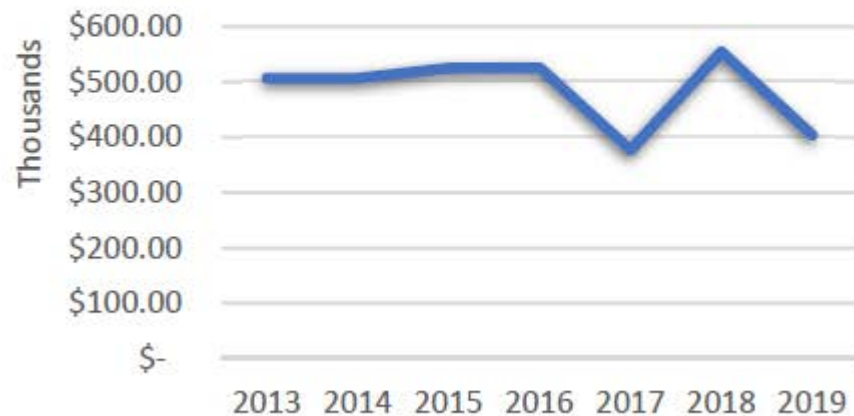


Minutes Acceptance: Minutes of Aug 17, 2020 6:30 PM (Approval of Minutes)

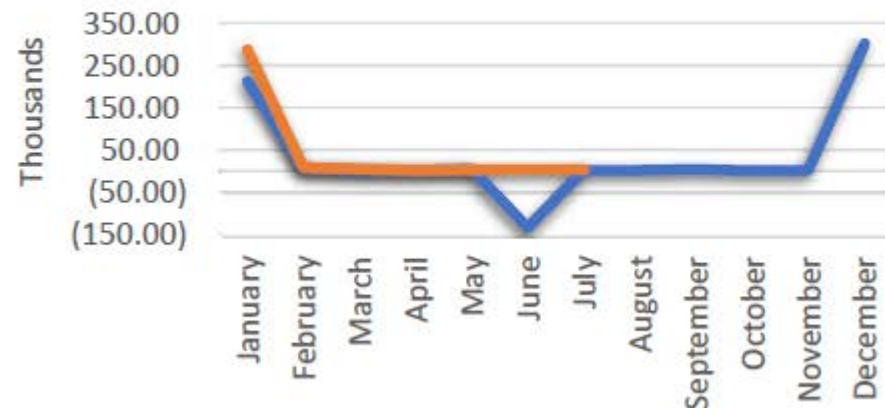
City Revenues



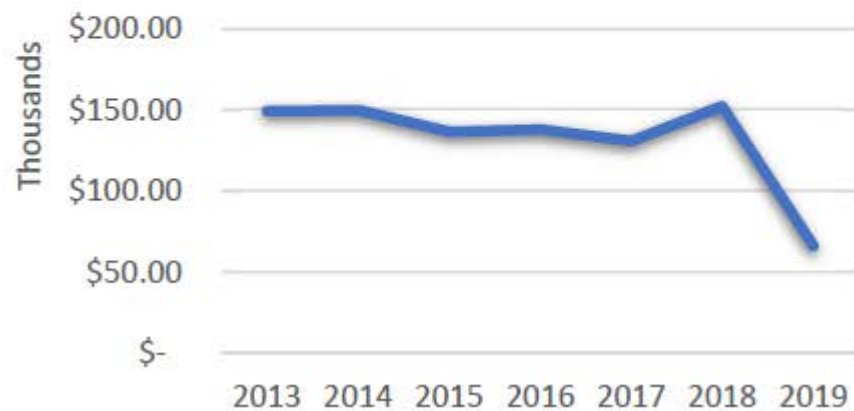
Real Estate Tax (General Fund)



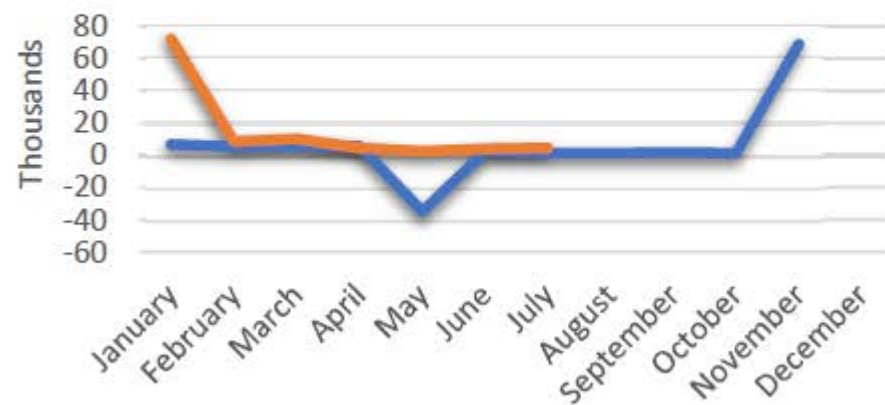
Real Estate Tax (General Fund)



Personal Property Tax (General Fund)



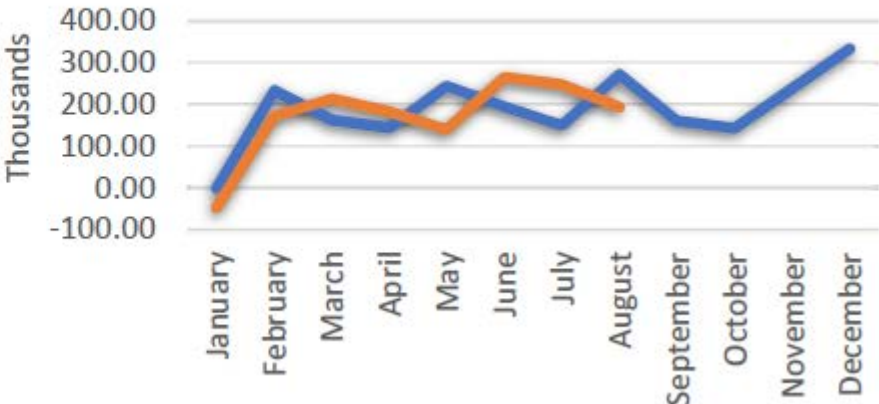
Personal Property Tax (General Fund)



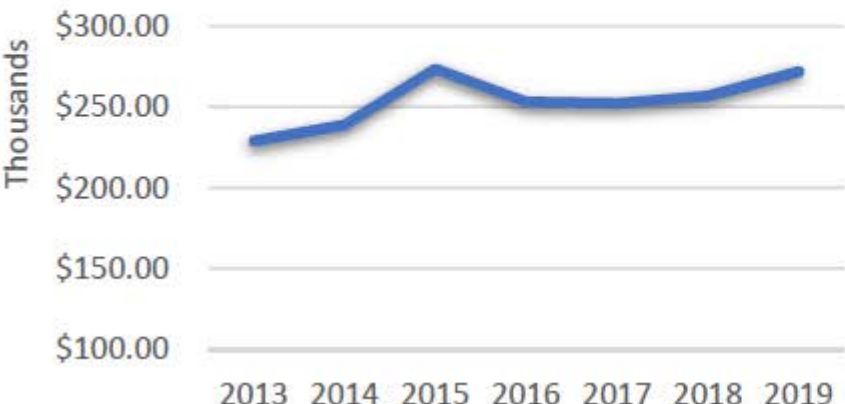
**Sales Tax
(General Fund)**



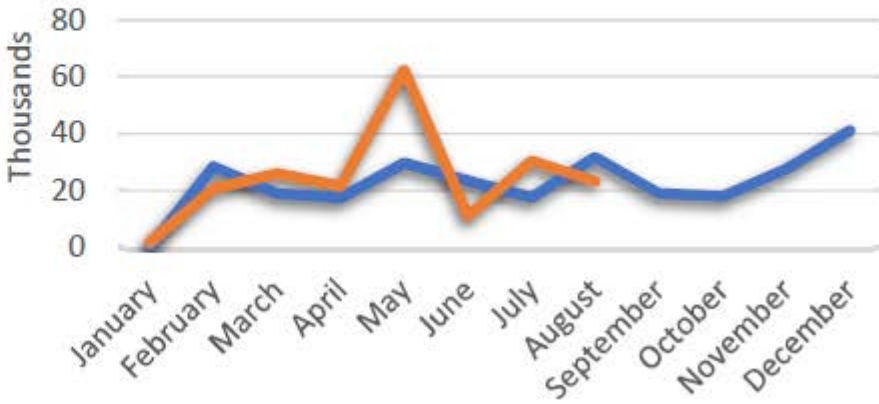
**Sales Tax
(General Fund)**



**Public Safety Tax
(General Fund)**



**Public Safety Tax
(General Fund)**



Minutes Acceptance: Minutes of Aug 17, 2020 6:30 PM (Approval of Minutes)

City Revenues



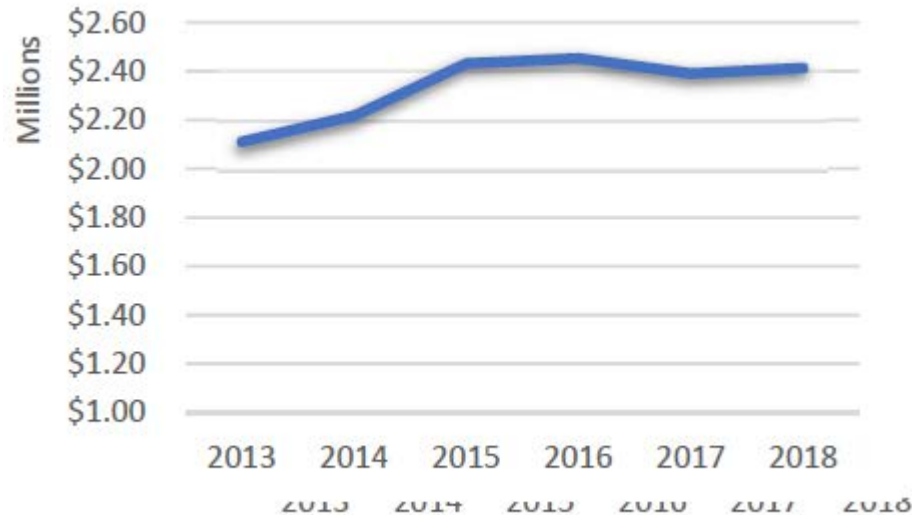
Electric Charges



Electric Charges



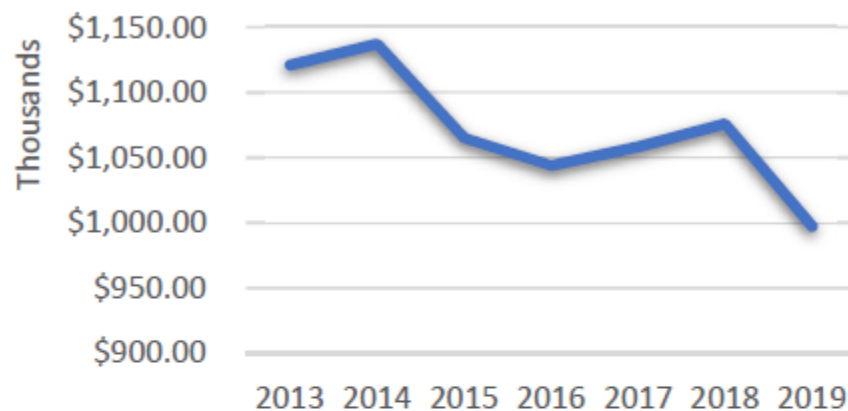
EMS Charges



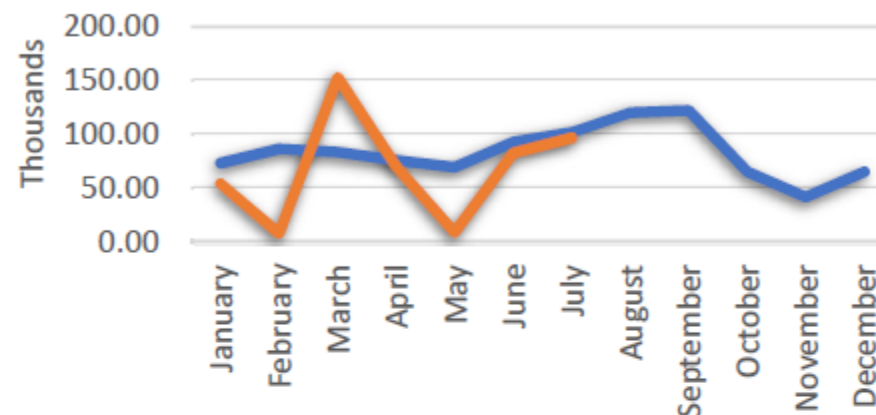
EMS Charges



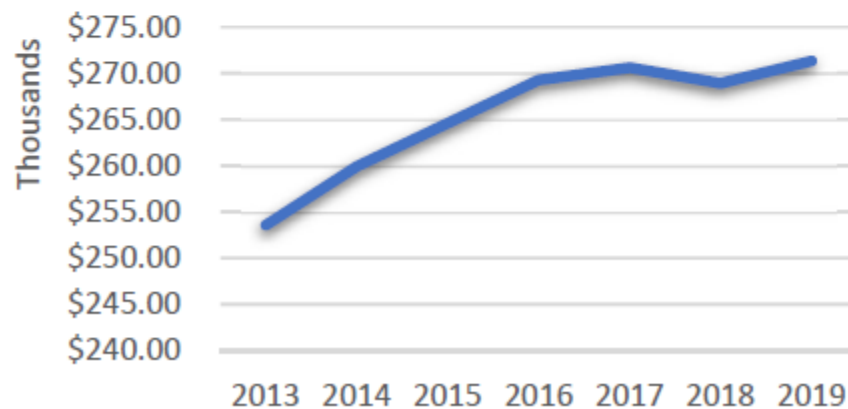
Franchise Fees - Electric (General Fund)



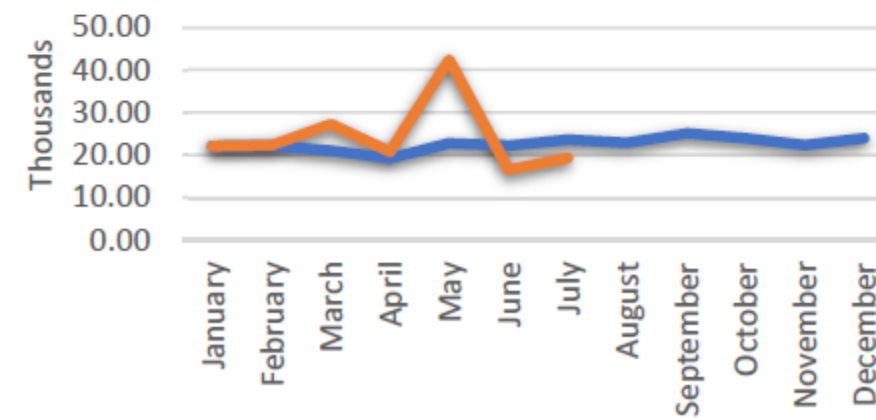
Franchise Fees - Electric (General Fund)



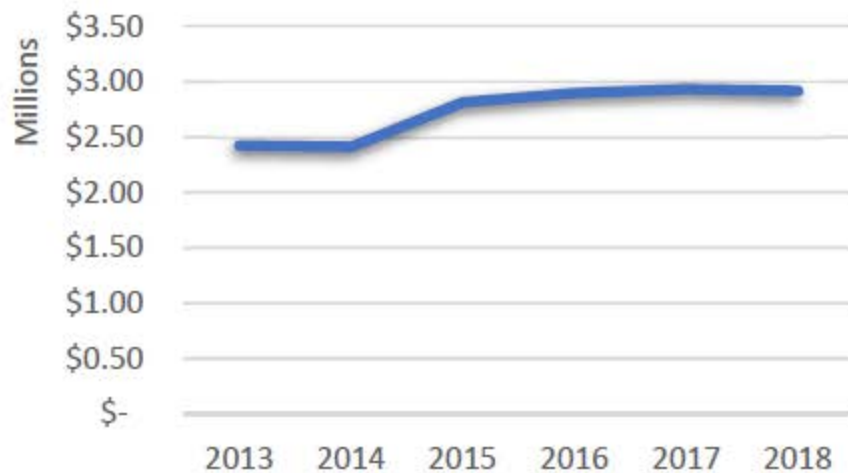
Motor Vehicle Tax (General Fund)



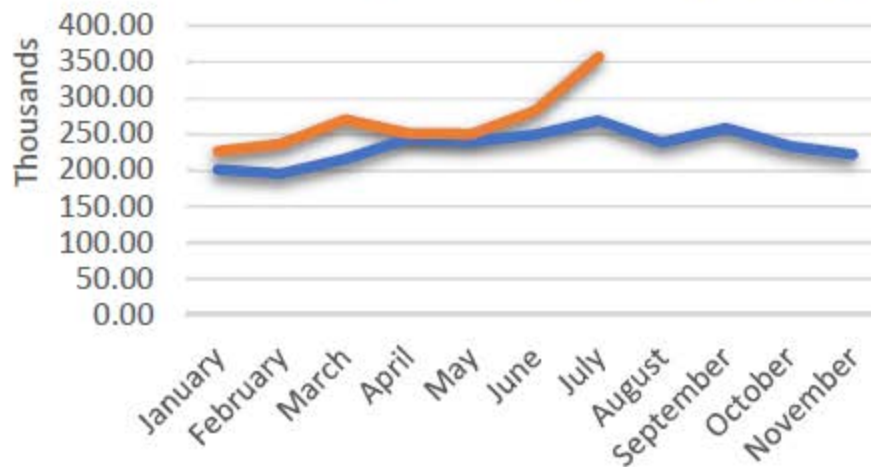
Motor Vehicle Tax (General Fund)



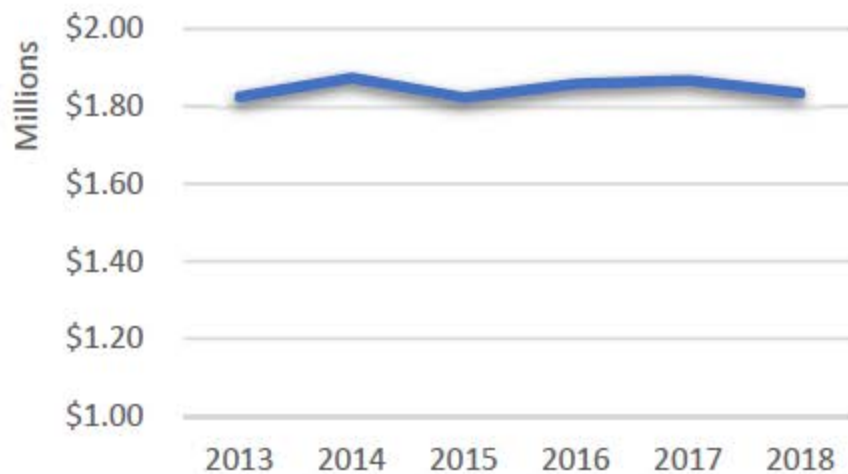
Water Sales - Metered



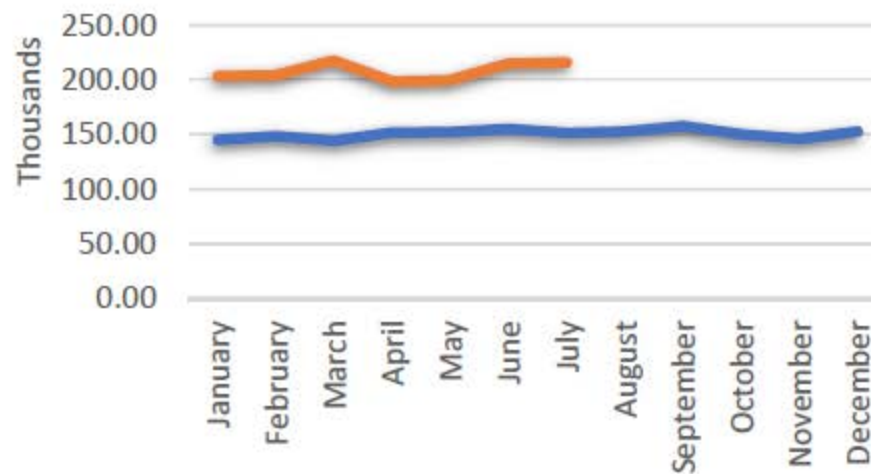
Water Sales - Metered



Sewer Service Charges



Sewer Service Charges



Budget Kickoff City Goals Review

City Goals – Resolution 2019 -29



The City's elected and appointed officials shall endeavor to implement, administer, execute, and complete the following goals of the City by March 31, 2020:

1. Create a program for increased code enforcement AND to incentivize better property management throughout the City.
2. Hire one dedicated and certified economic development professional to promote the City for economic development opportunities.
3. Create a plan for the immediate, short-term, and long-term, to prioritize the City's infrastructure projects to get those projects designed, scheduled, and identify how to fund them.

City Goals

Code Enforcement

- Create a program for increased code enforcement AND to incentivize better property management throughout the City
 - Increased Code Enforcement
 - Describe/identify what increased code enforcement means:
 - Property maintenance
 - Nuisance properties
 - Dangerous buildings
 - Review the City's current Code provisions and consider the adoption of the International Property Maintenance Code
 - Update nuisance ordinances to make them consistent with state statutes
 - Inventory/prioritize problem properties throughout the City to increase the impact of enforcement efforts
 - Incentive Options
 - Learn about incentives, and particularly Chapter 353, RSMo, abatement programs
 - Identify an incentives program and develop a plan to implement it
 - Review-update the City's incentives policy to ensure it is consistent with the identified program
 - Improve recognition for best-kept properties

City Goals



Economic Growth

- Hire one dedicated and certified economic development professional to promote the City for economic development opportunities
 - Budget for this position in the FY 2019-2020 budget
 - Review and update the City's economic development policy regarding authority and expectations for the position
 - Develop a list of qualifications for the position
 - Review and edit the job description for this position
 - Review and update the description of the City for use with recruiting an individual for this position
 - Collaborate with other cities to develop goals, expectations, measurements of success and consider tying these to a compensation program for the position
 - Timeline:
 - Advertise for the position in October 2019
 - Interview applicants in November 2019
 - Hire the best applicant in December 2019
 - Economic development professional begins work in January 2020

City Goals



Infrastructure

- Plan for the immediate, short-term, and long-term, prioritizing City's infrastructure projects designed, scheduled, and identify funding
 - Definitions:
 - Immediate = now until March 31, 2020
 - Short-term = 2020 – 2022
 - Long term = 2024 – 202
 - Priority Projects (generally):
 - Sewer rates
 - Currently the water utility heavily subsidizes the sewer utility
 - Not sustainable for future maintenance and replacement needs
 - Best approach for planning and reconfiguring ongoing maintenance and sewer infrastructure replacement funding without "passing the buck" forward
 - Public charrette providing information and get public opinion on developing this "best approach"

City Goals



Economic Growth - Continued

Sewer Plant

- Missouri Department of Natural Resources intense regulatory pressure to make improvements to the City's sewer plant
- Design and construction must be completed within 2 years

Storm water improvements

- Utilize hydrology study to be completed around October 2019 identifying storm water improvements that make the largest impact to improving the City's infrastructure and policies



ATTENTION

DISCLAIMER

The information provided here is of a general nature and is not intended to address the specific circumstances of any individual or entity. In specific circumstances, the services of a professional should be sought.

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STAFF REPORT

TO: Board of Aldermen
FROM: Jim Clarke,
DATE: August 12, 2020
SUBJECT: Site Selection Process

Type of Item: *Presentation*

GENERAL INFORMATION

Applicant:

Requested Actions: Informational Purposes

Date of Application:

PROPOSAL

To educate the Board of Aldermen on the Site Selection Process.

PREVIOUS ACTIONS

N/A

KEY ISSUES

Lack of knowledge or understanding of the Site Selection Process.

STAFF COMMENTS AND SUGGESTIONS

Understand the variables impacting the Site Selection Process and attempt to influence the Community's Assets and Product/s to enhance the Community's Competitive Positioning.

STAFF RECOMMENDATION

ATTACHMENTS

PowerPoint presentation

STAFF CONTACT:

Minutes Acceptance: Minutes of Aug 17, 2020 6:30 PM (Approval of Minutes)

Jim Clarke, CEcD
Community/Economic Development Director

C. Action Item (ID # 3586)

Site Selection Process

COMMENTS - Current Meeting:

Economic and Community Development Director Jim Clarke presented information about the concepts and process that influences site selection for a building or site search (a new location).

Clarke said site selection is a process of "Elimination" not "Retention", and said the emphasis is on shovel-ready sites. Clarke said 80% of searches are looking for an existing building. Clarke said the goal for the City is to reduce or remove uncertainty and risk and to build capacity. Clarke said companies are seeking locations and communities with "Capacity" and said a lack of capacity increases risk and uncertainty, while also causing an inability to meet the project requirements.

Clarke presented a list of goals/tasks for Harrisonville, Which are as follows: Reduce or remove uncertainty, eliminate or mitigate risk, build or develop capacity. Clarke said the goal for the City should be to have as many competitive advantages as possible, in each category: Product/s, Asset/s, Leadership and Workforce.

Clarke said companies will pose three questions when seeking a new location: Can you meet my current needs? Can you meet my future needs? Can you meet my unique needs?

Clarke explained the reasons for a site/building search.

Mayor Bowman asked who the Missouri Partnership is funded by and asked if they were operated by the Missouri Department of Economic Development. Clarke said the Missouri Partnership is a mixture of public and private funds, including funding by the State and partnering with the Missouri Department of Economic Development.

Clarke said the City needs to position itself to get short-listed by a company and obtain a site visit. Clarke reminded the Board that all project leads are confidential.

Clarke said economic development professionals do not bring business and investment to a community; community assets and product/s bring business and investment to a community.

Clarke provided examples of site submissions.

Clarke provided examples of project drivers and said that project drivers are typically a project requirement.

Attachments:

Site Selection Process - BOA Workshop - 8-3-20 (PPTX)

Minutes Acceptance: Minutes of Aug 17, 2020 6:30 PM (Approval of Minutes)

Site Selection

No Myth – No Magic – Just Hard Work!

- Site Selection is a process of “Elimination” - NOT “Retention”
- Site Selection Consultants and Company are attempting to “Eliminate” a site or building from the list of consideration - NOT Retain them on the list
- Attempt to IMMEDIATELY identify the “Fatal Flaws” of the Site or Building – to Eliminate as Many as possible - as Soon as possible
- Emphasis today is on “Shovel-Ready” or near “Shovel-Ready” Sites and State-of-the-Art buildings (Harrisonville really has neither in its inventory)
- NOTE: Not Hard Work for the Economic Development Professional – Rather - Hard Work for the Community!

Site Selection Uncertainty – Risk - Capacity

- Uncertainty: Company is striving to Remove or Reduce Uncertainty
- Risk: Company is striving to Eliminate or Mitigate Risk
- Capacity: Company is seeking location and community with “Capacity”
- Community’s Task/s and Goal/s: To Remove or Reduce Uncertainty
To Eliminate or Mitigate Risk
To Develop or Build Capacity

Site Selection

Product /s – Assets – Capacity – Competitive Positioning

- Product/s: Available Sites and/or Buildings Inventory (Real Estate)
- Assets: Rail – Municipal Airport – Skilled Workforce – Broadband
Utilities Capacity – Utilities **Reliability** – Higher Education
- Capacity: Capacity is needed in your **Product/s** – in your **Assets**
in your **Leadership** – in your **Workforce**
- Competitive Positioning: Competitive Advantage – Goal
Competitive Equality – Strive to achieve at least that
Competitive Disadvantage – **ADDRESS!**
- NOTE: Competitive Advantage/s – “Wins Deals!” – Causes Investment
Competitive Equality – Allows you to Compete
Competitive Disadvantage/s – Rarely Wins Deals... **may Prohibit ability to Compete**

Company Poses 3 Questions in a Site Search

- What are those 3 Questions?

The 3 Questions Posed by Company When Seeking a New Location

Can You Meet My Needs?

Current Needs

Note: Your Partners
may be unable to
meet the current
needs.

Can You Meet My Needs?

Future Needs

Note: Your Partners
may be unable to
meet the future
needs.

Can You Meet My Needs?

Unique needs to the
Industry - or to the
Project

**Example: GAF
Fire Suppression!**

Site Selection

- The Process – it is a process of “Elimination” – NOT “Retention” (Site Selection Consultants and Company are attempting to “Eliminate” a site or building from list of consideration – NOT Retain them.)
- The Partners
- The Project Leads (CONFIDENTIAL)
- The Product/s
- The Project Drivers
- The Request for Information (RFI) (CONFIDENTIAL)
- The Site/Building Submittal (CONFIDENTIAL) – First Goal – to submit
- The Site Visit/s – Primary Goal (Landing Project is **Ultimate** Goal)

Reasons for a Site/Building Search

- Access to Talent/Workforce (current AND **future - critical Project Driver**)
- Proximity to Customers/Markets
- Proximity to Industry Clusters, Partnerships, or Suppliers
- **Operational Disruption Risk Mitigation** (this is becoming more critical in today's environment – Natural Disasters; Political; **Supply Chain Disruption**)
- Utilities Capacity (current AND **future** – consider when Budgeting CIPs)
- Expansion (to a new facility and location – in addition to existing operations)
- Relocation (from existing facility and location)
- Consolidation (of multiple functions and facilities – may include expansion as well)
- Operating Cost Efficiencies – Potential for Profit

The Process

- Company identifies a need to relocate or expand or consolidate (one or several of the reasons previously mentioned)
- Company identifies search area (could be select Markets, States, sections of the country)
- Company may perform the site search internally, or hire a Site Selection Consultant
- Company or Site Consultant contacts States of consideration
- Project Lead is generated and dispersed by company or Site Consultant to the States or Regional Economic Development organizations in the markets or regions of consideration
- Request For Information (RFI) is dispersed to communities in the search area
- Community reviews available buildings and sites inventory (Product/s) to determine if any qualify
- If have eligible site or building – then determine if utilities requirements can be met – workforce capacity
- If community has a qualifying building or site, utilities requirements can be met and workforce needs met – then the RFI is completed and the qualifying building or site is submitted to the regional or State partner, to submit to the company or site consultant
- Company and/or Site Consultant “short list” (eliminate) properties and conduct a physical site visit

The Partners (Lead Generators)

- **Missouri Partnership** – Missouri's organization responsible for generating project leads - with companies that currently do not have a presence in Missouri. Missouri Partnership engages and builds relationships with Site Selection Consultants across the U.S. and Canada.
- **Kansas City Area Development Council (KCADC)** – KCADC also generates leads for the Kansas City region and promotes and brands Kansas City region for investments.
- Utility companies (lead generators - on occasion)
- Rail provider (lead generators - on occasion)
- Local Commercial Real Estate Brokers (lead generators - on occasion)

The Project Lead (CONFIDENTIAL)

- The Project Lead is generated by the company, with assistance of Site Selection Consultant - if used
- The Project Lead provides the scope and scale of the proposed project - typically includes projected Capital Investment - new Full-time Jobs Created - Utilities Requirements - Building/Site specifications - Workforce Skills required
- The prospect/company is unknown to the community
- The industry may not (often not) be known by the community
- Not all information is divulged in the initial RFI (typically completing RFI absent full knowledge or full information on prospect and industry)
- The Project Lead is CONFIDENTIAL

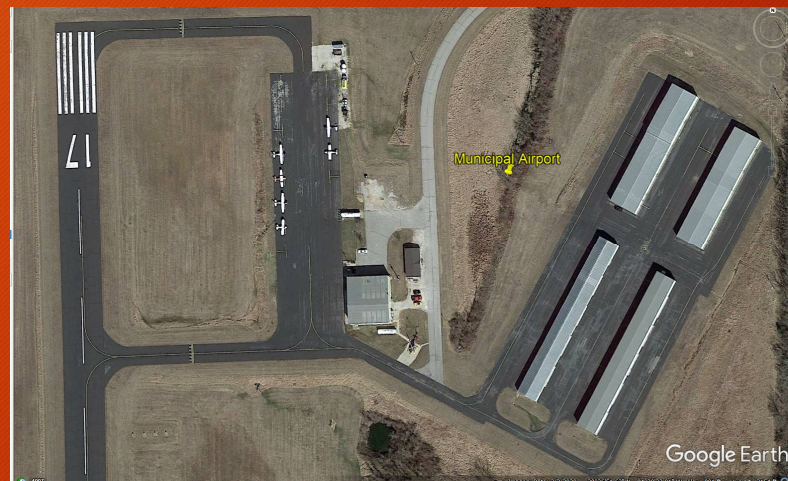
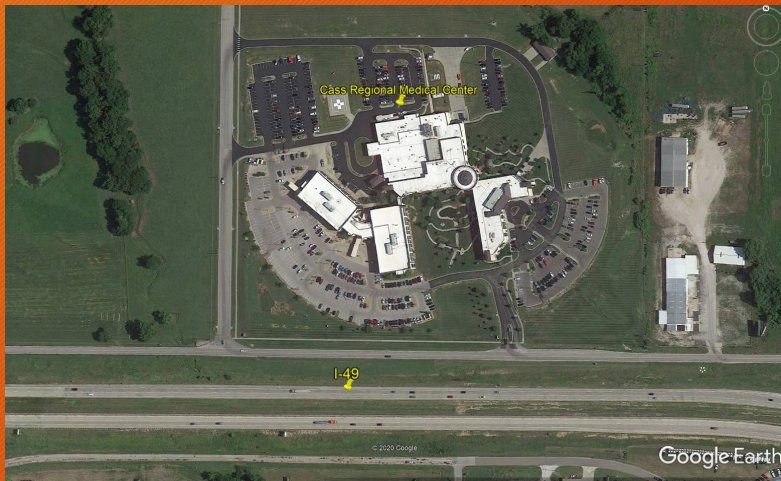
The Product /s

- The “product” is the inventory of available building/s or site/s. (these buildings or sites may or may not meet the proposed project’s requirements – as stated in the Request For Information (RFI))
- The community’s “Assets” may include rail, airport, university/ies, **community leadership**, utilities, defined or select workforce/talent, **fire suppression capacity/ies**, among others.
- A Community’s “Assets” - support “Capacity”. (Lack thereof... also supports “lack” or shortfall of “Capacity”)
- NOTE: The Community and the Community Leadership need to attempt to **influence** or **enhance** the Product/s and/or the Assets. (Strategic Planning, Budgeting, CIP, etc.)
- NOTE: Economic Development Professionals – do NOT “Bring Business to Town” – it is the Product/s and/or the Community’s “Assets” and “Capacity” that “Bring Business to Town” – hence, cause “Investment”.

Community “Product/s” Sites - Buildings



Community Assets Medical Center – Municipal Airport



Community Assets Downtown Square - Rail



Community Assets

Cass Career Center – Community Center



Project Drivers

(What are the Critical Drivers of the Project?)

- Project Drivers might include: (Project Drivers are typically a **Project Requirement** - may be Industry Driven)
 - Heavy Electric Load requirement
 - Electricity - Redundancy
 - Electricity - **Reliability**
 - Heavy Water Volume/Capacity
 - Water **Pressure** threshold/requirement (there is a **difference** in Water **Volume** and **Pressure**)
 - High Pressure Natural Gas
 - Rail Access - requirement (Project Driver) (sometimes a preference, but not a requirement)
 - Workforce - specific skill sets; availability
 - Sewer Discharge requirements

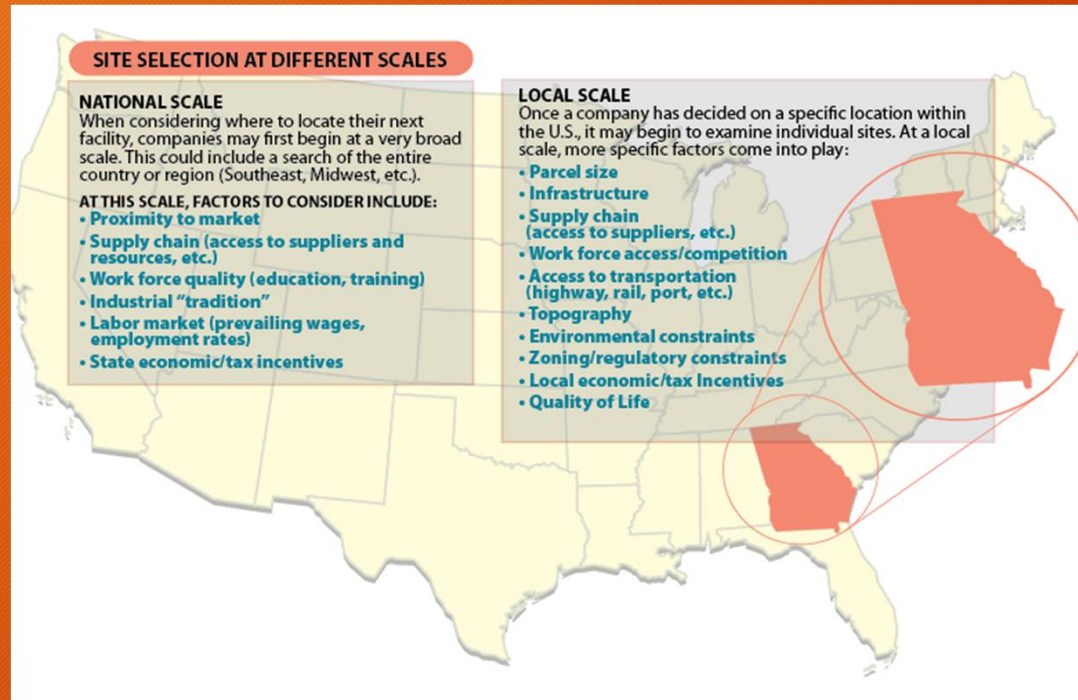
Request For Information (RFI)

- The Request for Information (RFI) on a project lead is provided by the company/Site Consultant to the responsible State agency and/or regional entity.
- The State agency or regional entity disperse the RFI to the communities.
- NOTE: The community RARELY receives a RFI directly from a company in search of a location or directly from a Site Consultant.
- The RFI contains several categories:

Site information; Utilities; Workforce; Zoning; Permitting; Taxes; Incentives; Annexed or Annexation; additional categories

Request For Information (RFI)

- **Site information**: **Wetlands** – **Floodplain** – Topography – Acreage – Slope Dimensions – Soil Composition (rock, clay, etc.) – Utilities served
Utilities: Water – Sewer – Electric – Natural Gas – Fiber (Capacity)
- **Workforce**: Availability – Skill Sets – Underemployment – Productivity – Commuting Patterns (distance & direction) – Union Activity – Higher Education Institutions – Training Assistance – Competing Employers
- **Zoning**: properly Zoned? – timing and process if Rezoning required
- **Permitting**: Land Disturbance Permit – Building Permit – Sign Permit, etc.
- **Taxes**: **Effective** Tax Rate (Real & Personal Property) – M&E Sales Tax – Construction Materials Sales Tax – Sales Tax Rate – Inventory Tax
- **Incentives**: **Local** Level and State Level
- **Annexed or Annexation**: concerns arise if Annexation is required



Visual Perspective of Site Selection at National and Local Scale

Area Development Annual Surveys Corporate Executives and Site Consultants

Combined Ratings*

CORPORATE SURVEY

Site Selection Factors		2019	2018
Ranking			
1.	Highway accessibility	92.4	87.2 (3)**
2.	Availability of skilled labor	92.3	90.5 (1)
3.	Labor costs	87.1	89.1 (2)
4.	Quality-of-life	82.2	82.8 (6)
5.	Occupancy or construction costs	80.3	76.1 (10)
6.	Corporate tax rate	79.7	86.7 (4)
7.	Energy availability and costs	79.5	77.8 (8)
8.	Tax exemptions	75.0	83.0 (5)
9.	Environmental regulations	73.0	69.9 (16T)
10.	Proximity to major markets	72.6	71.8 (14)

Combined Ratings*

CONSULTANTS SURVEY

Site Selection Factors		2019	2018
Ranking			
1.	Availability of skilled labor	100.0	100.0 (1)**
2.	Labor costs	98.3	98.1 (4)
3.	Highway accessibility	98.2	100.0 (1T)
4.	Proximity to major markets	94.9	100.0 (1T)
5T.	State and local incentives	93.1	98.0 (5)
5T.	Available buildings	93.1	96.1 (6T)
7.	Available land	91.2	96.1 (6T)
8T.	Energy availability and costs	89.6	96.1 (6T)
8T.	Expedited or "fast-track" permitting	89.6	86.3 (14)
10.	Tax exemptions	88.0	94.1 (11T)

We have two Choices or

- Develop the Missing Capacity...
and Continue Our Efforts...
- Abandon the Promise...
as Too Difficult...



STAFF REPORT

TO: Board of Aldermen
FROM: Roger Kroh, Planner
DATE: September 2, 2020
SUBJECT: Appointments to Board of Zoning Adjustment

Type of Item: *Approval*

Mayor Bowman would like to make the following appointments to the Board of Zoning Adjustment.

- 1) Appoint Gerald Saling, currently an alternate, to the remainder of the 5-year term ending October 2021. The position was held by Norma Keltner who recently stepped down from the BZA.
- 2) Reappoint Shannon Sipple to a 5-year term ending October 2025
- 3) Reappoint Jennifer Peters to a 5-year term ending October 2025

RECOMMENDATION

Approval

A. Action Item (ID # 3605)

Appointments to Board of Zoning Adjustment



STAFF REPORT

TO: Board of Aldermen
FROM: Roger Kroh, Planner
DATE: September 2, 2020
SUBJECT: Vacation of Alley Right-of-Way Between 505 E. Wall St. and 601 E. Wall St.

Type of Item: *Approval*

GENERAL INFORMATION

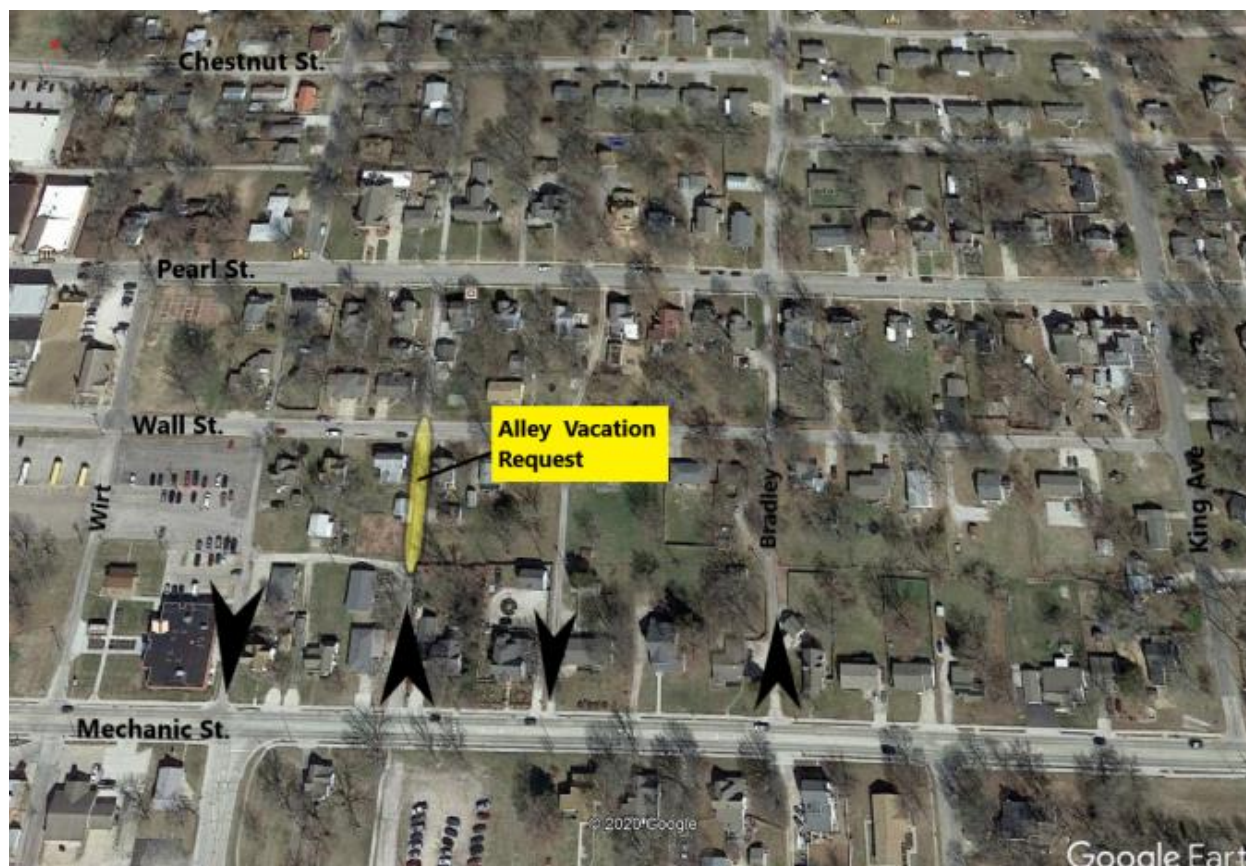
Applicant: Raymond and Brianna Blowers, 601 E. Wall St.

Requested Actions: Vacation of alley between 505 E. Wall St. and 601 E. Wall St.

Date of Application: July 6, 2020

PROPOSAL

Vacate alley right-of-way between 505 E. Wall St and 601 E. Wall Street beginning at Wall St. and running south approximately 165 ft. to the south property line of both lots. *The continuation of the alley to Mechanic St. and the east/west alley connecting to the Cass County Library are not being considered for vacation.*



PREVIOUS ACTIONS

None

KEY ISSUES

Most of the City's alleys in the Original Town Harrisonville subdivision were platted 50-100 years ago. The city has always been willing to vacate unimproved platted alleys. However, this request involves an improved alley.

STAFF COMMENTS AND SUGGESTIONS

Raymond and Brianna Blowers at 601 E. Wall St. contacted the city in June after having a survey done of their property to verify property lines for a new privacy fence. In addition to having the benefit of privacy, they also want the fence so as to have a buffer from cars and scooters that sometimes speed through the alley and for protection should there be any repeat incidences of loitering and drug activity that have occurred in the past.

When the Blowers received the property survey, they were surprised to find that approximately 6 to 8 ft. of the city alley on the west side of their house was on their property. The Blowers met with city staff to explore ways to reconcile the alley and property line issue and the possibility of vacating their portion of the alley to address security concerns. The most obvious tool to address these issues, providing alley traffic is minimal, is an alley vacation.

An application was subsequently received, and certified letters were sent to all the property owners in the block with the alley advising them of a 30-day comment period. Staff received four (4) calls or visits from neighbors with questions or concerns. I understand that one or more aldermen also received calls. Three of the four calls to staff indicated that they use the alley to get from Mechanic St. to Wall St. and were concerned about it being vacated. One caller owning a house a block away indicated that he would apply to vacate the improved alley next to his house if this alley is vacated.

Staff is not recommending approval of the application as it became apparent during the 30-day comment period that the amount of traffic using the alley is more than originally thought. If the Board of Aldermen decides not to vacate the alley, we would like to continue to work with the Ray and Brianna Blowers and their neighbors on security and speeding problems. We are also happy to forward to the City Attorney any information from Mr. Blowers regarding the alley and property line. However, the City Attorney has reviewed the legal description of the Blowers property and found no problems with the location of the alley as the legal description has an exception clause that permits streets to be on the property (which includes alleys).

Finally, be advised that if the vacation is not approved, this alley from Mechanic to Wall is one of three alleys in the City scheduled for an overlay this Fall or next Spring.

STAFF RECOMMENDATION

Based on the comments received during the 30-day comment period, we recommend that the vacation ordinance not be approved due to the amount of use by others and concern that vacating improved alleys may start a precedent that could negatively impact the street system in the city.

ATTACHMENTS

Ordinance
Exhibit I – Survey

STAFF CONTACT: Roger Kroh, Planner

B. Action Item (ID # 3609)

AN ORDINANCE VACATING ALLEY RIGHT-OF-WAY BETWEEN 505 E. WALL ST. AND 601 E. WALL ST. IN HARRISONVILLE, CASS COUNTY, MISSOURI, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Raymond and Brianna Blowers, owners of 601 E. Wall St. have brought forward to the City of Harrisonville (“City”) a petition to vacate the alley right-of-way between

505 E. Wall St and 601 E. Wall Street beginning at Wall St. and running south approximately 165 ft. to the south property line of both lots; and

WHEREAS, in accordance with the provision of Chapter 89 RSMo, and Section 515.020 of the Code of Ordinances of the City of Harrisonville, Missouri, thirty (30) days' notice of said petition for vacation has been provided in three (3) of the most prominent and public places in the district, twenty (20) days' notice has been given by certified mail to all persons who own land on the same block as the portion of alley to be vacated, and notice has been given to the Chairman of the Planning and Zoning Commission, and

WHEREAS, no objection from property owners abutting the portion of the alley right-of-way for which vacation is requested has been received by the City which would delay consideration of the petition for an additional thirty (30) days; and

WHEREAS, RSMo. Section 88.673 states that vacated right of way reverts to adjoining property owners; and

WHEREAS, the Board of Aldermen, after careful and due deliberation, find that vacating the portion of alley right-of-way between 505 E. Wall St and 601 E. Wall Street beginning at Wall St. and running south approximately 165 ft. to the south property line of both lots is in the best interest of the City of Harrisonville and its residents, and that the vacated property be deeded to the adjoining property owners;

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

Section 1. The Board of Aldermen of Harrisonville, Missouri, hereby declares it necessary, reasonable and proper to discontinue as a right-of-way and forever vacate the alley right-of-way between 505 E. Wall St and 601 E. Wall Street beginning at Wall St. and running south approximately 165 ft. to the south property line of both lots, as described below and subject to the following reservation of the existing easements and as depicted in Exhibit I.

Legal Description

Dedicated public alley right-of-way between Block 37 and Block 217 in the subdivision of Original Town of Harrisonville in the City of Harrisonville, Cass County, Missouri.

Section 2. All that portion of the above vacated property is hereby retained as a perpetual utility easement for the construction, maintenance, repair, relocation and operation of all public utility facilities and surface water drainage. No permanent buildings or structures shall be located within or upon said easement.

Section 3. The statutory right of reversion in the owners of the abutting property is hereby confirmed, subject to the easement expressly reserved in Sections 2 of this ordinance, as is provided by the laws of the State of Missouri, the Mayor and the City Clerk are hereby authorized to execute all necessary instruments required to confirm the reversionary rights of the owners of property abutting on the area vacated, as described in this ordinance.

Section 4. Severability. The sections, paragraphs, sentences, clauses and phrases of this ordinance shall be severable. In the event that any such section, paragraph, sentence, clause or phrase of this ordinance is found by a court of competent jurisdiction to be invalid, the remaining

portions of this ordinance are valid, unless the court finds the valid portions of this ordinance are so essential to and inseparably connected with and dependent upon the void portion that it cannot be presumed that the City has enacted the valid portions without the void ones, or unless the court finds that the valid portions, standing alone, are incomplete and are incapable of being executed in accordance with the legislative intent.

Section 5. Governing Law. This ordinance shall be governed exclusively by and construed in accordance with the applicable laws of the State of Missouri.

Section 6. Effective Date. That ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor.

AYES:

NAYS:

ABSENT:

ABSTAIN:

READ FOR THE FIRST TIME BY TITLE ONLY ON THE 8TH DAY OF SEPTEMBER 2020 AND WAS READ FOR A SECOND TIME BY TITLE ONLY ON THE 8TH DAY OF SEPTEMBER 2020 AND PASSED BY THE BOARD OF ALDERMEN THIS 8TH DAY OF SEPTEMBER 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 8th day of September 2020

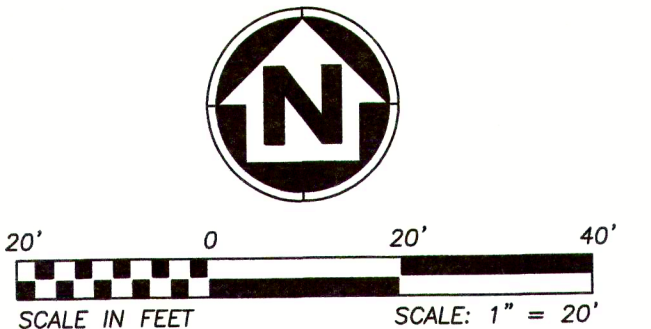
Attached: Exhibit I Survey of alley right-of-way to be vacated

Attachments:

Exhibit I -- Survey (PDF)

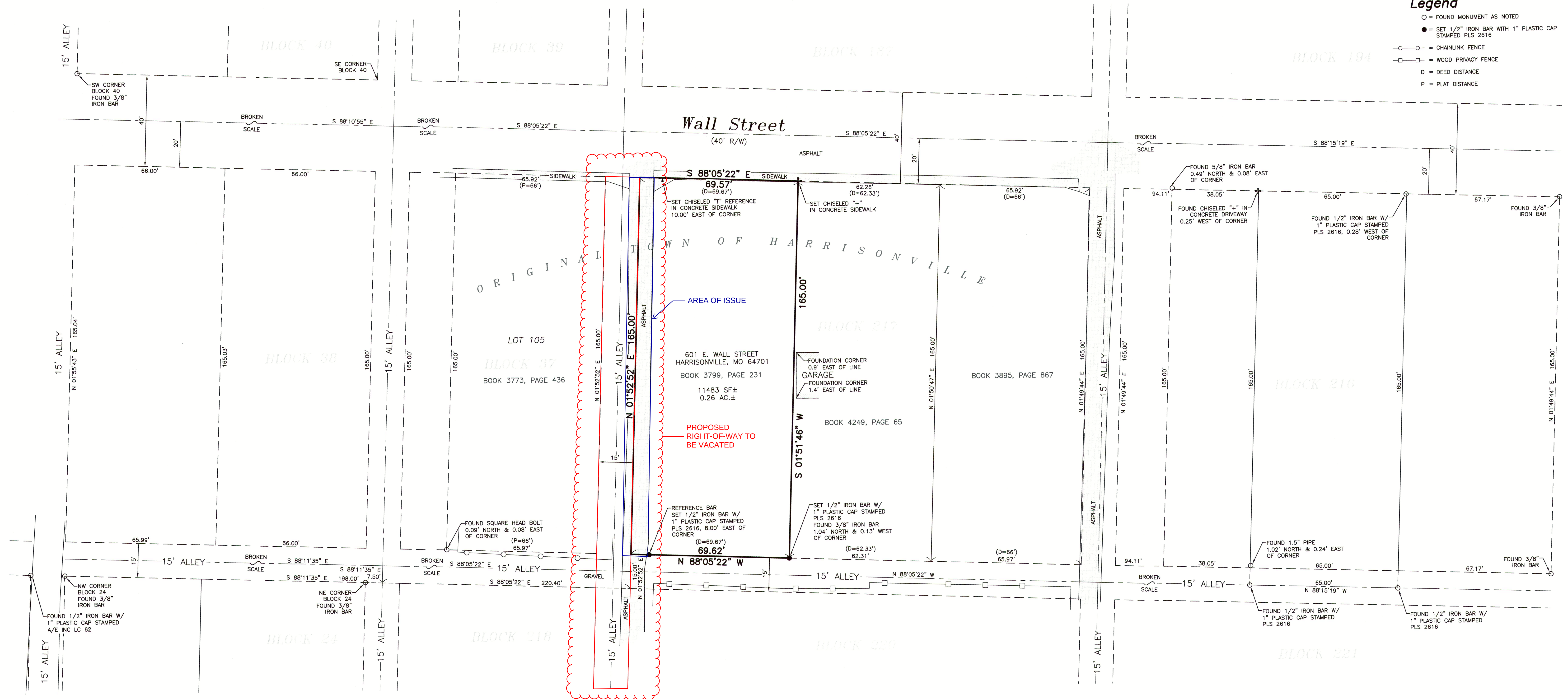
Record Description: BOOK 3799, PAGE 231
THE WEST 1/3 OF BLOCK 217, AND THE WEST 3 2/3 FEET OF
THE EAST 2/3 BLOCK 217, IN THE CITY OF HARRISONVILLE, CASS
COUNTY, MISSOURI, EXCEPT ANY PART THEREOF USED FOR STREETS.

Plat of Survey



Legend

- = FOUND MONUMENT AS NOTED
- = SET 1/2" IRON BAR WITH 1" PLASTIC CAP STAMPED PLS 2616
- = CHAINLINK FENCE
- = WOOD PRIVACY FENCE
- D = DEED DISTANCE
- P = PLAT DISTANCE



Notes:

WITH THIS SURVEY WE DO NOT GUARANTEE THAT OWNERSHIP IS TO THE SURVEY LINES DEPICTED HEREON. THIS SURVEY IS A GRAPHIC REPRESENTATION OF THE OPINION OF THE SURVEYOR AS TO THE LOCATION OF THE RECORD DESCRIPTION. NO OPINION AS TO THE VALIDITY OF TITLE IS GIVEN OR IMPLIED.

BEARINGS SHOWN ARE BASED ON AN ASSUMED BEARING OF SOUTH 88°05'22" EAST ALONG THE NORTH LINE OF BLOCK 217, IN THE ORIGINAL TOWN OF HARRISONVILLE.

THIS SURVEY MEETS OR EXCEEDS THE ACCURACY STANDARDS OF AN URBAN CLASS SURVEY AS DEFINED BY THE MISSOURI STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

RECORD DEED AND ADJACENT PARCEL DEED INFORMATION WAS NOT PROVIDED BY THE CLIENT, THIS INFORMATION WAS OBTAINED BY THE SURVEYOR FROM THE CASS COUNTY GIS MAP.

THIS SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.

NO ATTEMPT HAS BEEN MADE AS A PART OF THIS SURVEY TO OBTAIN OR SHOW DATA CONCERNING EXISTENCE, SIZE, DEPTH, CONDITION, CAPACITY, OR LOCATION OF ANY UTILITY OR MUNICIPAL/PUBLIC/PRIVATE SERVICE FACILITY. FOR INFORMATION REGARDING THESE UTILITIES OR FACILITIES, CONTACT THE APPROPRIATE AGENCIES.

NO ATTEMPT HAS BEEN MADE AS A PART OF THIS SURVEY TO DETERMINE WHETHER THIS PROPERTY LIES WITHIN THE LIMITS OF OR ADJACENT TO THE 100 YEAR FLOOD PLAIN AS DETERMINED BY FEMA.

NO ATTEMPT HAS BEEN MADE AS A PART OF THIS SURVEY TO DETERMINE WHETHER JURISDICTIONAL WATERS OF THE UNITED STATES ARE PRESENT ON THIS PROPERTY; WHETHER THIS SOIL IS SUITABLE FOR A SEPTIC SYSTEM; WHETHER ANY EXISTING SEWAGE TREATMENT FACILITIES THAT SERVE THIS PROPERTY MEET APPLICABLE HEALTH DEPARTMENT OR MISSOURI DEPARTMENT OF NATURAL RESOURCES REGULATIONS; WHETHER THIS PROPERTY HAS DRIVEWAY ACCESS TO A STATE, COUNTY, OR CITY ROADWAY RIGHT-OF-WAY OR THAT ONE WILL BE GRANTED; WHETHER UNDERGROUND OR OVERHEAD CONTAINERS OR FACILITIES MAY OR MAY NOT EXIST WHICH MAY AFFECT THIS PROPERTY.

FENCES SHOWN, OR REFERENCED HEREIN, MAY REPRESENT DIVISION LINES BETWEEN ADJOINING LAND OWNERS, AND EITHER ENCRONCH UPON THE SUBJECT PREMISES, OR PROVIDE THE SUBJECT PREMISES WITH SURPLUS LAND BECAUSE SAID FENCES MAY NOT BE LOCATED ON THE DEED LINES. THESE FENCES MAY BE SUBJECT TO ADVERSE POSSESSION RIGHTS BY SAID ADJOINERS. NO FENCES SHOULD BE REMOVED OR REPLACED WITHOUT FIRST CONSULTING CHAPTER 272 OF THE MISSOURI REVISED STATUTES, AND FURTHER, LEGAL ADVICE SHOULD BE SOUGHT, WHICH IS BEYOND THE SCOPE OF SERVICES PROVIDED BY THE SURVEYOR.

Reference Surveys

SURVEY BY: HOWARD L. SHERMAN, PLS 918
DATED: MARCH 24, 1969
PART OF BLOCK 221, ORIGINAL TOWN OF HARRISONVILLE
PROJECT NO. 2711 (PRIVATE RECORDS)

SURVEY BY: HOWARD L. SHERMAN, PLS 918
DATE: JULY 17, 1969
PART OF BLOCK 217, ORIGINAL TOWN OF HARRISONVILLE
PROJECT NO. 2816 (PRIVATE RECORDS)

SURVEY BY: HOWARD L. SHERMAN, PLS 918
DATE: SEPTEMBER 23, 1974
PART OF BLOCK 218, ORIGINAL TOWN OF HARRISONVILLE
PROJECT NO. 5032 (PRIVATE RECORDS)

SURVEY BY: HOWARD L. SHERMAN, PLS 918
DATE: AUGUST 10, 1983
PART OF BLOCK 216, ORIGINAL TOWN OF HARRISONVILLE
PROJECT NO. 7717 (PRIVATE RECORDS)

SURVEY BY: HOWARD L. SHERMAN, PLS 918
DATE: JULY 25, 1984
PART OF BLOCK 216, ORIGINAL TOWN OF HARRISONVILLE
PROJECT NO. 7957 (PRIVATE RECORDS)

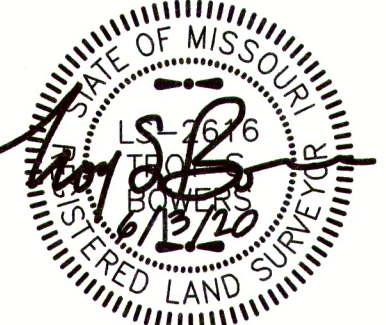
SURVEY BY: TROY S. BOWERS, PLS 2616
DATE: FEBRUARY 19, 2019
PART OF BLOCK 24, ORIGINAL TOWN OF HARRISONVILLE
PROJECT NO. 19HA20007 (PRIVATE RECORDS)

THIS PLAT OF SURVEY WAS PREPARED FOR RAYMOND & BRIANNA BLOWERS AND IS EXPRESSLY FOR THEIR USE AND SAID PLAT OF SURVEY SHALL NOT BE TRANSFERRED TO PARTIES OTHER THAN THOSE HAVING A DIRECT INTEREST IN THE SUBJECT PREMISES AS OF THE DATE OF ISSUANCE OF THIS SURVEY. THE UNDERSIGNED REGISTERED LAND SURVEYOR HEREBY STATES THAT A SURVEY HAS BEEN COMPLETED UNDER HIS DIRECT SUPERVISION OF THE ABOVE DESCRIBED PREMISES AND ALL MEASUREMENTS SHOWN, ANGULAR AND LINEAR, WERE MEASURED ON THE GROUND AND MONUMENTS WERE SET OR FOUND AS SHOWN. THIS PLAT OF SURVEY HAS BEEN PREPARED FROM INFORMATION COMPILED IN THE FIELD AND OFFICE AND THAT SAID SURVEY MEETS OR EXCEEDS THE CURRENT MISSOURI STANDARDS FOR PROPERTY BOUNDARY SURVEYS AS ESTABLISHED BY THE MISSOURI BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, PROFESSIONAL LAND SURVEYORS AND LANDSCAPE ARCHITECTS, AND THE MISSOURI DEPARTMENT OF AGRICULTURE LAND SURVEY PROGRAM. I FURTHER CERTIFY THAT I HAVE COMPLIED WITH ALL STATUTES, ORDINANCES AND REGULATIONS GOVERNING THE PRACTICE OF SURVEYING TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF.

THE FIELD WORK WAS COMPLETED ON JUNE 10, 2020.

FOR: RAYMOND & BRIANNA BLOWERS

Bowers Land Survey Co. LLC P.O. BOX 541 1000 W. MECHANIC STREET HARRISONVILLE, MISSOURI 64701 TELEPHONE: 816.225.0160 WEBSITE: BOWERSURVEY.COM						
SITE ADDRESS: 601 E. WALL STREET, HARRISONVILLE, MO 64701						
SECTION	TOWNSHIP	RANGE	COUNTY	STATE	DATE	JOB NO.
4	44	31	CASS	MISSOURI	6/13/20	21612-20
DRAWING NO. 21612F.DWG		DRAWN BY: TSB		CHECKED BY: TSB		
BOWERS LAND SURVEY CO. LLC, LAND SURVEYING, MISSOURI STATE CERTIFICATE OF AUTHORITY NO. LS-2020010824						



TROY S. BOWERS
PROFESSIONAL LAND SURVEYOR
MO LS 2616



TO: Board of Aldermen
FROM: Daniel Barnett,
DATE: September 3, 2020
SUBJECT: MJMEUC Appointments Resolution

Type of Item: *Approval*

Council Bill No.

Resolution No.

**MJMEUC Appointments Resolution A RESOLUTION OF THE
HARRISONVILLE BOARD OF ALDERMEN TO APPOINT THE ELECTRIC
SUPERINTENDENT AS A DIRECTOR OF THE MISSOURI JOINT
MUNICIPAL ELECTRIC UTILTY COMMISSION AND TO APPOINT THE
PUBLIC WORKS DIRECTOR AS AN ALTERNATE DIRECTOR OF THE SAME
ORGANIZATION.**

Council Bill No.

Resolution No.

**A RESOLUTION OF THE HARRISONVILLE BOARD OF ALDERMEN TO
APPOINT THE ELECTRIC SUPERINTENDENT AS A DIRECTOR OF THE
MISSOURI JOINT MUNICIPAL ELECTRIC UTILITY COMMISSION AND TO
APPOINT THE PUBLIC WORKS DIRECTOR AS AN ALTERNATE DIRECTOR
OF THE SAME ORGANIZATION.**

WHEREAS, the City of Harrisonville, Missouri is a member of the Missouri Joint Municipal Electric Utility Commission and has executed the MJMEUC Joint Contract; and

WHEREAS, the MJMEUC Joint Contract, Paragraph 7 (c) “Board of Directors,, Appointment” provides that Contracting Municipalities shall appoint by Resolution one Director and one Alternate; and

WHEREAS, the Mayor and Board of Aldermen of the City of Harrisonville, Missouri, wishes to appoint a Director and Alternate Director.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Harrisonville, Missouri, that the Electric Superintendent is hereby appointed Director and the Public Works Director is appointed Alternate Director.

PASSED AND RESOLVED by the Board of Aldermen and APPROVED by the Mayor of the City of Harrisonville, Missouri this 8th day of September, 2020.

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

ATTEST:

Randall Jones, City Clerk

WITNESS my hand and seal this 8th day of September 2020.

Attachment: MJMEUC appointments resolution 2020 (MJMEUC Appointments Resolution)



STAFF REPORT

TO: Board of Aldermen
FROM: Carl Brooks,
DATE: August 11, 2020
SUBJECT: Shady Lane One-Way Ordinance

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Carl Brooks, Public Works Director

Requested Actions: Ordinance to have Shady Lane, between Lexington Street and Lake Street, be One Way

Date of Application: August 11, 2020

PROPOSAL

Requesting an ordinance to have Shady Lane, between Lexington Street and Lake Street, be One Way

PREVIOUS ACTIONS

KEY ISSUES

STAFF COMMENTS AND SUGGESTIONS

STAFF RECOMMENDATION

Staff recommends approval

ATTACHMENTS

STAFF CONTACT:

Carl M. Brooks, Director of Public Works

D. Action Item (ID # 3577)

An Ordinance to make Shady Lane between Lake Avenue and Lexington Alley a one-way going west, and establish an effective date.

Attachments:

COUNCIL BILL 090320 Ordinance (DOCX)

Shady Lane Staff Report (DOC)

Map of Shady Lane between Lexington and Lake (JPG)

Garbage Truck 20200624_201404 (002) (JPG)

Garbage Truck heading west 20200624_201502 (JPG)

Single Car heading east 20200513_142948 (002) (JPG)

Single car heading west 20200513_141857 (002) (JPG)

COUNCIL BILL ____

ORDINANCE NO. ____ (__ - __)

AN ORDINANCE TO MAKE SHADY LANE BETWEEN LAKE AVENUE AND LEXINGTON ALLEY A ONE-WAY GOING WEST.

WHEREAS, it is determined that it is in the best interest of the city to designate Shady Lane between Lake Avenue and Lexington as a one-way street going west;

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

Section 1: Shady Lane between Lake Avenue and Lexington which is currently an east/west street shall hereby be repealed, and Shady Lane between Lake Avenue and Lexington shall be one-way street west bound.

Section 2: That this ordinance shall become effective immediately upon its passage and approval and the installation of one-way signs.

Read two times by title only on September 8, 2020 and passed by the Board of Aldermen of the City of Harrisonville, Missouri, this 8th day of September 2020.

Mayor Judy Bowman
Chairman of the Board of Aldermen

ATTEST:

Daniel Barnett, Deputy City Clerk

APPROVED by the Mayor this 8th day of September 2020.

Attachment: COUNCIL BILL 090320 Ordinance (Shady Lane One-Way Ordinance)

To: Board of Aldermen
From: Carl M. Brooks, Director of Public Works
Date: September 8, 2020
Re: “Change to One-Way (west bound) on Shady Lane between Lake Avenue and Lexington

GENERAL INFORMATION

Applicant: City of Harrisonville
Requested Actions: Passage of an ordinance to change from two-way to one-way (westbound) on Shady Lane between Lake Avenue and Lexington
Date of Application: August 31, 2020

PROPOSAL

This ordinance would change from two-way to one-way (westbound) on Shady Lane between Lake Avenue and Lexington.

PREVIOUS ACTIONS

None

KEY ISSUES

This would reduce the potential traffic issues (crash history) see photos along Shady Lane between Lake Avenue and Lexington.

The current pavement condition of Shady Lane between Lake Avenue and Lexington is “Poor”, and the width is approximately 12 feet.

City staff will coordinate the work to install one-way signage on Shady Lane between Lake Avenue and Lexington.

Currently, Shady Lane between Lexington and N. Independence is one-way westbound.

STAFF COMMENTS AND SUGGESTIONS

This section of Shady Lane between Lake Avenue and Lexington is extremely narrow for two-way traffic.

Six residents are directly affected, they are basically spilt on the proposed change.

There is a day-care facility located on the northeast corner of Shady Lane and Lexington where the crash occurred.

STAFF RECOMMENDATION

Staff recommends the approval to change from two-way to one-way (westbound) on Shady Lane between Lake Avenue and Lexington.

5.D.b

ATTACHMENTS

Ordinance No. ____

Map of the intersection of Shady Lane between Lake Avenue and Lexington.

Photos of cash accident

STAFF CONTACT:

Carl M. Brooks, Director of Public Works

816-380-8913

Attachment: Shady Lane Staff Report (Shady Lane One-Way Ordinance)

N Lexington St & E Shady Ln

© 2020 Google

Google Earth



5.D.d

Attachment: Garbage Truck



Packet Pg. 89

5.D.e

Attachment: Garbage Truck heading

Packet Pg. 90







TO: Board of Aldermen
FROM: Daniel Barnett,
DATE: September 2, 2020
SUBJECT: Fire Truck Lease Purchase Agreement

Type of Item: *Agreement*

Council Bill No.

Ordinance No.

**AN ORDINANCE AUTHORIZING THE CITY OF HARRISONVILLE,
MISSOURI TO ENTER INTO AN EQUIPMENT LEASE PURCHASE
AGREEMENT, AS LESSEE, WITH CARROLL COUNTY TRUST COMPANY
AS LESSOR, TO FINANCE THE ACQUISITION AND EQUIPPING OF 2019
SPARTAN RESCUE PUMPER TRUCK; AND APPROVING CERTAIN
DOCUMENTS RELATED THERETO.**

Council Bill No.**Ordinance No.**

AN ORDINANCE AUTHORIZING THE CITY OF HARRISONVILLE, MISSOURI TO ENTER INTO AN EQUIPMENT LEASE PURCHASE AGREEMENT, AS LESSEE, WITH CARROLL COUNTY TRUST COMPANY AS LESSOR, TO FINANCE THE ACQUISITION AND EQUIPPING OF 2019 SPARTAN RESCUE PUMPER TRUCK; AND APPROVING CERTAIN DOCUMENTS RELATED THERETO.

WHEREAS, the City of Harrisonville, Missouri (the “City”), desires to obtain funds to pay the costs of acquiring and equipping a 2019 Spartan Rescue Pumper (the “Equipment”); and

WHEREAS, with the assistance of McLiney and Company, the City’s municipal advisor, the City has requested proposals for a lease purchase financing of the Equipment, and hereby determines it to be in the best interest of the City to take the following actions:

1. Enter into an Equipment Lease Purchase Agreement (the “**Lease**”) with Carroll County Trust Company as lessor (the “**Lessor**”), pursuant to which the City will lease the Equipment, as lessee, with an option to purchase, from the Lessor, on an annually renewable basis; and
2. Enter into an agreement, with the Lessor, whereby funds will be deposited in an account created for the sole purpose of purchasing the Equipment and paying certain cost of issuance.

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

Section 1. Authorization and Award of the Lease. The City hereby awards the lease to Carroll County Trust Company for an amount not to exceed \$556,000 for ten (10) years at a fixed annual interest rate of **1.625%**.

The Equipment Lease Documents, will be provided by Carroll County Trust, and will be, subject to approval of the and, with such changes required by the City’s legal counsel and approved by the Mayor, said officer’s execution thereof to be conclusive evidence of the approval thereof. In connection with the foregoing, the Mayor may approve the final principal amount and amortization schedule to be incorporated into the Lease.

The Mayor is hereby authorized and directed to execute and deliver the lease Documents provided by Carroll County Trust Company. The City Clerk is hereby authorized to affix the City’s seal thereto and attest said seal as may be necessary.

The City’s obligation to pay Rental Payments (as defined in the Lease) is subject to annual appropriation, will constitute a current expense, and will not in any way be construed to be an indebtedness or liability of the City in contravention of any applicable constitutional or statutory limitation or requirement concerning the creation of indebtedness or liability by the City, nor will anything contained in the Lease constitute a pledge of the general tax revenues, funds or moneys of the City, and all provisions of the Lease will be construed so as to give effect to such intent.

Moneys sufficient to pay all Rental Payments required to be paid under the Lease during the City's current fiscal year are hereby appropriated to such payment, and such moneys will be applied in payment of all Rental Payments due and payable during the current fiscal year.

Section 2. Further Authority. The City will, and the officials and agents of the City are hereby authorized and directed to, take such actions, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance and to carry out, comply with and perform the duties of Lessee with respect to the City Documents and the Equipment.

Section 3. Effective Date. This Ordinance will take effect and be in full force from and after its passage by the Board of Aldermen of City of Harrisonville, Missouri, and approval by the Mayor.

PASSED by the Board of Aldermen of the City of Harrisonville, Missouri, and **APPROVED** by the Mayor this 8th day of September 2020.

[SEAL]

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

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 8th day of September 2020



STAFF REPORT

TO: Board of Aldermen
FROM: Brad Ratliff, City Administrator
DATE: September 4, 2020
SUBJECT: CHAMBER OF COMMERCE “HEALTHY HARRISONVILLE” PROGRAM

Type of Item: Approval

GENERAL INFORMATION

Applicant: Brad Ratliff, City Administrator

Requested Actions: Approval of Contribution Healthy Harrisonville Program

Date of Application: 09/08/20

PROPOSAL

As you all know COVID has hit a lot of out businesses, including the Chamber. The City is a partner of the Chamber and they are an added asset to our community. City of Harrisonville anticipates its contribution to the Healthy Harrisonville program will qualify as a COVID-19 reimbursable grant and/or related expense pursuant to Federal Statute including section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) to assist the Harrisonville Chamber of Commerce with its business interruption.

PREVIOUS ACTIONS

The City always contributed to the Log Cabin Festival. Our contribution is well over \$10,000 every year with that effort.

KEY ISSUES

- The Chamber is a great value to the Community.
- The Chamber is a great value to local business.
- The City normally contributes to the fund-raising Festivals
- The Chamber has been hit hard from the COVID pandemic.

STAFF COMMENTS AND SUGGESTIONS

2020 has put the City in abnormal circumstances all the way around. We must do all we can to help our local businesses, residents and patrons. We have given relief to residents and businesses this year, as well as aided our businesses with applications to available relief funds this year. This is a continuation of those efforts for an important organization.

STAFF RECOMMENDATION

Staff Recommend approval.

ATTACHMENTS

- **Resolution**

STAFF CONTACT: Brad Ratliff, bratliff@harrisonville.com

F. Action Item (ID # 3611)

A RESOLUTION AUTHORIZING THE CITY TO CONTRIBUTE FUNDS TO THE CHAMBER OF COMMERCE “HEALTHY HARRISONVILLE” PROGRAM

Attachments:

R. Harrisonville Resolution re Healthy Harrisonville Contribution (00038846) (DOCX)

RESOLUTION NO.**A RESOLUTION AUTHORIZING THE CITY TO CONTRIBUTE FUNDS TO THE CHAMBER OF COMMERCE “HEALTHY HARRISONVILLE” PROGRAM**

WHEREAS, the Harrisonville Chamber of Commerce has established a “Healthy Harrisonville” program to promote policies, procedures and healthy behaviors to reduce the spread of COVID-19 in the Harrisonville community; and,

WHEREAS, the City of Harrisonville has partnered with the Harrisonville Chamber of Commerce to successfully achieve many initiatives that promote the health, safety and welfare of the community; and

WHEREAS, the City of Harrisonville desires to provide immediate assistance to the Harrisonville Chamber of Commerce to support the Healthy Harrisonville program; and,

WHEREAS, the Harrisonville Chamber of Commerce has experienced an interruption of its business due to COVID-19, including but not limited to, inability to host its annual Log Cabin Festival due to social distancing requirements and other CDC guidelines; and

WHEREAS, the City of Harrisonville anticipates its contribution to the Healthy Harrisonville program will qualify as a COVID-19 reimbursable grant and/or related expense pursuant to Federal Statute including section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) to assist the Harrisonville Chamber of Commerce with its business interruption.

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

The City of Harrisonville is authorized to contribute FIVE THOUSAND and NO/100 (\$5,000.00) to the Harrisonville Chamber of Commerce and will seek reimbursement of said expense.

SECTION 2. That this Resolution shall take effect on September __, 2020.

PASSED by the Board of Aldermen the ____ day of September 2020. **APPROVED** by the Mayor.

Judy Bowman, Mayor

ATTEST:

Randy Jones, City Clerk

APPROVED AS TO FORM:

Steven E. Mauer, City Attorney

Attachment: R. Harrisonville Resolution re Healthy Harrisonville Contribution (00038846) (CHAMBER OF COMMERCE “HEALTHY



TO: Board of Aldermen
FROM: Daniel Barnett,
DATE: September 2, 2020
SUBJECT: August 2020 Municipal Court Report

Type of Item: *Approval*

A. Action Item (ID # 3608)

August 2020 Municipal Court Report

Attachments:

August 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 **August 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

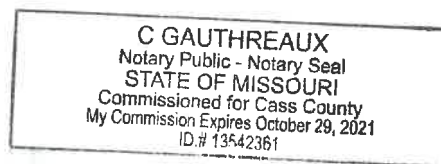
Presented and reviewed as required by Court Operating Rule 4.29.

City Clerk

Date

Subscribed and sworn to before me this 2nd day of September, 2020.

Notary



Municipal Division Summary Reporting

17th Judicial Circuit - Cass County - Harrisonville Municipal Division

I. COURT INFORMATION

Reporting Period:		
August	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	(816) 380-8910	
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		131	817	787
B. Cases (citations / informations) filed		9	53	30
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	1
	3. court / bench trial - NOT GUILTY	0	0	0
	4. plea of GUILTY in court	1	15	34
	5. violations Bureau Citations (i.e., written plea of guilty) and bond forfeitures by court order (as payment of fines / costs)	1	32	2
	6. dismissed by court	0	1	2
	7. nolle prosequi	1	5	6
	8. certified for jury trial (not heard in the Municipal Division)	0	0	0
	9. TOTAL CASE DISPOSITIONS	3	53	45
D. Cases (citations / informations) pending at end of month [pending caseload = (A + B) – C9]		137	817	772
E. Trial de Novo and / or appeal applications filed		0	0	0

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

III. WARRANT INFORMATION (pre- & post-disposition)		IV. PARKING TICKETS	
1. # Issued during reporting period:	108	Does court staff process parking tickets? Yes	
2. # Served/withdrawn during reporting period:	128	1. # Issued during reporting period:	0
3. # Outstanding at end of reporting period:	932		

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

Fines – Excess Revenue	\$3,805.00
Clerk Fee – Excess Revenue	\$456.00
Crime Victims Compensation (CVC) Fund surcharge – Paid to City/Excess Revenue	\$14.06
Bond forfeitures (paid to city) – Excess Revenue	\$0.00
Total Excess Revenue	\$4,275.06

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

Fines – Other	\$5,048.50
Clerk Fee – Other	\$364.38
Judicial Education Fund (JEF) Court does not retain funds for JEF: Yes	
Peace Officer Standards and Training (POST) Commission surcharge	\$67.50
Crime Victims Compensation (CVC) Fund surcharge – Paid to State	\$479.58
Crime Victims Compensation (CVC) Fund surcharge – Paid to City/Other	\$10.54
Law Enforcement Training (LET) Fund surcharge	\$134.98
Domestic Violence Shelter surcharge	\$136.98
Inmate Prisoner Detainee Security Fund surcharge	\$134.98
Sheriffs' Retirement Fund (SRF) surcharge	\$209.50
Restitution	\$0.00
Parking ticket revenue (including penalties)	\$0.00
Bond forfeitures (paid to city) – Other	\$0.00
Total Other Revenue	\$6,586.94

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.

DWI RECOUPMENT FEE	\$342.50
Total Other Disbursements	\$342.50
Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$11,204.50
Bond Refunds	\$861.50
Total Disbursements	\$12,066.00