City of Harrisonville est. 1836

AGENDA
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
NOVEMBER 18, 2019
7:00 PM

1. **Call to Order**

   A. **Pledge of Allegiance**

   B. **Roll Call**

2. **Ceremonial Matters**

3. **Public Participation**

4. **Approval of Minutes**

   A. **Executive Session Minutes November 4, 2019**

   B. **Executive Session Minutes November 5, 2019**

   C. **Board of Aldermen - Work Session - Nov 4, 2019 5:30 PM**

   D. **Board of Aldermen - Regular Meeting - Nov 4, 2019 7:00 PM**

   E. **Board of Aldermen - Special Meeting - Nov 5, 2019 5:30 PM**

5. **Agenda Items**

   A. **Council Bill 75: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI TO AUTHORIZE THE CITY ADMINISTRATOR TO EXECUTE A PURCHASE AGREEMENT FOR THE 2019 AIRPORT ROOF REPAIRS FROM HD ROOF COATINGS IN THE AMOUNT OF $16,940.00 AND ESTABLISHING AN EFFECTIVE DATE.**

   B. **Council Bill 72: AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF HARRISONVILLE AS FOLLOWS: CHAPTER 700, SECTION 700.530, BY ESTABLISHING NEW RATES FOR MUNICIPAL ELECTRIC SERVICES**

   C. **Council Bill 73: AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF HARRISONVILLE AS FOLLOWS: CHAPTER 700, SECTION 700.460, BY ESTABLISHING NEW RATES FOR MUNICIPAL SEWER SERVICES**

D. Council Bill 74: Fiscal Year 2020 Budget AN ORDINANCE ADOPTING AN OPERATING BUDGET FOR THE CITY OF HARRISONVILLE, MISSOURI, FOR THE FISCAL YEAR JANUARY 1, 2020 THROUGH DECEMBER 31, 2020

6. Aldermen and Committee Reports

7. Report from the City Administrator

A. October 2019 Municipal Court Report

8. Questions from the Media

9. Adjourn From Regular Session

Posted on City Hall Bulletin Board this 14th day of November, 2019

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Randall K. Jones, City Clerk

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

City of Harrisonville est. 1836

DRAFT

MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
WORK SESSION
CITY HALL
NOVEMBER 4, 2019
5:30 PM

1. Call to Order

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

2. Present

Attendee Name	Organization	Title	Status	Arrived
Brad Bockelman	Harrisonville	Board Member	Absent	
Dave Doerhoff	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Judy Reece	Harrisonville	Board Member	Present	
Clint Miller	Harrisonville	Board Member	Present	
David Dickerson	Harrisonville	Board Member	Present	
Gary Davidson	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Judy Bowman	Harrisonville	Mayor	Present	

Others present were: City Attorney Christine Roto, City Administrator Mike Tholen, Finance Director Marcella McCoy, Public Works Director Eric Patterson, HES Chief Eric Myler, Parks & Recreation Director Chris Deal, Building Official Chris Arthur, IT Director Jeremy Smith, Public Information Officer/Deputy City Clerk Daniel Barnett and City Clerk Randall Jones, Recording.

3. 2020 Budget Final Review

City Administrator Mike Tholen presented the final review of the proposed 2020 Budget. The information is also included as part of the first reading of the 2020 Budget Ordinance.

Alderman Turner asked how much would be taken out of the reserve fund. The answer was $626,660.00.

Alderman Dickerson asked how much was projected for the Economic Development Director position. The answer was $95,000.00. He also asked about the projected cost for the Martin

Luther King Jr. Day. The answer was approximately $11,000.00. Dickerson said he was not comfortable with approving the Economic Development Director position. He thought the city should take advantage of the Cass County Economic Development Director.

Alderman Milner stated that the city needs someone who would be looking out for Harrisonville.

Alderman Reece stated that the position will bring businesses into Harrisonville and help the city grow.

Alderman Davidson believes that we need one that has our interests at heart.

Alderman Doerhoff said that the Cass County Economic Development Director is interested in Cass County as a whole.

Mayor Bowman explained the role of Bill Brown with the County. She talked of the need for marketing Harrisonville with recent drops in enrollment in our school system and membership in our local churches.

Alderman Miller is not in favor of an Economic Development Director and feels that we have adequate staff to handle it. He felt we were stretching the budget with unknown health care costs.

Alderman Davidson said we will never know the costs each year if we wait.

Mayor Bowman pointed out that Jim Clarke, former Economic Development Director, was instrumental in getting ADS to move to Harrisonville.

Alderman Dickerson asked about the cost of the locker room at the Police Department. The answer was it has been budgeted for $56,000.00. He is not in favor of this and also sees the need for only one patrol car to be included in the proposed budget.

Alderman Miller asked for clarification on Street Department backhoe - it will be purchased from Water Department.

Alderman Davidson talked about the need for the two new patrol cars and the need to provide safety within the department.

Alderman Reece wanted to make it clear that the purchase of the patrol cars are for the police department and not the Chief.

Alderman Doerhoff stated that there are other items that could be cut from the budget such as repairs to City Hall and decrease in the amount of sidewalk repair.

Alderman Turner asked about the Electric Department bond payment and the answer was the last payment will be in 2020.

Minutes Acceptance: Minutes of Nov 4, 2019 5:30 PM (Approval of Minutes)

Mayor Bowman asked for a show of hands if anyone had concerns for the following: two patrol cars 6 in favor 1 against, Police Department Locker Room 6 in favor and 1 against, Martin Luther King Jr. Holiday 5 in favor 2 against. She stated that we will move forward with the first reading of the proposed 2020 Budget at tonight's meeting.

Alderman Miller made a motion to adjourn work session with a second by Alderman Davidson. Motion carried. Meeting adjourned at 6:15 p.m.

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

ATTEST:

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Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Nov 4, 2019 5:30 PM (Approval of Minutes)

City of Harrisonville est. 1836

DRAFT

MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
NOVEMBER 4, 2019
7:00 PM

1. Call to Order

The meeting was called to order at 7:00 PM by Mayor Judy Bowman

A. Pledge of Allegiance

Attendee Name	Organization	Title	Status	Arrived
Brad Bockelman	Harrisonville	Board Member	Absent	
Dave Doerhoff	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Judy Reece	Harrisonville	Board Member	Present	
Clint Miller	Harrisonville	Board Member	Present	
David Dickerson	Harrisonville	Board Member	Present	
Gary Davidson	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Judy Bowman	Harrisonville	Mayor	Present	

Others present were: City Attorney Christine Roto, City Administrator Mike Tholen, Parks & Recreation Director Chris Deal, Public Works Director Eric Patterson, Finance Director Marcella McCoy, City Planner Roger Kroh, Public Information Officer/Deputy City Clerk Daniel Barnett and City Clerk Randall Jones, Recording.

2. Ceremonial Matters

Mayor Bowman recognized Sergeant Geremy Pearce for his participation in the Guns & Hoses Boxing Event in Kansas City last Saturday.

3. Public Participation

JoAnn Bates, 430 Hamlet Drive, and president of the Villas of Eastern Hills Homeowners Association, addressed the Mayor and Board over concerns with a drainage pipe in their subdivision. It is located near the walking trail and the recent rains have caused some washout and damage along the trail. She presented photos of the damage.

Judy Ford, 505 Village Lane shared the concern over drainage issue and asked for some resolution from the Board.

John Pruitt, 509 Village Lane, recently moved to the subdivision and voiced concern over the drainage issues.

Mayor Bowman asked JoAnn Bates what city staff she had reached out to. The answer was Ted Martin and Eric Patterson.

Kimberly Wirths, 2904 Eastern Hills Parkway, voiced concern over the walkway/trail and reported chunks of asphalt along trail.

Beverly Floyd, 504 Hamlet Drive, voiced concern over street drain/storm water drain daylighting into yards.

Mayor Bowman asked that city staff would follow up with JoAnn Bates and review the concerns and report back to the Board.

4. Approval of Minutes

A. Board of Aldermen - Work Session - Oct 21, 2019 5:30 PM

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

B. Board of Aldermen - Regular Meeting - Oct 21, 2019 7:00 PM

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

C. Board of Aldermen - Budget Meeting - Oct 29, 2019 5:30 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Marcia Milner, Board Member
SECONDER:	Gary Davidson, Board Member
AYES:	Doerhoff, Milner, Reece, Miller, Dickerson, Davidson, Turner
ABSENT:	Brad Bockelman

5. Agenda Items

A. Planning & Zoning Commission Reappointment

City Administrator Mike Tholen reported that Mayor Bowman would like to re-appoint Scott Milner to the Planning & Zoning Commission. Alderman Dickerson made made to accept the appointment with a second by Alderman MIller. Alderman Milner abstained from voting due to conflict of interest. Motion carried.

B. PUBLIC HEARING AN ORDINANCE OF THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI, REZONING THE APPROXIMATELY 6.29-ACRE RENNER PLACE AT 1600 WEST MECHANIC STREET FROM M-1 LIGHT INDUSTRIAL DISTRICT ZONING TO C-2 SERVICE BUSINESS DISTRICT ZONING

Staff report was presented by City Planner Roger Kroh. Brian Renner would like to rezone his property from M-1 to C-2. Kroh stated that the intent is to construct storage units on the back side of the property. Alderman Miller verified that the shared drive will be a hard surface drive. The answer was yes up to the entrance of the storage units. Alderman Davidson asked about any other M-1 zoning in the area. The answer was yes there are other properties zoned M-1. Alderman Turner asked about the upkeep/maintenance of the shared private drive. The answer was it would be the responsibility of the landowners. Mr. Collins, Brian Renner's attorney, thanked Roger Kroh for his patience and his help during this process. No further input, Mayor Bowman closed the public hearing.

First reading for Council Bill #067. Motion by Alderman Dickerson to suspend ruling and move Council Bill #067 to second reading with a second by Alderman Milner. Roll call vote: Alderman Bockelman absent, Alderman Doerhoff, Alderman Milner aye, Alderman Reece aye, Alderman Miller aye, Alderman Dickerson aye, Alderman Davidson aye, Alderman Turner aye. Having been read by title only twice, Roll call vote taken: Alderman Bockelman absent, Alderman Milner aye, Alderman Reece aye, Alderman Miller aye, Alderman Dickerson aye, Alderman Davidson aye, Alderman Turner aye. Mayor Bowman designated it to be Ordinance #3478.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	David Dickerson, Board Member
SECONDER:	Marcia Milner, Board Member
AYES:	Doerhoff, Milner, Reece, Miller, Dickerson, Davidson, Turner
ABSENT:	Brad Bockelman

C. A RESOLUTION OF THE CITY OF HARRISONVILLE APPROVING THE PRELIMINARY PLAT OF RENNER PLACE LOTS 1 AND 2, A 6.29 ACRE SUBDIVISION OF LAND AT 1600 WEST MECHANIC STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.

Staff report presented by City Planner Roger Kroh. Upon passage, Mayor Bowman designated it to be Resolution #044.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	David Dickerson, Board Member
SECONDER:	Clint Miller, Board Member
AYES:	Doerhoff, Milner, Reece, Miller, Dickerson, Davidson, Turner
ABSENT:	Brad Bockelman

D. AN ORDINANCE TO APPROVE THE FINAL PLAT OF RENNER PLACE LOTS 1 AND 2, A 6.29-ACRE SUBDIVISION AT 1600 WEST MECHANIC STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI

First reading for Council Bill #069. Motion by Alderman Dickerson to suspend ruling and move Council Bill #069 to second reading with a second by Alderman Reece. Roll call vote: Alderman Bockelman absent, Alderman Doerhoff, Alderman Milner aye, Alderman Reece aye, Alderman Miller aye, Alderman Dickerson aye, Alderman Davidson aye, Alderman Turner aye. Having been read by title only twice, Roll call vote taken: Alderman Bockelman absent, Alderman Milner aye, Alderman Reece aye, Alderman Miller aye, Alderman Dickerson aye, Alderman Davidson aye, Alderman Turner aye. Mayor Bowman designated it to be Ordinance #3479.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	David Dickerson, Board Member
SECONDER:	Judy Reece, Board Member
AYES:	Doerhoff, Milner, Reece, Miller, Dickerson, Davidson, Turner
ABSENT:	Brad Bockelman

E. A RESOLUTION OF THE CITY OF HARRISONVILLE APPROVING THE PRELIMINARY PLAT OF HARRISONVILLE TOWN CENTER, 2nd PLAT, A 20-ACRE PLAT AT THE SOUTHWEST CORNER OF LINDBERG STREET AND SOUTH COMMERCIAL STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.

Staff report presented by City Planner Roger Kroh. Alderman Davidson asked if the City can hold them to the 47% current water flow. Mayor Bowman asked if the stormwater release could be to the west to Muddy Creek. Roger Kroh reported that engineers for Dollar General reported the cost to be $150-200k and they felt it cost prohibitive. Public Works Director Eric Patterson stated that the retention area will hold more than it currently holds but will not make a noticeable difference. Upon passage, Mayor Bowman designated it to be Resolution #045.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	David Dickerson, Board Member
SECONDER:	Clint Miller, Board Member
AYES:	Doerhoff, Milner, Reece, Miller, Dickerson, Davidson, Turner
ABSENT:	Brad Bockelman

F. AN ORDINANCE APPROVING THE FINAL PLAT OF HARRISONVILLE TOWN CENTER, 2nd PLAT, A 20-ACRE PLAT AT THE SOUTHWEST CORNER OF LINDBERG STREET AND SOUTH COMMERCIAL STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.

First reading for Council Bill #071. Motion by Alderman Turner to suspend ruling and move Council Bill #071 to second reading with a second by Alderman Dickerson. Roll call vote: Alderman Bockelman absent, Alderman Doerhoff, Alderman Milner aye, Alderman Reece aye, Alderman Miller aye, Alderman Dickerson aye, Alderman Davidson aye, Alderman Turner aye. Having been read by title only twice, Roll call vote taken: Alderman Bockelman absent, Alderman Milner aye, Alderman Reece aye, Alderman Miller aye, Alderman Dickerson aye, Alderman Davidson aye, Alderman Turner aye. Mayor Bowman designated it to be Ordinance #3480.

Minutes Acceptance: Minutes of Nov 4, 2019 7:00 PM (Approval of Minutes)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Matt Turner, Board Member
SECONDER:	David Dickerson, Board Member
AYES:	Doerhoff, Milner, Reece, Miller, Dickerson, Davidson, Turner
ABSENT:	Brad Bockelman

G. AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF HARRISONVILLE AS FOLLOWS: CHAPTER 700, SECTION 700.530, BY ESTABLISHING NEW RATES FOR MUNICIPAL ELECTRIC SERVICES

Staff report presented by Public Works Director Eric Patterson. Alderman Dickerson asked what was the basis for increase. Patterson stated that there are more solar customers now and also the possible addition of a fourth substation. Alderman Davidson verified that it had been 11 years since the last base increase. This ordinance does not include an automatic annual increase. First reading for Council Bill #072. Motion by Alderman Milner to suspend ruling and move Council Bill #072 to second reading with a second by Alderman Reece. Roll call vote: Alderman Bockelman absent, Alderman Doerhoff aye, Alderman Milner aye, Alderman Reece aye, Alderman Miller nay, Alderman Dickerson nay, Alderman Davidson aye, Alderman Turner nay. Motion did not carry. Second reading moved to November 18, 2019.

RESULT:	**FIRST READING**
	Next: 11/18/2019 7:00 PM

H. AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF HARRISONVILLE AS FOLLOWS: CHAPTER 700, SECTION 700.460, BY ESTABLISHING NEW RATES FOR MUNICIPAL SEWER SERVICES

Staff report presented by Public Works Director Eric Patterson. Alderman Dickerson asked what the increase would be for and why not use the unrestricted funds to pay for the engineering study. City Administrator Mike Tholen said for SRF purposes, the City has to show that charges are enough to cover the services provided. Currently we do not. Mayor Bowman stated that interest rates for SRF loans are currently low.First reading for Council Bill #073. Motion by Alderman Milner to suspend ruling and move Council Bill #073 to second reading with a second by Alderman Davidson. Roll call

vote: Alderman Bockelman absent, Alderman Doerhoff aye, Alderman Milner aye, Alderman Reece aye, Alderman Miller nay, Alderman Dickerson nay, Alderman Davidson aye, Alderman Turner nay. Motion did not carry. Second reading moved to November 18, 2019.

RESULT:	**FIRST READING**
	Next: 11/18/2019 7:00 PM

I. Fiscal Year 2020 Budget AN ORDINANCE ADOPTING AN OPERATING BUDGET FOR THE CITY OF HARRISONVILLE, MISSOURI, FOR THE FISCAL YEAR JANUARY 1, 2020 THROUGH DECEMBER 31, 2020

Staff report presented by City Administrator Mike Tholen. First reading for Council Bill #074. Second reading will be November 18, 2019.

RESULT:	**FIRST READING**
	Next: 11/18/2019 7:00 PM

6. Aldermen and Committee Reports

Alderman Doerhoff said there was a great showing for the Town Hall meeting last Saturday. Looking forward to the future dog park.

Alderman Reece also said it was a great Town Hall meeting and thanked Chris Deal for doing a great presentation.

7. Report from the City Administrator

City Administrator Mike Tholen reminded everyone of the upcoming November holidays.

City Attorney Christine Roto recommended to have the second reading of Council Bill #47 for the Harisonville Villas on December 2, 2019. A motion was made by Alderman Davidson with a second by Alderman Reece to place this on the December 2, 2019 agenda. Motion carried with 5 ayes and 2 nays voice vote.

8. Questions from the Media

None.

9. Adjourn to Executive Session pursuant to RSMo 610.021 (3) Hiring, firing or discpline of employee and (2) Leasing, purchasing or sale of real estate

A motion was made by Alderman Milner to enter into Executive Session pursuant to RSMo 610.021 (3) Hiring, firing or discipline of employee and (2) Leasing, purchasing or sale of real estate. Roll call vote: Alderman Bockelamn absent, Alderman Doerhoff aye, Alderman Milner aye, Alderman Reece aye, Alderman Miller aye, Alderman Dickerson aye, Alderman Davidson aye, Alderman Turner aye. Motion carried.

10. Adjourn From Regular Session

A motion was made by Alderman Davidson with a second by Alderman Turner to adjourn. Motion carried. Meeting adjourned at 9:06 p.m.

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

ATTEST:

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Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Nov 4, 2019 7:00 PM (Approval of Minutes)

City of Harrisonville est. 1836

DRAFT

MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
SPECIAL MEETING
CITY HALL
NOVEMBER 5, 2019
5:30 PM

1. Call to Order

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

Attendee Name	Organization	Title	Status	Arrived
Brad Bockelman	Harrisonville	Board Member	Absent	
Dave Doerhoff	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Judy Reece	Harrisonville	Board Member	Present	
Clint Miller	Harrisonville		Present	
David Dickerson	Harrisonville	Board Member	Present	
Gary Davidson	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	5:32 PM
Judy Bowman	Harrisonville	Mayor	Present	

Others present were: City Administrator Mike Tholen and City Clerk Randall Jones, Recording.

2. Adjourn to Executive Session pursuant to RSMo 610.021 (3) Hiring, firing or discipline of employee

A motion was made by Alderman Milner with a second by Alderman Davidson to enter into Excutive Session pursuant to RSMo 610.021 (3) Hiring, firing or discipline of employee. Roll call vote: Alderman Bockelman absent, Alderman Doerhoff aye, Alderman Milner aye, Alderman Reece aye, Alderman Miller aye, Alderman Dickerson aye, Alderman Davidson aye, Alderman Turner aye. Motion carried.

3. Adjourn From Regular Session

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

Publish

ATTEST:

____
Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Nov 5, 2019 5:30 PM (Approval of Minutes)

City of Harrisonville est. 1836

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Eric Patterson, Director**

DATE: **November 12, 2019**

SUBJECT: **Airport Roof Repair**

Type of Item: *Approval*

Background:

The main hangar at the Lawrence Smith Airport is a metal building and roof. Over the years the roof has deteriorated primarily at the seams, fastener holes, and sky-lights. Staff prepared and solicited price proposals for the roof repair with determination based on qualifications, product performance, and costs. The budget for this project is $30,000. HD Roof Coatings from Joplin provided the only response to this solicitation with a bid of $16,940.

Recommendations:

Based on these selection criteria, staff has met and interviewed the owner of HD Roof Coatings and feel confident to request the Board approve the award of the hangar roof repair for the fee of $16,940.

Council Bill No. 75

Resolution No.

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI TO AUTHORIZE THE CITY ADMINISTRATOR TO EXECUTE A PURCHASE AGREEMENT FOR THE 2019 AIRPORT ROOF REPAIRS FROM HD ROOF COATINGS IN THE AMOUNT OF $16,940.00 AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Public Works Department budgeted for the 2019 Airport Roof Repairs to be for fixing leaks and preventative maintenance on the rest of the roof;

WHEREAS, bid specifications were sent out via email and advertised in the Newspaper, to reputable vendors in the roofing trade;

WHEREAS, the City has determined that HD Roof Coatings has the lowest and best bid;

WHEREAS, HD Roof Coatings agrees to complete the 2019 Airport Roof Repairs listed by the City for a total purchase price of $16,940.00, which staff believes said price is fair and reasonable;

WHEREAS, staff recommends that the Board of Aldermen ("Board") approve the bid from HD Roof Coatings for the 2019 Airport Roof Repairs;

WHEREAS, the Board accepts the recommendation of staff with respect to the agreement and finds it to be in the best interest of the City and its residents;

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

Section 1: That the City Administrator of the City of Harrisonville, Missouri, is hereby authorized and directed on behalf of the Board of Aldermen to enter into an agreement with HD Roof Coatings for the 2019 Airport Roof Repairs for a total purchase price of $16,940.00

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

PASSED AND RESOLVED by the Board of Aldermen and APPROVED by the mayor of the City of Harrisonville, Missouri this 18th day of November, 2019.

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Judy Bowman, Mayor and Ex-Officio

Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 18th day of November, 2019

City of Harrisonville est. 1836

STAFF REPORT

TO: Board of Aldermen

FROM: Eric Patterson, Director

DATE: October 29, 2019

SUBJECT: 2019 Electric Rate Ordinance

Type of Item: *Approval*

Utility Rates

1.) **Electric Rates**

   a. **Rate study done and presented to the Board**

   b. **See attached exhibits from Toth Study**

      i. **Recommendation year 1 (requires change in Ord.)**

         1. **Base rate Residential $4.27/mo to $7.00/mo**
         2. **Base rate Commercial $8.54/mo to $14.00/mo**
         3. **Base rate Power & Demand $25.62/mo to $42.00/mo**

      ii. **Recommendation year 2 (requires change in Ord. do with year 1 change)**

         1. **1% adjustment across the board (all base rates and all usage rates)**

      iii.

2.) **Water Rates**

   a. **Rate Study in progress (Burns & McDonnell)**

   b. **See attached rate calculation (DNR rate model)**

      i. **There is no proposed rate change at this time (maybe after rate study)**

3.) **Sewer Rates**

   a. **Rate Study in progress (Burns & McDonnell)**

   b. **See attached rate calculations before and after (DNR rate model)**

i. Recommended interim increase (will probably need more after rate study)

1. Base Rate $10.45/mo to $15.00/mo

2. Usage Charge $6.80/thousand to $8.40/thousand

Council Bill No.

Ordinance No.

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF HARRISONVILLE AS FOLLOWS: CHAPTER 700, SECTION 700.530, BY ESTABLISHING NEW RATES FOR MUNICIPAL ELECTRIC SERVICES

Council Bill 2019-
Ordinance 2019-

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF HARRISONVILLE AS FOLLOWS: CHAPTER 700, SECTION 700.530, BY ESTABLISHING NEW RATES FOR MUNICIPAL ELECTRIC SERVICES

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

Section 1. That the following described electric rates are hereby adopted by the amendment of Chapter 700.530 A, Electrical Rates, by the deletion of the old rates and the adoption of the following new rates. All other portion of the Section not set out herein shall remain unchanged.

1. Residential service rates:
   a. Character of Service….
      Monthly service charge $7.00/month

2. Total electric residential service rate:
   a. Character of service…
      Monthly service charge $7.00/month

3. Commercial service rate:
   a. Character of service…
      Monthly base service charge $14.00/month

4. Combined light and power service rate:
   a. Character of service…
      Monthly service charge $42.00/month

Section 2. That this ordinance shall become effective immediately upon its passage and approval.
Section 3. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Read by title only for the first reading on November 4, 2019. Read by title only for the second reading on November 4, 2019. Vote taken as follows:

AYE:
NAY:
ABSENT:
ABSTAIN:

PASSED AND ORDAINED by the Board of Aldermen and APPROVED by the Mayor of the City of Harrisonville this 4th day of November 2019.

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

ATTEST:

Randall K. Jones, City Clerk
APPROVED by the Mayor this 4th day of November, 2019

City of Harrisonville est. 1836

STAFF REPORT

TO: Board of Aldermen
FROM: Eric Patterson, Director
DATE: October 29, 2019
SUBJECT: 2019 Sewer Rate Ordinance

Type of Item: *Approval*

Utility Rates

1.) **Electric Rates**
   a. **Rate study done and presented to the Board**
   b. **See attached exhibits from Toth Study**
      i. **Recommendation year 1 (requires change in Ord.)**
         1. **Base rate Residential $4.27/mo to $7.00/mo**
         2. **Base rate Commercial $8.54/mo to $14.00/mo**
         3. **Base rate Power & Demand $25.62/mo to $42.00/mo**
      ii. **Recommendation year 2 (requires change in Ord. do with year 1 change)**
         1. **1% adjustment across the board (all base rates and all usage rates)**
      iii.

2.) **Water Rates**
   a. **Rate Study in progress (Burns & McDonnell)**
   b. **See attached rate calculation (DNR rate model)**
      i. **There is no proposed rate change at this time (maybe after rate study)**

3.) **Sewer Rates**
   a. **Rate Study in progress (Burns & McDonnell)**
   b. **See attached rate calculations before and after (DNR rate model)**

i. Recommended interim increase (will probably need more after rate study)

1. Base Rate $10.45/mo to $15.00/mo

2. Usage Charge $6.80/thousand to $8.40/thousand

Council Bill No.

Ordinance No.

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF HARRISONVILLE AS FOLLOWS: CHAPTER 700, SECTION 700.460, BY ESTABLISHING NEW RATES FOR MUNICIPAL SEWER SERVICES

Council Bill 2019-
Ordinance 2019 –

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF HARRISONVILLE AS FOLLOWS: CHAPTER 700, SECTION 700.460, BY ESTABLISHING NEW RATES FOR MUNICIPAL SEWER SERVICES

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, AS FOLLOWS:
Section 1. That the following described sewer rates are hereby adopted by the amendment of Chapter 700.480 B, Basic Sewer Service Charge, by the deletion of the old rates and the adoption of the following new rates. All other portion of the Section not set out herein shall remain unchanged.

1. Commercial:
   a. Fifteen dollars and no cents ($15.00) for the first 1,000 gallons.
   b. For all in excess of one thousand (1,000) gallons eighty-four cents ($0.84) per 100 gallons.

2. Residential:
   a. Fifteen dollars and no cents ($15.00) for the first 1,000 gallons.
   b. For all in excess of one thousand (1,000) gallons eighty-four cents ($0.84) per 100 gallons.

Section 2. That this ordinance shall become effective immediately upon its passage and approval.
Section 3. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Read by title only for the first reading on November 4, 2019. Read by title only for the second reading on November 4, 2019. Vote taken as follows:

AYE:
NAY:
ABSENT:
ABSTAIN:

PASSED AND ORDAINED by the Board of Aldermen and APPROVED by the Mayor of the City of Harrisonville this 4th day of November, 2019.

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

ATTEST:

Attachment: 2019 Sewer Rate Ordinance (002) (2019 Sewer Rate Ordinance)

____

Randall K. Jones, City Clerk

APPROVED by the Mayor this 4th day of November, 2019

City of Harrisonville est. 1836

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Marcella McCoy, Director**

DATE: **October 30, 2019**

SUBJECT: **Fiscal Year 2020 Budget Ordinance**

Type of Item: *Budget*

Council Bill No.

Ordinance No.

Fiscal Year 2020 Budget AN ORDINANCE ADOPTING AN OPERATING BUDGET FOR THE CITY OF HARRISONVILLE, MISSOURI, FOR THE FISCAL YEAR JANUARY 1, 2020 THROUGH DECEMBER 31, 2020

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

Section 1: That the annual operating budget for the City of Harrisonville, Missouri, for the fiscal year beginning January 1, 2020, and ending on December 31, 2020, a copy of which is appended hereto and made a part hereof, is hereby adopted. Maximum amounts to be expended by fund are as follows:

FUND	BUDGETED REVENUE	BUDGETED EXPENDITURES
GENERAL	$ 8,899,145	$ 8,899,145
PARK	531,870	531,870
COMMUNITY CENTER	2,151,860	2,151,860
EMERGENCY SERVICES	3,984,835	3,984,835
DEBT SERVICE	847,430	847,430
REFUSE	606,805	606,805
ELECTRIC	13,193,080	13,193,080
CWSS	5,434,440	5,434,440
AQUATIC CENTER	188,700	188,700
	35,838,165	35,838,165

Section 2: That the City Administrator is hereby authorized to amend the line items of the budget as needed, but in no event shall more funds be expended for any particular fund than that authorized by this budget without prior approval of the Board of Aldermen. In addition, any monies set aside for capital outlays shall not be used for any other purposes without prior approval of the Board of Aldermen.

Section 3: That this ordinance shall become effective January 1, 2020 upon its passage and approval.

Vote taken as follows:

Ayes:

Nays:

Absent:

Abstain:

Read for the first time by title only on the 4th day of November 2019. Read for the second time by title only on the _____ day of November 2019.

____

Judy Bowman, Mayor & Ex-Officio

Chairman of the Board of Aldermen

ATTEST:

____

Randall K Jones, City Clerk

APPROVED by the Mayor this _____ day of November 2019

City of Harrisonville est. 1836

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

November 4, 2019

Honorable Mayor
Members of the Board of Aldermen
City of Harrisonville

INTRODUCTION

Submitted for your consideration is the proposed Fiscal Year 2020 budget for the City of Harrisonville. The annual budget for Fiscal Year 2020, as proposed, represents the administrative and financial plan for the City of Harrisonville. This budget is the product of a comprehensive team effort of the municipal organization.

Fiscal Year 2020 proposed budget includes items identified by the Mayor and Board of Alderman. Those items are a full-time Economic Development Director and an additional holiday to recognize Martin Luther King. Management proposed moving the part-time Executive Secretary to full-time upon retirement for half the year.

Department directors submitted requests to meet the overall department responsibilities and capital requests. Departmental submissions were reviewed, streamlined, and adjusted during individual department review by the Department Director, Finance Director and City Administrator in an effort to balance financial constraints and service delivery mandates. This process has been thorough in order to maintain cost effective delivery of City services, but does not end with adoption of the budget document. The Fiscal Year 2020 budget presents a balanced program of services and cost control measures, which will be monitored throughout the year to provide the quality programs and services important to the citizens of Harrisonville.

This document begins with an outline of the proposed Fiscal Year 2020 budget in summary. First is presented a proposed balanced budget for the entire Fiscal Year 2020 across all funds. Next will be an outline of each fund including request for capital purchases, objectives as proposed, and operating transfers recommended. Finally is the detail line item report that includes actuals for 2016, 2017, & 2018 along with the 2019 adopted budget, 2019 year-to-date actuals as of September 30, and proposed 2020 budget.

Attachment: Fiscal Year 2020 Budget summary (Fiscal Year 2020 Budget Ordinance)

DISCUSSION

Harrisonville is a full-service city that offers Police, Emergency Services (Fire and Ambulance), Streets, Storm Water Management, Airport, Solid Waste Services, Electric, Water and Sewer services along with an expansive Parks system that includes the outdoor Aquatics Center and Harrisonville Community Center. The following table is a summary of projected revenue compared to expenditures for each fund showing revenue equaling expenditures in each fund. The expenditures include operations and planned capital purchases presented with each division and fund. Also included are any projected increases in insurance costs, retirement costs, and other general operating costs to maintain benefits and service levels.

Fund	Revenue	Expenditures
General	$ 8,899,145	$ 8,899,145
Refuse	$ 606,805	$ 606,805
Electric	$ 13,193,080	$ 13,193,080
CWSS	$ 5,434,440	$ 5,434,440
Park	$ 531,870	$ 531,870
Aquatics	$ 188,700	$ 188,700
Community Center	$ 2,151,860	$ 2,151,860
Emergency Services	$ 3,984,835	$ 3,984,835
Debt Service	$ 847,430	$ 847,430
	$ 35,838,165	$ 35,838,165

The table above presents a complete balanced budget as required by Missouri State Statute. There is projected money available in General Fund designated for capital projects and/or operating transfers as needed to other funds. The Electric fund has enough operating revenues over expenses to cover capital requests and an amount designated to fund a future expansion. The CWSS fund includes use of reserve monies to assist in paying for engineering required for improvement to the Wastewater Plant. The remaining funds use fund balance or include an operating transfer from other funds to cover shortages. In 2018 the Board of Alderman approved elimination of the Sales Tax Fund that recorded and reflected transfers of the sales tax revenue to the perspective operations. The adopted Fiscal Year 2019 budget presented the change in the presentation of the Parks Sales Tax from the Sales Tax Fund to the Community Center Fund. Fiscal Year 2020 proposed budget continues reflecting the Parks Sales Tax in the Community Center Fund as retirement of the debt nears. The next several pages outline individual funds showing the revenue sources and proposed expenditures.

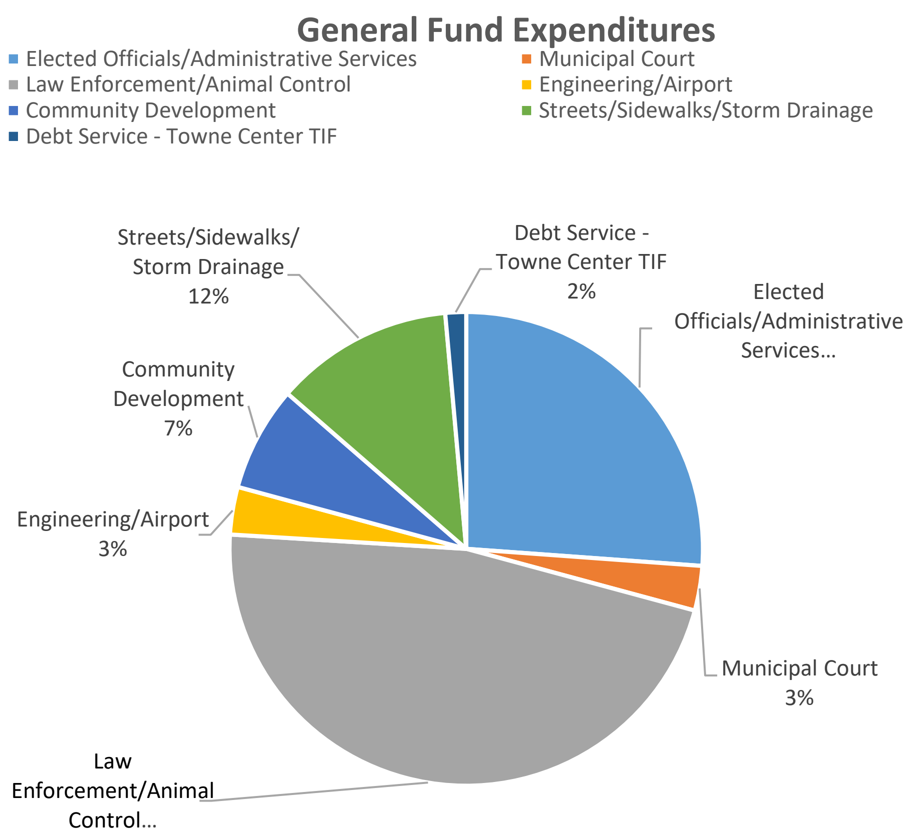
Attachment: Fiscal Year 2020 Budget summary (Fiscal Year 2020 Budget Ordinance)

GENERAL FUND

Let's begin with the General Fund, the general operating fund for the City. General Fund includes all basic operations for the City to function. Divisions are listed with the proposed expenditures for the fiscal year in the following table.

GENEARL FUND OPERATING EXPENDITURES

Elected Officials	178,070
Administration & Legal	638,185
Finance/Customer Services/Building Maintenance/IT	1,024,925
Municipal Court	214,550
Law Enforcement/Dispatch/Patrol	3,046,095
Animal Control	246,650
Engineering	86,310
Community Development & Economic Development	504,700
Streets/Sidewalks/Storm Drainage	858,850
Airport	142,230
Debt Service - Towne Center TIF	100,000
Transfers Out (Operating Support)	950,105
Total Operating Expenditures	7,990,670

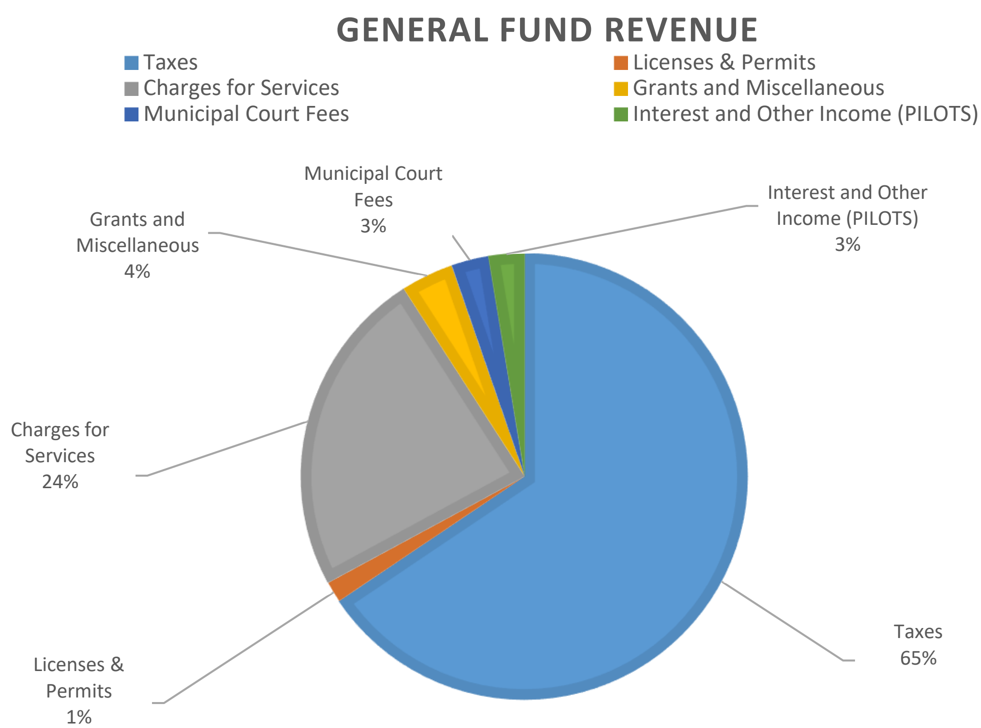


Attachment: Fiscal Year 2020 Budget summary (Fiscal Year 2020 Budget Ordinance)

General Fund operations are typically covered with tax revenue. There are other revenue sources including licenses and permits, charges for services, administrative fees, court costs and fines, a small amount of interest income and the School Resource Officer funding, as well. The following table outlines the revenue sources for General Fund.

GENERAL FUND REVENUE

Sales Taxes	$ 2,401,500
Property Taxes	831,150
Other Taxes- Motor Fuel Tax/Road & Bridge Tax	637,000
Franchise Fees	1,555,115
Licenses & Permits	125,600
Charges for Services	180,900
Administrative Services Fee	1,789,370
Misc. Income	120,600
Intergovernmental	193,050
Municipal Court	223,750
Interest	129,550
Payment in Lieu of Taxes	84,900
Total Operating Revenues	8,272,485



The City generates more revenue than operating expenditures. The above table only includes operating revenues and does not reflect the use of fund balance needed to cover capital and transfers out. There is no current dedicated source of revenue for capital projects or equipment for operations. The additional $281,815 revenue over expenditures is recommended to be used to fund capital projects and equipment requested. Operating transfers out include $220,910 to

Attachment: Fiscal Year 2020 Budget summary (Fiscal Year 2020 Budget Ordinance)

the Park Fund to support our park system and $604,195 to Emergency Services to support fire and ambulance operations.

Projected Capital Expenditures

The following table outlines the recommended Capital items and transfers from General Fund for capital purchases to other funds. The table lists each item or project with the projected costs. This utilizes the available revenue projection of $281,815 plus use of fund balance in the amount of $626,660.

Requested Captial

CIP Program		**Police**	
Sidewalks	100,000	Replace In-Car Video	7,895
Stormwater	100,000	Locker Room	56,000
Asphalt	300,000	Pole Camera	7,495
Recommended CIP	**500,000**	Crosswalk Flashers	15,000
		Patrol Vehicles (2)	93,950
Streets			**180,340**
New Wash Bay	18,000		
		Community Development	
Airport		HP Plotter/printer Ext Warranty	24,000
Replace Credit Card System - Fuel	12,000	Lower Level Lighting	4,130
			28,130
Finance			
INCODE Software Upgrade (3yr Proj)	15,000	**Streets**	
City Hall Interior Improvements/Facade Repair	25,000	Back Hoe Purchase (CWSS)	40,000
	40,000	10 Foot Salt Spreader	18,000
			58,000
		Total Capital Equipment	**266,470**
Total Requested Capital Project and Equipment			**836,470**
Transfers Out for Capital Items			
Parks - Capital Equipment	25,000		
EMS - Capital Equipment	134,500		
Community Center - Capital	20,000		
Total Requested Capital Transfers Out			**179,500**

Fund Balance

Fiscal Year 2020 projected beginning fund balance is $5,223,913 based upon projections of receipt and expenditure of the Fiscal Year 2019 budget. The City does not currently have a formal adopted fund balance policy. The last several years the recommendation is to maintain fifty percent of operating expenditures in fund balance. To achieve this goal for 2020, the ending undesignated fund balance projection needs to be $4,909,100 including the factor of six months for Park and Emergency Services with General Fund. The current projections of revenue and expenditures included capital reflects the fund balance projection being short by $311,847.

ENTERPRISE FUNDS

Enterprise funds are funds that operate most like a business. These funds are service-based funds and the revenue is generated primarily by user rates. The user rates are set to be sufficient to meet all operational and debt costs for the fund. The three funds included in this section are the Refuse, Electric and CWSS Funds. The Aquatic Center Fund is also considered an Enterprise Fund, however, it is presented along with the other two Park funds.

REFUSE FUND

The Fiscal Year 2020 Refuse Fund budget is proposed as a balanced budget. In 2017, requests for proposals were completed and a new trash collection provider selected. There was an increase in the cost of each residential pickup with the award of a new contract in 2018. There is no further increase in the cost of service projected in the 2020 Refuse Fund budget. The service provided has met expectations.

The refuse collection fee covers the cost of the contract for trash and recycle collection service, the Household Hazardous Waste program, and, beginning in 2016, the City-Wide Cleanup event. The City-Wide Cleanup event has a successful addition to the refuse services provided.

The projected cash balance for year ending 2019 is $80,893 based on 100% collection of charges included in the budget and expenses exactly meeting budget. The 2020 proposed budget does not increase the cash reserve for the fund. Current fund position for the Refuse Fund reflects about 20% of annual expenses. Because this is a basic collection and payment for service provided, 20% is a sufficient balance for fund position. The following table is a summary of revenue compared to expenses for Fiscal Year 2020.

REFUSE FUND

Operating Revenues:	
Charges for Services	606,505
Misc. Income	-
Interest	300
Total Operating Revenues	606,805
Operating Expenditures:	
Administrative Service Charge	28,470
Contractual Services	578,335
Total Operating Expenses	606,805

Attachment: Fiscal Year 2020 Budget summary (Fiscal Year 2020 Budget Ordinance)

ELECTRIC FUND

The 2020 Electric Fund Budget is presented as a balanced budget providing $250,000 for future substation improvement and increasing fund position to 50% of operating expenses. The rate study was completed and presented to the Board in 2019. The 2020 budget includes an increase in the base rate as recommended in the rate study. The projected increase in sales compared to 2019 Budget is $214,150.

The final debt payment in the Electric Fund is scheduled for November 1, 2020. This will free up approximately $250,000 annually. The final payment in 2020 is $259,675.

The 2020 proposed budget includes $653,500 in capital requests including a tractor w/loader, a bucket truck, transformers, lighting along the 291 corridor and cameras for the substations. These items were discussed during Budget Work Sessions with the Board of Aldermen and are included in the detail pages.

The following table is a summary of revenue compared to expenses proposed for Fiscal Year 2020 including detail of capital expenses proposed.

ELECTRIC FUND

Operating Revenues:	
Charges for Services	12,839,030
Misc. Income/Intergovernmental	289,050
Interest	65,000
Other Rev. Sources/Transfers	-
Total Operating Revenues	13,193,080
Operating Expenditures:	
Administration	9,984,840
Distribution	687,215
Debt Service	259,675
Meter Reading	31,335
Tree Trimming	571,380
Transfer to reserve	1,005,135
Total Operating Expenditures	12,539,580
Capital Expenditures:	
Office Rehab	3,500
Transformers, Lighting, Cameras	115,000
Utility Tractor w/loader	55,000
Bucket Truck	130,000
Capital Equipment	303,500
Capital Projects	350,000
Total Capital Expenditures	653,500
Total Requirements	13,193,080
Revenue Over(Under) Expenses	-

Attachment: Fiscal Year 2020 Budget summary (Fiscal Year 2020 Budget Ordinance)

COMBINED WATER SEWERAGE SYSTEM

The CWSS Fund is presented as a balanced budget with use of reserve in the amount of $78,980. Fiscal Year 2020 includes purchase of several capital equipment items and engineering services for the Wastewater Treatment Plant. There are no proposed changes in water rates. Sewer rates are proposed to increase to provide funding for the projected Wastewater Treatment Plant improvements. The following table is a summary of revenue compared to expenses proposed for Fiscal Year 2020 including detail of capital expenses proposed.

COMBINED WATER SEWERAGE SYSTEM FUND

Operating Revenues:	
Licenses & Permits	5,500
Charges for Services	5,031,715
Misc. Income	97,465
Intergovernmental	-
Interest	220,780
Other Rev. Sources/Transfers	78,980
Total Operating Revenues	5,434,440
Operating Expenditures:	
Administration	1,186,935
Water Plant	624,290
Distribution	661,895
Debt Service	1,375,755
Wastewater Treatment Plant	733,565
Total Operating Expenditures	4,582,440
Capital Expenditures:	
Capital Equipment -- pump motors	57,000
Backhoe	110,000
Mower	10,000
Boom Truck	125,000
SCADA - Wastewater Treatment	50,000
Total Equipment	352,000
SRF Wastewater Treatment Plant - Engineering	500,000
Total Capital Expenditures	852,000
Total Requirements	5,434,440
Revenue Over(Under) Expenses	-

Attachment: Fiscal Year 2020 Budget summary (Fiscal Year 2020 Budget Ordinance)

PARKS AND RECREATION DEPARTMENT FUNDS

As part of the development and explanation of the 2020 operating budget for the Parks & Recreation Department, this memo notes each division of the Parks & Recreation Department funds. *The Park Board has reviewed and approved this 2020 Budget proposal.*

In brief summary, there will be some staffing changes for 2020 with two of our veteran Maintenance Workers retiring. This will create a salary savings in both the Park Fund and the Community Center Fund. This savings will help offset the increase in minimum wage and other employee expenses, which will be noted in each division. The proposed staffing changes have been reviewed and approved by the Park Board Executive Committee, and Interim City Administrator.

PARK FUND

The Park Fund budget is presented as balanced with transfers from General Fund. The Park Fund continues to be a *"maintenance fund"* with minimum wage increase being a significant factor. Parks utilizes mostly part-time staff for seasonal activities. There is little change in the revenue projections compared to prior year with many of the same programs offered. The Aquatic Weed Removal now becomes an annual maintenance item with the first initial year complete. General Fund provides an operating transfer of $220,910 and $25,000 for two capital item requests, a deck mower and field drag as detailed in the table below.

The following table outlines the projected 2020 revenue compared to expenditures for the Park Fund including transfers in from General Fund.

PARK FUND

Operating Revenues:	
Property Taxes	186,940
Charges for Services	27,045
Recreation Programs	55,525
Misc. Income	16,250
Intergovernmental	-
Interest	200
Other Rev. Sources- Transfers Supporting Operations	220,910
Total Operating Revenues	506,870
Capital Revenues: Transfers Supporting Capital	25,000
Total Operating and Capital Revenue	531,870
Operating Expenditures:	
Park Maintenance	506,870
Capital Expenditures:	
Deck Mower 4x4 Front Mount	20,000
AI Turf Field Drag	5,000
Capital Equipment	25,000
Total Capital Expenditures	25,000
Total Requirements	531,870
Revenue Over(Under) Expenditures	-

Attachment: Fiscal Year 2020 Budget summary (Fiscal Year 2020 Budget Ordinance)

AQUATIC CENTER FUND

The Aquatic Center Fund (Outdoor Pool) is also in a maintenance mode, with the main change being the increase in minimum wage, and the necessity to raise fees in order to cover those increases. The Aquatic Fund is dependent on good weather with no “major” maintenance issues, which is difficult to project with a 22-year-old pool. For most Outdoor Pools, supplemental funding is necessary for seasonal operations, which is a mixture of “active” and “passive’ recreation.

It has been forecasted for several years now, that when the *Park Board Directed Reserve Fund (PBDR)* is depleted, there will be the need for supplemental funding from the General or “other funding” in order to keep the Outdoor Pool open. With the final depletion of the PBDR Fund, it is estimated that $25,000 will be needed as supplemental funding for the 2020 budget, and a budget amendment for 2019 in order to reach the budget projection of zero at the end of the year. There is an increase in fees recommended for next summer, but if fees are raised any higher, Harrisonville will be beyond the local market for Outdoor Pool entrance fee charges.

The following table on the provides a summary of the revenue compared to expense projected for the Aquatic Center Fund.

AQUATIC CENTER FUND

Operating Revenues:	
Charges for Services	126,850
Misc. Income	36,550
Interest	300
Other Rev. Sources: Transfers in Support of Operations	25,000
Total Operating Revenues	188,700
Operating Expenditures:	
Aquatic Center	188,700
Total Operating Expenditures	188,700
Revenue Over(Under) Expenses	-

COMMUNITY CENTER FUND

The Community Center Fund is also in a maintenance mode. Membership has held steady for the last 5 plus years (Average 4,200 members). Expenses increase with the minimum wage increase. The Capital and transfer from General Fund request is for a new Sauna as the current Sauna is in constant maintenance and needs replacement. The Sauna has proven to be a “membership retention feature” for our HCC Members.

Even though annual preventative maintenance is done on the HCC building and equipment, the biggest concern is the HVAC equipment replacement costs with a 14-year-old building. These replacement funds are set for 2023-24 and beyond, and the long-term goal is to make it to 2023 with the remaining HCC Fund Balance, which is currently around $200,000 held in the Debt Service Fund to support the final payment in December 2022. Requests for Capital items from the General Fund (currently) are made for this reason.

The following table provides a summary of proposed revenue compared to expenditures and includes the requested transfer from General Fund to provide for Capital.

COMMUNITY CENTER FUND

Operating Revenues:	
Parks Sales Tax	1,021,975
Charges for Services	870,275
Recreation Programs	208,230
Misc. Income	30,650
Interest	730
Transfer from Other Funds	-
Transfers in Support of Operations from Debt Service Fund	-
Total Operating Revenues	2,131,860
Capital Revenues	
Transfer from General Fund - Capital Improvement	20,000
Total Capital Revenues	20,000
Revenues	2,151,860
Operating Expenditures:	
Administration	456,480
Aquatics Center	166,060
Recreation Programs	244,610
Debt Service	848,260
Buildings & Grounds	416,450
Total Operating Expenditures	2,131,860
Capital Expenditures:	
Capital Equipment - replace Sauna	20,000
Capital Projects	-
Total Capital Expenditures	20,000
Total Requirements	2,151,860
Revenue Over(Under) Expenditures	-

EMERGENCY SERVICES FUND

The Fiscal Year 2020 proposed budget for Emergency Services is presented as a balanced budget with revenue meeting expenditures with a transfer of operations from General Fund in the amount of $604,195. This is just for operations and does not include any capital items. The requested capital items total $134,500 and is presented as a transfer from General Fund to provide for these capital purchases.

Revenue is generated through the public safety sales tax, charges for services, and some miscellaneous income for sales of surplus equipment and educational classes offered. Expenditures are operational costs including personnel, supplies, and maintenance just to name a few.

Capital Outlay: $134,500 is requested for capital that includes turnout gear, New LifePack 15 Heart monitors, EXT tools, ventilators, and a lease payment on a fire truck as listed in the detail pages and in the table below.

The following table provides a summary of proposed revenue compared to expenses

EMERGENCY SERVICE FUND

Operating Revenues:	
Sales Taxes	$ 508,200
Charges for Services	2,697,120
Misc. Income	40,820
Interest	-
Transfer In (General Fund Operating Support)	604,195
Total Operating Revenues	3,850,335
Capital Revenues: Transfers Supporting Capital	134,500
Total Operating and Capital Revenue	3,984,835
Operating Expenditures:	
Fire and Ambulance	3,850,335
Total Operating Expenditures	3,850,335
Capital Expenditures:	
Turnout Gear	12,500
Fire Truck Replace E20 (Lease Payment)	55,000
LP15 Replace LP12	28,000
Batt Powered EXT Tools	25,000
Ventilators (2)	14,000
Total Capital Equipment	134,500
Total Requirements	3,984,835
Revenue Over(Under) Expenditures	-

Attachment: Fiscal Year 2020 Budget summary (Fiscal Year 2020 Budget Ordinance)

DEBT SERVICE FUND

The Fiscal Year 2020 budget proposed for the Debt Service Fund is presented as a balanced budget. The Debt Service Fund currently reflects only the debt associated with the Community Center certificates of participation issued in 2012. The Community Center Fund collects the Park Sales Tax that is transferred into this fund for the annual debt payment. The following table outlines the transfers and debt payments.

DEBT SERVICE FUND

Operating Revenues:	
Transfer from Park Sales Tax	846,180
Interest	1,250
Other Rev. Sources/Transfers	-
Total Operating Revenues	847,430
Operating Expenditures:	
Transfer out to Community Center Fund	-
Debt Service	847,430
Total Operating Expenditures	847,430

ACTION REQUESTED/RECOMMENDATION

In conclusion, I thank each department director for their diligence in putting together this document. Each have been present to answer any questions as the proposed budget was presented to the Board of Aldermen in order to provide a good foundation of operational responsibilities and the need for capital purchases.

At this time, the proposed budget is recommended for approval by the Board of Alderman.

City of Harrisonville est. 1836

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Randy Jones, City Clerk**

DATE: **November 6, 2019**

SUBJECT: **October 2019 Municipal Court Report**

Type of Item: *Approval*

A. Action Item (ID # 3410)

October 2019 Municipal Court Report

Attachments:

October 2019 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 September 2019 and that the information and statements contained in said report are true and correct according to my best information, knowledge and belief.

Kevin K. Anderson
Municipal Court Judge

11/6/19
Date

Presented and reviewed as required by Court Operating Rule 4.29.

City Clerk

11-6-19
Date

Subscribed and sworn to before me this 6th day of November, 2019.

Caroline E. Vaughn
Notary

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

Attachment: October 2019 Municipal Court Report (October 2019 Municipal Court Report)

Municipal Division Summary Reporting

17th Judicial Circuit - Cass County - Harrisonville Municipal Division

I. COURT INFORMATION

Reporting Period:			
October	2019	**Court activity occurred in reporting period: Yes**	
Clerk's Physical Address:		**Mailing Address:**	**Vendor**
300 E. Pearl St. Harrisonville, MO 64701		PO Box 367 Harrisonville, MO 64701	Incode (Tyler Technologies)
Telephone Number:		**Fax Number:**	
(816) 380-8903			
Prepared by:		**Prepared by E-mail Address:**	**Municipal Judge(s) Active During Reporting Period:**
Michelle Shaffer		michelle.shaffer@courts.mo.gov	Kevin Anderson

II. MONTHLY CASELOAD INFORMATION		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations / informations) pending at start of month		50	531	840
B. Cases (citations / informations) filed		2	39	52
C. Cases (citations / informations) disposed				
	1. jury trial (Springfield, Jefferson County, and St. Louis County only)	0	0	0
	2. court / bench trial - GUILTY	0	0	0
	3. court / bench trial - NOT GUILTY	0	0	0
	4. plea of GUILTY in court	5	40	34
	5. violations Bureau Citations (i.e., written plea of guilty) and bond forfeitures by court order (as payment of fines / costs)	0	18	0
	6. dismissed by court	0	8	2
	7. nolle prosequi	1	5	4
	8. certified for jury trial (not heard in the Municipal Division)	0	0	0
	9. TOTAL CASE DISPOSITIONS	6	71	40
D. Cases (citations / informations) pending at end of month [pending caseload = (A + B) – C9]		46	499	852
E. Trial de Novo and / or appeal applications filed		0	0	0

Attachment: October 2019 Municipal Court Report (October 2019 Municipal Court Report)

III. WARRANT INFORMATION (pre- & post-disposition)	
1. # Issued during reporting period:	121
2. # Served/withdrawn during reporting period:	124
3. # Outstanding at end of reporting period:	879

IV. PARKING TICKETS	
Does court staff process parking tickets? Yes	
1. # Issued during reporting period:	0

V. DISBURSEMENTS	
Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)	
Fines – Excess Revenue	$2,377.50
Clerk Fee – Excess Revenue	$282.34
Crime Victims Compensation (CVC) Fund surcharge – Paid to City/Excess Revenue	$8.68
Bond forfeitures (paid to city) – Excess Revenue	$452.00
Total Excess Revenue	**$3,120.52**
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)	
Fines – Other	$4,391.00
Clerk Fee – Other	$293.62
Judicial Education Fund (JEF) Court does not retain funds for JEF: Yes	
Peace Officer Standards and Training (POST) Commission surcharge	$48.03
Crime Victims Compensation (CVC) Fund surcharge – Paid to State	$342.51
Crime Victims Compensation (CVC) Fund surcharge – Paid to City/Other	$9.05
Law Enforcement Training (LET) Fund surcharge	$94.10
Domestic Violence Shelter surcharge	$94.10
Inmate Prisoner Detainee Security Fund surcharge	$90.07
Sheriffs' Retirement Fund (SRF) surcharge	$141.25
Restitution	$0.00
Parking ticket revenue (including penalties)	$0.00
Bond forfeitures (paid to city) – Other	$0.00
Total Other Revenue	**$5,503.73**
Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs, witness fees, and board bill/jail costs.	
DWI Recoupment Fee - Not subject to Excess Revenue	$132.75
Total Other Disbursements	**$132.75**
Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	**$8,757.00**
Bond Refunds	$620.00
Total Disbursements	**$9,377.00**

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