



**AGENDA
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
COMMUNITY CENTER
NOVEMBER 2, 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**
- 3. Public Participation**
- 4. Approval of Minutes**
 - A. Board of Aldermen - Regular Meeting - Oct 19, 2020 6:00 PM**
 - B. Board of Aldermen - Work Session - Oct 19, 2020 6:30 PM**
- 5. Agenda Items**
 - A. Council Bill 72: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE TO APPROVE THE SPECIAL EVENT REQUEST FOR THE ANNUAL CHRISTMAS ON THE SQUARE AND MAYOR'S CHRISTMAS TREE CELEBRATION.**
 - B. Council Bill 73: A RESOLUTION OF THE HARRISONVILLE BOARD OF ALDERMEN TO DECLARE THE OFFICIAL INTENT OF THE CITY OF HARRISONVILLE, MISSOURI TO FINANCE THE COSTS OF REPAIRS AND IMPROVEMENTS TO ITS COMMUNITY CENTER AND REPAIRS AND IMPROVEMENTS TO CERTAIN PARK LOCATIONS IN THE CITY.**
 - C. Council Bill 74: A RESOLUTION OF THE HARRISONVILLE BOARD OF ALDERMEN AUTHORIZING THE CITY TO PROVIDE THE BOARD OF ALDERMEN WITH MEETING DOCUMENTS VIA ELECTRONIC MEANS**
 - D. Council Bill 75: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE TO APPROVE A REQUEST FROM B&B THEATERS TO TEMPORARILY DEFER PAST-DUE UTILITY PAYMENTS.**

- E. **Council Bill 76: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI ESTABLISHING A TEMPORARY MORATORIUM ON ANY AND ALL NEW MINI-WAREHOUSE FACILITIES IN THE CITY OF HARRISONVILLE, MISSOURI.**
 - F. **Public Hearing for Sapp Bros., Inc. Petition for Annexation**
 - G. **Council Bill 77: AN ORDINANCE OF BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, PROVIDING FOR THE EXTENSION OF THE CITY LIMITS BY ANNEXING APPROXIMATELY 30.35 ACRES OF ADJACENT TERRITORY OWNED BY SAPP BROS., INC. AND LOCATED SOUTH OF 275th STREET AND WEST OF U.S. INTERSTATE 49 INTO THE CITY OF HARRISONVILLE, MISSOURI AND ESTABLISHING AN EFFECTIVE DATE.**
 - H. **Council Bill 78: AN ORDINANCE OF THE HARRISONVILLE BOARD OF ALDERMEN APPROVING THE SALE OF PROPERTY BY THE HIGHWAY 71/291 PARTNERS IN PROGRESS TRANSPORTATION DEVELOPMENT DISTRICT.**
- 6. **Aldermen and Committee Reports**
 - 7. **Report from the City Administrator**
 - 8. **Questions from the Media**
 - 9. **Adjourn from Regular Session**
 - 10. **Discussion Items**

Posted on City Hall Bulletin Board this 29th day of October, 2020.

Daniel Barnett, City Clerk

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



DRAFT
MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
OCTOBER 19, 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	Remote	
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 in attendance were: City Attorney Alex Felzien, City Administrator Brad Ratliff, Director of Administrative Services Jeremy Smith, Police Chief John Hofer, HES Chief Eric Myler, Electric Superintendent Andy Pollard, Parks & Recreation Director Grant Purkey, Public Works Director Carl Brooks, City Engineer Ted Martin, Finance Manager Kim Hubbard, CPA Ben Hart, Public Information Officer/Deputy City Clerk Daniel Barnett and City Clerk Randall Jones, Recording.

2. Ceremonial Matters

Mayor Bowman recognized Municipal Court Judge Kevin Anderson and City Prosecutor Joe Cambiano for their years of service to the City of Harrisonville. Mr. Anderson and Mr. Cambiano were unable to attend to receive their plaques.

3. Public Participation

None.

4. Approval of Minutes

A. Board of Aldermen - Regular Meeting - Oct 5, 2020 6:00 PM

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

B. Executive Session Minutes October 5, 2020

A motion was made by Alderman Davidson with a second by Alderman Zaring to approve the minutes of the October 5, 2020 Executive Session. Motion carried with voice vote all ayes.

5. Agenda Items**A. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, TO APPOINT DON LOGRASSO AS MUNICIPAL JUDGE FOR THE HARRISONVILLE MUNICIPAL COURT IN THE 17TH JUDICIAL CIRCUIT COURT.**

Mayor Bowman introduced Don Lograsso and gave her recommendation for his appointment as municipal judge. Alderman Doerhoff made a motion to accept the appointment with a second by Alderman Davidson. Roll call vote: Alderman Reece aye, Alderman Zaring aye, Alderman Doerhoff aye, Alderman Turner aye, Alderman Miller aye, Alderman Milner aye, Alderman Davidson aye, Alderman Dickerson nay. Motion carried. Upon passage, Mayor Bowman designated it to be Resolution #2020-037.

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

B. Introduction of New Municipal Prosecutor

City Administrator Brad Ratliff introduced Sara Carnes with Lauber Municipal Law as the city's new prosecutor.

C. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, TO APPOINT DANIEL BARNETT AS CITY CLERK FOR THE CITY OF HARRISONVILLE, MISSOURI.

City Administrator Brad Ratliff presented staff report recommending the appointment of Daniel Barnett as City Clerk. Alderman Doerhoff made a motion to move Council Bill #67 to its second reading with a second by Alderman Davidson. Roll call vote: Alderman Reece aye, Alderman Zaring aye, Alderman Doerhoff aye, Alderman Turner aye, Alderman Miller aye, Alderman Milner aye, Alderman Davidson aye, Alderman Dickerson aye. Motion carried. Having been read two times by title only, motion for passage. Roll Call vote: Alderman Reece aye, Alderman Zaring aye, Alderman Doerhoff aye, Alderman Turner aye, Alderman Miller aye, Alderman Milner aye, Alderman Davidson aye, Alderman Dickerson aye. Upon passage, Mayor Bowman designated it to be Ordinance #3515.

RESULT: APPROVED [UNANIMOUS]

MOVER: Matt Turner, Board Member
SECONDER: Gary Davidson, Board Member
AYES: Zaring, Doerhoff, Milner, Reece, Miller, Dickerson, Davidson, Turner

D. AN ORDINANCE OF THE HARRISONVILLE BOARD OF ALDERMEN AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A MUNICIPAL AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION AND ESTABLISHING AN EFFECTIVE DATE.

City Engineer Ted Martin presented staff report. Alderman Turner made a motion to move Council Bill #68 to its second reading with a second by Alderman Zaring. Roll call vote: Alderman Reece aye, Alderman Zaring aye, Alderman Doerhoff aye, Alderman Turner aye, Alderman Miller aye, Alderman Milner aye, Alderman Davidson aye, Alderman Dickerson aye. Motion carried. Having been read two times by title only, motion for passage. Roll Call vote: Alderman Reece aye, Alderman Zaring aye, Alderman Doerhoff aye, Alderman Turner aye, Alderman Miller aye, Alderman Milner aye, Alderman Davidson aye, Alderman Dickerson aye. Upon passage, Mayor Bowman designated it to be Ordinance #3516.

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

E. AN ORDINANCE OF THE HARRISONVILLE BOARD OF ALDERMEN TO AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF HARRISONVILLE, MISSOURI AND THE MISSOURI HIGHWAY AND TRANSPORTATION COMMISSION PROVIDING FOR AN INTERSECTION STUDY AT LOCUST STREET AND COMMERCIAL STREET IN THE CITY OF HARRISONVILLE.

Public Works Director Carl Brooks presented staff report. Alderman Milner made a motion to move Council Bill #69 to its second reading with a second by Alderman Davidson. Roll call vote: Alderman Reece aye, Alderman Zaring aye, Alderman Doerhoff aye, Alderman Turner aye, Alderman Miller aye, Alderman Milner aye, Alderman Davidson aye, Alderman Dickerson aye. Motion carried. Having been read two times by title only, motion for passage. Roll Call vote: Alderman Reece aye, Alderman Zaring aye, Alderman Doerhoff aye, Alderman Turner aye, Alderman Miller aye, Alderman Milner aye, Alderman Davidson aye, Alderman Dickerson aye. Upon passage, Mayor Bowman designated it to be Ordinance #3517.

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

F. AN ORDINANCE OF THE HARRISONVILLE BOARD OF ALDERMEN TO AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF HARRISONVILLE, MISSOURI AND THE MISSOURI HIGHWAY AND TRANSPORTATION COMMISSION PROVIDING FOR PEDESTRIAN AND TRAFFIC CONGESTION STUDY AT MATT STREET AND MEGHAN STREET IN THE CITY OF HARRISONVILLE.

Public Works Director Carl Brooks presented staff report. Alderman Milner made a motion to move Council Bill #70 to its second reading with a second by Alderman Davidson. Roll call vote: Alderman Reece aye, Alderman Zaring aye, Alderman Doerhoff aye, Alderman Turner aye, Alderman Miller aye, Alderman Milner aye, Alderman Davidson aye, Alderman Dickerson aye. Motion carried. Having been read two times by title only, motion for passage. Roll Call vote: Alderman Reece aye, Alderman Zaring aye, Alderman Doerhoff aye, Alderman Turner aye, Alderman Miller aye, Alderman Milner aye, Alderman Davidson aye, Alderman Dickerson aye. Upon passage, Mayor Bowman designated it to be Ordinance #3518.

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

G. AN ORDINANCE OF THE HARRISONVILLE BOARD OF ALDERMEN AUTHORIZING THE CITY OF HARRISONVILLE, MISSOURI, REFUNDING AND IMPROVEMENT CERTIFICATES OF PARTICIPATION, SERIES 2020 AND AUTHORIZING AND APPROVING CERTAIN DOCUMENTS IN CONNECTION WITH THE DELIVERY OF THE CERTIFICATES.

CPA Ben Hart presented staff report. Alderman Davidson confirmed that the Community Center would still be paid off in two years. City Administrator Brad Ratliff confirmed the Burns & McDonnell sewer bond increase would be \$1.80 per month for the average user of 5,000 gallons per month. Alderman Dickerson asked Mr. Hart about collateral Alderman Milner made a motion to move Council Bill #71 to its second reading with a second by Alderman Doerhoff. Roll call vote: Alderman Reece aye, Alderman Zaring aye, Alderman Doerhoff aye, Alderman Turner aye, Alderman Miller nay, Alderman Milner aye, Alderman Davidson aye, Alderman Dickerson aye. Motion carried. Having been read two times by title only, motion for passage. Roll Call vote: Alderman Reece aye, Alderman Zaring aye, Alderman Doerhoff aye, Alderman Turner nay, Alderman Miller nay, Alderman Milner aye, Alderman Davidson aye, Alderman Dickerson nay. Upon passage, Mayor Bowman designated it to be Ordinance #3519.

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

6. Aldermen and Committee Reports

Alderman Zaring extended a thank you to City staff for some recent electrical issues that they handled. He also thanked Jeremy Smith for all his IT assistance.

Alderman Turner gave a report from the Park Board meeting. He told about the "Hope" tree that is going to be near the basketball court as well as issues that are being addressed at the outdoor pool as well as lifeguard staffing issues.

Alderman Miller stated he felt that the COP ordinance should have been brought to the voters.

Alderman Davidson asked about the Electric Department returning to Louisiana to assist in the second hurricane outage. Electric Superintendent, Andy Pollard, gave a report on his crew and their assistance in Alexandria, Louisiana.

Alderman Dickerson stated he thought public participation should be heard.

7. Report from the City Administrator

City Administrator Brad Ratliff reported that the Citywide Clean Up Day went well with 245 loads being brought in. He stated that Public Works Director Carl Brooks gave to presentation to the MidAmerica Regional Council STP committee. The new fire truck should be delivered this week. Mr. Ratliff reported that Aldi's should be submitting their building plans this week and getting their building permit soon. The Cedarhurst development has been put on hold due to COVID19.

The September 2020 Municipal Court report was received.

8. Questions from the Media

None.

Mayor Bowman thanked Alderman Zaring for his positive comments to city staff. She introduced Grant Purkey as the new Parks & Recreation Director. Mayor Bowman extended thanks to city staff, the park board and the dog park committee. The Dog Park grand opening was a huge success. The MCC Event last week had a good turnout of 65 people gathering to hear about the possibility of MCC expanding into Harrisonville. Mayor Bowman addressed the public participation issue and reminded everyone that by ordinance, the Agenda Request Form is to be used to allow city staff to receive requests and to do research prior to board meeting. She commended those members for making the decision to address infrastructure needs that have deteriorated for decades and for being concerned about the health, safety and welfare of citizens.

9. Adjourn From Regular Session

A motion was made by Alderman Zaring to adjourn with a second by Alderman Doerhoff. Motion carried with all ayes. Meeting adjourned at 6:50 p.m.

Judy Bowman, Mayor & Ex-Officio

Regular Meeting**Monday, October 19, 2020****6:00 PM**

Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Oct 19, 2020 6:00 PM (Approval of Minutes)

**DRAFT****MINUTES****CITY OF HARRISONVILLE****BOARD OF ALDERMEN****WORK SESSION****COMMUNITY CENTER****OCTOBER 19, 2020****6:30 PM****LOCATION CHANGE FOR COVID-19 SOCIAL DISTANCING****1. Call to Order**

The meeting was called to order at 7:01 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		7:52 PM
Clint Miller	Harrisonville	Board Member	Absent		
David Dickerson	Harrisonville	Board Member	Present		
Gary Davidson	Harrisonville	Board Member	Present		
Matt Turner	Harrisonville	Board Member	Present		
Judy Bowman	Harrisonville	Mayor	Present		

City Administrator Brad Ratliff, Director of Administrative Services Jeremy Smith, Police Chief John Hofer, Fire Chief Eric Myler, Community and Economic Development Director Jim Clarke, Public Works Director and City Engineer Carl Brooks, City Engineer Ted Martin, Parks Director Grant Purkey, Electric Superintendent Andy Pollard, CPA Ben Hart, Finance Manager Kim Hubbard and City Clerk Daniel Barnett, recording.

3. Discussion Items**A. Preliminary 2021 budget**

Mayor Judy Bowman introduced CPA Ben Hart of Baker Tilly Municipal Advisors.

Hart began his presentation by commending City staff for their assistance and leadership during the budget preparation process; particularly Director of Administrative Services Jeremy Smith and Finance Manager Kim Hubbard.

Hart provided the Board of Aldermen with an overview of the upcoming 2021 budget process, via power point.

Minutes Acceptance: Minutes of Oct 19, 2020 6:30 PM (Approval of Minutes)

Hart provided the Board with an overview of how the COVID-19 pandemic had impacted City finances.

Hart provided the Board with the City fund structure, volatile revenues, fund projections and the current state of City revenues.

Hart provided the Board with 5-year General Fund revenue projections and said that he expects the year to end ahead of COVID-19 impact projections.

Hart informed the Board that City sales-tax revenue is currently 2% higher than projected. He said he believes the worst case scenario for sales tax would be for it to finish "flat".

Hart spoke about the health of other revenue sources. He said that the Electric Fund had seen a slight dip, but that it did quickly recover. He also said both the Water Fund and Sewer Fund have stayed flat. Hart said his only concern was the revenue created by Municipal Court Fines, but said he did not believe it was a large issue, as those fines only make up a small part of the budget.

Hart provided the Board with a 3-year forecast for the General Fund. He said that currently there were some negative figures within the projections, but that there are several variables that could easily level out those negatives and possibly turn them into positives.

Hart informed the Board that he believes that the Parks Fund will be self sustaining and be able to put money toward capital.

Hart informed the Board that he did have concerns with the Emergency Services Fund and believes that the fund could see an issue in about two or three years, due to a lack of revenue sources. He said the issues are not due to overbudgeting. He believes the solution will not be able to be found immediately and that the City can weather the storm; but believes that the City will need a solution from 2023 and beyond.

Aldermen David Dickerson asked if the Emergency Services Fund was receiving funds from a tax.

Hart replied that the fund was receiving funds from a Public Safety tax.

Dickerson asked about funds that would become available once the Community Center is paid off and asked about possibly contributing back to the City's General Fund with any excess funds.

Hart replied that there is no rule keeping a fund from returning funds to the General Fund.

Aldermen Dave Doerhoff asked if the funds available after the Community Center is paid off and the fund is self sustaining, could be used for large projects, such as making repairs to the facilities HVAC system.

Finance Manager Kim Hubbard replied by saying that once the Community Center bonds are paid off, during the next year, the administrative fee paid to the General Fund will increase slightly because the fund is currently unable to pay the full administrative fee.

Hart provided the Board with details about the Capital Improvement Plan and what funds the money for each project will come from.

Hart provide the Board with information about structural changes to each fund. Hart referenced changes like: Moving the Municipal Court office from under the Finance Department to under the Administration Department, the creation of the Administrative Services Department, the addition of the Codes Department to the Public Works Department, etc. Hart also highlighted individual changes to each fund, such as equipment and personnel additions.

City Administrator Ratliff spoke about the newly discovered needs at the Harrisonville Aquatic Center and the need for improvements to the Community Center's HVAC system. Ratliff said the items were recently discussed with the Park Board and spoke about the need to complete these necessary items quickly and ensure that the outdoor pool is able to open in 2021. Ratliff also explained the potential lease-purchase program for City

vehicles and equipment and spoke to the value of current interest rates and pursuing the proposed infrastructure projects.

Mayor Bowman told the Board that she felt that the outdoor pool closing in 2020 due to the COVID-19 pandemic, was a blessing in disguise, as it allowed staff to find potential liability issues that could have been dangerous for residents, if the pool had opened. Bowman said the decision to proceed without sending the bonds to a public vote was due to the immediacy of the need for several projects, including the spillway at Lake Luna and the dam and spillway at City Lake.

Hart provide the Board with an overview of the City's Capital Improvement Plan, broken down by fund and service. He told the Board that the Water and Sewer funds had the largest portion of the CIP.

Hart discussed the timeline for the remainder of the 2021 budget process and said he hopes to have the budget approved by Thanksgiving. Hart said he hopes to present the year-end financials to the Board in February, before they go to the auditor.

Mayor Bowman informed the Board that the first budget discussion would be during the November 2, Work Session, with any needed additional meetings most likely happening later in that week.

B. IT Worksession Chromebook Setup

Director of Administrative Services Jeremy Smith handed out new computers to members of the Board of Aldermen.

City Administrator Brad Ratliff spoke about changes in staff communication, including email, Board meeting packets and financial documents. Ratliff said staff will no longer be printing copies of the meeting packets and said that Aldermen who still want a hard copy of the packet can pick up a thumb drive from the City Clerk and take it to be printed at their own expense. Ratliff also spoke about the substantial cost savings from eliminating the printing of meeting packets. He said the average annual expense for printing Board of Aldermen materials was between \$8,000 and \$10,000.

Ratliff asked the Board if they would approve that policy.

Aldermen Mike Zaring said email was his preferred method for receiving the packets.

Mayor Judy Bowman said, by the nodding of heads, it appeared the Board was in agreement and wanted to save expense for staff time and printing of meeting materials. She reminded the aldermen that should they wish for any documents to be printed, they could obtain a thumb drive from the City Clerk, which they can take and have documents printed out at their own expense.

Smith walked the Aldermen through how to access/utilize the new computers.

Smith thanked the Board for their vision and willingness to take steps to update the City's technology capabilities. Smith said it will allow staff to make substantial progress.

Smith discussed with the Board the process for making the recent technology upgrades and the impact that the COVID-19 pandemic has had on making those purchases.

A motion was made by Aldermen Davidson to adjourn from the Work Session. The motion was seconded by Aldermen Doerhoff. The motion carried with a unanimous vote.

The meeting was adjourned at 8:07 p.m.

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

Minutes Acceptance: Minutes of Oct 19, 2020 6:30 PM (Approval of Minutes)

ATTEST:

Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Oct 19, 2020 6:30 PM (Approval of Minutes)



STAFF REPORT

TO: Board of Aldermen
FROM: John Hofer, Director
DATE: October 22, 2020
SUBJECT: Christmas on the Square 2020

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Amanda Stites – Love the Harrisonville Square

Requested Actions: Closure of the Square for the annual Christmas on the square and Mayor's Christmas tree lighting celebration.

Date of Application: October 16, 2020

PROPOSAL

Completely closing the square by blocking of all four street corners of the Square on December 5, 2020 from 2:00 pm until 7:00 pm for Love the Harrisonville Square activities/Mayor's Tree Lighting Ceremony, etc..

PREVIOUS ACTIONS

This has become an annual event for Love the Square and has grown to include more than the Christmas tree lighting ceremony. Details are still being worked out but there will be Santa Story Time, a Light Parade, Community Choir Performance, and the Mayor's Christmas Tree Lighting.

There have been similar events in the past with no noted complaints or concerns.

KEY ISSUES

As with most events in 2020 Covid-19 is always a concern however I feel that the applicant, who has worked closely with the Cass County Health Department, has developed a good plan to hosted the event with the pandemic in mind.

The insurance required by ordinance has been provided and included in the Board of Alderman packet.

STAFF COMMENTS AND SUGGESTIONS

The City will stage the necessary road blockage materials in the area and the applicant has agreed to setup and disassemble all needed materials. The cost to the city for this event will be personnel and the total cost will be \$170.00 in wages and equipment.

STAFF RECOMMENDATION

Noting no complaints or concerns associated with prior events I would recommend approval for this event as long as all State Laws, City Ordinances, and event regulations are followed. Additionally, if required, licenses for food vendors will be obtained from the Cass County Health Department.

ATTACHMENTS

Special Event Permit Application

STAFF CONTACT:

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

A. Action Item (ID # 3655)

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE TO APPROVE THE SPECIAL EVENT REQUEST FOR THE ANNUAL CHRISTMAS ON THE SQUARE AND MAYOR'S CHRISTMAS TREE CELEBRATION.

Attachments:

Special Event Application - Christmas On the Square (PDF)

Christmas on the Square event 2020 (DOCX)

SPECIAL EVENTS APPLICATION

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

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

1. Organization: Love the Harrisonville Square
2. Name of Applicant: Amanda Stites
 Address: 30118 S Main Street, Harrisonville, MO 64701
 Phone: 816-866-8762 Cell: 785-979-5143
3. Purpose of Event: Annual Christmas on the Square and Mayor's Tree Lighting celebration.
4. Proposed date(s) and time(s) of Event: Saturday, December 5, 2020 from 4pm - 7pm
We would like to block the streets several hours in advance to help clear vehicles from the area.
5. Location(s) where event will be held: Harrisonville Square and parade route (see map)
6. Anticipated crowd size: 300-400 estimated attendance based on prior years
7. City services requested: (Please check all that apply) Provide detailed letter for these requests.
☐ Electricity ☐ Police Protection ☐ Traffic Control ☐ Ambulance Standby
☐ Cones ☒ Barricades ☐ Street or parking lot clean up
8. Any additional information: This year's event has been modified to allow for COVID-19 safety.
We've been working with the Cass County Health Department and their epidemiologist team .
We are adding an evening light parade to the festivities as a safer replacement for activities that cannot
be safely held. We also intend to live stream the parade and tree lighting to encourage participation at home.

APPROVED this _____ day of _____, 20____.

 Chief of Police

 City Clerk

Attachment: Special Event Application - Christmas On the Square (Christmas on the Square 2020)

Square Road Closure Needs

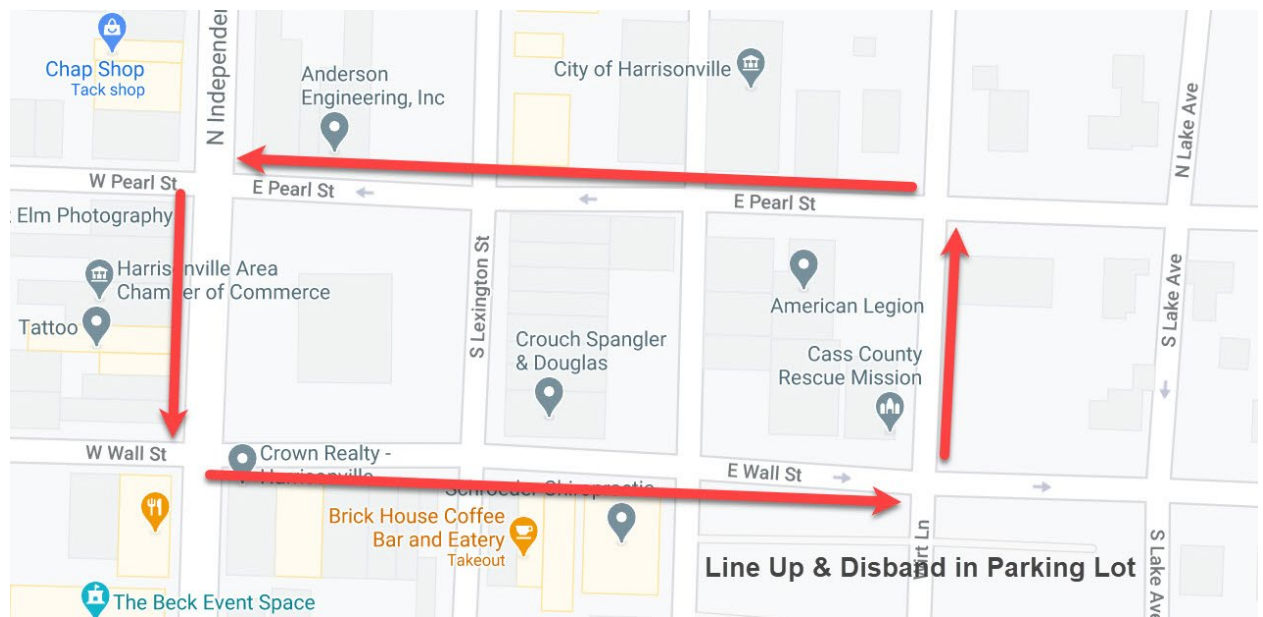
- Barricades to close the Square to traffic are needed at the four corners
- as well as access on Independence from Mechanic
- A road closed ahead sign will be needed for
 - o South bound traffic on Lexington at Tabb Street
 - o North bound traffic on Lexington at Mechanic Street
 - o North bound traffic on Independence at Mechanic Street

Parade Route Needs

- Barricades for the parade route will be needed at:
 - o Mechanic and Wirt
 - o Wirt and Pearl
 - o Marler and Wall
 - o Marler and Pearl
 - o West Wall and Independence
 - o Independence and Wall
 - o Lexington and Wall
- A road closed ahead sign will be needed for West bound traffic on Pearl at Lake Street

NOTE: Parade specific closures could be re-opened following the parade.

Parade Route:





CERTIFICATE OF LIABILITY INSURANCE

5.A.a
DATE (MM/DD/YYYY)
5/14/2020

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

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

PRODUCER Stafford & Stafford Insurance 801 South Commercial Street Harrisonville MO 64701		CONTACT NAME: Mike Thompson PHONE (A/C, No, Ext): (816)884-4800 FAX (A/C, No): (816)884-4833 E-MAIL ADDRESS: mike-thompson@leavitt.com	
INSURED Love the Harrisonville Square 101 E Wall St Harrisonville MO 64701		INSURER(S) AFFORDING COVERAGE INSURER A: West Bend Mutual Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 15350	

COVERAGES

CERTIFICATE NUMBER: 19-20 Master

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			A703319	12/31/2019	12/31/2020	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
	GEN'L AGGREGATE LIMIT APPLIES PER:		MED EXP (Any one person) \$ EXCLUDED				
	☒ POLICY ☐ PRO-JECT ☐ LOC	PERSONAL & ADV INJURY \$ 1,000,000					
	OTHER:						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS	☐ SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS	☐ NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB	☐ OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB	☐ CLAIMS-MADE					AGGREGATE \$
	☐ DED ☐ RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	☐ Y / N					PER STATUTE ☐ OTH-ER ☐
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ N / A					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

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

CERTIFICATE HOLDER

rjones@ci.harrisonville.mo.us

City of Harrisonville
300 E Pearl St
Harrisonville, MO 64701

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

D Stafford/MITHOM

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Christmas On the Square Event Overview

Updated: 10/15/2020

To protect our volunteers and community members, the following activities have been modified to allow for increased COVID-19 safety.

Santa Story Time (4:00 pm – 5:15 pm):

- Santa will read “A Visit from St. Nicholas”
- Santa will remain seated in a chair six-feet from child participants and parents.
- Children and parents will be seated in socially distanced seats throughout the space.
- Multiple sessions will be held to limit group size.
- Volunteers will take reservations for spots at the door as needed to avoid lines.
- All participants will be encouraged to wear face masks during story time.

Light Parade (5:30 – 6:00 pm):

- A short parade with illuminated floats and vehicles will take place on the Square.
- Parade participants will line up in the parking lot near the Cass County Library.
- The parade route will travel from the parking lot North on Wirt to Pearl, West on Pearl to Independence, South on Independence to Wall, then return to the parking lot to disband.
- Candy or other items will not be allowed to be thrown or distributed by parade participants.
- Chalk markings will be made on the sidewalks to remind parade watchers of proper social distancing while watching the parade.
- The parade will follow all guidelines set forth by the City of Harrisonville.

Community Choir Performance (6:00 – 6:15 pm):

- A performance by the Community Choir will take place on the courthouse steps on Wall Street.
- The choir will be separated by event goers by no less than 12 feet.
- Choir members will be asked to socially distance themselves and take all other precautionary measures as they deem necessary.
- Event goers will be reminded to socially distance while watching with chalk markings on Wall Street.

Mayor’s Tree Lighting (6:15 – 7:00 pm):

- The Mayor’s Tree Lighting ceremony will take place on the courthouse steps on Wall Street.
- Presenters will be asked to socially distance during the ceremony.
- Presenters will be separated by no less than 12 feet from event goers.
- Event goers will be reminded to socially distance while watching with chalk markings on Wall Street.



Christmas On the Square COVID-19 Safety Protocols Updated: 10/15/2020

To protect our volunteers and community members, the following COVID-19 Safety Protocols will be in place during the Christmas On the Square Event on December 5, 2020 from 4-7 p.m.

Event Protocols:

- Important COVID-19 safety notices will be displayed at multiple locations and in event materials. These will also be communicated online and in advance of the event.
- Protective face masks or coverings will be strongly recommended for event attendees, with exceptions for individuals under the age of 2, individuals who have trouble breathing and those unable to remove face covering without assistance per CDC guidelines.
- Public restrooms equipped with handwashing supplies will be available and listed on event maps.
- Chalk markings to remind event attendees of proper 6 foot social distancing will be made on sidewalks and other areas where individuals may be likely to gather.
- Hand-sanitizer and disposable masks will be available at the welcome station.
- High-touch areas will be sanitized on a frequent basis.
- The event will not be actively advertised to residents outside of the Harrisonville area to help limit attendance to the local population.
- The Christmas Light Parade and Mayor's Tree Lighting will be live streamed to help limit crowd size.
- The event will adhere to current guidelines from national, state or local government authorities.

Volunteer Protocols:

- Volunteers will be required to wear a protective face mask during event hours. Masks should provide adequate coverage of the mouth and nose.
- Volunteers will be required to practice proper hand sanitation techniques and wash their hands at regular intervals during event hours. Volunteers must also wash their hands after any of the following: before the beginning of the event, before and after handing food items, after using the restroom, after coughing, sneezing, touching the face, touching any wound or bodily fluid, after touching garbage of any type or at anytime hands are soiled.
- Volunteers will designate one person to handle money where applicable.
- Volunteers will be asked to answer COVID-19 screening questions before the event begins. Volunteers who do not pass the screening will not be allowed to participate.



Christmas On the Square

Light Parade Entry Form

Registration Deadline: November 27, 2020

PLEASE REVIEW ALL PARADE DETAILS AND REQUIREMENTS BEFORE SUBMITTING YOUR REGISTRATION FORM. A COMPLETED REGISTRATION FORM CONFIRMS YOUR AGREEMENT TO ADHERE TO ALL PARADE RULES AND SAFETY PROCEDURES.

Love the Harrisonville Square is excited to introduce the Christmas Light Parade to the annual Christmas on the Square event. This year's event will be held on Saturday, December 5th from 4 pm – 7 pm in the downtown district surrounding the Harrisonville Square.

If you are unfamiliar with a Christmas Light Parade, see this video as an example:

https://www.youtube.com/watch?v=PvG_gOBOrSc

Parade Details & Route:

- There is no fee to participate in the parade. We do ask that all participants make a donation (in any amount) to our non-profit organization Love the Harrisonville Square. This can be made in person during line up or in advance at <https://www.paypal.com/us/fundraiser/charity/1858666>.
- Parade participants will line up in the parking lot located on Wall Street (near the Cass County Public Library Harrisonville Branch and Log Cabin). Line up begins at 4:00 pm.
- The parade will begin promptly at 5:30 pm.
- The parade route will travel from the parking lot North on Wirt to Pearl, West on Pearl to Independence, South on Independence to Wall, then return to the parking lot to disband.

Parade Entry Requirements:

- All entries must include a lighted element of some kind (Christmas lights, battery operated lights, etc.) Entries should also keep to a family-friendly, holiday theme.
- Parade entries may not convey any message determined to be inappropriate for the event or obscene in nature. Parade organizers reserve the right to deny entrants accordingly.
- Candy or other items will not be allowed to be thrown or distributed by parade participants.
- Any entry that includes animals will be responsible for clean up of all animal waste associated with their entry. Clean up will not be provided by event organizers.
- Parade participants will follow all additional guidelines set forth by the City of Harrisonville.

Harrisonville Parade Rules & Regulations

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



Christmas On the Square

Light Parade Entry Form

Registration Deadline: November 27, 2020

Name of Group or Organization: _____

Primary Contact Person: _____

Phone: _____ Email: _____

Describe your entry. Include the entry type (car/float/walking/animals):

Please provide a brief description of your group or entry to be read by the Announcer:

I ACKNOWLEDGE THAT I HAVE REVIEWED THE PARADE RULES AND AGREE TO FOLLOW THEM.

Printed Name

Date

Signature

Please scan or email a photo of the complete form to contact_us@lovethesquare.org. For additional questions, please call/text Amanda at 816-866-8762.

Council Bill No.

Resolution No.

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE TO APPROVE THE SPECIAL EVENT REQUEST FOR THE ANNUAL CHRISTMAS ON THE SQUARE AND MAYOR'S CHRISTMAS TREE CELEBRATION.

WHEREAS, the annual Christmas on the Square and Mayor's Christmas Tree Celebration is a long-standing tradition in Harrisonville, and

WHEREAS, the City of Harrisonville wishes to promote the Harrisonville Square,

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

Section 1: That the Board of Aldermen hereby approves the Special Event Request for the annual Christmas on the Square and Mayor's Christmas Tree Celebration.

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

PASSED AND RESOLVED BY THE BOARD OF ALDERMEN AND APPROVED BY THE MAYOR OF THE CITY OF HARRISONVILLE, MISSOURI, THIS 2ND DAY OF NOVEMBER, 2020.

VOTE TAKEN AS FOLLOWS:

AYES:

NAYS:

RECUSED:

ABSENT:

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

ATTEST:

Daniel Barnett, City Clerk

WITNESS my hand and seal this 2nd day of November, 2020.

Attachment: Christmas on the Square event 2020 (Christmas on the Square 2020)

City of
Harrisonville^{est. 1836}
STAFF REPORT

TO: Board of Aldermen
FROM: Grant Purkey,
DATE: October 28, 2020
SUBJECT: Parks and Rec Reimbursement Resolution

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Grant Purkey

Requested Actions:

Date of Application:

PROPOSAL

Finance the cost of the Parks & Recreation Improvement Projects.

PREVIOUS ACTIONS

KEY ISSUES

Outdoor Swimming Pool in need of repairs to the pool bottom and deck.
Community Center Indoor Pool HVAC unit needs replaced.

STAFF COMMENTS AND SUGGESTIONS

Park Board approved the proposal to finance the cost of the Parks and Recreation Improvement Projects.

STAFF RECOMMENDATION

Staff recommends approval

ATTACHMENTS

Reimbursement Resolution
Parks and Recreation Improvement Project List

STAFF CONTACT:

Grant Purkey
Director of Parks and Recreation
gpurkey@harrisonville.com
816-380-8985

B. Action Item (ID # 3672)

A RESOLUTION OF THE HARRISONVILLE BOARD OF ALDERMEN TO DECLARE THE OFFICIAL INTENT OF THE CITY OF HARRISONVILLE, MISSOURI TO FINANCE THE COSTS OF REPAIRS AND IMPROVEMENTS TO ITS COMMUNITY CENTER AND REPAIRS AND IMPROVEMENTS TO CERTAIN PARK LOCATIONS IN THE CITY.

Attachments:

Harrisonville - Reimbursement Resolution[388] (DOC)

Park Board Meeting 10.27.2020 (DOCX)

A RESOLUTION OF THE HARRISONVILLE BOARD OF ALDERMEN TO DECLARE THE OFFICIAL INTENT OF THE CITY OF HARRISONVILLE, MISSOURI TO FINANCE THE COSTS OF REPAIRS AND IMPROVEMENTS TO ITS COMMUNITY CENTER AND REPAIRS AND IMPROVEMENTS TO CERTAIN PARK LOCATIONS IN THE CITY.

WHEREAS, the City of Harrisonville, Missouri (the “City”), intends to finance the costs of repairs and improvements to its community center and repairs and improvements to certain park locations in the City (collectively, the “Project”).

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

Section 1. The Board of Aldermen hereby finds it necessary and declares its intent to finance the costs of the Project. The City has made, or expects to make, expenditures in connection with the Project, and the City may reimburse itself for such expenditures with the proceeds of a tax-exempt financing issued by, or on behalf of, the City. The maximum principal amount of the tax-exempt financing expected to be issued for the Project is \$1,900,000, plus costs of issuance.

Section 2. The officers and representatives of the City are hereby authorized and directed to take such other action as may be necessary to carry out the financing.

PASSED by the Board of Aldermen of the City of Harrisonville, Missouri, this 2nd day of November, 2020.

Mayor

[SEAL]

ATTEST:

City Clerk

Note	11-Parks	11-6-0990-4216	Pole Barn Parks Equipment storage 30 x 40 barn	30,000	
		11-6-0990-4217	Outdoor pool repairs	760,297	
		11-6-0990-4217	Outdoor pool - repaint	100,000	
		11-6-1125-0504	Replace shelter concrete	12,000	
	11-Parks Total				902,297
	15-Community Center	15-6-0990-2014	CC Pool HVAC	375,000	
		15-6-0990-2014	Other CC HVAC Units	90,000	
		15-6-0990-2014	Other CC HVAC	80,000	
		15-6-0990-2014	Duct Work Repair & painting	28,000	
		15-6-0990-2015	Indoor Pool Rebuild pool main pump	4,800	
		15-6-0990-2015	Indoor Pool Replace Filter Valves (4) & Chemtrol outdated	13,000	
		15-6-0990-2015	Indoor Pool Replace Pool Heater	75,000	
		15-6-0990-2016	Splash Pad Install splash pad	150,000	
		15-6-0990-2017	Obstacle Course on southside grass area	110,000	
		15-6-1119-0504	Batting Cage	2,000	
		15-6-1119-0504	Storage Building Install Storage building	15,000	
		15-6-1119-0504	Patio Shade Structures	36,000	
	15-Community Center Total				978,800
Note Total				1,881,097	



STAFF REPORT

TO: Board of Aldermen
FROM: Brad Ratliff, City Administrator
DATE: October 29, 2020
SUBJECT: AUTHORIZING THE CITY TO PROVIDE THE BOARD OF ALDERMEN WITH MEETING DOCUMENTS VIA ELECTRONIC MEANS

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Brad Ratliff, City Administrator

Requested Actions: Approval of BOA Policy

Date of Application: 11/02/20

PROPOSAL

At the BOA Work Session on 10/19/20, the Aldermen were issued new chrome books. In that same meeting, Jeremy Smith, Director of Administrative Services, provided training to all the Aldermen as well as, teaching them the operations of their chrome books. In addition, the Aldermen were informed that if any of them needed further training they could contract Mr. Smith, in which he would set up a time to have them work with William Hyde, IT Specialist. Staff brought up that since this item is provided to the Aldermen, then there would not be a need to print off packets, which would save \$8,000 to \$10,000 annually in printing. In addition, if an Alderman wanted a packet or item printed off, then they could request a thumb drive of the material from the City Clerk, to print off on their own. The Aldermen all agreed, and the Mayor repeated the Aldermen's desire and to have the policy on this brought to the next meeting.

PREVIOUS ACTIONS

Chrome books were issued to all Aldermen on 10/19/20 and at the same meeting, the Aldermen discussed the attached policy.

KEY ISSUES

- Saves money in paper, ink and staff time.
- Gets information to all Aldermen quicker.
- Does not allow favoritism to Aldermen as all get the same information, the same way.

STAFF COMMENTS AND SUGGESTIONS

Staff feel that with this electronic means to get out packets, utilizing email and add additional software that will be loaded later for Aldermen information; will be a great opportunity of information the Aldermen can utilize.

STAFF RECOMMENDATION

Staff recommends approval.

ATTACHMENTS

- **Policy Resolution**
-

STAFF CONTACT: Brad Ratliff or Jeremy Smith

C. Action Item (ID # 3684)

A RESOLUTION OF THE HARRISONVILLE BOARD OF ALDERMEN AUTHORIZING THE CITY TO PROVIDE THE BOARD OF ALDERMEN WITH MEETING DOCUMENTS VIA ELECTRONIC MEANS

Attachments:

R. Harrisonville Resolution re Electronic Packets (00039153xC1FED) (DOCX)

RESOLUTION NO.**A RESOLUTION AUTHORIZING THE CITY TO PROVIDE THE BOARD OF ALDERMEN WITH MEETING DOCUMENTS VIA ELECTRONIC MEANS**

WHEREAS, the Harrisonville Board of Aldermen has recently been given City Chrome Books to accomplish official City business; and

WHEREAS, the City of Harrisonville wishes to provide the Board of Aldermen with meeting documents, also known as “packets”, via electronic means to reduce printing costs and environmental impact; and

WHEREAS, if an Alderman wishes to have a paper copy of the packet, the City will provide a USB thumb drive containing the packet with which the Alderman may have the packet printed.

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

The City of Harrisonville is authorized to provide Board of Aldermen meeting documents, “packets”, to the Board of Aldermen via electronic means.

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

PASSED by the Board of Aldermen the 2nd day of November 2020. **APPROVED** by the Mayor.

Judy Bowman, Mayor

ATTEST:

Daniel Barnett, City Clerk

Attachment: R. Harrisonville Resolution re Electronic Packets (00039153xC1FED) (AUTHORIZING THE CITY TO PROVIDE THE BOARD OF



TO: Board of Aldermen
FROM: Jeremy Smith, IT Director
DATE: October 28, 2020
SUBJECT: Business Customer Utility billing payment arrangement request

Type of Item: Discussion

GENERAL INFORMATION

Applicant: B&B Theatres

Requested Actions: Board Direction

Date of Application: 10/28/20

PROPOSAL

From: Kevin White <kevin.white@bbtheatres.com <<mailto:kevin.white@bbtheatres.com>>>
Sent: Tuesday, October 27, 2020 2:12 PM
To: utilities <utilities@ci.harrisonville.mo.us <<mailto:utilities@ci.harrisonville.mo.us>>>;
 Caroline Vaughn <cvaughn@harrisonville.com <<mailto:cvaughn@harrisonville.com>>>
Cc: B&B Payables <payables@bbtheatres.com <<mailto:payables@bbtheatres.com>>>
Subject: B&B Theatres Utilities /Harrisonville location

Good afternoon Cari

Thank you so much for taking my call. I enjoyed chatting with you this afternoon.

To review what we discussed on the phone today, B&B Theatres is making the request to the City of Harrisonville to defer past due utilities temporally.

Our request is that past due amounts can be extended into the 2021 year's billing cycles.

Our hope would be that this amount due could be spread out equally over a 12-month period starting January 2021.

We make this request of the City of Harrisonville knowing that our Movie industry's business will pick up very soon surrounding new movie releases as we discussed on the phone.

As you explained, this discussion will need to be made at another level within the City of Harrisonville.

Also as discussed, losing service at the Theatre will not benefit either party here. I believe we've had a very good payment history and we are making this commitment to get back on track with arrangements.

Please let us know as soon as possible. I've copied our payables department on this e-mail..

Thank again Cari

P.S . Please see the attached Hollywood Movie release calendar we talked about. There is good product on the way!

PREVIOUS ACTIONS

We have requested that B&B pay the current past due amount.

KEY ISSUES

The request to take no payment through the end of the year and spread the balance across an entire calendar year is completely outside the authority of staff with the current ordinances.

STAFF COMMENTS AND SUGGESTIONS

From: Caroline Vaughn <cvaughn@harrisonville.com <<mailto:cvaughn@harrisonville.com>>>
Sent: Tuesday, October 27, 2020 5:25 PM
To: Jeremy C. Smith <JSmith@harrisonville.com <<mailto:JSmith@harrisonville.com>>>
Subject: Fw: B&B Theatres Utilities /Harrisonville location

Jeremy,

\$843.67 is the past due amount (including penalty and admin fee)

The current bill is \$1400.53

(Total Balance=\$2244.20)

The deposit on the account is \$2800

Cari Vaughn

Utility Billing

300 E. Pearl St

Harrisonville, MO 64701

816-380-8901

Credit History

Date	Type
10/19/2020	Bill
10/15/2020	Penalty
09/16/2020	Bill
08/18/2020	Bill
07/16/2020	Bill
06/17/2020	Bill
05/18/2020	Bill
04/17/2020	Bill
03/16/2020	Bill

Analysis

Bills: 12

Penalties: 1

Cutoffs: 0

Returned Checks: 0

Total

Bills: 107

Penalties: 1

Cutoffs: 0

Returned Checks: 0

[View](#) [Return](#)

STAFF RECOMMENDATION

Staff is seeking direction from the board on this matter but cautions that this is completely outside of the current ordinances and policies and could set a precedent that is not sustainable.

ATTACHMENTS

STAFF CONTACT: Jeremy Smith, Director of Administrative Services

D. Discussion Item (ID # 3670)

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE TO APPROVE A REQUEST FROM B&B THEATERS TO TEMPORARILY DEFER PAST-DUE UTILITY PAYMENTS.

Attachments:

BB Theaters payment deferral request 2020 (DOCX)

Council Bill No.**Resolution No.**

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF
HARRISONVILLE TO APPROVE A REQUEST FROM B&B THEATERS TO
TEMPORARILY DEFER PAST-DUE UTILITY PAYMENTS.**

WHEREAS, B&B Theaters is making a request to the City of Harrisonville to temporarily defer past-due utility payments, and

WHEREAS, B&B Theaters currently owes \$843.67 in past-due utility payments to the City of Harrisonville, and

WHEREAS, B&B Theaters' current utility bill totals \$1400.53, and

WHEREAS, City staff have requested B&B Theaters pay their current past-due amount, and

WHEREAS, B&B Theaters requests that the past due amounts be extended into the 2021 billing cycles, with no payment made to the past-due amount during 2020, and spread evenly over a 12-month period, beginning in January of 2021, and

WHEREAS, The request made by B&B Theaters to make no utility-billing payments through the end of 2020 and to extend their amount owed across the entire 2021 calendar year is outside of the authority of staff under the current ordinances,

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

Section 1: That the Board of Aldermen hereby approves the request from B&B Theaters to temporarily defer past-due utility payments.

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

PASSED AND RESOLVED BY THE BOARD OF ALDERMEN AND APPROVED BY THE MAYOR OF THE CITY OF HARRISONVILLE, MISSOURI, THIS 2ND DAY OF NOVEMBER, 2020.

VOTE TAKEN AS FOLLOWS:

AYES:

NAYS:

RECUSED:

ABSENT:

Attachment: BB Theaters payment deferral request 2020 (Business Customer Utility billing payment arrangement request)

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

ATTEST:

Daniel Barnett, City Clerk

WITNESS my hand and seal this 2nd day of November, 2020.



STAFF REPORT

TO: Board of Aldermen
FROM: Roger Kroh, Planner
DATE: October 28, 2020
SUBJECT: Temporary Moratorium for Mini-warehouses

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Roger Kroh, Community Development Planner
Requested Actions: Approval of a Resolution Establishing a Temporary Moratorium through February 28, 2021 to Review and Establish Appropriate Zoning Regulations for Mini-warehousing Projects

Date of Application: October 28, 2020

PROPOSAL

Adopt resolution establishing a temporary moratorium for any applications for new mini-storage warehouses in Harrisonville until the City has an opportunity to establish proper regulations or February 28, 2021, whichever comes first.

PREVIOUS ACTIONS

None

STAFF COMMENTS AND SUGGESTIONS

The City has had inquiries to build mini-storage warehouses from various parts of the City such as the South East Outer Road next to R-1 zoning, converting the Bizarre Bazaar building into a mini-warehouse, building mini-warehouse units on the Bizarre Bazaar parking lot, and constructing a mini-warehouse on the Heritage Tractor Site. Staff is concerned about the potential proliferation of mini-warehouse facilities – especially those at entryways to the City – and recommends that a temporary moratorium be placed on mini-warehouse facilities until February 28, 2020. This will give staff adequate time to study the issue and recommend changes to the Planning and Zoning Commission and Board of Aldermen.

The resolution exempts from the temporary moratorium any property owners who have had a pre-application conference with City staff for a mini-warehouse and any applicant who is documented in the PZ or BOA minutes as zoning and platting land for mini-warehouses. We are

aware of two projects that meet these criteria.

STAFF RECOMMENDATION

Approval

STAFF CONTACT: Roger Kroh, Community Development Planner

E. Action Item (ID # 3674)

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI ESTABLISHING A TEMPORARY MORATORIUM ON ANY AND ALL NEW MINI-WAREHOUSE FACILITIES IN THE CITY OF HARRISONVILLE, MISSOURI.

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF
HARRISONVILLE, MISSOURI ESTABLISHING A TEMPORARY MORATORIUM ON
ANY AND ALL NEW MINI-WAREHOUSE FACILITIES IN THE CITY OF
HARRISONVILLE, MISSOURI.**

WHEREAS, the Board of Aldermen is elected to promote the community's health, safety, welfare and morals, which duty includes proper planning and zoning ordinances designed to provide for a coordinated development of the City and the reduction of conflicting use to promote the general welfare; and

WHEREAS, the City has been experiencing a proliferation of inquiries from landowners, realtors and developers wanting to convert existing large-box retail buildings or construct new mini-warehouse facilities for small article storage for the general public use; and

WHEREAS, the City is concerned that the anticipated proliferation of mini-warehouse facilities in the City depreciates the potential tax base, presents a negative image to existing and prospective business and damages the vitality and synergistic opportunities of the commercial sector, thereby harming the overall development potential in the community; and

WHEREAS, the City needs time to study the impact of mini-storage uses in the City; and

WHEREAS, the Board of Aldermen desires to enact a temporary moratorium related to mini-warehouses in order to enact appropriate planning and zoning regulations.

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

SECTION 1. Findings

The Board of Aldermen of the City of Harrisonville hereby makes the following findings in support of the immediate adoption and application of this resolution regarding mini-warehouse facilities in the City of Harrisonville:

A. The City currently has a large concentration of mini-warehouse facilities within its

borders and has recently seen an increase in inquiries to locate even more mini-warehouse facilities in the City.

- B. The City of Harrisonville is a small City with a focus on retail and industrial uses. The proliferation of mini-warehouse facilities in the City has the potential to adversely affect the City's economy as well as its aesthetic environment by oversaturating the City with mini-storage warehouses rather than with traditional retail uses that the City is endeavoring to promote.
- C. The potentially large number of mini-warehouse facilities in the City will contribute to an overall negative image and removing land that could be used for retail and office uses does not promote economic development.
- D. Adoption of a temporary moratorium on mini-warehouse facilities will provide the City with an opportunity to review and revise its zoning ordinance in order to adequately address the siting of mini-warehouse facilities in the City.

SECTION 2. Temporary Moratorium

Based on the facts and findings set forth in Section 1 of this resolution, the City hereby establishes a temporary moratorium on the establishment of new mini-warehouse facilities in the City, including the conversion of any existing buildings to mini-warehouse facilities. No new applications for planning and zoning approvals or development plan and building permit approvals shall be processed or approved during the term of the temporary moratorium unless the project has already had a pre-application conference for a site plan approval or been documented in the Board of Aldermen minutes as being rezoned and platted specifically for a mini-warehouse facility.

SECTION 3. Term

This resolution and the temporary moratorium shall expire on February 28, 2021 unless extended by the Board of Aldermen.

SECTION 4. Planning Study

The Community Development Director shall promptly commence the review of the zoning ordinance and shall prepare all necessary and appropriate amendments for further regulation of mini-storage warehouse facilities to recommend to the Planning and Zoning Commission and Board of Aldermen.

SECTION 5. This Resolution is not intended as, and should not be interpreted as an amendment to the municipal code of the City of Harrisonville or the land use ordinances of the City, but is merely direction to staff with respect to the acceptance of and processing of applications for development plan approvals and building permits related to any "Mini-warehouse" within the geographic area of the City of Harrisonville, Missouri during the term of the temporary moratorium.

SECTION 6. This Resolution shall become effective immediately upon its passage and approval.

AYES:

NAYS:

ABSENT:

ABSTAIN:

PASSED AND RESOLVED by the Board of Aldermen and **APPROVED** by the mayor of the City of Harrisonville, Missouri this _____ day of November 2020.

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

ATTEST:

Daniel Barnett, City Clerk

WITNESS my hand and seal this ____ day of November 2020



STAFF REPORT

TO: Board of Aldermen
FROM: Roger Kroh, Planner
DATE: October 28, 2020
SUBJECT: Public Hearing for Sapp Bros., Petition for Annexation

Type of Item: *Approval*

GENERAL INFORMATION

Applicant: Tyler Marsh, Chief Financial Officer of Sapp Bros, Inc.
Requested Actions: Annexation into City of Harrisonville
Date of Application: September 4, 2020

PROPOSAL

Sapp Bros., Inc. has requested voluntary annexation into the City of Harrisonville of three (3) tracts of land that total approximately 30.35 acres and which are located south of 275th Street and west of U.S. Interstate 49. Per Section 71.014 of the Revised Missouri Statutes 2013, a public hearing is required.

CITY OF HARRISONVILLE, MISSOURI

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Board of Aldermen of the City of Harrisonville, Missouri at 6:00 PM on Monday, November 2, 2020 at the Harrisonville Community Center at 2400 Jefferson Parkway, Harrisonville, Missouri 64701 to consider a petition for voluntary annexation submitted by Tyler Marsh, Chief Financial Officer of Sapp Bros., Inc., of three (3) tracts of land owned by Sapp Bros. Inc. that total approximately 30.35 acres and which are located south of 275th Street and west of US. Interstate 49 in Cass County, Missouri,

STAFF CONTACT: Roger Kroh, Community Development Planner
 Carl Brooks, City Engineer and Director of Public Works

F. Action Item (ID # 3668)

Public Hearing for Sapp Bros., Inc. Petition for Annexation



STAFF REPORT

TO: Board of Aldermen
FROM: Roger Kroh, Planner
DATE: October 28, 2020
SUBJECT: Sapp Bros., Inc. Annexation

Type of Item: *Approval*

GENERAL INFORMATION

PUBLIC HEARING

Applicant: Tyler Marsh, Chief Financial Officer of Sapp Bros, Inc.
Requested Actions: Annexation into City of Harrisonville
Date of Application: September 4, 2020

PROPOSAL

Sapp Bros., Inc. has requested voluntary annexation into the City of Harrisonville of three (3) tracts of land that total approximately 30.35 acres and which are located south of 275th Street and west of U.S. Interstate 49.

PREVIOUS ACTIONS

None

KEY ISSUES

Sapp Bros., Inc. has requested voluntary annexation into the City of Harrisonville so that they might take advantage of the proposed sewer main being extended along Brickplant Road to 275th Street and the Walmart Distribution Facility.

STAFF COMMENTS AND SUGGESTIONS

Annexation is the process of adding additional territory to an existing city. A voluntary annexation occurs when a property owner initiates the annexation procedure set out in Section 71.014 of the Revised Missouri Statutes 2013. The petitioner is the fee and simple owner of record of the approximately 30.35 acres of real estate which is contiguous to the existing corporate limits of the City. Once the annexation is complete the property will be zoned by the City. The Future Land Use Map for the City designates this area as commercial.

STAFF RECOMMENDATION

Approval

ATTACHMENTS

Ordinance

Exhibit I Map

Exhibit II Petition for Annexation

STAFF CONTACT: Roger Kroh, Community Development Planner
 Carl Brooks, City Engineer and Director of Public Works

G. Action Item (ID # 3669)

AN ORDINANCE OF BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, PROVIDING FOR THE EXTENSION OF THE CITY LIMITS BY ANNEXING APPROXIMATELY 30.35 ACRES OF ADJACENT TERRITORY OWNED BY SAPP BROS., INC. AND LOCATED SOUTH OF 275th STREET AND WEST OF U.S. INTERSTATE 49 INTO THE CITY OF HARRISONVILLE, MISSOURI AND ESTABLISHING AN EFFECTIVE DATE.

AN ORDINANCE OF BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, PROVIDING FOR THE EXTENSION OF THE CITY LIMITS BY ANNEXING APPROXIMATELY 30.35 ACRES OF ADJACENT TERRITORY OWNED BY SAPP BROS., INC. AND LOCATED SOUTH OF 275th STREET AND WEST OF U.S. INTERSTATE 49 INTO THE CITY OF HARRISONVILLE, MISSOURI AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, a verified petition for voluntary annexation signed by the fee and simple owner of record of real estate, hereinafter described, requesting annexation of said territory into the City of Harrisonville, Missouri, was filed with the City Clerk; and

WHEREAS, a legal notice announcing a public hearing to be held on the petition for annexation on November 2, 2020 before the Board of Aldermen of the City of Harrisonville, Missouri was published in the October 15, 2020 edition of the *South Cass Tribune* newspaper; and

WHEREAS, said real estate, as hereinafter described, is adjacent and contiguous to the existing corporate limits of the City of Harrisonville, Missouri; and

WHEREAS, said real estate is within the City of Harrisonville's "Plan of Intent" to annex; and

WHEREAS, upon approval of the petition by the Board of Aldermen the petitioners will be applying for rezoning of said real estate to a commercial zoning district; and

WHEREAS, the Board of Aldermen of the City of Harrisonville, Missouri, does find and

determine that said annexation is reasonable and necessary for the proper development of the City.

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

Section 1. That the corporate limits of the City of Harrisonville, in the County of Cass, state of Missouri, are annexed so as to embrace and include all that part of said County of Cass lying within the following boundary lines

Legal Description

TRACT I:

A part of the Northeast Quarter of the Northwest Quarter of Section 16, Township 44, Range 31 in Cass County, Missouri, the starting point of which is determined by running a line from the Northwest corner of the Northeast Quarter of the Northwest Quarter of Section 16, aforesaid, thence East along the North line of said Quarter Quarter Section, 528.38 feet; thence South 0 degrees 08 minutes East, 87.12 feet to a point in the Southerly right-of-way line of the County Road, and being the True Point of Beginning of the tract of land hereby conveyed; continuing from this True Point of Beginning thence South 0 degrees 08 minutes East, 549.28 feet; thence South 73 degrees 45 minutes 30 seconds East, 636.68 feet to a point in the Westerly right-of-way line of U.S. Highway No. 71; thence North 2 degrees 54 minutes 30 seconds West, along said Westerly right-of-way line, 20.86 feet, thence North 23 degrees 14 minutes 08 seconds West, along said Westerly right-of-way line, 621.92 feet to a point where the Westerly right-of-way line of U.S. Highway No. 71 intersects the Southerly right-of-way line of County Road; thence North 69 degrees 42 minutes 52 seconds West, along the Southerly right-of-way line of the County Road, 291.42 feet; thence North 69 degrees 52 minutes West, along said Southerly right-of-way line, 98.83 feet to the Point of Beginning, EXCEPT any part in road.

TRACT II:

Part of the Northeast Quarter of the Northwest Quarter of Section 16, Township 44, Range 31, Cass County, Missouri, described as follows: from the Northwest corner of the Northeast Quarter of the Northwest Quarter of Section 16, aforesaid, run thence East along the North line thereof, 145.12 feet; thence South, 50.78 feet to a point on the Southerly right-of-way line of East 275th Street, as now located, and being the true point of beginning of the tract to be described; thence North 89 degrees 53 minutes 20 seconds East along said right-of-way line, 172.50 feet; thence continuing along said right-of-way line on a curve to the right having a radius of 676.61 feet, a chord bearing of South 82 degrees 57 minutes 10 seconds East, and an arc length of 169.07 feet; thence South 69 degrees 52 minutes 00 seconds East along said right-of-way line, 46.45 feet; thence South 0 degrees 08 minutes 60 seconds East, 549.28 feet; thence South 73 degrees 45 minutes 30 seconds East, 336.68 feet; thence South 23 degrees 15 minutes 00 seconds West, 524.71 feet to a point on the North right-of-way line of South West Outer Road, as now located; thence South 89 degrees 55 minutes 30 seconds West along the said right-of-way line, 224.60 feet to a point on the Easterly right-of-way of said South West Outer Road; thence North 58 degrees 18 minutes 21 seconds West along said right-of-way line, 317.62 feet; thence North 22 degrees 19 minutes 49 seconds West along said right-of-way line 258.11 feet; thence North 0 degrees 13 minutes 00 seconds West along said right-of-way line 664.14 feet; thence North 45 degrees 39 minutes 27 seconds East along said right-of-way line, 132.23 feet to the True Point of Beginning, subject to that part, if any, in streets, roadways, highways or other public right-of-ways.

TRACT III:

Part of the East half of the Northwest Quarter of the Northwest Quarter, and part of the Northeast Quarter of the Northwest Quarter of Section 16, Township 44, Range 31, in Cass County, Missouri, described as follows:

Beginning at the Southwest corner of the East half of the Northwest Quarter of the Northwest Quarter of

Section 16, aforesaid, and running thence North 0 degrees 16 minutes 17 seconds West, along the West line of the East half of said Quarter Quarter Section, 640.62 feet thence North 89 degrees 47 minutes East 607.15 feet to the West right of way line of the Outer Road; thence South 0 degrees 13 minutes East along said Outer Road right of way line, 281.00 feet; thence South 37 degrees 31 minutes 19 seconds East along the Southwesterly right of way line of the Outer Road, 454.86 feet to a point in the South line of the Northeast Quarter of the Northwest Quarter of Section 16; thence South 89 degrees 55 minutes 30 seconds West, 882.22 feet to the point of beginning, subject to that part, if any, in streets, roadways, highways or other public right-of-ways.

Section 2: That the boundaries of the City of Harrisonville, Missouri, are hereby altered so as to encompass the above described tract of land lying adjacent and contiguous to the present corporate limits.

Section 3: That the city Clerk of the City of Harrisonville is hereby ordered to cause three (3) certified copies of this ordinance to be filed with the Cass County Clerk.

Section 4: Effective Date. This 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 2ND DAY OF NOVEMBER 2020 AND WAS READ FOR A SECOND TIME BY TITLE ONLY ON THE 2ND DAY OF NOVEMBER 2020 AND PASSED BY THE BOARD OF ALDERMEN THIS 2ND DAY OF NOVEMBER 2020.

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

ATTEST:

Daniel Barnett, City Clerk

WITNESS my hand and seal this _____ day of November 2020

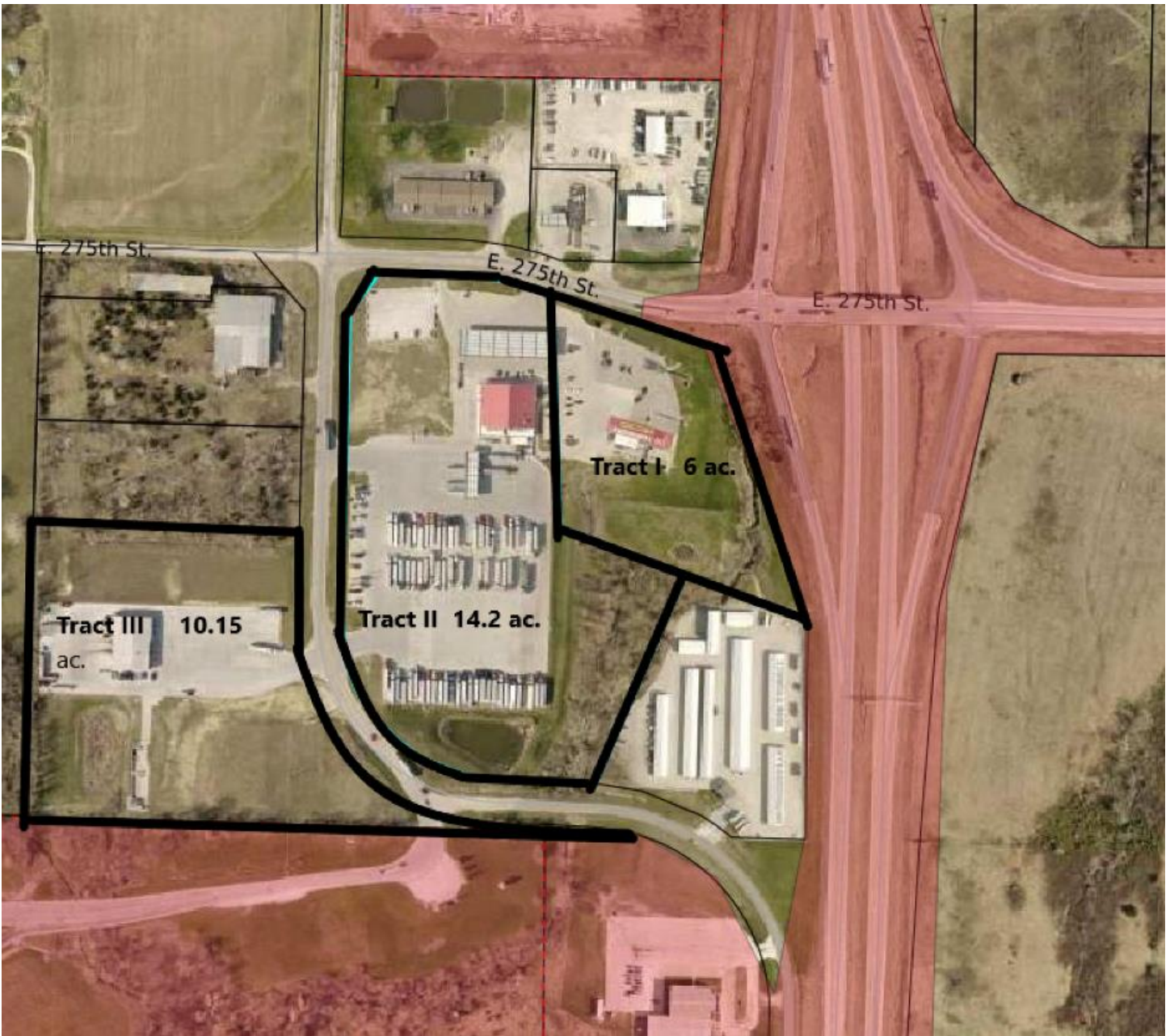
Attachment I: Map

Attachment II: Petition

Attachments:

Exhibit I Map (DOCX)

Exhibit II Petition (PDF)



PETITION

TO: THE CITY OF HARRISONVILLE, MISSOURI, A MUNICIPAL CORPORATION

We, the undersigned petitioner, submit to the Board of Aldermen of the City of Harrisonville, Missouri as follows:

- 1) The undersigned is the fee and simple owner of record of the real estate in Cass County, Missouri more fully described in Exhibit A, and
- 2) The request and petition to the City of Harrisonville, Missouri to annex the land described in Exhibit A is not now part of any corporate limits of any incorporated City, and
- 3) The land described in Exhibit A is contiguous to the existing corporate limits of the City of Harrisonville, Missouri, and
- 4) The request and petition is voluntarily made and is submitted under the provisions of Section 71.014 of the Revised Missouri Statutes 2013.

SIGNED: 

STATE OF MISSOURI
COUNTY OF CASS SS.

ACKNOWLEDGEMENT OF CORPORATE OFFICIAL

On this 4th day of September 2020, before me appeared Tyler Marsh, to me personally known, who, being by me duly sworn did say that he/she is the CEO of Sapp Bros. Inc. and that the seal affixed to foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors, and acknowledged said instrument to be the free act and deed of said corporation.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal, at my office in the day and year first above written.

"Notary Seal"

Notary Public: Taleisha Christensen
Print Name: Taleisha Christensen





STAFF REPORT

TO: Board of Aldermen
FROM: Brad Ratliff, City Administrator
DATE: October 28, 2020
SUBJECT: APPROVING THE SALE OF PROPERTY BY THE HIGHWAY 71/291 PARTNERS IN PROGRESS TRANSPORTATION

Type of Item: *Approval*

H. Action Item (ID # 3673)

AN ORDINANCE OF THE HARRISONVILLE BOARD OF ALDERMEN APPROVING THE SALE OF PROPERTY BY THE HIGHWAY 71/291 PARTNERS IN PROGRESS TRANSPORTATION DEVELOPMENT DISTRICT.

Attachments:

71/291 Board Packet Letter (DOCX)

Ordinance - City Approval Bids for Property(DOCX)



2405 Grand Boulevard, Suite 1100
Kansas City, Missouri 64108-2521

(816) 221-1000 / (816) 221-1018 FAX / gilmorebell.com

October 28, 2020

Mayor and Board of Aldermen
City of Harrisonville, Missouri
300 E. Pearl Street
Harrisonville, Missouri 64701

Re: Sale of Property by the Highway 71/291 Partners in Progress Transportation
Development District (the "District")

Mayor and Aldermen:

Enclosed in this board packet is an ordinance approving the sale of property by the District (the "Ordinance").

The District is the fee simple owner of certain real estate legally described in Exhibit A to the Ordinance (the "Property"). When purchased, the Property was intended to facilitate the right-of-way development, provide better access to Highway 291 from the local street network, and provide better traffic circulation for the District's projects. Because the Property is no longer needed for those purposes, they desire to dispose of the Property for fair market value.

Pursuant to the Transportation Development District Act, Sections 238.200 through 238.280, RSMo. (the "TDD Act"), before selling excess right-of-way for fair market value, the District must obtain the approval of the local transportation authority, which is the City.

If the City provides their approval for the sale of the Property, the District will sell the Property at a later date for fair market value in compliance with the Section 238.245 of the TDD Act.

Very truly yours,

Megan Miller

Enclosures

Attachment: 71/291 Board Packet Letter (APPROVING THE SALE OF PROPERTY BY THE HIGHWAY 71/291 PARTNERS IN PROGRESS)

Council Bill No. 2020 - _____
Ordinance # _____

**AN ORDINANCE OF THE HARRISONVILLE BOARD OF ALDERMEN APPROVING THE
SALE OF PROPERTY BY THE HIGHWAY 71/291 PARTNERS IN PROGRESS
TRANSPORTATION DEVELOPMENT DISTRICT.**

WHEREAS, the Highway 71/291 Partners in Progress Transportation Development District (the “District”), which was formed on January 12, 2009, by order of the Circuit Court of Cass County, is a political subdivision of the State of Missouri and is transacting business and exercising powers granted to it pursuant to the Transportation Development District Act, Sections 238.200 through 238.280, RSMo (the “TDD Act”); and

WHEREAS, the District is fee simple owner of certain real property legally described in **Exhibit A** (the “Property”); and

WHEREAS, because the Property is no longer needed for the purposes of the District, the District desires to dispose of the Property for fair market value; and

WHEREAS, pursuant to the TDD Act, the District must obtain the approval of the local transportation authority, which is the City of Harrisonville, Missouri (the “City”); and

WHEREAS, the Board of Aldermen of the City desires to approve and authorize the sale of the Property by the District for fair market value.

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

SECTION 1. Approval of Sale of Property. The City hereby approves the sale of the Property legally described and attached hereto as **Exhibit A** for fair market value.

SECTION 2. Further Authority. The officers, agents and employees of the City, including the Mayor and the City Administrator, shall be, and they hereby are, authorized and directed take such actions as they may deem necessary or advisable in order to carry out and perform the purposes of this Ordinance.

SECTION 3. Effective Date. This Ordinance shall take effect and be in full force from and after its passage by the Board of Aldermen and approval by the Mayor.

VOTE TAKEN AS FOLLOWS:

AYES:

NAYES:

ABSENT:

ABSTAIN:

[remainder of page intentionally left blank]

Attachment: Ordinance - City Approval Bids for Property (APPROVING THE SALE OF PROPERTY BY THE HIGHWAY 71/291 PARTNERS IN PROGRESS)

PASSED by the Board of Aldermen, and **APPROVED** by the Mayor, of the City of Harrisonville, Missouri this 2nd day of November, 2020.

Mayor

[SEAL]

ATTEST:

City Clerk

Attachment: Ordinance - City Approval Bids for Property (APPROVING THE SALE OF PROPERTY BY THE HIGHWAY 71/291 PARTNERS IN

EXHIBIT A

A TRACT OF LAND LYING IN LOT 2, "VENTURES" A SUBDIVISION LOCATED IN THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 45 NORTH, RANGE 31 WEST, IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI, BEARINGS ARE REFERENCED TO GRID NORTH OF THE MISSOURI STATE PLANE COORDINATE SYSTEM, 1983, WEST ZONE, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 2, "VENTURES", ACCORDING TO THE RECORDED PLAT THEREOF, THAT IS 178.35 FEET LEFT OF ROYAL STREET CONNECTOR CENTERLINE STATION 27+95.78; THENCE S42°10'31"E ALONG THE NORTHEASTERLY LINE OF SAID LOT 2, A DISTANCE OF 183.56 FEET TO A POINT THAT IS 30.00 FEET LEFT OF ROYAL STREET CONNECTOR CENTERLINE STATION 28+93.97; THENCE SOUTHWESTERLY ALONG A NON-TANGENT CURVE TO THE LEFT, HAVING AN INITIAL TANGENT BEARING OF S87°06'12"W, A CENTRAL ANGLE OF 05°51'42" AND A RADIUS OF 930.00 FEET, FOR AN ARC DISTANCE OF 95.15 FEET TO THE POINT OF TANGENT, THAT IS 30.00 FEET LEFT OF ROYAL STREET CONNECTOR CENTERLINE STATION 28+01.89; THENCE S81°14'30"W, A DISTANCE OF 45.86 FEET TO A POINT ON THE WEST LINE OF SAID LOT 2, THAT IS 30.00 FEET LEFT OF ROYAL STREET CONNECTOR CENTERLINE STATION 27+56.03; THENCE N06°14'30"E ALONG SAID WEST LINE, A DISTANCE OF 153.59 FEET TO THE **POINT OF BEGINNING**, THAT IS 178.35 FEET LEFT OF ROYAL STREET CONNECTOR CENTERLINE STATION 27+95.78.

THE TRACT DESCRIBED ABOVE CONTAINS 10,355 SQUARE FEET OR 0.2377 ACRES, MORE OR LESS.