THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

AGENDA
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
NOVEMBER 6, 2023
6:00 PM

1. Call to Order

- **A. Pledge of Allegiance**
- **B. Roll Call**

2. Ceremonial Matters

- **A. Service Award - Michelle Shaffer**

3. Public Participation

4. Approval of Minutes

- **A. Board of Aldermen - Regular Meeting - Oct 16, 2023, 6:00 PM**
- **B. Board of Aldermen - Work Session - Oct 16, 2023, 6:30 PM**

5. Agenda Items

- **A. Love the Harrisonville Square Presentation**
- **B. Council Bill 101: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI APPROVING THE REAPPOINTMENT OF APRIL MCLAUGHLIN TO THE BOARD OF ZONING ADJUSTMENT.**
- **C. Council Bill 102: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH KPM CPAS & ADVISORS FOR ANNUAL AUDIT SERVICES FOR A PERIOD OF THREE YEARS BEGINNING WITH THE FISCAL YEAR 2024 FOR THE AMOUNT INCLUDED IN THE PROPOSAL AND ESTABLISHING AN EFFECTIVE DATE.**
- **D. Council Bill 97: AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE ESTABLISHING A SUBSECTION TO SECTION 225.490 OF THE HARRISONVILLE MUNICIPAL CODE AND ESTABLISHING AN EFFECTIVE DATE**

6. Aldermen and Committee Reports

7. Report from the City Administrator

A. Municipal Court Report - October 2023

8. Questions from the Media

9. Adjourn from Regular Session

Posted on City Hall Bulletin Board this 3rd day of November 2023

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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.

THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Theresa West, Assistant**

DATE: **November 2, 2023**

SUBJECT: **Service Award - Michelle Shaffer**

Type of Item: *Discussion*

A. Action Item (ID # 4679)

Service Award - Michelle Shaffer

Attachments:

Service Award - Michelle Shaffer (DOCX)

Presented by the Mayor and the Harrisonville Board of Aldermen to

Michelle Shaffer

In Grateful Appreciation for

5 Years

Of Dedicated Service to

THE CITY OF
HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

November 6, 2023

Mike Zaring, MAYOR

THE CITY OF
HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

DRAFT

MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
OCTOBER 16, 2023
6:00 PM

1. Call to Order

The meeting was called to order at 6:00 PM by Mayor Mike Zaring.

A. Pledge of Allegiance

Attendee Name	Organization	Title	Status	Arrived
Bill Mills	Harrisonville	Board Member	Present	
Mike Zaring	Harrisonville	Mayor	Present	
Sandy Franklin	Harrisonville	Board Member	Present	
Larry Pfautsch	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Dave Doerhoff	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Gary Davidson	Harrisonville	Board Member	Excused	
Kile Chaney	Harrisonville	Board Member	Present	

Others present: City Administrator Brad Ratliff, City Attorney Alex Felzien, Parks and Recreation Grant Purkey, Community Development Director Christina Stanton, Electric Superintendent Brent Stockstill, Fire Chief Rusty Sullivan, Public Works Director/City Engineer Carl Brooks and Executive Secretary to the City Administrator Theresa West, Police Lieutenant Darin Chance, Finance Manager Kim Hubbard, Municipal Court Judge Don Lograsso, Harrisonville High School Students Kylee Hastings, Audrey Coffey and Emma Schrock, Mr. David Atkinson, Mrs. Vanessa Hargrave, Mrs. Shannon Hiser, Mrs. Francey Ericson and City Clerk Daniel Barnett - recording.

2. Ceremonial Matters

A. Buckle Up Phone Down Day 2023 Proclamation

Mayor Zaring asked Harrisonville High School Students Kylee Hastings, Audrey Coffey and Emma Schrock to join him at the front of the room.

Zaring read a proclamation declaring October 20 as Buckle Up Phone Down Day in Harrisonville and encouraging all citizens to learn more about the risks associated with cell phone use and not buckling up while driving.

Hastings, Coffey and Schrock each took turns speaking about their efforts in organizations like TRACTION and SADD to promote safe driving and to discourage their peers from driving distracted.

3. Public Participation

None.

4. Approval of Minutes

A. Board of Aldermen - Regular Meeting - Oct 2, 2023 6:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Matt Turner, Board Member
SECONDER:	Marcia Milner, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Chaney
EXCUSED:	Gary Davidson

B. Board of Aldermen - Work Session - Oct 2, 2023 6:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Dave Doerhoff, Board Member
SECONDER:	Sandy Franklin, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Chaney
EXCUSED:	Gary Davidson

5. Agenda Items

A. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI APPROVING THE REAPPOINTMENT OF DAVID ATKINSON TO THE HISTORIC PRESERVATION COMMISSION.

Mayor Zaring spoke about his desire to reappoint David Atkinson to the Historic Preservation Commission.

Mr. David Atkinson said he loves the history of Harrisonville and of the Square and said he is excited to hear the new ideas brought forward by those in the community and on the commission.

Upon passage, Mayor Zaring designated the resolution to be Resolution number 2023-43.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Marcia Milner, Board Member
SECONDER:	Matt Turner, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Chaney
EXCUSED:	Gary Davidson

B. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, TO REAPPOINT DON LOGRASSO AS MUNICIPAL JUDGE FOR THE HARRISONVILLE MUNICIPAL COURT IN THE 17TH JUDICIAL CIRCUIT COURT.

Mayor Zaring spoke about his desire to reappoint Don Lograsso as Municipal Judge for the Harrisonville Municipal Court.

Upon passage, Mayor Zaring designated the resolution to be Resolution number 2023-44.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dave Doerhoff, Board Member
SECONDER:	Marcia Milner, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Chaney
EXCUSED:	Gary Davidson

C. Annual Report from Municipal Judge

Judge Don Lograsso spoke to the Board about the operations of the court during the past year.

Lograsso spoke to the success of the partnership between the court and the Cass Career Center's Criminal Justice program, in which the students serve as bailiffs within the court.

Lograsso spoke about the ongoing process of transitioning to the Show Me Courts system and referenced some of the challenges that the system faces.

Lograsso spoke about the continued challenges that the court and the Police Department face when dealing with homeless individuals, but said they are starting to see an improvement.

Lograsso praised the City's Codes Department for their partnership in working to improve Harrisonville.

Lograsso spoke about a potential partnership with Compass Mental Health.

Lograsso thanked the Board and members of City staff for their hard work and support.

Mayor Zaring thanked Lograsso for a job well done and said he hopes to continue working with him for many years.

D. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE TO APPROVE THE CLOSING OF N HALSEY AVENUE AT PEARL STREET AS PART OF THE TRICK-OR-TREAT ON PEARL STREET EVENT ON OCTOBER 31, 2023.

Staff report presented by Police Lieutenant Chance.

Chance spoke about the department's concern regarding vehicles traveling north on Halsey Avenue from Mechanic Street.

Chance said the safety of those participating in the event is the prime concern of the department.

Alderwoman Milner said she would support closing Halsey at Pearl Street, as long as the Volunteers In Police Service (VIPS) are there to allow those who live on Halsey to get to their homes.

Alderman Pfautsch asked how many homes are on the piece of Halsey that would be closed.

Lt. Chance said five or six.

Mrs. Vanessa Hargrave, Mrs. Shannon Hiser and Mrs. Francey Ericson spoke about the history of the event and their hopes for the future of the events. They also spoke about their desire to ensure that all participating in the event, on all blocks of the street, are able to do so safely.

Upon passage, Mayor Zaring designated the resolution to be Resolution number 2023-45.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dave Doerhoff, Board Member
SECONDER:	Matt Turner, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Chaney
EXCUSED:	Gary Davidson

E. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE APPROVING THE FINAL PLAT OF HARRISONVILLE COMMONS, LOTS 1 – 3 AND TRACT A LOCATED NORTH OF MECHANIC STREET (MO. HWY. 7) AND SOUTH OF ELM STREET ON PROPERTY LOCATED AT 1800 E. MECHANIC STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.

The ordinance was read for a second time by City Attorney Felzien.

Upon passage, Mayor Zaring designated the ordinance to be Ordinance number 3668.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Matt Turner, Board Member
SECONDER:	Marcia Milner, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Chaney
EXCUSED:	Gary Davidson

F. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI AMENDING ARTICLES I, VI, VIII, IX, X, XI, XII, XV, XVII, XVIII, XIX, AND XX UNDER CHAPTER 405—ZONING REGULATIONS, AND ARTICLES V AND VI UNDER CHAPTER 410—SUBDIVISION REGULATIONS OF THE HARRISONVILLE MUNICIPAL CODE AND ESTABLISHING AN EFFECTIVE DATE.

The ordinance was read for a second time by City Attorney Felzien.

Community Development Director Stanton spoke to the value of being specific when limiting building materials instead of limiting a blanket category of building materials.

Alderman Pfautsch asked about the possibility of a waiver for specific projects.

Stanton said the applicant could seek a variance, if necessary.

Alderman Mills said he would like to see the City not become overly restrictive regarding building materials. Mills also spoke about the parking limits referenced within the proposed changes and asked that they remain flexible.

Mayor Zaring also spoke to the value of flexibility within the City's Municipal Code.

Upon passage, Mayor Zaring designated the ordinance to be Ordinance number 3669.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Larry Pfautsch
SECONDER:	Marcia Milner, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Chaney
EXCUSED:	Gary Davidson

G. AN ORDINANCE OF BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE APPROVING A REZONING OF APPROXIMATELY 18.52 ACRES OF LAND FROM LIGHT INDUSTRIAL (M-1) DISTRICT TO SERVICE BUSINESS (C-2) DISTRICT ON LAND LOCATED AT 2401 AND 2501 S. BRICKPLANT ROAD AND 1801 BROOKHART ROAD IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.

The ordinance was read for a second time by City Attorney Felzien.

Upon passage, Mayor Zaring designated the ordinance to be Ordinance number 3670.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Matt Turner, Board Member
SECONDER:	Dave Doerhoff, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Chaney
EXCUSED:	Gary Davidson

H. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE ESTABLISHING A SUBSECTION TO SECTION 225.490 OF THE HARRISONVILLE MUNICIPAL CODE AND ESTABLISHING AN EFFECTIVE DATE

City Attorney Felzien read the ordinance for the first time only.

RESULT:	**SCHEDULED** **Next: 11/6/2023 6:00 PM**

I. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI APPROVING A MODOT COMMISSION AMENDMENT TO STATE BLOCK GRANT AGREEMENT 21-110C-2; AMENDMENT #2

Staff report presented by Public Works Director/City Engineer Brooks.

Brooks informed the Board that through the grants received from the Missouri Department of Transportation, the City's cost for the Lawrence Smith Memorial Airport Reconstruct Runway 17-35 project is expected to be $230,000.

Alderman Mills asked about when the project is scheduled to begin.

Brooks said the project is expected to begin in the spring of 2024, but the planning period is outlined for all of 2024.

Alderman Pfautsch asked how much money the City will lose in fuel sales.

Brooks said the City will lose some money, but said he expects it to be made up for once the project is completed.

City Administrator Ratliff spoke about the decision to continue to charge rent for the hangars while the project is underway.

Upon passage, Mayor Zaring designated the ordinance to be Ordinance number 3671.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Matt Turner, Board Member
SECONDER:	Marcia Milner, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Chaney
EXCUSED:	Gary Davidson

J. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AMENDING THE OPERATING BUDGET FOR THE CITY OF HARRISONVILLE, MISSOURI, FOR THE FISCAL YEAR JANUARY 1, 2023, THROUGH DECEMBER 31, 2023, AND ESTABLISHING AN EFFECTIVE DATE.

Staff report presented by Fire Chief Sullivan.

Sullivan informed the Board that an amendment to the budget was needed due to unforeseen repairs to the department's ladder truck, in the amount of $11,484.99.

Sullivan said the department is requesting a budget amendment to use reserve funds to fund the necessary repairs.

Sullivan said the second reason for an amendment was to fund the entirety of the department's station remodel project.

Sullivan said the project was originally supposed to be done in phases, but it was later determined that through utilizing collective bargaining vendors it would ultimately be cheaper to do the entire project at one time.

Sullivan said the funds for the station remodel would be reallocated funds from the American Rescue Plan Act (ARPA).

City Administrator Ratliff reminded the Board about the list of priorities they had made for ARPA funds and said the fire station remodel was next in line on that list.

Ratliff thanked Chief Sullivan for his hard work to find the best price for the project.

Sullivan spoke about the recent improvements to staff morale and about the department's excitement to continue serving the Harrisonville community.

Sullivan also spoke about the potential of expanding and adding an additional station within the next 20 years.

Upon passage, Mayor Zaring designated the ordinance to be Ordinance number 3672.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Matt Turner, Board Member
SECONDER:	Larry Pfautsch
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Chaney
EXCUSED:	Gary Davidson

K. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AMENDING SECTION 660.010 OF THE HARRISONVILLE MUNICIPAL CODE AND ESTABLISHING AN EFFECTIVE DATE

City Attorney Felzien spoke to the Board about a new piece of legislation passed by the State of Missouri governing the fees that can be charged by the City of Harrisonville to area video service providers.

Felzien informed the Board that in 2021 the Missouri Legislature passed a new law that capped, and then reduced, the franchise fees Missouri cities can charge video service providers.

Felzien said previously, cities could charge up to 5.00% of the gross revenue from these providers. The new law capped this amount at 5.00%, and then established a schedule with decreasing amounts. Under the new law, a city may charge 4.50% this year, 4.00% in 2024, 3.50% in 2025, and so on until 2027 when the maximum allowable fees is finally capped at 2.50% for every year thereafter.

Felzien said the new legislation will ultimately limit and decrease how much a city can charge for video service provider fees.

Upon passage, Mayor Zaring designated the ordinance to be Ordinance number 3673.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dave Doerhoff, Board Member
SECONDER:	Marcia Milner, Board Member
AYES:	Mills, Franklin, Pfautsch, Turner, Doerhoff, Milner, Chaney
EXCUSED:	Gary Davidson

6. Aldermen and Committee Reports

Alderwoman Milner gave kudos to the Volunteers in Police Service (VIPS) for all of the hard work they do throughout the Harrisonville community. Milner also thanked the Harrisonville Fire Department for their recent prompt and professional response to a carbon monoxide leak in her neighborhood.

Alderman Pfautsch spoke to the recent activity of the Harrisonville Square Neighborhood Redevelopment Corporation.

Alderman Turner reminded the Board that the Harrisonville Royal Regiment will hold their annual marching band competition on October 21, at the Harrisonville Middle School.

Alderman Chaney thanked Hunter's Pride Construction for their support of the Harrisonville School District and Harrisonville Elementary School. Chaney thanked all those who support the schools and their students. Chaney spoke about the upcoming coats drive that the Elks Lodge will be putting on and encouraged all to donate.

7. Report from the City Administrator

City Administrator Ratliff reminded the Board of Aldermen about a series of upcoming City and Community events.

Ratliff informed the Board that the final completion date for the S Commercial Street Extension project is scheduled for June 30, 2025.

Ratliff told the Board that City staff held a "kick-off" meeting on October 3, for the Royal Street Extension project.

Ratliff said a Notice to Proceed has been sent to HDR Engineering for the Lead Service Line Inventory project.

Ratliff said the Log Cabin Festival went well and said no incidents were reported by City public works staff.

Ratliff spoke about strong participation in each of the fall City-Wide Clean Up and Brush Drop Off events.

Ratliff said City staff recently cleaned the primary and secondary clarifier basins at the Water Treatment Plant.

Ratliff informed the Board that City staff inspected a sewer main on Oakvale Drive and found that the main is collapsed in several places. Ratliff said staff have reopened the main enough to allow for flow to pass through and have not seen any sewage backups into resident's homes.

Ratliff informed the Board that the Harrisonville Animal Shelter reopened on October 13, and thanked the staff at the shelter for their hard work during the difficult time and their diligence in cleaning and preparing to reopen the shelter.

A. September 2023 Municipal Court Report

8. Questions from the Media

None.

9. Adjourn From Regular Session

Mayor Zaring congratulated Alderman Turner on being named as the President of the Missouri Municipal League for the 2023-2024 year.

Zaring said he enjoyed attending the Log Cabin Festival last weekend and said it was good to see so many local businesses and organizations participating in the parade.

Alderman Pfautsch reminded the Board that the Trunk-or-Treat event on the Historic Harrisonville Square will be held on October 29.

A motion was made by Alderwoman Milner to adjourn from the Regular Meeting. The motion was seconded by Alderwoman Franklin. The motion carried with a unanimous vote. The meeting adjourned at 7:37 p.m.

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Mike Zaring, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

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Daniel Barnett, City Clerk

THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

DRAFT

MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
WORK SESSION
CITY HALL
OCTOBER 16, 2023
6:30 PM

1. Call to Order

The meeting was called to order at 7:49 PM by Mayor Mike Zaring.

2. Present

Attendee Name	Organization	Title	Status	Arrived
Bill Mills	Harrisonville	Board Member	Present	
Mike Zaring	Harrisonville	Mayor	Present	
Sandy Franklin	Harrisonville	Board Member	Present	
Larry Pfautsch	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Dave Doerhoff	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Gary Davidson	Harrisonville	Board Member	Excused	
Kile Chaney	Harrisonville	Board Member	Present	

Others present: City Administrator Brad Ratliff, Fire Chief Rusty Sullivan, Parks Director Grant Purkey, Public Works Director/City Engineer Carl Brooks, Electric Superintendent Brent Stockstill, Community Development Director Christina Stanton, Executive Secretary to the City Administrator Theresa West, Police Lieutenant Darin Chance, Baker Tilly C.P.A. Ben Hart and City Clerk Daniel Barnett - recording.

3. Discussion Items

A. Code Discussion - Intermodal Storage Containers

Community Development Director Stanton spoke to the Board about the City's Municipal Code regarding intermodal containers for storage.

Stanton spoke about how the current regulations for intermodal containers was proposed and adopted.

Stanton highlighted key issues, including: not allowing intermodal containers on commercially zoned properties, limitations apply to both proposed and existing containers, not allowing for effective screening and large corporations utilizing multiple containers for seasonal sales or events.

Stanton spoke about challenges that the Board of Zoning Adjustments has faced due to how strictly the Code was written regarding this matter.

Stanton asked the Board for guidance regarding allowing intermodal containers in commercial districts in any form or fashion.

Mayor Zaring said he would be in favor of amending the code to allow for flexibility for both City staff and the Board of Zoning Adjustment.

Stanton proposed amended language to read: 'An intermodal container may be allowed, with an approved permit, if utilized solely for storage purposes and is screened in such a way that is not visible from any public right-of-way. Additionally, such structure shall be well maintained without any visible signs of rust, damage or corrosion.'

Alderman Mills said he would support screening of containers from public view in commercial zones.

Discussion was held about requiring larger commercial businesses like Wal-Mart or Sutherlands to keep the containers behind the building, utilizing the building as a screen.

A consensus of the Board was reached to bring the proposed amended language before the Planning and Zoning Commission for approval and to be recommended to the Board of Aldermen.

B. Budget Discussion

Baker Tilly C.P.A Ben Hart provided an overview of the City's proposed budget for the 2024 fiscal year and introduced the budget adoption process.

Hart educated the Board about how each year's budget is put together and what components factor into that process.

Hart compared the proposed budget for each City fund with the actual 2023 budgets for each of those funds.

Hart outlined major revenues and expenses within each City fund.

Hart outlined a series of Capital Projects that are funded in the proposed 2024 budget.

A motion was made by Alderwoman Milner to adjourn from the Work Session. The motion was seconded by Alderman Turner. The motion carried with a unanimous vote. Meeting adjourned at 8:57 p.m.

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Mike Zaring, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

____

Daniel Barnett, City Clerk

THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Theresa West, Assistant**

DATE: **November 2, 2023**

SUBJECT: **Love the Harrisonville Square Presentation**

<u>Type of Item:</u> *Discussion*

A. Action Item (ID # 4680)

Love the Harrisonville Square Presentation

THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Theresa West, Assistant**

DATE: **November 2, 2023**

SUBJECT: **Resolution - April McLaughlin Reappointment to BZA**

Type of Item: *Approval*

B. Action Item (ID # 4682)

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI APPROVING THE REAPPOINTMENT OF APRIL MCLAUGHLIN TO THE BOARD OF ZONING ADJUSTMENT.

Attachments:

Resolution - April McLaughin Reappointment to BZA (DOCX)

Council Bill No. 2023

Resolution No. 2023

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI APPROVING THE REAPPOINTMENT OF APRIL MCLAUGHLIN TO THE BOARD OF ZONING ADJUSTMENT.

WHEREAS, the Board of Aldermen have determined a need to fill a seat(s) on the Board of Zoning Adjustment; and

WHEREAS, April McLaughlin has faithfully served on the Board of Zoning Adjustment for several years and fully meets the qualifications for appointment to this Commission; and

WHEREAS, said appointment will expire in October of 2028; and.

WHEREAS, Mayor Mike Zaring recommends the reappointment of April McLaughlin to the Board of Zoning Adjustment upon approval of the Board of Alderman;

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

<u>Section 1.</u> The Board of Aldermen approves the reappointment of April McLaughlin to the Board of Zoning Adjustment.

<u>Section 2.</u> Effective Date. This resolution shall become effective on November 6, 2023, upon approval and passage by the Board of Aldermen.

PASSED AND RESOLVED BY THE BOARD OF ALDERMEN AND APPROVED BY THE MAYOR OF THE CITY OF HARRISONVILLE, MISSOURI ON THIS 6TH DAY OF NOVEMBER 2023.

VOTE TAKEN AS FOLLOWS:

AYES:
NAYS:
ABSENT:
ABSTAIN:

____
Mike Zaring, Mayor and Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

____
Daniel Barnett, City Clerk
WITNESS my hand and seal this 6th day of November, 2023.

THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Kim Hubbard, Finance Manager**

DATE: **November 2, 2023**

SUBJECT: **AUDIT FIRM SELECTION**

Type of Item: *Audit*

A Request for Proposal (RFP) for the City's annual audit services was published in the local newspaper of record on September 7 and September 14, and it was also made available on the city's official website. In addition, emails were sent to eighteen audit firms during the initial outreach.

The proposals were initially due on September 25, 2023, at 11:00 am. However, only one proposal was received, which was submitted after the deadline. Upon further inquiry, it was revealed that several firms were no longer engaged in auditing for municipalities, and others faced challenges due to the timeline constraints or limited capacity to take on new clients.

Due to the limited response, we adjusted the timeline of the RFP and extended invitations to twelve firms via email. This effort resulted in two proposals. One from Dana F. Cole, our current auditor, and a second from KPM located in Springfield. Both proposals were due on October 18, 2023.

Staff diligently reviewed the received proposals and contacted the references provided by each firm. As per the RFP requirements, firms were asked to provide three references of audits conducted within the past five years. KPM received positive feedback from two out of three references. In contrast, Dana F. Cole received mixed feedback, with one reference commending their past timely reports but noting recent challenges in scheduling presentations to the board, and another reference still awaiting completion of their audit as of October 23.

It is worth mentioning that the city's audit for the year 2022 was not completed and presented to the board until August of this year, and communication with Dana F. Cole during this period proved challenging.

While KPM's proposal indicated higher costs compared to Dana F. Cole, after careful consideration, staff recommends awarding the audit services contract to KPM for the Fiscal year 2023. Enclosed with this memorandum is the bid tabulation sheet outlining the annual audit costs for the initial three years. Additionally, the detailed proposal from KPM is attached for your reference.

Please do not hesitate to reach out if you have any further questions or require additional information.

Council Bill No.

Resolution No.

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH KPM CPAS & ADVISORS FOR ANNUAL AUDIT SERVICES FOR A PERIOD OF THREE YEARS BEGINNING WITH THE FISCAL YEAR 2024 FOR THE AMOUNT INCLUDED IN THE PROPOSAL, AND ESTABLISHING AN EFFECTIVE DATE.

Whereas,

City of Harrisonville Bid Tabulation

Subject: Independent Audit of Financial Services		Budget:	Budget
and Single Audits			
Date: 10/18/2023		**Time:** 11:00 am	Net Budget
Contractor		**Audit Bid**	**Single Audit**
Dana F. Cole & Company	2023	$34,000	$4,500 first major program $2,250 for additional major programs
1248 O Street, Suite 500	2024	$37,500	$5,000 first major program $2,500 for additional major programs
Lincoln, NE 68508	2025	$41,000	$6,000 first major program $3,000 for additional major programs
Contractor		**Audit Bid**	**Single Audit**
KPM CPAS & Advisors	2023	$44,000	$5,000 first major program $2,000 for additional major programs
1445 E. Republic Road	2024	$46,000	$5,200 first major program $2,000 for additional major programs
Springfield, MO 65804	2025	$48,300	$5,500 first major programs $2,000 for addition major programs

~~City Clerk~~: Kim Hubbard
Finance Manager

Date: 10-18-2023

City of Harrisonville

Independent Audit of Financial Statements Proposal

2023

KPM

CPAS & ADVISORS

www.kpmcpa.com

KPM
CPAS & ADVISORS

October 18, 2023

City of Harrisonville
Daniel Barnett, City Clerk
300 E. Pearl Street
Harrisonville, MO 64701

Dear Daniel:

The City of Harrisonville (the City) continues to be a stable place for families to live and grow in Cass County. As the City is committed to its nearly 10,100 residents, KPM CPAs, PC (KPM) is devoted to the communities in which we live and work. At KPM, commitment to the governmental industry goes beyond financial audits. Many of our shareholders and professional staff serve in leadership roles on boards and professional organizations serving local governments. At KPM, the dedication of time, resources, and expertise is a standard we are dedicated to maintaining.

As one of the largest locally owned CPA and advisory firms in Southwest Missouri and a top Midwestern firm, we believe we have the resources to serve the City. The size of our firm provides us with a broad base of technical expertise, which comes from the knowledge of our staff. In addition, KPM understands local economic issues through our extensive experience working with more than 150 governmental entities across Missouri, including Cass County.

We are excited about the prospect of serving the City and building a strong working relationship. Please contact me by phone at 417-882-4300 or by email at jcummings@kpmcpa.com, should you have any questions.

Sincerely,

Jonathan Cummings

Jonathan G. Cummings, CPA, CGMA
Shareholder

www.kpmcpa.com
1445 E. Republic Road Springfield, MO 65804 | 417-882-4300 | fax 417-882-4343
500 W. Main Street, Suite 200 Branson, MO 65616 | 417-334-2987 | fax 417-336-3403

KPM

Table of Contents

KPM

Response to Request for Proposal

Below is KPM CPAs, PC's (KPM) response to the City of Harrisonville's (the City) request for proposal.

a. Provider Profile

General information about the firm – Form 1

FORM NO. 1: Provider Profile

1. Firm / Provider Name and Address:

   Firm Name: KPM CPAs, PC
   Firm Address: 1445 E. Republic Road | Springfield, MO 65804

   1a. Firm / Provider is: __ National ☑ Regional ☑ Local

   1b. Year Firm / Provider Established: 1966

   1c. Licensed to do business in the State of Missouri: ☑ Yes __ No

   State of Missouri License #P00192662

   1d. Name, title, and telephone number of Principal to contact:

   Contact Name: Jonathan G. Cummings, CPA, CGMA
   Contact Title: Shareholder
   Contact Phone: 417-882-4300

   1e. Address of office to perform work, if different from Item No. 1:

   n/a

   1f. Please list the number of persons by discipline that your Firm will commit to the City's project:

   Jonathan G. Cummings, CPA, CGMA - Shareholder
   Madison B. Moore, CPA - Supervisor
   Sandra G. Barrera, CPA - Manager
   Will M. Koch, CPA - Senior
   Wayland E. Mueller, CPA, CIA - Manager
   Andrew J. Brink & Nick S. Sterling - Staff

2. Has your firm been the object of any disciplinary action during the past three years?

   We have not had any disciplinary action taken against the firm within the past three years.

3. Has your firm had GFOA Certificate of Excellence experience?

   Although we audit more than 150 governmental entities throughout Missouri, none of our current clients prepare an Annual Comprehensive Financial Report (ACFR) to be submitted for a Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting due to time and cost considerations. However, we have the necessary resources and expertise available to assist the City in preparation of an ACFR, should you choose to prepare one.

b. References & Experience

List three references of entities your firm has audited within the past five (5) years that are similar to that requested by this RFP. Include company name, address, persons to contact, telephone number, a brief description of the project completed by your firm, and date completed. Special attention should be given to projects your firm has completed for other governmental entities. List a description of your firm's relevant governmental audit experience. Form – 2

FORM NO. 2 References/Experience

List three projects your firm has completed within the past five (5) years that are similar to that requested by this RFP. Include entities name, phone numbers, address and type of work performed.

1. Entity Name: City of Republic | Contact Name: David Cameron, City Administrator
   Telephone: 417-732-3112
   Address: 204 N. Main Avenue | Republic, MO 65738
   Scope of Work: Financial Statement Audit & Single Audit (when applicable)
   Completion Date: December 31, 2022

2. Entity Name: City of Warsaw | Contact Name: Jessica Kendall, City Clerk
   Telephone: 660-438-5522
   Address: 201 W. Main Street | Warsaw, MO 65355
   Scope of Work: Financial Statement Audit & Single Audit (when applicable)
   Completion Date: December 31, 2022

3. Entity Name: City of Webb City | Contact Name: Tracy Craig, Finance Director
   Telephone: 417-673-4651
   Address: 200 S. Main Street | Webb City, MO 64870
   Scope of Work: Financial Statement Audit & Single Audit (when applicable)
   Completion Date: October 31, 2022

List a description of your firm's relevant experience with the Single Audit Act of 1984, GASB 34, OMB Circular A-133 and other governmental auditing experience.

Please see the following page for information regarding KPM's governmental audit experience.

Audit & Single Audit Experience

KPM specializes in governmental auditing within Missouri, and as such, this focus provides us with a unique understanding of the laws and regulations that apply to county governments across the state. We will follow procedures as required by applicable laws and regulations and will continue to monitor and apply any new regulations as needed.

Our audits are performed in accordance with Generally Accepted Auditing Standards, *Government Auditing Standards*, and the Office of Management and Budget's (OMB) Uniform Guidance (formerly OMB Circular A-133), in addition to Generally Accepted Accounting Principles and those promulgated by the American Institute of CPAs (AICPA), Government Finance Officers Association, and National Council on Governmental Accounting. Uniform Guidance Single Audits are required if federal award expenditures exceed $750,000 in one year, and with more than 200 non-profit and governmental clients in Missouri, we perform many single audits for clients who meet this requirement annually.

Governmental Audit Experience

Our experienced advisors work with more than 200 governmental and non-profit entities across the state, including more than 45 municipalities. To remain current with regulatory requirements, our team members regularly attend educational events and courses. The auditors assigned to the City's audit annually receive 40 hours of continuing education, including 24 hours specific to the governmental industry. We are committed to meeting all state and federal continuing education requirements, and our audit team is qualified to perform yellow book audits.

To supplement our industry dedication, KPM is involved in associations locally, regionally, and nationally. Our professionals are not only involved as participants in conferences and courses but also are often recognized for their expertise and knowledge and requested to serve as presenters or instructors at local and national conferences, as well as serving on committees within these areas, including:

- AICPA Governmental Audit Quality Center (GAQC)
- Association of Government Accountants (AGA)
- AGA Ozarks Chapter
- Missouri City Clerks & Finance Officers Association
- Missouri Municipal League
- Missouri Association of Counties
- Missouri Association of County Auditors
- Missouri Society of CPAs (MOCPA) Peer Review Executive Committee
- MOCPA Governmental Accounting Committee

Our involvement in statewide city and county associations also has led us to sponsor and exhibit at various industry conferences. For more information on KPM's municipality experience and services available, please see the profile sheet on the following page.

Municipality Profile

Municipality Expertise

Accounting, Tax, & Consulting Services for Municipalities

Municipalities are funded with taxpayer money and have an obligation to the citizens they serve. As such, fiscal responsibility, transparency, and efficiency are top priorities — ones we respect and understand well. Our broad experience includes financial statement and single audits, forensic accounting, GASB standards implementation, and rate studies.

WE CAN HELP YOU WITH

- Accounting Outsourcing
- Employee Benefit Plan Audits & Consulting
- Financial Statement Audits
- Fraud Detection & Investigation
- Human Resources Consulting
- Internal Control Reviews
- Payroll Tax Services
- Uniform Guidance Single Audits
- Water & Sewer Rate Studies

SERVING 45+ MUNICIPALITIES

We are involved in associations locally, regionally, and nationally:

- American Institute of CPAs Governmental Audit Quality Center
- Association of Government Accountants
- Missouri Association of Counties
- Missouri City Clerks & Finance Officers Association
- Missouri Municipal League
- Missouri Society of CPAs (MOCPA)
- MOCPA Governmental Accounting Committee

SUPPORTING MUNICIPALITIES

Our firm has a strong history of providing services to clients since 1966, and we understand every municipality is different. Our advisors will customize your services based on your size, budget, regulatory profile, and growth plans.

417-882-4300 | info@kpmcpa.com
www.kpmcpa.com | #KPMCPAs
1445 E. Republic Road | Springfield, MO 65804

KPM CPAS & ADVISORS

Let's Connect

Contact Us Today To Speak With Our Advisors

KPM

c. Key Personnel

List all key personnel that will be assigned to the City's project. List the person's name, title, project assignments, years of experience and any other qualifications relevant to the City's project. Form – 3

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

   The City's full-time engagement team pool will consist of seven individuals but also may be served by any member of KPM's professional staff on a part time basis.

a. Name and Title:

   Jonathan G. Cummings, CPA, CGMA | Shareholder

b. Project Assignment:

   Audit Shareholder

c. Name of Firm / Provider with which associated:

   KPM CPAs, PC

d. Years Experience:

   1. With this firm 23
   2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

   Degree & Specialization: B.S. degree in Accounting & MBA degree
   Year: 1999 & 2000 (respectively)

f. Active Registration: Year First Registered/Discipline

   Year First Registered: 2005 | Discipline: Certified Public Accountant

g. Other Experience & Qualifications relevant to the proposed project:

   Prefer to page 12 for engagement team member biographies.

KPM

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

Sandra G. Barrera, CPA | Manager

b. Project Assignment:

Audit Manager

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 14
2. Other firms 2

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Accountancy
Year: 2006

f. Active Registration: Year First Registered/Discipline

Year First Registered: 2009 | Discipline: Certified Public Accountant

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

KPM

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

Wayland E. Mueller, CPA, CIA | Manager

b. Project Assignment:

Audit Manager

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 8
2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Finance & MBA degree
Year: 1997 & 2003 (respectively)

f. Active Registration: Year First Registered/Discipline

Year First Registered: 2006 | Discipline: Certified Public Accountant

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

Madison B. Moore, CPA | Supervisor

b. Project Assignment:

Audit Supervisor

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 5
2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Accounting
Year: 2018

f. Active Registration: Year First Registered/Discipline

Year First Registered: 2019 | Discipline: Certified Public Accountant

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

KPM

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

William M. Koch, CPA | Senior

b. Project Assignment:

Audit Senior

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 2
2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Accounting & Information Assurance
Year: 2021

f. Active Registration: Year First Registered/Discipline

Year First Registered: 2023 | Discipline: Certified Public Accountant

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

Andrew J. Brink | Staff

b. Project Assignment:

Audit Staff

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 3
2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Accounting
Year: 2020

f. Active Registration: Year First Registered/Discipline

n/a

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

Nicolas S. Sterling | Staff

b. Project Assignment:

Audit Staff

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 2
2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Accounting
Year: 2021

f. Active Registration: Year First Registered/Discipline

n/a

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

Engagement Team

Below are brief biographies of the professionals assigned to the City. While these individuals have principal responsibility for this engagement, they have the full resources of the firm supporting them. This approach gives our clients the benefit of our firm size while receiving a high level of individualized attention.

Jonathan G. Cummings, CPA, CGMA | Shareholder
Jon has more than 23 years of audit experience and leads the firm's governmental team. He primarily serves clients in the non-profit, education, and governmental industries. His practice emphasis includes municipalities, counties, school districts, charter schools, colleges, non-profit organizations, and special districts. Jon is a member of the American Institute of CPAs (AICPA), Missouri Society of CPAs (MOCPA), Association of Government Accountants, and MOCPA Governmental Accounting Committee. He graduated from Arkansas State University with his B.S. degree in Accounting and his MBA degree. In addition to being a Certified Public Accountant, Jon is an AICPA Chartered Global Management Accountant.

Sandra G. Barrera, CPA | Manager
Sandra has more than 15 years of audit experience and primarily serves clients in the education, governmental, and non-profit industries. Her practice emphasis includes municipalities, school districts, colleges, utilities, and counties. Sandra is a member of the American Institute of CPAs (AICPA), Missouri Society of CPAs (MOCPA), Michigan Association of CPAs, and National Association of Professional Women. She is a former member of the MOCPA Governmental Accounting Committee and presents at seminars, conferences, and training events addressing topics that affect government audits, reporting, and budgeting. Sandra graduated from the University of Wisconsin with her B.S. degree in Accountancy.

Wayland E. Mueller, CPA, CIA | Manager
Wayland has more than 20 years of audit and accounting experience and serves clients in the non-profit, education, and governmental industries. His practice emphasis includes municipalities, counties, school districts, colleges, non-profit organizations, and special districts. Wayland is a member of the American Institute of CPAs (AICPA) and The Institute of Internal Auditors (IIA). He graduated from Missouri State University with his B.S. degree in Finance and The University of Arizona with his MBA degree. In addition to being a Certified Public Accountant, he holds his Certified Internal Auditor designation from IIA.

Madison B. Moore, CPA | Supervisor
Madison has more than five years of experience and provides audit services to clients in the non-profit and governmental industries. Her practice emphasis includes municipalities, counties, school districts, special districts, colleges, and non-profit organizations. Madison is a member of the American Institute of CPAs and Missouri Society of CPAs. She also is active in the community, having volunteered with the United Way of the Ozarks. Madison graduated from College of the Ozarks with her B.S. degree in Accounting.

William M. Koch, CPA | Senior

Will provides audit services to clients in the non-profit and governmental industries. His practice emphasis includes municipalities, counties, school districts, colleges, special districts, and non-profit organizations. Will also is active in the community, having volunteered with United Way of the Ozarks. He graduated from Southwest Baptist University with his B.S. degree in Accounting and Information Assurance.

Andrew J. Brink | Staff

Andrew provides audit services to clients in the non-profit and governmental industries. His practice emphasis includes municipalities, counties, colleges, school districts, special districts, and non-profit organizations. Andrew also is active in the community, having volunteered with United Way of the Ozarks. He graduated from Missouri State University with his B.S. degree in Accounting and is currently pursuing his CPA certification.

Nicolas S. Sterling | Staff

Nick provides audit services to clients in the non-profit and governmental industries. His practice emphasis includes municipalities, school districts, counties, colleges, special districts, and non-profit organizations. Nick also is active in the community, having volunteered with United Way of the Ozarks. He graduated from Southwest Baptist University with his B.S. degree in Accounting and is currently pursuing his CPA certification.

d. Cost/Schedule

Identify the cost for this project, this shall be a total cost for audit years 2023, 2024 & 2025 individually. Identify an hourly rate for consultation. List an anticipated audit schedule. This section is to be signed by an authorized representative of the firm. The entity type and Tax ID number must also be provided. Form – 4

FORM NO. 4: COST/SCHEDULE

1. Fees-

It is anticipated that the firm selected will be retained on a yearly basis, with an option to renew with the same firm for the succeeding two years. List a maximum fee that your firm will charge for the audit for each year. An hourly rate for consultation is requested by the city (other than the audit) during the period(s) audited. List an anticipated audit schedule.

FY 2023 $44,000

FY 2024 $46,000

FY 2025 $48,300

Please see the following page for additional fee information.

Hourly rate for consultation

Information regarding hourly rates can be found on the following page.

Anticipated audit schedule

We understand the importance of timeliness when providing services to governmental clients, and KPM always strives to provide timely services and meet or exceed deadlines. We anticipate preliminary fieldwork for the City to begin in January each year and fieldwork to occur in early March of each year. We then expect the draft of the audited financial statements to be issued and delivered to the City no later than June 5 of each year and the final reports to be issued no later than June 15 of each year. Our timeline proposal is based on anticipated cooperation from the City and its representatives and does not include allowances for unforeseen circumstances beyond the City or KPM's control.

KPM CPAs, PC
Company Name

1445 E. Republic Road
Address

Springfield, MO 65804
City/State/Zip

417-882-4300 — Telephone #
417-882-4343 — Fax #

43-1109768
Tax ID No.

Jonathan G. Cummings, CPA, CGMA
Authorized Person (Print)

Jonathan Cummings
Signature

Shareholder
Title

10/18/23
Date

S-Corporation
Entity Type:

Estimated Fees

We understand the importance of controlling costs and believe choosing KPM as your audit provider will make fiscal sense for the City. Fees shall be based on the expertise of assigned engagement team members as well as the nature and complexity of the requested services. Our fees also are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during your engagement. Our fees include updating fixed asset schedules, cash to accrual conversion journal entries, answering routine questions, and offering limited guidance. Our fees do not include adjusting the general ledger, providing other adjusting journal entries, discussing proper accounting treatment, or implementing new standards.

City of Harrisonville | Audit Fees					
	2023	2024	2025	2026	2027
Financial Statement Audit*	$44,000	$46,000	$48,300	$50,700	$54,900

**Includes performing an ACFR (should the City choose to prepare one)*

Hourly Rates

Fees for consulting throughout the year will depend on the level of assistance required. We do answer routine operational, bookkeeping, and related questions, at no additional charge. If the consulting matter requires significant additional resources or a separate service is required, we will discuss it with you, arrive at a fee estimate, and obtain an engagement letter.

The fees for additional services are based on hourly rates, and the hourly rates included below by staff classification reflect pricing for additional services performed during the FY2023 engagement. Rates for subsequent years are subject to change.

Hourly Rates	
Shareholder	$460
Manager	$295
Supervisor	$235
Senior	$205
Staff	$195

The proposed audit and hourly rates included above are subject to inflation. If the consumer price index (CPI) exceeds the annual percentage increase noted above as of 12/31 each year, fees will increase to match the CPI increase (not to exceed 8%).

e. Proposal Submittal

Proposals must be completed as instructed. One (1) original proposal and four (4) copies must be returned in response to this RFP.

KPM has followed the instructions set forth by the RFP and provided the requested number and type of proposal submittals to the City.

Appendix

Signature Page

CITY OF HARRISONVILLE, MISSOURI
FINANCE DEPARTMENT

REQUEST FOR PROPOSAL

The City of Harrisonville will accept separate sealed proposals from qualified persons or firms interested in providing the following:

1) INDEPENDENT AUDIT OF FINANCIAL STATEMENTS
2) A SEPARATE PROPOSAL FOR SINGLE AUDITS

ONE (1) ORIGINAL PROPOSAL AND FOUR (4) COPIES OF THE PROPOSALS MUST BE RECEIVED BY:

11:00 A.M. on October 18, 2023

PLEASE MARK YOUR SUBMITTALS "SEALED PROPOSAL FOR INDEPENDENT AUDIT OF FINANCIAL STATEMENTS" AND SEND IT TO:

City of Harrisonville
Attention: Daniel Barnett
300 E. Pearl St.
Harrisonville, MO 64701

The City reserves the right to reject any and all proposals, to waive technical defects, and to select the proposal(s) deemed most advantageous to the City.

The undersigned certifies that he/she has the authority to bind this company in an agreement to supply the service or commodity in accordance with all terms and conditions specified herein. Please type or print the information below.

Company Name KPM CPAs, PC

1445 E. Republic Road
Address

Springfield, MO 65804
City/State/Zip

417-882-4300 | 417-882-4343
Telephone # | Fax #

jcummings@kpmcpa.com
E-mail

Authorized Person (Print) Jonathan G. Cummings, CPA, CGMA

Jonathan Cummings
Signature

Shareholder
Title

10/18/23 | 43-1109768
Date | Tax ID #

S-Corporation
Entity Type

1

Our Firm

Founded in 1966, KPM has offices in Springfield and Branson, Missouri. KPM was recently named one of Accounting Today's 'Best Firms to Work For,' is one of the largest locally owned CPA and advisory firms in Southwest Missouri (Springfield Business Journal), a top Midwestern firm (Accounting Today), and a top 300 firm in the U.S. (INSIDE Public Accounting). We also are ranked as one of 'America's Best Tax & Accounting Firms' (Forbes). We believe the size of our firm provides us with a broad base of technical expertise, which comes from the vast experience of our professionals. KPM also is proud to offer articles and other valuable resources to help keep our clients informed on our website at **www.kpmcpa.com**.

Independent Member of
PrimeGlobal

In addition, KPM is a member of PrimeGlobal. PrimeGlobal is an award-winning association of independent accounting and advisory firms, comprised of approximately 300 highly successful independent public accounting firms in over 100 countries. PrimeGlobal provides its independent member firms with tools and resources to help them furnish superior accounting, auditing, tax, and advisory services to clients around the globe. For more information about PrimeGlobal and the services it offers its independent member firms and their clients, visit the PrimeGlobal website at **www.primeglobal.net.**

For more information, please see our firm profile on the following page.

Firm Profile

Why Choose KPM?

Nationally Ranked, Locally Invested, & Personally Committed

We offer a wide range of accounting and advisory services so our clients may make informed financial decisions. Our CPAs and advisors put client service above all else. We never stop working to help you solve problems and find innovative ways to address the things that keep you up at night.

WE CAN HELP YOU WITH

- Accounting Outsourcing
- Audit & Assurance
- Employee Benefit Plans
- Forensic & Valuation Services
- Human Capital Solutions
- IT Consulting
- Management Consulting
- Tax
- Wealth Planning

INDUSTRY EXPERTISE

- CONSTRUCTION & REAL ESTATE
- EDUCATION
- FINANCIAL INSTITUTIONS
- GOVERNMENTAL
- MANUFACTURING & DISTRIBUTION
- NON-PROFIT
- PROFESSIONAL SERVICES
- RETAIL & HOSPITALITY

WE SPEAK YOUR LANGUAGE

We have served clients in highly-regulated industries since 1966. Our advisors thrive on connecting with clients to help them make wise financial decisions and grow their businesses.

AT A GLANCE

We are a top Midwestern firm, top 300 firm in the U.S., and one of the largest locally-owned CPA and advisory firms in Southwest Missouri. With nearly 100 professionals, we have the depth of resources to provide a broad base of technical expertise, while also delivering the individualized attention our clients deserve.

KPM CPAS & ADVISORS

You Can 'Account' On Us.

Contact Us To Help Solve Your Problems

YOU CAN EXPECT

Client-Centered Solutions

We are still a Midwestern firm that puts clients first. You can rely on our advisors to inform you of timely opportunities, quickly identify pertinent issues, and promptly provide solutions.

Community-Focused Firm

We believe in building stronger communities through the commitment of time, resources, and expertise and understand you must lead by example to create engaged societies.

Far-Reaching Resources

We are an independent member of PrimeGlobal, one of the five largest associations of independent advisory and accounting firms in the world comprised of over 300 highly-successful independent firms in 100 countries.

Technically Sound Advisors

We are involved in associations locally, regionally, and nationally. Remaining apprised of industry trends, evolving tax laws, and accounting regulations allows us to better serve our clients.

We are an open book. How we treat clients and each other is clearly spelled out in our mission, vision, and values. For us, it's all about enriching the lives of our clients, communities, and professionals.

CORE VALUES

BALANCE
INNOVATION
RESPECT
SPIRIT
TEAMWORK
TRUST

MISSION

KPM is committed to enhancing the lives of our clients, communities, and professionals.

VISION

KPM will provide innovative solutions and insights to help clients prosper.

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www.kpmcpa.com | #KPMCPAs
1445 E. Republic Road | Springfield, MO 65804

KPM
CPAS & ADVISORS

Let's Connect

Enough About Us. How We Can Help You?

Audit Approach

Our general audit approach is to develop an audit program modified to meet your specific accounting and operating environments. Your needs are unique, and we tailor every audit to the needs of the individual client by reducing the use of packaged or standardized procedures and encouraging innovative, efficient audit planning, audit procedure design, and engagement administration. To develop this specific audit program, we first gain an understanding of the City, its systems, and internal controls by reviewing a selection of organizational charts, employee handbooks, procedural manuals, and financial reports in budgeted and actual form. We also use interviews and observation to assist us in developing an audit program as these methods allow us to exercise our professional judgment to identify key areas of risk to be targeted within the audit engagement. The audit documentation and financial statements are subject to a quality review prior to issuance. Our detailed audit approach can be summarized in the following phases:

Phase 1

- Orientation – Our review of the audit's objectives, the principles of engagement administration, and any other important features of the City.
- Planning – We will perform inquiries, walk-throughs, observation, and analytical and substantive procedures to acquire a knowledge and understanding of the City and your environment. This will include internal controls, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures based on our risk assessments. We will review prior years' auditor's reports and documentation, prepare time budgets, perform preliminary analytical procedures, assign tasks to members of our engagement team, and establish priorities for the completion of the audit. In addition, we will provide a 'To Be Provided by Client' list via Suralink at least three weeks prior to the arrival of the audit team. Suralink's secure portal offers a convenient way to facilitate the secure transfer of information between KPM and our clients.

Phase 2

- Audit Performance – We will use tailored audit programs prepared during our planning of the engagement to guide us through the necessary fieldwork (analytical procedures, internal controls, and substantive testing) to gain sufficient audit evidence to support our opinion on the financial statements. This will include our performance of the compliance audit of the federal programs, if required, and any other applicable compliance requirements.

Phase 3

- Audit Completion – We will assist you in the preparation of financial statements and footnotes. In addition, we will prepare our applicable reports on compliance and internal controls, noting any findings accordingly. We will then provide a draft of the above reports to the City's management prior to its release.
- Report Preparation – After management's review of the draft financial statements, we will prepare a final report on the basic financial statements as well as recommendations on operating procedures and internal controls for management. If so desired, we also will discuss the report and comments with the City's Board of Aldermen prior to its release.
- Report Delivery – We will present the audit, audit findings, and recommendations to the City's Board of Aldermen.

Quality Control

KPM's quality begins with the audit teams serving our clients. Our governmental and non-profit audit teams work exclusively in those industries. As such, all training and professional development resources are dedicated to enhancing the knowledge of our auditors on the subjects of governmental and non-profit accounting and auditing. This industry focus allows our auditors to assess client conditions and adapt audit procedures to each situation.

Our clients can be confident their financial reports have been subjected to the most stringent review of technical compliance and reporting excellence through our technical review process. This process oversees that our engagements meet our high-quality standards. As a condition of the monitoring element of our quality control policies and procedures, we require all audit reports to be subjected to an independent second review by one of our audit shareholders prior to the reports being issued.

Our commitment to quality is further evidenced by our memberships in the AICPA GAQC and Private Companies Practice Section of the AICPA, and as such, we adhere to the established peer review requirements and practice guidelines. Members of GAQC demonstrate their commitment by voluntarily agreeing to adhere to their membership requirements, including designating a shareholder responsible for their non-profit and governmental audit practice, establishing quality control programs, performing annual internal inspection procedures, and making peer review report findings publicly available.

Peer review reports provide clients with assurance knowing the reviewed firm has adequate internal controls in place to provide a quality product that conforms to all applicable audit standards. The review and comparison of peer review reports of prospective auditing firms is a critical step in the selection of a quality auditing firm. The lack of a peer review report or deficiencies reported could indicate the presence of elevated risks associated with engaging that firm.

We are happy to report that we received a peer review rating of pass with respect to our firm's quality control procedures during our most recent peer review. You can find a copy of our report on the following page.

You may visit the GAQC website here: **www.aicpa.org/GAQC**.

AICPA® Governmental Audit Quality Center Member

KPM

Peer Review Report

ANDERS
CPAs + ADVISORS

Report on the Firm's System of Quality Control

May 14, 2021

To the Members of KPM CPAs, PC and the Peer Review Committee of the Missouri Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of KPM CPAs, PC (the firm) applicable to engagements in effect for the year ended November 30, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at http://www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Audit Standards, including compliance audits under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of KPM CPAs, PC in effect for the year ended November 30, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail. KPM CPAs, PC has received a peer review rating of pass.

Anders Minkler Huber & Helm LLP

ANDERS MINKLER HUBER & HELM LLP
Certified Public Accountants

Anders Minkler Huber & Helm LLP | 800 Market Street-Suite 500 | St. Louis, MO 63101-2501 | p (314) 655-5500 | f (314) 655-5501 | www.anderscpa.com

COPY

City of Harrisonville

Single Audit Proposal
2023

KPM
CPAS & ADVISORS

www.kpmcpa.com

KPM
CPAS & ADVISORS

October 18, 2023

City of Harrisonville
Daniel Barnett, City Clerk
300 E. Pearl Street
Harrisonville, MO 64701

Dear Daniel:

The City of Harrisonville (the City) continues to be a stable place for families to live and grow in Cass County. As the City is committed to its nearly 10,100 residents, KPM CPAs, PC (KPM) is devoted to the communities in which we live and work. At KPM, commitment to the governmental industry goes beyond financial audits. Many of our shareholders and professional staff serve in leadership roles on boards and professional organizations serving local governments. At KPM, the dedication of time, resources, and expertise is a standard we are dedicated to maintaining.

As one of the largest locally owned CPA and advisory firms in Southwest Missouri and a top Midwestern firm, we believe we have the resources to serve the City. The size of our firm provides us with a broad base of technical expertise, which comes from the knowledge of our staff. In addition, KPM understands local economic issues through our extensive experience working with more than 150 governmental entities across Missouri, including Cass County.

We are excited about the prospect of serving the City and building a strong working relationship. Please contact me by phone at 417-882-4300 or by email at jcummings@kpmcpa.com, should you have any questions.

Sincerely,

Jonathan Cummings

Jonathan G. Cummings, CPA, CGMA
Shareholder

www.kpmcpa.com
1445 E. Republic Road Springfield, MO 65804 | 417-882-4300 | fax 417-882-4343
500 W. Main Street, Suite 200 Branson, MO 65616 | 417-334-2987 | fax 417-336-3403

KPM

Table of Contents

KPM

Response to Request for Proposal

Below is KPM CPAs, PC's (KPM) response to the City of Harrisonville's (the City) request for proposal.

a. Provider Profile

General information about the firm – Form 1

FORM NO. 1: Provider Profile

1. Firm / Provider Name and Address:

   Firm Name: KPM CPAs, PC
   Firm Address: 1445 E. Republic Road | Springfield, MO 65804

1a. Firm / Provider is: ___ National ☑ Regional ☑ Local

1b. Year Firm / Provider Established: 1966

1c. Licensed to do business in the State of Missouri: ☑ Yes ___ No

   State of Missouri License #P00192662

1d. Name, title, and telephone number of Principal to contact:

   Contact Name: Jonathan G. Cummings, CPA, CGMA
   Contact Title: Shareholder
   Contact Phone: 417-882-4300

1e. Address of office to perform work, if different from Item No. 1:

   n/a

1f. Please list the number of persons by discipline that your Firm will commit to the City's project:

Jonathan G. Cummings, CPA, CGMA - Shareholder
Sandra G. Barrera, CPA - Manager
Wayland E. Mueller, CPA, CIA - Manager
Madison B. Moore, CPA - Supervisor
Will M. Koch, CPA - Senior
Andrew J. Brink & Nick S. Sterling - Staff

2. Has your firm been the object of any disciplinary action during the past three years?

   We have not had any disciplinary action taken against the firm within the past three years.

3. Has your firm had GFOA Certificate of Excellence experience?

   Although we audit more than 150 governmental entities throughout Missouri, none of our current clients prepare an Annual Comprehensive Financial Report (ACFR) to be submitted for a Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting due to time and cost considerations. However, we have the necessary resources and expertise available to assist the City in preparation of an ACFR, should you choose to prepare one.

b. References & Experience

List three references of entities your firm has audited within the past five (5) years that are similar to that requested by this RFP. Include company name, address, persons to contact, telephone number, a brief description of the project completed by your firm, and date completed. Special attention should be given to projects your firm has completed for other governmental entities. List a description of your firm's relevant governmental audit experience. Form – 2

FORM NO. 2 References/Experience

List three projects your firm has completed within the past five (5) years that are similar to that requested by this RFP. Include entities name, phone numbers, address and type of work performed.

1. Entity Name: City of Republic | Contact Name: David Cameron, City Administrator
   Telephone: 417-732-3112
   Address: 204 N. Main Avenue | Republic, MO 65738
   Scope of Work: Financial Statement Audit & Single Audit (when applicable)
   Completion Date: December 31, 2022

2. Entity Name: City of Warsaw | Contact Name: Jessica Kendall, City Clerk
   Telephone: 660-438-5522
   Address: 201 W. Main Street | Warsaw, MO 65355
   Scope of Work: Financial Statement Audit & Single Audit (when applicable)
   Completion Date: December 31, 2022

3. Entity Name: City of Webb City | Contact Name: Tracy Craig, Finance Director
   Telephone: 417-673-4651
   Address: 200 S. Main Street | Webb City, MO 64870
   Scope of Work: Financial Statement Audit & Single Audit (when applicable)
   Completion Date: October 31, 2022

List a description of your firm's relevant experience with the Single Audit Act of 1984, GASB 34, OMB Circular A-133 and other governmental auditing experience.

Please see the following page for information regarding KPM's governmental audit experience.

KPM

Audit & Single Audit Experience

KPM specializes in governmental auditing within Missouri, and as such, this focus provides us with a unique understanding of the laws and regulations that apply to county governments across the state. We will follow procedures as required by applicable laws and regulations and will continue to monitor and apply any new regulations as needed.

Our audits are performed in accordance with Generally Accepted Auditing Standards, *Government Auditing Standards*, and the Office of Management and Budget's (OMB) Uniform Guidance (formerly OMB Circular A-133), in addition to Generally Accepted Accounting Principles and those promulgated by the American Institute of CPAs (AICPA), Government Finance Officers Association, and National Council on Governmental Accounting. Uniform Guidance Single Audits are required if federal award expenditures exceed $750,000 in one year, and with more than 200 non-profit and governmental clients in Missouri, we perform many single audits for clients who meet this requirement annually.

Governmental Audit Experience

Our experienced advisors work with more than 200 governmental and non-profit entities across the state, including more than 45 municipalities. To remain current with regulatory requirements, our team members regularly attend educational events and courses. The auditors assigned to the City's audit annually receive 40 hours of continuing education, including 24 hours specific to the governmental industry. We are committed to meeting all state and federal continuing education requirements, and our audit team is qualified to perform yellow book audits.

To supplement our industry dedication, KPM is involved in associations locally, regionally, and nationally. Our professionals are not only involved as participants in conferences and courses but also are often recognized for their expertise and knowledge and requested to serve as presenters or instructors at local and national conferences, as well as serving on committees within these areas, including:

- AICPA Governmental Audit Quality Center (GAQC)
- Association of Government Accountants (AGA)
- AGA Ozarks Chapter
- Missouri City Clerks & Finance Officers Association
- Missouri Municipal League
- Missouri Association of Counties
- Missouri Association of County Auditors
- Missouri Society of CPAs (MOCPA) Peer Review Executive Committee
- MOCPA Governmental Accounting Committee

Our involvement in statewide city and county associations also has led us to sponsor and exhibit at various industry conferences. For more information on KPM's municipality experience and services available, please see the profile sheet on the following page.

Municipality Profile

Municipality Expertise

Accounting, Tax, & Consulting Services for Municipalities

Municipalities are funded with taxpayer money and have an obligation to the citizens they serve. As such, fiscal responsibility, transparency, and efficiency are top priorities — ones we respect and understand well. Our broad experience includes financial statement and single audits, forensic accounting, GASB standards implementation, and rate studies.

WE CAN HELP YOU WITH

- Accounting Outsourcing
- Employee Benefit Plan Audits & Consulting
- Financial Statement Audits
- Fraud Detection & Investigation
- Human Resources Consulting
- Internal Control Reviews
- Payroll Tax Services
- Uniform Guidance Single Audits
- Water & Sewer Rate Studies

SERVING 45+ MUNICIPALITIES

We are involved in associations locally, regionally, and nationally:

- American Institute of CPAs Governmental Audit Quality Center
- Association of Government Accountants
- Missouri Association of Counties
- Missouri City Clerks & Finance Officers Association
- Missouri Municipal League
- Missouri Society of CPAs (MOCPA)
- MOCPA Governmental Accounting Committee

SUPPORTING MUNICIPALITIES

Our firm has a strong history of providing services to clients since 1966, and we understand every municipality is different. Our advisors will customize your services based on your size, budget, regulatory profile, and growth plans.

417-882-4300 | info@kpmcpa.com
www.kpmcpa.com | #KPMCPAs
1445 E. Republic Road | Springfield, MO 65804

KPM CPAS & ADVISORS

Let's Connect

Contact Us Today To Speak With Our Advisors

c. Key Personnel

List all key personnel that will be assigned to the City's project. List the person's name, title, project assignments, years of experience and any other qualifications relevant to the City's project. Form – 3

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

The City's full-time engagement team pool will consist of seven individuals but also may be served by any member of KPM's professional staff on a part time basis.

a. Name and Title:

Jonathan G. Cummings, CPA, CGMA | Shareholder

b. Project Assignment:

Audit Shareholder

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 23
2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Accounting & MBA degree
Year: 1999 & 2000 (respectively)

f. Active Registration: Year First Registered/Discipline

Year First Registered: 2005 | Discipline: Certified Public Accountant

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

KPM

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

Sandra G. Barrera, CPA | Manager

b. Project Assignment:

Audit Manager

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm_14__

2. Other firms_2____

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Accountancy
Year: 2006

f. Active Registration: Year First Registered/Discipline

Year First Registered: 2009 | Discipline: Certified Public Accountant

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

Wayland E. Mueller, CPA, CIA | Manager

b. Project Assignment:

Audit Manager

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 8
2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Finance & MBA degree
Year: 1997 & 2003 (respectively)

f. Active Registration: Year First Registered/Discipline

Year First Registered: 2006 | Discipline: Certified Public Accountant

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

KPM

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

Madison B. Moore, CPA | Supervisor

b. Project Assignment:

Audit Supervisor

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 5
2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Accounting
Year: 2018

f. Active Registration: Year First Registered/Discipline

Year First Registered: 2019 | Discipline: Certified Public Accountant

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

KPM

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

William M. Koch, CPA | Senior

b. Project Assignment:

Audit Senior

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 2
2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Accounting & Information Assurance
Year: 2021

f. Active Registration: Year First Registered/Discipline

Year First Registered: 2023 | Discipline: Certified Public Accountant

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

Andrew J. Brink | Staff

b. Project Assignment:

Audit Staff

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 3
2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Accounting
Year: 2020

f. Active Registration: Year First Registered/Discipline

n/a

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

KPM

FORM NO. 3: KEY PERSONNEL

4. Brief resume of key persons, specialists, and individual consultants that shall be assigned to the City project: List total number of personnel assigned to this project.

a. Name and Title:

Nicolas S. Sterling | Staff

b. Project Assignment:

Audit Staff

c. Name of Firm / Provider with which associated:

KPM CPAs, PC

d. Years Experience:

1. With this firm 2
2. Other firms 0

e. Education: Degree(s)/Year/Specialization:

Degree & Specialization: B.S. degree in Accounting
Year: 2021

f. Active Registration: Year First Registered/Discipline

n/a

g. Other Experience & Qualifications relevant to the proposed project:

Prefer to page 12 for engagement team member biographies.

Engagement Team

Below are brief biographies of the professionals assigned to the City. While these individuals have principal responsibility for this engagement, they have the full resources of the firm supporting them. This approach gives our clients the benefit of our firm size while receiving a high level of individualized attention.

Jonathan G. Cummings, CPA, CGMA | Shareholder

Jon has more than 23 years of audit experience and leads the firm's governmental team. He primarily serves clients in the non-profit, education, and governmental industries. His practice emphasis includes municipalities, counties, school districts, charter schools, colleges, non-profit organizations, and special districts. Jon is a member of the American Institute of CPAs (AICPA), Missouri Society of CPAs (MOCPA), Association of Government Accountants, and MOCPA Governmental Accounting Committee. He graduated from Arkansas State University with his B.S. degree in Accounting and his MBA degree. In addition to being a Certified Public Accountant, Jon is an AICPA Chartered Global Management Accountant.

Sandra G. Barrera, CPA | Manager

Sandra has more than 15 years of audit experience and primarily serves clients in the education, governmental, and non-profit industries. Her practice emphasis includes municipalities, school districts, colleges, utilities, and counties. Sandra is a member of the American Institute of CPAs (AICPA), Missouri Society of CPAs (MOCPA), Michigan Association of CPAs, and National Association of Professional Women. She is a former member of the MOCPA Governmental Accounting Committee and presents at seminars, conferences, and training events addressing topics that affect government audits, reporting, and budgeting. Sandra graduated from the University of Wisconsin with her B.S. degree in Accountancy.

Wayland E. Mueller, CPA, CIA | Manager

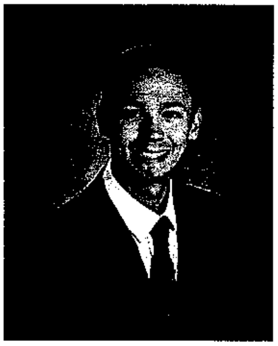
Wayland has more than 20 years of audit and accounting experience and serves clients in the non-profit, education, and governmental industries. His practice emphasis includes municipalities, counties, school districts, colleges, non-profit organizations, and special districts. Wayland is a member of the American Institute of CPAs (AICPA) and The Institute of Internal Auditors (IIA). He graduated from Missouri State University with his B.S. degree in Finance and The University of Arizona with his MBA degree. In addition to being a Certified Public Accountant, he holds his Certified Internal Auditor designation from IIA.

Madison B. Moore, CPA | Supervisor

Madison has more than five years of experience and provides audit services to clients in the non-profit and governmental industries. Her practice emphasis includes municipalities, counties, school districts, special districts, colleges, and non-profit organizations. Madison is a member of the American Institute of CPAs and Missouri Society of CPAs. She also is active in the community, having volunteered with the United Way of the Ozarks. Madison graduated from College of the Ozarks with her B.S. degree in Accounting.

William M. Koch, CPA | Senior

Will provides audit services to clients in the non-profit and governmental industries. His practice emphasis includes municipalities, counties, school districts, colleges, special districts, and non-profit organizations. Will also is active in the community, having volunteered with United Way of the Ozarks. He graduated from Southwest Baptist University with his B.S. degree in Accounting and Information Assurance.



Andrew J. Brink | Staff

Andrew provides audit services to clients in the non-profit and governmental industries. His practice emphasis includes municipalities, counties, colleges, school districts, special districts, and non-profit organizations. Andrew also is active in the community, having volunteered with United Way of the Ozarks. He graduated from Missouri State University with his B.S. degree in Accounting and is currently pursuing his CPA certification.

Nicolas S. Sterling | Staff

Nick provides audit services to clients in the non-profit and governmental industries. His practice emphasis includes municipalities, school districts, counties, colleges, special districts, and non-profit organizations. Nick also is active in the community, having volunteered with United Way of the Ozarks. He graduated from Southwest Baptist University with his B.S. degree in Accounting and is currently pursuing his CPA certification.

d. Cost/Schedule

Identify the cost for this project, this shall be a total cost for audit years 2023, 2024 & 2025 individually. Identify an hourly rate for consultation. List an anticipated audit schedule. This section is to be signed by an authorized representative of the firm. The entity type and Tax ID number must also be provided. Form – 4

FORM NO. 4: COST/SCHEDULE

1. Fees-

It is anticipated that the firm selected will be retained on a yearly basis, with an option to renew with the same firm for the succeeding two years. List a maximum fee that your firm will charge for the audit for each year. An hourly rate for consultation is requested by the city (other than the audit) during the period(s) audited. List an anticipated audit schedule.

FY 2023 $5,000 (Single Audit)

FY 2024 $5,200 (Single Audit)

FY 2025 $5,500 (Single Audit)

Please see the following page for additional fee information.

Hourly rate for consultation

Information regarding hourly rates can be found on the following page.

Anticipated audit schedule

We understand the importance of timeliness when providing services to governmental clients, and KPM always strives to provide timely services and meet or exceed deadlines. We anticipate preliminary fieldwork for the City to begin in January each year and fieldwork to occur in early March of each year. We then expect the draft of the audited financial statements to be issued and delivered to the City no later than June 5 of each year and the final reports to be issued no later than June 15 of each year. Our timeline proposal is based on anticipated cooperation from the City and its representatives and does not include allowances for unforeseen circumstances beyond the City or KPM's control.

KPM CPAs, PC
Company Name

1445 E. Republic Road
Address

Springfield, MO 65804
City/State/Zip

417-882-4300 — Telephone #
417-882-4343 — Fax #

43-1109768
Tax ID No.

Jonathan G. Cummings, CPA, CGMA
Authorized Person (Print)

Jonathan Cummings
Signature

Shareholder
Title

10/18/23
Date

S-Corporation
Entity Type:

Estimated Fees

We understand the importance of controlling costs and believe choosing KPM as your audit provider will make fiscal sense for the City. Fees shall be based on the expertise of assigned engagement team members as well as the nature and complexity of the requested services. Our fees also are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during your engagement.

City of Harrisonville | Single Audit Fees					
	2023	2024	2025	2026	2027
Uniform Guidance Single Audit*	$5,000	$5,200	$5,500	$5,800	$6,100

**A Uniform Guidance Single Audit will be required if federal award expenditures exceed $750,000 in one year, and the price above covers one major program tested in an applicable year. Each additional program required to be tested would be an additional $2,000 in an applicable year.*

Hourly Rates

Fees for consulting throughout the year will depend on the level of assistance required. We do answer routine operational, bookkeeping, and related questions, at no additional charge. If the consulting matter requires significant additional resources or a separate service is required, we will discuss it with you, arrive at a fee estimate, and obtain an engagement letter.

The fees for additional services are based on hourly rates, and the hourly rates included below by staff classification reflect pricing for additional services performed during the FY2023 engagement. Rates for subsequent years are subject to change.

Hourly Rates	
Shareholder	$460
Manager	$295
Supervisor	$235
Senior	$205
Staff	$195

The proposed single audit and hourly rates included above are subject to inflation. If the consumer price index (CPI) exceeds the annual percentage increase noted above as of 12/31 each year, fees will increase to match the CPI increase (not to exceed 8%).

e. Proposal Submittal

Proposals must be completed as instructed. One (1) original proposal and four (4) copies must be returned in response to this RFP.

KPM has followed the instructions set forth by the RFP and provided the requested number and type of proposal submittals to the City.

KPM

Appendix

Signature Page

CITY OF HARRISONVILLE, MISSOURI
FINANCE DEPARTMENT

REQUEST FOR PROPOSAL

The City of Harrisonville will accept separate sealed proposals from qualified persons or firms interested in providing the following:

1) INDEPENDENT AUDIT OF FINANCIAL STATEMENTS
2) A SEPARATE PROPOSAL FOR SINGLE AUDITS

ONE (1) ORIGINAL PROPOSAL AND FOUR (4) COPIES OF THE PROPOSALS MUST BE RECEIVED BY:

11:00 A.M. on October 18, 2023

PLEASE MARK YOUR SUBMITTALS "SEALED PROPOSAL FOR INDEPENDENT AUDIT OF FINANCIAL STATEMENTS" AND SEND IT TO:

City of Harrisonville
Attention: Daniel Barnett
300 E. Pearl St.
Harrisonville, MO 64701

The City reserves the right to reject any and all proposals, to waive technical defects, and to select the proposal(s) deemed most advantageous to the City.

The undersigned certifies that he/she has the authority to bind this company in an agreement to supply the service or commodity in accordance with all terms and conditions specified herein. Please type or print the information below.

Company Name KPM CPAs, PC
1445 E. Republic Road
Address
Springfield, MO 65804
City/State/Zip
417-882-4300 417-882-4343
Telephone # Fax #
jcummings@kpmcpa.com
E-mail

Authorized Person (Print) Jonathan G. Cummings, CPA, CGMA
Jonathan Cummings
Signature
Shareholder
Title
10/18/23 43-1109768
Date Tax ID #
S-Corporation
Entity Type

1

Our Firm

Founded in 1966, KPM has offices in Springfield and Branson, Missouri. KPM was recently named one of Accounting Today's 'Best Firms to Work For,' is one of the largest locally owned CPA and advisory firms in Southwest Missouri (Springfield Business Journal), a top Midwestern firm (Accounting Today), and a top 300 firm in the U.S. (INSIDE Public Accounting). We also are ranked as one of 'America's Best Tax & Accounting Firms' (Forbes). We believe the size of our firm provides us with a broad base of technical expertise, which comes from the vast experience of our professionals. KPM also is proud to offer articles and other valuable resources to help keep our clients informed on our website at **www.kpmcpa.com**.

Independent Member of

PrimeGlobal

In addition, KPM is a member of PrimeGlobal. PrimeGlobal is an award-winning association of independent accounting and advisory firms, comprised of approximately 300 highly successful independent public accounting firms in over 100 countries. PrimeGlobal provides its independent member firms with tools and resources to help them furnish superior accounting, auditing, tax, and advisory services to clients around the globe. For more information about PrimeGlobal and the services it offers its independent member firms and their clients, visit the PrimeGlobal website at **www.primeglobal.net.**

For more information, please see our firm profile on the following page.

KPM

Firm Profile

Why Choose KPM?

Nationally Ranked, Locally Invested, & Personally Committed

We offer a wide range of accounting and advisory services so our clients may make informed financial decisions. Our CPAs and advisors put client service above all else. We never stop working to help you solve problems and find innovative ways to address the things that keep you up at night.

WE CAN HELP YOU WITH

- Accounting Outsourcing
- Audit & Assurance
- Employee Benefit Plans
- Forensic & Valuation Services
- Human Capital Solutions
- IT Consulting
- Management Consulting
- Tax
- Wealth Planning

INDUSTRY EXPERTISE

- CONSTRUCTION & REAL ESTATE
- EDUCATION
- FINANCIAL INSTITUTIONS
- GOVERNMENTAL
- MANUFACTURING & DISTRIBUTION
- NON-PROFIT
- PROFESSIONAL SERVICES
- RETAIL & HOSPITALITY

WE SPEAK YOUR LANGUAGE

We have served clients in highly-regulated industries since 1966. Our advisors thrive on connecting with clients to help them make wise financial decisions and grow their businesses.

AT A GLANCE

We are a top Midwestern firm, top 300 firm in the U.S., and one of the largest locally-owned CPA and advisory firms in Southwest Missouri. With nearly 100 professionals, we have the depth of resources to provide a broad base of technical expertise, while also delivering the individualized attention our clients deserve.

KPM CPAS & ADVISORS

You Can 'Account' On Us.

Contact Us To Help Solve Your Problems

YOU CAN EXPECT

Client-Centered Solutions

We are still a Midwestern firm that puts clients first. You can rely on our advisors to inform you of timely opportunities, quickly identify pertinent issues, and promptly provide solutions.

Community-Focused Firm

We believe in building stronger communities through the commitment of time, resources, and expertise and understand you must lead by example to create engaged societies.

Far-Reaching Resources

We are an independent member of PrimeGlobal, one of the five largest associations of independent advisory and accounting firms in the world comprised of over 300 highly-successful independent firms in 100 countries.

Technically Sound Advisors

We are involved in associations locally, regionally, and nationally. Remaining apprised of industry trends, evolving tax laws, and accounting regulations allows us to better serve our clients.

We are an open book. How we treat clients and each other is clearly spelled out in our mission, vision, and values. For us, it's all about enriching the lives of our clients, communities, and professionals.

CORE VALUES

BALANCE
INNOVATION
RESPECT
SPIRIT
TEAMWORK
TRUST

MISSION

KPM is committed to enhancing the lives of our clients, communities, and professionals.

VISION

KPM will provide innovative solutions and insights to help clients prosper.

417-882-4300 | info@kpmcpa.com
www.kpmcpa.com | #KPMCPAs
1445 E. Republic Road | Springfield, MO 65804

KPM
CPAS & ADVISORS

Let's Connect

Enough About Us. How We Can Help You?

Audit Approach

Our general audit approach is to develop an audit program modified to meet your specific accounting and operating environments. Your needs are unique, and we tailor every audit to the needs of the individual client by reducing the use of packaged or standardized procedures and encouraging innovative, efficient audit planning, audit procedure design, and engagement administration. To develop this specific audit program, we first gain an understanding of the City, its systems, and internal controls by reviewing a selection of organizational charts, employee handbooks, procedural manuals, and financial reports in budgeted and actual form. We also use interviews and observation to assist us in developing an audit program as these methods allow us to exercise our professional judgment to identify key areas of risk to be targeted within the audit engagement. The audit documentation and financial statements are subject to a quality review prior to issuance. Our detailed audit approach can be summarized in the following phases:

Phase 1

- Orientation – Our review of the audit's objectives, the principles of engagement administration, and any other important features of the City.
- Planning – We will perform inquiries, walk-throughs, observation, and analytical and substantive procedures to acquire a knowledge and understanding of the City and your environment. This will include internal controls, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures based on our risk assessments. We will review prior years' auditor's reports and documentation, prepare time budgets, perform preliminary analytical procedures, assign tasks to members of our engagement team, and establish priorities for the completion of the audit. In addition, we will provide a 'To Be Provided by Client' list via Suralink at least three weeks prior to the arrival of the audit team. Suralink's secure portal offers a convenient way to facilitate the secure transfer of information between KPM and our clients.

Phase 2

- Audit Performance – We will use tailored audit programs prepared during our planning of the engagement to guide us through the necessary fieldwork (analytical procedures, internal controls, and substantive testing) to gain sufficient audit evidence to support our opinion on the financial statements. This will include our performance of the compliance audit of the federal programs, if required, and any other applicable compliance requirements.

Phase 3

- Audit Completion – We will assist you in the preparation of financial statements and footnotes. In addition, we will prepare our applicable reports on compliance and internal controls, noting any findings accordingly. We will then provide a draft of the above reports to the City's management prior to its release.
- Report Preparation – After management's review of the draft financial statements, we will prepare a final report on the basic financial statements as well as recommendations on operating procedures and internal controls for management. If so desired, we also will discuss the report and comments with the City's Board of Aldermen prior to its release.
- Report Delivery – We will present the audit, audit findings, and recommendations to the City's Board of Aldermen.

Quality Control

KPM's quality begins with the audit teams serving our clients. Our governmental and non-profit audit teams work exclusively in those industries. As such, all training and professional development resources are dedicated to enhancing the knowledge of our auditors on the subjects of governmental and non-profit accounting and auditing. This industry focus allows our auditors to assess client conditions and adapt audit procedures to each situation.

Our clients can be confident their financial reports have been subjected to the most stringent review of technical compliance and reporting excellence through our technical review process. This process oversees that our engagements meet our high-quality standards. As a condition of the monitoring element of our quality control policies and procedures, we require all audit reports to be subjected to an independent second review by one of our audit shareholders prior to the reports being issued.

Our commitment to quality is further evidenced by our memberships in the AICPA GAQC and Private Companies Practice Section of the AICPA, and as such, we adhere to the established peer review requirements and practice guidelines. Members of GAQC demonstrate their commitment by voluntarily agreeing to adhere to their membership requirements, including designating a shareholder responsible for their non-profit and governmental audit practice, establishing quality control programs, performing annual internal inspection procedures, and making peer review report findings publicly available.

Peer review reports provide clients with assurance knowing the reviewed firm has adequate internal controls in place to provide a quality product that conforms to all applicable audit standards. The review and comparison of peer review reports of prospective auditing firms is a critical step in the selection of a quality auditing firm. The lack of a peer review report or deficiencies reported could indicate the presence of elevated risks associated with engaging that firm.

We are happy to report that we received a peer review rating of pass with respect to our firm's quality control procedures during our most recent peer review. You can find a copy of our report on the following page.

You may visit the GAQC website here: **www.aicpa.org/GAQC**.

AICPA® Governmental Audit Quality Center Member

Peer Review Report

ANDERS
CPAs + ADVISORS

Report on the Firm's System of Quality Control

May 14, 2021

To the Members of KPM CPAs, PC and the Peer Review Committee of the Missouri Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of KPM CPAs, PC (the firm) applicable to engagements in effect for the year ended November 30, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at http://www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Audit Standards, including compliance audits under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of KPM CPAs, PC in effect for the year ended November 30, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail. KPM CPAs, PC has received a peer review rating of pass.

Anders Minkler Huber & Helm LLP

ANDERS MINKLER HUBER & HELM LLP
Certified Public Accountants

Anders Minkler Huber & Helm LLP | 800 Market Street-Suite 500 | St. Louis, MO 63101-2501 | p (314) 655-5500 | f (314) 655-5501 | www.anderscpa.com

Council Bill No. 2023

Resolution No. 2023

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH KPM CPAS & ADVISORS FOR ANNUAL AUDIT SERVICES FOR A PERIOD OF THREE YEARS BEGINNING WITH THE FISCAL YEAR 2024 FOR THE AMOUNT INCLUDED IN THE PROPOSAL, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, a Request For Proposals for annual audit services was published in the local newspaper of record (Tribune and Times) on the City website and also sent requests to audit firms in the area via email and the City received proposals from two firms on October 18, 2023; and

WHEREAS, the proposals were reviewed by City staff, whose recommendation is KPM CPAs and Advisors to be awarded the contract for audit services beginning with Fiscal year 2024; and

WHEREAS, the Board of Aldermen have reviewed the recommendation and believe it to be in the best interests of the City to approve the agreement with KPM CPAs and Advisors, for annual audit services for a period of three years, beginning with the fiscal year 2024;

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

Section 1: That the City Administrator of the City of Harrisonville, Missouri is hereby authorized and directed by the Board of Aldermen to enter into the proposed Agreement attached hereto with KPM CPAs and Advisors for annual audit services for a period of three years, beginning with the fiscal year 2024.

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 ON THIS 6TH DAY OF NOVEMBER 2023.

VOTE TAKEN AS FOLLOWS:

AYES:
NAYS:
ABSENT:
ABSTAIN:

____
Mike Zaring, Mayor and Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

____
Daniel Barnett, City Clerk
WITNESS my hand and seal this 6th day of November 2023.

THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Daniel Barnett,**

DATE: **October 12, 2023**

SUBJECT: **Lake Harrisonville Guidelines Ordinance**

Type of Item: *Approval*

D. Action Item (ID # 4671)

AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE ESTABLISHING A SUBSECTION TO SECTION 225.490 OF THE HARRISONVILLE MUNICIPAL CODE AND ESTABLISHING AN EFFECTIVE DATE

History:

10/16/23 Board of Aldermen SCHEDULED

City Attorney Felzien read the ordinance for the first time only.

Attachments:

Lake Harrisonville Clean Ordinance final (DOCX)

Council Bill No. ____

Ordinance No. ____

AN ORDINANCE ESTABLISHING A SUBSECTION TO SECTION 225.490 OF THE HARRISONVILLE MUNICIPAL CODE AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City of Harrisonville desires to amend the Harrisonville Municipal Code to prohibit the use of Lake Harrisonville for watering livestock or agricultural products, and to prohibit the runoff of wastewater into Lake Harrisonville; and

WHEREAS, the Board of Aldermen desire to keep Lake Harrisonville a clean and attractive lake for use by the City's citizens and potable water source.

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

Section 1: Section 225.490 of the Harrisonville Municipal Code is hereby amended to read as follows:

"**A.** The rules and regulations for hunting, fishing and the taking, method of pursuit and possession of any species not specifically covered by the following shall be in accordance with the rules and regulations of the Missouri Department of Conservation.

B. There will be no body contact sports or activity (skiing, swimming, etc.) permitted.

C. No fish cleaning will be permitted anywhere on Lake Harrisonville property (water or land). Violations are subject to fines as established in the City's Comprehensive Schedule of Fees.

D. The speed limit on any road within lake property is fifteen (15) miles per hour. Speeders will be issued a ticket and fined.

E. No firearms are permitted at lake Harrisonville except:

> **1.** During duck hunting season and then only by those persons with City hunting permits; and
>
> **2.** Firearms which are permitted by a conceal carry endorsement.

F. No firearms will be discharged except during duck hunting season and then only from a duck blind by those persons with City duck hunting permits.

G. No hunting of any kind will be allowed on lake property other than duck hunting and then only during duck hunting season.

H. No houseboats, sailboats, floating docks, pontoons, etc., will be permitted.

I. No rafts will be permitted.

J. No boating or fishing will be permitted within fifty (50) feet of the dam intake or within fifty (50) feet from the water pumping station.

K. All persons are required to enter lake property through the main entrance where the lake caretaker resides. Any persons not entering at this location are subject to a fine as established in the City's Comprehensive Schedule of Fees and revocation of their permit.

L. No open fires or cooking of any type will be permitted.

M. Fireworks are prohibited.

N. No person shall operate any motorboat or vessel while intoxicated or under the influence of any narcotic drug, barbiturate or marijuana, nor shall it be permissible to possess or consume any intoxicating liquor or non-intoxicating beer on the lake.

O. All special groups are to be cleared through the City Administrator.

P. No person shall draw water from Lake Harrisonville for any agricultural or livestock-related purpose,

> **1.** This sub-section shall not apply to any person who has a fully executed agreement with the City of Harrisonville entered into prior to October 1, 2023.

Q. No person shall allow agricultural or livestock-related wastewater to runoff into Lake Harrisonville."

<u>Section 2</u>: That this Ordinance shall be in effect immediately upon its passage and approval.

Read for the first time by title only on the 2nd day of October 2023. Read for the second time by title only on the 16th day of October 2023.

____
Mike Zaring, Mayor

ATTEST:

____
Daniel Barnett, City Clerk

APPROVED by the Mayor this 16th day of October 2023.

THE CITY OF HARRISONVILLE
WHERE TRADITION MEETS INNOVATION

STAFF REPORT

TO: **Board of Aldermen**
FROM: **Daniel Barnett,**
DATE: **November 2, 2023**
SUBJECT: **Municpal Court Report - October 2023**

Type of Item: *Discussion*

A. Discussion Item (ID # 4684)

Municpal Court Report - October 2023

Attachments:

October 2023 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 **October 2023** and that the information and statements contained in said report are true and correct according to my best information, knowledge and belief.

Don Lograsso ______________________ 11/1/23
Don Lograsso
Municipal Court Judge

Date

Presented and reviewed as required by Court Operating Rule 4.29.

______________________ 11-2-2023
City Clerk

Date

Subscribed and sworn to before me this __________ day of _________________________, 2023.

____
Notary

MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

I. COURT INFORMATION	Municipality: Harrisonville Municipal	Reporting Period: Oct 1, 2023 - Oct 31, 2023
Mailing Address: 300 E PEARL STREET, HARRISONVILLE, MO 64701		
Physical Address: 300 E PEARL STREET, HARRISONVILLE, MO 64701	County: Cass County	Circuit: 17
Telephone Number: (816)3808903	Fax Number:	
Prepared by: MICHELLE SHAFFER	E-mail Address: michelle.shaffer@courts.mo.gov	
Municipal Judge: Don Lograsso		

II. MONTHLY CASELOAD INFORMATION	Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations/informations) pending at start of month	47	654	517
B. Cases (citations/informations) filed	1	35	47
C. Cases (citations/informations) disposed			
1. jury trial (Springfield, Jefferson County, and St. Louis County only)	0	0	0
2. court/bench trial - GUILTY	1	2	0
3. court/bench trial - NOT GUILTY	0	4	2
4. plea of GUILTY in court	5	24	18
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)	0	11	0
6. dismissed by court	0	0	0
7. *nolle prosequi*	0	2	5
8. certified for jury trial (not heard in Municipal Division)	0	0	0
9. TOTAL CASE DISPOSITIONS	6	43	25
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]	42	646	539
E. Trial de Novo and/or appeal applications filed	0	0	0

III. WARRANT INFORMATION (pre- & post-disposition)	
1. # Issued during reporting period	34
2. # Served/withdrawn during reporting period	15
3. # Outstanding at end of reporting period	1,144

IV. PARKING TICKETS	
1. # Issued during period	0
☐ Court staff does not process parking tickets	

MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: Harrisonville Municipal	Reporting Period: Oct 1, 2023 - Oct 31, 2023

V. DISBURSEMENTS

Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)	
Fines - Excess Revenue	$2,631.50
Clerk Fee - Excess Revenue	$276.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	$8.51
Bond forfeitures (paid to city) - Excess Revenue	$0.00
Total Excess Revenue	$2,916.01
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)	
Fines - Other	$6,803.13
Clerk Fee - Other	$360.00
Judicial Education Fund (JEF) ☒ Court does not retain funds for JEF	$0.00
Peace Officer Standards and Training (POST) Commission surcharge	$53.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	$377.89
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	$11.10
Law Enforcement Training (LET) Fund surcharge	$106.00
Domestic Violence Shelter surcharge	$106.00
Inmate Prisoner Detainee Security Fund surcharge	$106.00
Restitution	$42.37
Parking ticket revenue (including penalties)	$0.00
Bond forfeitures (paid to city) - Other	$0.00
Total Other Revenue	$7,965.49

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 and witness fees.	
Court Automation	$364.00
Law Enf Arrest-Local	$1,091.00
Restitution Due Political Sub	$7.60
Total Other Disbursements	$1,462.60
Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	$12,344.10
Bond Refunds	$758.00
Total Disbursements	$13,102.10