



**AGENDA
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
NOVEMBER 3, 2025
6:00 PM**

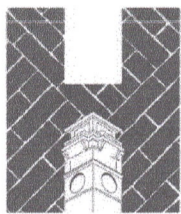
- 1. Call to Order**
 - A. Pledge of Allegiance**
 - B. Roll Call**
- 2. Ceremonial Matters**
- 3. Public Participation**
 - A. Agenda Request - FLOCK Cameras - Graysen Burkhart**
- 4. Approval of Minutes**
 - A. Board of Aldermen Minutes - Regular Meeting - October 20, 2025**
 - B. Board of Aldermen Minutes - Work Session - October 20, 2025**
 - C. Board of Aldermen Minutes - Closed Session - October 20, 2025**
- 5. Agenda Items**
 - A. Council Bill 67: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI APPROVING THE REAPPOINTMENT OF KEVIN WOOD TO THE PLANNING AND ZONING COMMISSION.**
 - B. Council Bill 68: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AUTHORIZING THE CITY ADMINISTRATOR TO WAIVE INSPECTION AND PERMITTING FEES IN EXCESS OF THOSE THAT COVER THE CITY'S INCURRED COSTS RELATED TO REHABILITATION PROJECTS AT 101 AND 103 S. LEXINGTON STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.**

- C. Council Bill 63: AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE APPROVING A SPECIAL USE PERMIT FOR PACKAGING, PROCESSING, AND WAREHOUSING IN THE SERVICE BUSINESS (C-2) DISTRICT AND A PRELIMINARY DEVELOPMENT PLAN FOR JBQ MEATS ON PROPERTY LOCATED AT 2000 N. COMMERCIAL STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.**
 - D. Council Bill 64: AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE APPROVING A SPECIAL USE PERMIT FOR RV AND BOAT STORAGE ON PROPERTY LOCATED AT 1640 W. MECHANIC STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.**
 - E. Council Bill 65: AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI AMENDING MUNICIPAL CODE CHAPTER 135 REGARDING PURCHASING APPROVALS AND SECTIONS 135.220 AND 135.230 REGARDING THE REGULATIONS FOR PURCHASING LEVELS WITHIN THE CITY'S PURCHASING POLICY**
 - F. Council Bill 69: AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI AMENDING ORDINANCE NO. 3734 TO CORRECT THE LEGAL DESCRIPTION FOR THE LANDS KNOWN AS "HITE PARK".**
 - G. Council Bill 70: AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI APPROVING A MODOT APPLICATION/AGREEMENT FOR ALTERATION, ABOLISHMENT OR CONSTRUCTION OF A PUBLIC HIGHWAY/RAIL GRADE CROSSING, GRADE SEPARTION STRUCTURE OR BOTH**
- 6. Aldermen and Committee Reports**
 - 7. Report from the City Administrator**
 - A. Municipal Court Report September 2025**
 - 8. Questions from the Media**
 - 9. Adjourn from Regular Session**

Posted on City Hall Bulletin Board this 30th day of October, 2025.

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

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

AGENDA REQUEST FORM

This form must be completed and submitted to the office of the City Clerk. Completed materials for the agenda shall be submitted no later than Monday at 5:00 p.m., 5 business days prior to the next Board of Aldermen's meeting. If the agenda request concerns a complex issue requiring staff research time, the opportunity to address the Board may be moved to a future meeting. The Board of Aldermen's regular meetings are the 1st and the 3rd Monday of each month.

Date of Request: 10/15/25 Scheduled Meeting Date: 11/3/25

Full Name of Speaker: Grayson Burkhardt Organization: N/A

Home Address: 2200 Chateau Dr City Harrisonville State MO Zip 64701

Home Phone #: _____ Work Phone #: _____ Cell#: 816-260-4899

Email: GraysonBurkhardt@Tuta.com

Specifics of Topic: Propose a city ordinance banning ALPRs and similar technologies. I will also be explaining the merits of a ban.

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

Desired Outcome: The board approves the ordinance as-is or with minimal changes thereby banning specified surveillance technologies.

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

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

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

Signature: G Burkhardt

Office Use Only:
Date request received:

TITLE II – PUBLIC HEALTH, SAFETY, AND WELFARE

CHAPTER 200 – POLICE DEPARTMENT

SUB-CHAPTER 200.030 – AUTOMATED IDENTIFICATION, ANALYSIS, AND TRACKING TECHNOLOGIES

WHEREAS, the City of Harrisonville is committed to protecting the privacy and civil liberties of its residents;

WHEREAS, the procurement, installation, and use of automated identification, analysis, and tracking technology by any city department, contractor, or vendor would be inconsistent with the City's principles and with the public-policy goals of the Board of Aldermen;

WHEREAS use of such technologies would violate the privacy and rights of residents;

NOW, THEREFORE, be it **ORDAINED** by the Mayor and Board of Aldermen of the City of Harrisonville, Missouri, as follows:

§ 200.030-01. Definitions

1. **“Automated License-Plate Reader (ALPR)”** means any electronic device, software, or integrated system that automatically captures, decodes, records, or transmits alphanumeric characters or other personally identifiable information from a motor-vehicle or its registration plate with minimal, or without entirely, human intervention.
2. **“Judicial Order”** means a written order issued by a court of competent jurisdiction that (a) authorizes the temporary use of an ALPR system for a specific investigative purpose, (b) identifies the geographic area, dates, and times of operation, and (c) limits data retention to the period necessary for that investigation.
3. **“Raw Plate-Read Data”** means the unprocessed image or digital string of a license-plate capture generated by an ALPR.
4. **“Deleted”** means the removal of data from a digital form of storage beyond reasonable recovery.
5. **“Artificial Intelligence”** means computer-based systems that use algorithms, statistical models, or machine-learning techniques to automatically process, analyze, interpret, or act upon data without direct human instruction.
6. **“Biometric Identification”** means identification through collected fingerprints, facial scans, or any other unique identifying feature.

§ 200.030-02. **Prohibition on Acquisition, Installation, and Use**

No city department in Harrisonville shall deploy, install, or operate any camera system, sensor, or software that uses automated image-analysis, biometric identification, or artificial-intelligence techniques—including but not limited to facial-recognition, gait-analysis, emotion-detection, or predictive-policing algorithms in public or on public property.

§ 200.030-03. **Limited Judicial-Order Exception For ALPRs**

1. An ALPR may be activated **only** upon receipt of a valid Judicial Order that satisfies all of the following:
 - a. Specifies the exact location(s) where the ALPR may be deployed;
 - b. Limits the activation period to **thirty (30) calendar days** unless a subsequent order extends the period;
 - c. Restricts data retention to the duration of the investigation and requires deletion of all non-pertinent reads within forty-eight (48) hours of capture.
 2. ALPRs must only be leased/purchased from providers with a terms of service and a privacy policy that aligns with this ordinance. The city also may not sign a forced arbitration or similar clause with the provider.
 3. All images, video footage, and associated data generated during the limited use of the ALPRs must remain stored on **City-controlled servers** and may be accessed only by authorized City personnel or agencies directly involved in the specified purpose. No data may be transferred, sold, or otherwise disclosed to third parties, cloud services, or external storage locations
 4. The Police Chief shall forward any Judicial Order to the city's designated legal counsel for verification prior to any ALPR activation.
 5. All ALPR activity conducted under a Judicial Order shall be documented in a log that includes the order number, dates of operation, and a summary of data retained.
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§ 200.030-04. **Retention and Deletion Schedule**

1. Raw Plate-Read Data shall be automatically deleted from all city controlled servers **within forty-eight (48) hours** of capture unless retained pursuant to a Judicial Order.
 2. No archived database shall retain raw reads for longer than the period authorized by the Judicial Order.
 3. Statistical reports may be retained for up to one (1) year, provided they contain no identifiable plate information and are immediately relevant to an ongoing investigation.
 4. Any data from now prohibited systems that may have been collected prior to this ordinance must be deleted.
-

§ 200.030-05. **Enforcement and Penalties**

1. Any violation of this sub-chapter shall constitute an administrative offense punishable by a fine of **Five Thousand Dollars (\$5,000)** per incident, payable to the City Treasury.
 2. Repeated violations by the same department, employee, or contractor shall result in an additional fine of **Ten Thousand Dollars (\$10,000)** per subsequent incident and may trigger suspension of the offending party's access privileges or termination of the contractor's agreement.
 3. The City Manager, in consultation with the city's designated legal counsel, shall issue written notices of violation and may require corrective action plans within fifteen (15) business days.
-

§ 200.030-06. **Reporting Requirements for ALPRs**

1. The Police Department shall prepare an **annual ALPR Report** for the Board of Aldermen that includes:
 - a. An inventory of any ALPR devices owned, leased, or otherwise controlled by the city;
 - b. A summary of all Judicial Orders authorizing ALPR use during the reporting year;
 - c. The total number of raw plate reads captured and the number subsequently deleted.
2. The annual report shall be posted on the City's official website within thirty (30) days of every new year (January 1) and shall be made available upon written request to any resident.

§ 200.030-07. **Effective Date**

This sub-chapter shall take effect **ninety (90) days** after its adoption by the Board of Aldermen and shall apply to all procurement actions, contracts, and operations thereafter.

CERTIFICATION

Submitted by: _____

Date: _____

Approved by the Board of Aldermen on: _____

Use of other agency Flock systems were accessible to Harrisonville Police Department prior to cameras being installed within our jurisdiction. I have compiled a list of all reports located where the Flock system was utilized with other agency data from January 1, 2025 to September 23, 2025.

1/12/2025 – Officers were investigating a forced entry burglary, felony, at 2002 291 Hwy – ALPR cameras were used to track the suspect vehicle. It was determined the vehicle was used in burglaries with adjacent jurisdictions. Our report was closed due to lack of suspect information.

1/20/2025 – Officers were investigating a stolen vehicle, felony, at 1901 Rte 291 – ALPR cameras were used in attempt to track suspect vehicle. Our report was closed due to lack of suspect information.

2/24/2025 - Officers were conducting an investigation of property damage, tampering with an ATM at 100 Plaza Dr, felony – ALPR cameras were used in attempt to track suspect vehicle. Our report closed due to lack of suspect information.

3/15/2025 – Officers were attempting to locate a missing person– ALPR cameras used in attempt to track vehicle possibly carrying a missing persons subject. Our report was closed due to missing person being located safe.

4/7/2025 – Officers were conducting an investigation of a burglary at 802 S Commercial St, felony – ALPR cameras were used in an attempt to track suspect vehicle. Our report was closed due to lack of suspect information.

4/26/2025 – Officers were on scene of a death Investigation – ALPR cameras were used in an attempt to determine last recorded location of deceased. Our report was closed and found non suspicious.

5/25/2025 – Officers were investigating a property damage at 2800 E Rockhaven Rd, felony – ALPR cameras were used in an attempt to locate suspect vehicle. Our report was closed due to lack of suspect information.

6/3/2025 – Officers were investigating a stealing at 2301 S Commercial St, felony – ALPR cameras were used in an attempt to locate suspect vehicle. Our report was closed due to lack of suspect information.

6/13/2025 – Officers were attempting to locate a missing person– AALPR cameras were used in an attempt to locate the missing person. Our report was closed due to missing person being located safe.

6/14/2025 – Officers were conducting an investigation of a stealing at 2200 S Commercial St, felony – ALPR cameras were used in an attempt to locate suspect vehicle. Our report was closed due to lack of suspect information.

6/18/2025 – Officers were attempting to locate a stolen auto at 1408 Rte 291, felony – ALPR cameras were used in an attempt to track stolen vehicle. Our report was closed due to lack of suspect information.

6/28/25 – Officers were investigating a MVA Leaving the scene at intersection of 2 Hwy and I49 SB, ordinance – ALPR cameras were used to locate suspect vehicle. Charges were filed in municipal court on 6/29/2025.

7/8/2025- Officers were investigating a stealing at 1700 N State Rte 291, ordinance - ALPR cameras were used in an attempt to locate suspect information. A suspect was located and charges were filed in municipal court on 7/20/2025.

7/21/2025 – Officers were conducting patrol and made an arrest for tampering with a motor vehicle on I49, felony – ALPR cameras notified a stolen auto was tagged travelling on I49 northbound from Archie. A traffic stop was conducted. Our report closed with no charges being filed due to victim not willing to assist in prosecution.

7/21/2025 – Officers took a report of stealing at unknown location, ordinance – ALPR cameras used in attempt to locate lost/stolen license plate information. Our report was closed due to lack of suspect information.

8/23/2025 – Officers were investigating a motor vehicle theft, felony near Cantrell Rd at I49 – ALPR cameras were utilized after pursuit with suspect. An arrest was made. Charges are currently pending with Cass County Prosecuting Attorney's Office for tampering with a motor vehicle and felony resisting arrest.

9/3/2025 – Officers were investigating a stolen auto at 107 Trinity Circle, felony – ALPR cameras were used in an attempt to locate stolen vehicle. The vehicle was located abandoned outside of our jurisdiction. Our report was closed due to lack of suspect information.

9/3/2025- Officers were investigating a stolen auto at 2301 Rockhaven Rd, felony – ALPR cameras were used in an attempt to locate stolen vehicle. The vehicle was located outside of our jurisdiction. Our report closed due to lack of suspect information.

9/6/2025 – Officers were investigating a stolen auto at 2205 Jil St, felony – ALPR cameras were used in an attempt to locate stolen auto. This report is currently pending investigation and no further information is available at this time.

9/13/2025 – Officers were investigating a stolen auto at I49 and S Commercial St – ALPR cameras notified officers that a stolen auto was flagged travelling near I49 and S Commercial St. A stop was conducted and an arrest was made. This case file was presented to the Cass County Prosecuting Attorney's Office and currently awaiting a filing decision.

9/17/2025 – Officers were investigating an aggravated assault and stealing at 2400 Rockhaven Rd, felony – ALPR cameras were used in an attempt to locate suspect vehicle. Our report closed due to lack of suspect information.

Flock cameras were installed within the jurisdiction of the City of Harrisonville on September 23, 2025. Since then, Flock has been utilized in 5 separate reports, which are indicated below. The date, report type, location, offense level, and outcome if available for public record have been included.

9/25/2025 – ALPR cameras notified officers that the owner of the license plate associated to the vehicle had active warrants. A traffic stop was conducted in the area of 505 S Commercial St. The result of the traffic stop was an arrest made for active warrants and driving while suspended, ordinance.

9/25/2025 – Officers investigated a report of a stealing at 1700 N State Rte 291, ordinance or misdemeanor - ALPR cameras were used in attempt to locate suspect vehicle, the report was closed due to lack of suspect information.

9/25/2025 – Officers were investigating an aggravated assault with a weapon and felony stealing at 503 Sycamore St. ALPR cameras used to check for vehicles matching suspect vehicle description. This report still currently pending investigation and no further information available for public record at this time.

9/26/2025 – Officers were investigating a harassment at 2404 E Mechanic St, ordinance. ALPR cameras used to locate suspect vehicle, charges were filed in municipal court on 10/8/2025.

10/6/2025 – Officers were investigating a felony stealing at 1405 S Commercial St. ALPR cameras used to locate suspect vehicle, an arrest was made, charges were presented to the Cass County Prosecuting Attorney, which declined to file charges.

Automated License Plate Readers (ALPR)

431.1 PURPOSE AND SCOPE

Automated License Plate Reader (ALPR) technology, also known as License Plate Recognition, provides automated detection of license plates. The ALPR is used by the Harrisonville Police Department to convert data associated with vehicle license plates and use it for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. The ALPR may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

431.2 ADMINISTRATION OF ALPR DATA

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Administration Patrol Lieutenant. The Administration Patrol Lieutenant will assign personnel under his/her command to administer the day-to-day operation of the ALPR equipment and data.

431.3 ALPR OPERATION

Use of ALPR is restricted to the purposes outlined below. Department personnel shall not use, or allow others to use, the equipment or database records for any unauthorized purpose.

- (a) An ALPR shall only be used for official and legitimate law enforcement business.
- (b) An ALPR may be used in conjunction with any patrol operation or official department investigation. Reasonable suspicion or probable cause is not necessary before using ALPR.
- (c) While an ALPR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped cars to canvass areas surrounding homicides, shootings and other major incidents. Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.
- (d) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training.
- (e) No ALPR operator may access MULES data unless otherwise authorized to do so.
- (f) If practicable, the officer should verify an ALPR response through MULES before taking enforcement action that is based solely upon an ALPR alert.

431.4 ALPR DATA COLLECTION AND RETENTION

All data and images gathered by ALPR are for the official use of the Harrisonville Police Department. Because such data may contain confidential information, it is not open to public review. The ALPR information gathered and retained by this department may be used and shared with prosecutors or others only as permitted by law.

Harrisonville Police Department

Harrisonville PD Policy Manual

Automated License Plate Readers (ALPR)

The Administration Patrol Lieutenant is responsible to ensure proper collection and retention of ALPR data, and for transferring ALPR data stored in department vehicles to the department server on a regular basis, not to exceed 30 days between transfers.

All ALPR data downloaded to the server should be stored for the period identified in the department records retention schedule. Thereafter, ALPR data should be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a lawful action to produce records. In those circumstances the applicable data should be downloaded from the server onto portable media and booked into evidence.

431.5 ACCOUNTABILITY AND SAFEGUARDS

All saved data will be closely safeguarded and protected by both procedural and technological means. The Harrisonville Police Department will observe the following safeguards regarding access to and use of stored data:

- (a) All non-law enforcement requests for access to stored ALPR data shall be referred to the Custodian of Records and processed in accordance with applicable law.
- (b) All ALPR data downloaded to the mobile work station and server shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time.
- (c) Persons approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.
- (d) Such ALPR data may be released to other authorized and verified law enforcement officials and agencies at any time for legitimate law enforcement purposes.
- (e) ALPR system audits should be conducted on a regular basis.



INVOICE

Flock Group Inc dba Flock Safety
www.flocksafety.com

Invoice Number INV-56518
Invoice Date: 1/17/2025
Due Date: 2/16/2025
Payment Terms: Net 30
PO#:

Bill To: MO - Harrisonville PD
Harrisonville, Missouri, 64701

Ship To: MO - Harrisonville PD
Po Box 367
Harrisonville, Missouri 64701

Billing Company Name: MO - Harrisonville PD
Billing Contact Name: Randal Moody
Billing Email Address: rmood@harrisonville.com

Payment Terms: Net 30
Contracted Billing Structure: Annual - First Year at Signing

Notes: MO - Harrisonville PD New Business (Grant): Year 1 of 12 Month Term

ITEMS	QTY	UNIT PRICE	SALES TAX	TOTAL
Flock Safety Falcon ®	8	\$3,000.00	\$0.00	\$24,000.00

Unless otherwise noted on the Order Form, the Term shall commence upon first installation and validation of Flock Hardware.
Link to Location of Services: <https://planner.flocksafety.com/public/05b48c5b-9ce0-4840-9d44-75d21f9a464d>

Subtotal: \$24,000.00
Sales Tax: \$0.00
Credit: \$0.00
Payments: \$0.00
Balance Due: \$24,000.00

If you have questions about your invoice or need to update your billing contact information, please email billing@flocksafety.com or call 866-901-1781, option 3.



INVOICE

Flock Group Inc dba Flock Safety
www.flocksafety.com

Invoice Number: INV-56518
Invoice Date: 1/17/2025
Due Date: 2/16/2025
Payment Terms: Net 30
PO#:

Payment Remittance Information

Pay by Check:

Payable to: Flock Group Inc
Memo: INV-56518
Mail to: PO Box 121923
Dallas, TX 75312-1923

If paying by check, please include the remittance slip below.

Pay by ACH:

Account Legal Name: Flock Group Inc.
Account Number: 3302113966
Account Type: Checking
Routing / SWIFT Code: 121140399 / SVBKUS6S

If paying by ACH, please include your invoice number in the memo section of the ACH transfer request.

Please be aware that failure to pay the invoice by the due date may result in an interest penalty or disconnection of service, as specified in your contract.

.....
Detach and Return with Payment

Make Checks Payable to: Flock Group Inc

If sending via Flock Group Inc
USPS: PO Box 121923
Dallas, TX 75312-1923

Or

If sending via Flock Group Inc
UPS, FedEx or 891923
USPS: 1501 North Plano Rd. ste 100
Richardson, TX 75081

Account: MO - Harrisonville PD

Invoice #: INV-56518

Amount Due: **\$24,000.00**

Amount Enclosed: \$ _____



2025 Department of Public Safety Local Violent Crime Prevention Grant (LVCP) Notice of Funding Opportunity (NOFO)

Grant Issued By:

Missouri Department of Public Safety, Criminal Justice/Law Enforcement Unit

Funding Opportunity Title

2025 Local Violent Crime Prevention Grant (LVCP)

Introduction

The Missouri Department of Public Safety is pleased to announce the funding opportunity for the 2025 Local Violent Crime Prevention (LVCP) Grant. This program is funded by the State of Missouri.

Program Description

The Missouri Department of Public Safety (DPS) collaborates with state and local law enforcement agencies to provide a proactive approach for the public safety of Missourians.

The purpose of the LVCP Grant is to provide funding to support the establishment and enhancement of local violent crime prevention programs within local law enforcement, and improve the quality of crime data reporting in compliance with the National Incident-Based Reporting System. The funding will be utilized to advance violent crime reduction efforts by improving trust and cooperation between communities and law enforcement in the state of Missouri. Additionally, it will create accountability for law enforcement agencies in establishing and maintaining positive relationships with the community.

Programs would include, but not be limited to: community crime prevention/crime reduction strategies, gang-related activity prevention, gun violence prevention, and data driven policing.

Allowable items for this grant will include technology and equipment used in violent crime reduction and prevention efforts.

Period of Performance: 8 months

Projected Period of Performance Start Date: October 1, 2024

Projected Period of Performance End Date: May 31, 2025

Final Claim Due: June 10, 2025

Funding Instrument: Grant

Maximum Award: \$25,000.00

Eligible Applicants:

Missouri Local Law Enforcement Agencies.

The “applicant agency” for an LVCP project must be the agency’s respective unit of government.

To be eligible for 2025 LVCP funding, the applicant agency must be compliant with the following statutes at the time of application and if awarded funding must maintain compliance throughout the grant period of performance.

☐ **Section 590.650.3 RSMo – Vehicle Stops Report**

Pursuant to Section 590.650.3 RSMo, (1) every law enforcement agency shall compile the data described in subsection 2 for the calendar year into a report to the attorney general and (2) each law enforcement agency shall submit the report to the attorney general no later than March first of the following calendar year. *Agencies that submitted their report by March 1st will receive priority funding over agencies that met the late submission deadline of March 15th. Agencies that did not submit their report by the late submission deadline will not be eligible for funding.*

NOTE: It is the responsibility of the applicant to verify the submission of this report with the Attorney General’s Office prior to submitting an application. Failure to submit the Vehicle Stops (Racial Profiling) Report will result in the automatic denial of the application. A copy of such report need not be submitted with the application.

☐ **Section 590.700 RSMo – Written Policy on Recording of Custodial Interrogations**

Pursuant to Section 590.700.4 RSMo, each law enforcement agency shall adopt a written policy to record custodial interrogations of persons suspected of committing or attempting to commit felony crimes as outlined in subsection 2 of this section and shall certify adoption of such policy when applying for any grants administered by the Department of Public Safety.

NOTE: It is the responsibility of the applicant to ensure the prescribed written policy is in place, and each applicant shall certify adoption of such policy when applying for any grants administered through the Missouri Department of Public Safety prior to submission of grant application.

☐ **Section 43.544 RSMo – Written Policy on Forwarding Intoxication-Related Traffic Offenses**

Pursuant to Section 43.544.1 RSMo, each law enforcement agency shall adopt a policy requiring arrest information for all intoxication-related traffic offenses be forwarded to the central repository as required by Section 43.503 RSMo and shall certify adoption of such policy when applying for any grants administered by the Department of Public Safety.

NOTE: It is the responsibility of the applicant to ensure the prescribed written policy is in place prior to submission of a grant application.

□ **Section 590.1265 RSMo – Police Use of Force Transparency Act of 2021**

Pursuant to Section 590.1265 RSMo Use of force incidents reporting standards and procedures, publication of report data, analysis report. Each law enforcement agency shall report data submitted under subsection 3 of this section to the department of public safety. *For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted Use of Force reports for three or more months in the past 12 months.* Each law enforcement agency shall certify compliance with Section 590.1265 RSMo when accepting any grants administered by the Department of Public Safety.

NOTE: Show Me Crime Reporting provides a no cost option for agencies to comply with Section 590.1265 RSMo. Agencies that are not currently compliant with Section 590.1265 RSMo will not be eligible to apply until they have registered with Show Me Crime Reporting and have begun submitting Use of Force reports.
<https://showmecrime.mo.gov/CrimeReporting/ForcePage.html>

□ **Section 43.505 RSMo – National Incident-Based Reporting System (NIBRS) *formerly Uniform Crime reporting (UCR)***

Pursuant to Section RSMo 43.505.3 Uniform Crime Reporting system – duties of department – violations, penalty: Each law enforcement agency in the state shall: (1) Submit crime incident reports to the department of public safety on forms or in the format prescribed by the department; and (2) Submit any other crime incident information which may be required by the department of public safety.

Agencies that are not compliant at the time of application will only be eligible for grant funds to assist the agency to become compliant. For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more months in the past 12 months. Each law enforcement agency shall certify compliance with Section RSMo 43.505 when applying for any grants administered by the Missouri Department of Public Safety.

NOTE: Show Me Crime Reporting provides a no cost option for agencies to comply with Section 43.505 RSMo. Agencies that are not currently compliant with Section 43.505 RSMo will not be eligible to apply until they have registered with Show Me Crime Reporting and have begun submitting MIBRS reports.
<https://showmecrime.mo.gov/CrimeReporting/MIBRSRegistration.html>

□ **Section 590.030 RSMo – Rap Back Program Participation**

Pursuant to Section RSMo 590.030, all law enforcement agencies shall enroll in the state and federal Rap Back programs on or before January 1, 2022, and continue to remain enrolled. The law enforcement agency shall take all necessary steps to maintain officer enrollment for all officers commissioned with that agency in the Rap Back programs. An officer shall submit to being fingerprinted at any law enforcement agency upon commissioning and for as long as the officer is commissioned with that agency.

Ineligible Applicants

- Agencies that are not a law enforcement agency

- Law enforcement agencies that are not compliant with the above listed statutes
- State law enforcement agencies

Eligible Cost Items:

The Missouri Department of Public Safety's objective in awarding LVCP funding is to partner with local law enforcement agencies to find solutions for the reduction and/or prevention of violent crime, including programs to expand law enforcement engagement activities with youth, churches and/or non-profit organizations. This opportunity will be for ***technology and equipment used in violent crime reduction and prevention efforts.***

Examples of allowable items include, but are not limited to, the following:

- License Plate Readers
- Mobile Data Terminals (MDT's)/Mobile Data Computers (MDC's)
- MOSWIN approved Radios (Portable/Handhelds, Mobiles, Repeaters, Base Stations, etc.)
- Body-Worn Cameras
- Dash Cameras
- Gunshot Detection Technology
- Justice Information Sharing Technology
- Communications Systems
- Crime Analytics Software
- Hardware and Software
- Biometric Equipment
- Equipment to assist in youth engagement programs
- Mobile Data Terminals (MDTs) / Mobile Data Computers (MDCs)

Agencies seeking funding for mobile data terminals should research the type of computer being requested. The Missouri Department of Public Safety is aware that non-ruggedized laptops and tablets are typically not durable enough for road patrol purposes and therefore not the best use funds.

- Radios (Portables/Handhelds, Mobiles, Repeaters, Base Stations, etc.)

Digital mobile radios compliant with APCO Project 25 (P25) specifications embody certain fundamental advantages, including interoperability. The term interoperability refers to radio equipment in compliance with P25 specifications, regardless of the manufacturer, that allows users to be "interoperable" with each other.

All equipment must meet all mandatory regulatory and/or DPS adopted standards to be eligible for purchase using grant funds. In addition, recipients will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment. Investments in emergency communications systems and equipment must meet applicable SAFECOM guidance. All radios must be P-25 compliant and on the MOSWIN system. The Missouri Interoperability Center will review all communications equipment applications to ensure they comply with the Digital Radio Requirements for Department of Public Safety Grants. **Applications that do not meet these guidelines will not be eligible for funding.**

Applicant agencies applying for grant funds for MOSWIN radios should be aware that dual-band (multi-band or all-band) radios (VHF/700/800 MHz) are the best opportunity for local agencies to harness the coverage and capacity being implemented by the State in the MOSWIN. System users must have a dual-band (VHF/700/800 MHz) mobile radio, installed to the manufacturer's recommended specifications, to obtain optimum benefit from system enhancement. VHF band radios are not compatible with 700 MHz band tower sites, and 700/800 MHz band radios are not compatible with VHF band tower sites. Dual band (VHF/700/800) radios will be able to connect to all MOSWIN sites. As a result, **grant funds will only be permitted for models of radios that are dual-band.**

Refer to the “Radio Interoperability Guidelines” available at [Missouri Department of Public Safety | LVCP Grant Opportunity \(mo.gov\)](https://www.moswin.mo.gov/) for reference to a list of mobile radios certified as meeting the P25 standard by the Department of Homeland Security and certified to operate on the MOSWIN by the manufacturer.

MOSWIN is designed to provide 95% coverage for a properly installed mobile radio. Portable radio coverage varies greatly based on a number of variables. The use of an in-car repeater system is recommended if the requested portable is intended to support mission critical communications.

Regardless of the type of request for radios, agencies requesting funding for radios or radio-related equipment must articulate in the “Budget – Equipment Justification” section of the application how they would access the MOSWIN via a trunked P25 mobile radio or how they plan on utilizing the equipment requested to access the MOSWIN. In addition, all radios must be Multi-Band Radios that will operate on the MOSWIN network with the ability to access VHF High Band (150 MHz) and 700/800 MHz spectrum within the MOSWIN network.

NOTE: Agencies seeking any type of radio or radio-related accessory are encouraged to contact the Missouri Interoperability Center by phone at (855) 4-MOSWIN or by email at moswin.sysadmin@dps.mo.gov to ensure the appropriate communication devices are purchased for the department’s needs and location to the nearest MOSWIN tower and to ensure the appropriate administrative requirements are met as it relates to the MOSWIN. The Missouri Interoperability Center staff can also provide helpful information regarding the department’s ability to access the MOSWIN and how to articulate such within the grant application.

➤ Body-Worn Cameras

Agencies seeking funding for Body-Worn Cameras (BWCs) must have policies and procedures in place related to equipment usage, data storage and access, privacy considerations, and training. Recipients of funding for Body-Worn cameras must supply the State Administering Agency (Missouri Department of Public Safety) with a copy of such policy(s) and procedure(s) at the time of acceptance of the subaward.

Applicants are encouraged to contact a vendor(s) to obtain accurate and competitive pricing for supply items rather than relying on catalog or online pricing. Often, vendors will offer reduced pricing or a discount for sales over a certain dollar amount. Vendors can also provide shipping and/or installation costs associated with the sale, but more importantly, recipients of funding must comply with local and/or state procurement guidelines, where applicable and whichever is more restrictive, as outlined within the “DPS Financial and Administrative Guidelines”, which can be found at: <https://dps.mo.gov/dir/programs/dpsgrants/lvcp.php>

Unallowable Cost Items:

- Ammunition
- Protective Clothing/Gloves, Reflective Vests/Raincoats
- Ballistic Vests Helmets and Shields
- Road Flares/Cones
- Siren Boxes & Speakers
- Surveillance Systems for Jails
- Vehicle Cages/Partitions/Seats
- Gun Racks/Locks
- Light Bars/Warning Lights/Directional Sticks
- Firearms
- Less Lethal Weapons
- Batons or other items used in an offensive manner
- Land Acquisition
- Personnel Costs
- Travel and Training Costs
- Bonuses or Commissions
- Lobbying
- Fundraising
- Corporate Formation
- State and Local Sales Taxes
- Cost Incurred Outside the Project Period
- Aircraft
- Confidential Funds
- Military-Type Equipment
- Radios and Radio-Related Equipment that is not compliant with the Missouri Statewide Interoperability Network (MOSWIN)
- Vessels/Vehicles
- Unmanned Aircraft (UAV)/Drones

Application and Submission Information

1. **Applications will only be accepted through the Missouri Department of Public Safety (DPS) online WebGrants System:** [Department of Public Safety DPS Grants \(mo.gov\)](https://dps.mo.gov/dir/programs/dpsgrants/lvcp.php)
2. **Key Dates and Times**
 - a. **Application Start Date:** August 7, 2024

b. Application Submission Deadline: September 5, 2024, 4:00 pm CST

3. Agreeing to Terms and Conditions of the Award

By submitting an application, applicants agree to comply with the requirements of this NOFO and the terms and conditions of the award, should they receive an award.

A PowerPoint with instructions on how to apply through the WebGrants System will be available on the Missouri Department of Public Safety website, at the following link under Grant Applications and Forms, 2025 Local Violent Crime Prevention Grant: [Missouri Department of Public Safety | LVCP Grant Opportunity \(mo.gov\)](https://dps.mo.gov/grants).

As part of the 2025 LVCP application, each eligible applicant must complete all application forms and provide all required documents:

- 1. Contact Information Form**
- 2. Project Form**
- 3. Interoperable Communications Form**
- 4. Budget**
- 5. Named Attachments**
 - a. Quote or Cost Basis**
 - b. Other Supporting Documentation**

Contact Information:

Additional information and resources can be located on the Missouri Department of Public Safety website: [Missouri Department of Public Safety | LVCP Grant Opportunity \(mo.gov\)](https://dps.mo.gov/grants)

WebGrants System, application submission site: <https://dpsgrants.dps.mo.gov/index.do>

Department of Public Safety Contacts:

Grant Specialist – Becky Block
(573) 522-3455
Rebecca.Block@dps.mo.gov

Grant Program Supervisor – Michelle Branson
(573) 526-9014
Michelle.Branson@dps.mo.gov

DPS Grants Program Manager – Joni McCarter
(573) 526-9020
Joni.McCarter@dps.mo.gov

Flock Safety + MO - Harrisonville PD

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Chris Futrell
chris.futrell@flocksafety.com
+18056308695



EXHIBIT A
ORDER FORM

Customer:	MO - Harrisonville PD	Initial Term:	12 Months
Legal Entity Name:	MO - Harrisonville PD	Renewal Term:	24 Months
Accounts Payable Email:	rmood@harrisonville.com	Payment Terms:	Net 30
Address:	Po Box 367 Harrisonville, Missouri 64701	Billing Frequency:	Annual Plan - First Year Invoiced at Signing.
		Retention Period:	30 Days

Hardware and Software Products
Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$24,000.00
Flock Safety Flock OS			
FlockOS™ - Essentials	Included	1	Included
Flock Safety LPR Products			
Flock Safety Falcon®	Included	8	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Standard Implementation Fee	\$0.00	8	\$0.00

Subtotal Year 1:	\$24,000.00
Annual Recurring Subtotal:	\$24,000.00
Discounts:	\$5,200.00
Estimated Tax:	\$0.00
Contract Total:	\$24,000.00

The Term for Flock Hardware shall commence upon first installation and validation, except that the Term for any Flock Hardware that requires self-installation shall commence upon execution of the Agreement. In the event a Customer purchases more than one type of Flock Hardware, the earliest Term start date shall control. In the event a Customer purchases software only, the Term shall commence upon execution of the Agreement.

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a “**Renewal Term**”) unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.

Billing Schedule

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$24,000.00
Annual Recurring after Year 1	\$24,000.00
Contract Total	\$24,000.00

*Tax not included

Discounts

Discounts Applied	Amount (USD)
Flock Safety Platform	\$0.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$5,200.00

Product and Services Description

Flock Safety Platform Items	Product Description
FlockOS TM - Essentials	An integrated public safety platform that detects, centralizes and decodes actionable evidence to increase safety, improve efficiency, and connect the community.
Flock Safety Falcon ®	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint TM technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.

FlockOS Features & Description

FlockOS Features	Description
Community Network Access	The ability to request direct access to feeds from privately owned Flock Safety Falcon® LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.
Unlimited Users	Unlimited users for FlockOS
State Network (License Plate Lookup Only)	Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.
Nationwide Network (License Plate Lookup Only)	With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations.
Law Enforcement Network Access	The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint TM technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Insights & Analytics	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
ESRI Based Map Interface	Map-based interface that consolidates all data streams and the locations of each connected asset, enabling greater situational awareness and a common operating picture.
Real-Time NCIC Alerts on Flock ALPR Cameras	Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI's National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera

By executing this Order Form, Customer represents and warrants that it has read and agrees all of the terms and conditions contained in the Terms of Service located at <https://www.flocksafety.com/terms-and-conditions>

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

Customer: MO - Harrisonville PD

By: _____

 Mark Smith
Name: _____

Title: _____

Date: _____

By: _____

 Brad Ratliff
Name: _____

Title: _____

Date: _____

PO Number: _____



**MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
OCTOBER 20, 2025
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

B. Roll Call

Attendee Name	Organization	Title	Status	Arrived
Bill Mills	Harrisonville	Board Member	Excused	
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	Present	
Kile Chaney	Harrisonville	Board Member	Present	
Mike Zaring	Harrisonville	Mayor	Present	

Others present: City Administrator Brad Ratliff, City Attorney Alex Felzien, Assistant City Administrator Jeremy Smith, Police Chief Darla Harris, Fire Chief Rusty Sullivan, Parks Director Grant Purkey, Public Works Director Matt Carver, Community Development Director Christina Stanton, Executive Secretary to the City Administrator Theresa West, Police Officer Shaylee Broockerd, Police Communications Officer Samantha Brown, Electric Supervisor Matt Beckman, Baker Tilly C.P.A. Ben Hart, School Resource Officer Scott Ramsey, Harrisonville High School TRACTION students Molley Melzer, Emily Mercer, Presley Feedback and Annie Whenham, Mr. Barry Holland of RFW Construction, Mr. Doug Henzlik of Henzlik Real Estate, Mr. Brice Renner and City Clerk Daniel Barnett – recording.

2. Ceremonial Matters

A. Service Award - Shaylee Broockerd - 5 years

Mayor Zaring thanked Officer Broockerd for her service to the Harrisonville Community.

Police Chief Harris spoke about the benefit Officer Broockerd has been to the Harrisonville Police Department.

B. Service Award - Samantha Brown - 5 years

Mayor Zaring thanked Communications Officer Brown for her service to the Harrisonville Community.

Police Chief Harris spoke about the benefit Communications Officer Brown has been to the Harrisonville Police Department.

C. Service Award - Grant Purkey - 5 years

Mayor Zaring thanked Parks and Recreation Director Purkey for his service to the Harrisonville community.

City Administrator Ratliff spoke about the positive impact Purkey has had on the entire Harrisonville community.

D. Buckle Up Phone Down Day Proclamation

Mayor Zaring read a proclamation declaring October 29, 2025 as Buckle Up Phone Down Day in Harrisonville.

Zaring was joined at the front of the room by School Resource Officer Ramsey and TRACTION students Molley Melzer, Emily Mercer, Presley Feeback and Annie Whenham.

Ramsey said he was very proud of the TRACTION students and the work they put in to keep their fellow students and the community safe.

The TRACTION students took time to introduce themselves and to share what being a part of TRACTION and driver safety is important to them.

3. Public Participation

None

4. Approval of Minutes

A. Board of Aldermen Minutes - Regular Meeting - September 15, 2025

RESULT:	Passed
MOVER:	Alderman Marcia Milner
SECONDER:	Matt Turner
AYES:	Larry Pfautsch, Gary Davidson, Dave Doerhoff, Kiley Chaney, Marcia Milner, Matt Turner, Sandy Franklin
EXCUSED:	Bill Mills

B. Board of Aldermen Minutes - Work Session - September 15, 2025

RESULT:	Passed
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MOVER: Alderman Sandy Franklin
SECONDER: Larry Pfautsch
AYES: Larry Pfautsch, Gary Davidson, Dave Doerhoff, Kiley Chaney, Marcia Milner, Matt Turner, Sandy Franklin
EXCUSED: Bill Mills

5. Agenda Items

A. Council Bill 61: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI APPROVING THE REAPPOINTMENT OF MICHELLE HART TO THE BOARD OF ZONING ADJUSTMENT.

Mayor Zaring said he would like to reappoint Ms. Michelle Hart to the Board of Zoning Adjustment.

Upon passage, Mayor Zaring designated the resolution to be Resolution number 2025-29.

RESULT: Passed
MOVER: Alderman Dave Doerhoff
SECONDER: Matt Turner
AYES: Larry Pfautsch, Gary Davidson, Dave Doerhoff, Kiley Chaney, Marcia Milner, Matt Turner, Sandy Franklin
EXCUSED: Bill Mills

B. Council Bill 62: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI APPROVING THE REAPPOINTMENT OF CHERYL BUSH TO THE PLANNING AND ZONING COMMISSION.

Mayor Zaring said he would like to reappoint Ms. Cheryl Bush to the Planning and Zoning Commission.

Upon passage, Mayor Zaring designated the resolution to be Resolution number 2025-30.

RESULT: Passed
MOVER: Alderman Marcia Milner
SECONDER: Sandy Franklin
AYES: Larry Pfautsch, Gary Davidson, Dave Doerhoff, Kiley Chaney, Marcia Milner, Matt Turner, Sandy Franklin
EXCUSED: Bill Mills

C. PUBLIC HEARING: Code Amendments Pertaining to Complete Streets *This item is being continued to the December 1, 2025, Board of Aldermen meeting.*

Zaring informed the Board that the public hearing will need to be continued to the December 1, 2025 Board of Aldermen meeting.

D. PUBLIC HEARING: Special Use Permit for Packaging, Processing, and Warehousing in the Service Business (C-2) District and a Preliminary Development Plan for JBQ Meats on property located at 2000 N. Commercial Street

Mayor Zaring opened the Public Hearing at 6:15 p.m.

Staff report presented by Community Development Director Stanton.

Stanton said JBQ Meats and Doug Henzlik of Henzlik Real Estate are seeking approval for a Special Use Permit for packaging, processing, and warehousing in the Service Business (C-2) District and a Preliminary Development Plan for JBQ Meats on property located at 2000 N Commercial Street.

Stanton said the applicant is proposing to renovate the existing site and turn it into a state-of-the-art USDA facility for food processing, marinating, cooking, packaging, and warehousing of the cooked meats until they can be shipped out to various retail locations.

Stanton summarized some of the previous discussions held with the applicant regarding the project.

Stanton said the City's 2040 Comprehensive Plan shows the property as Regional Commercial.

Stanton said the uses of packaging, processing, and warehousing are allowed uses, with an approved Special Use Permit, in the C-2 Zoning District.

Stanton said the existing building sits further back on the site and there is potential for additional retail lots to be created along N Commercial Street.

Stanton said City staff recommend approval of the proposed Special Use Permit for packaging, processing, and warehousing and the Preliminary Development Plan with the following conditions:

- 1. All exterior building and site lighting shall comply with the requirements specified in Section 405.565.G of the City's Municipal Code.*
- 2. The site shall meet or exceed all applicable landscaping and screening requirements contained in Section 405.565.F of the City's Municipal Code.*
- 3. A modification shall be granted to the four-sided architecture requirement of Section 405.565.C.4 of the City's Municipal Code to allow for the metal panels and canopy elements to only be on the front (south) and west side façades.*
- 4. The time limit associated with this Special Use Permit shall be 30 years, at which time a new Special Use Permit is required to continue these uses.*

Mayor Zaring closed the Public Hearing at 6:22 p.m.

Alderman Davidson asked about the accessibility of the site for tractor trailers or other large trucks.

Stanton said JBQ Meats has examined the property and taken measurements to ensure that trucks will be able to go in and out of the location.

Alderman Turner asked if the Royal Street Extension project will impact the proposed property development.

City Administrator Ratliff said the project will not have a major impact upon the development.

Alderman Pfautsch asked how many employees the facility would house.

Mr. Barry Holland of RFW Construction said the plan is to open the facility with 35 full-time employees, and grow that number over time to reach 70 full-time employees.

Mr. Doug Henzlik of Henzlik Real Estate confirmed that there would be about one or two trucks at the facility per day.

E. Council Bill 63: AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE APPROVING A SPECIAL USE PERMIT FOR PACKAGING, PROCESSING, AND WAREHOUSING IN THE SERVICE BUSINESS (C-2) DISTRICT AND A PRELIMINARY DEVELOPMENT PLAN FOR JBO MEATS ON PROPERTY LOCATED AT 2000 N. COMMERCIAL STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.

City Attorney Felzien read the ordinance for the first time.

Mayor Zaring announced that the second reading of the ordinance would take place at the November 3, Board of Aldermen meeting.

F. PUBLIC HEARING: Special Use Permit for RV and Boat Storage on land located at 1640 W Mechanic Street

Mayor Zaring opened the Public Hearing at 6:28 p.m.

Staff report presented by Community Development Director Stanton.

Stanton said the applicant is seeking approval of a Special Use Permit for the uses of RV and boat storage on land located at 1640 W Mechanic Street.

Stanton spoke to the zoning of the neighboring properties.

Stanton said boat storage has required an approved Special Use Permit since the 1991 Zoning Ordinance #1825.

Stanton said City staff recommend approval of the requested Special Use Permit with the following conditions:

- 1. The applicant shall install the required pavement improvements as specified in Section 405.565.E.3 prior to utilizing this space for the proposed use.*
- 2. The time limit associated with this Special Use Permit shall be 10 years, at which time a new Special Use Permit is required to continue this use.*

Mr. Brice Renner (27807 E 239th Street, Harrisonville, MO) - spoke to the pavement requirements stipulated by the Special Use Permit.

Renner said the RV and boat storage would be temporary.

Renner said the long-term goal for the property is to have mini-storage buildings in that location.

Renner said the pavement requirements would need to be removed in order to pour footings for the mini storage buildings.

Renner requested that the Board wave the pavement requirement stipulated within the Special Use Permit, and allow the development to utilize either gravel, chip-and-seal or another material for the life of the SUP.

Alderman Doerhoff asked if using an alternative surface would have a negative impact on the neighboring properties.

Stanton said there are not significant negative impacts.

Alderman Davidson said he would be open to having City staff review alternative options to concrete or asphalt for the surface.

A consensus of the Board was reached to have City staff review acceptable alternatives to the paving requirements contained within the Special Use Permit.

Mayor Zaring closed the Public Hearing at 6:46 p.m.

G. Council Bill 64: AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE APPROVING A SPECIAL USE PERMIT FOR RV AND BOAT STORAGE ON PROPERTY LOCATED AT 1640 W. MECHANIC STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.

City Attorney Felzien read the ordinance for the first time.

Mayor Zaring announced that the second reading of the ordinance would take place at the November 3, Board of Aldermen meeting.

H. Council Bill 65: AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI AMENDING MUNICIPAL CODE CHAPTER 135 REGARDING PURCHASING APPROVALS AND SECTIONS 135.220 AND 135.230 REGARDING THE REGULATIONS FOR PURCHASING LEVELS WITHIN THE CITY'S PURCHASING POLICY

City Attorney Felzien read the ordinance for the first time.

Staff report presented by Assistant City Administrator Smith.

Smith spoke about the increasing cost of goods City staff require for many of the operations of City business.

Smith said City staff have found that many of these goods are now going over the threshold that require bids, according to policy, but ultimately are difficult or time-consuming to bid and is burdensome work for both staff and the vendor.

Smith provided examples of goods that are now over the threshold and now are required to go through the bid process.

Smith said City staff are proposing the threshold for goods to require bids to move from \$15,001 to \$50,000.

Alderman Pfautsch asked how long the \$15,001 limit had been in place.

Smith said it has been in place for at least 23 years.

Mayor Zaring announced that the second reading of the ordinance would take place at the November 3, Board of Aldermen meeting.

I. Council Bill 66: 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, 2025 THROUGH DECEMBER 31, 2025, AND ESTABLISHING
AN EFFECTIVE DATE.**

Staff report presented by Assistant City Administrator Smith.

Smith said the Harrisonville Fire Department has participated in the EMS Ground Emergency Medical Transportation Program since 2023.

Smith said the City will be receiving additional funds for the reimbursements for the periods ending June 30, 2023, and June 30, 2024.

Smith said the Department's Other Contractual Services account will increase to \$261,515.65, and the GEMT Revenue account will increase to \$468,779.59.

Upon passage, Mayor Zaring designated the ordinance to be Ordinance number 3746.

RESULT:	Passed
MOVER:	Alderman Marcia Milner
SECONDER:	Kiley Chaney
AYES:	Larry Pfautsch, Gary Davidson, Dave Doerhoff, Kiley Chaney, Marcia Milner, Matt Turner, Sandy Franklin
EXCUSED:	Bill Mills

6. Aldermen and Committee Reports

Alderman encouraged all in attendance to vote for Harrisonville in the ongoing T-Mobile 5G Friday Night Lights contest.

Alderman Turner said the Log Cabin Festival went well.

Alderwoman Franklin informed all in attendance that winterization has begun for all outdoor parks and recreation facilities. Franklin encouraged all to attend the Rotary Club Trunk or Treat event on the Historic Harrisonville Square on Sunday, October 26.

Alderman Chaney said he was disheartened to hear that some in the community did not feel the Harrisonville School District was not deserving of the funds from the T-Mobile 5G Friday Night Lights contest.

7. Report from the City Administrator

City Administrator Ratliff reminded the Board about a series of upcoming community events.

Ratliff informed the Board that the Police Department's prescription drug take back event will be held on Saturday, October 25.

Ratliff said the annual Halloween on Pearl Street event will be held on Friday, October 31.

Ratliff congratulated Matt Carver on being named Public Works Director and said he is excited about the leadership and commitment Carver brings to the position.

Ratliff said City staff are winterizing the portions of the South Service Area Sanitary Sewer project that will require cover during the winter months.

Ratliff said he is hopeful that a signed agreement will soon be in hand from the property owner for the Royal Street

Extension project.

Ratliff informed the Board that the contractor for the Ash Street Bridge over Towne Creek project has begun working.

Ratliff said the contractor for the 2025 Concrete Curb & Gutter Program was issued a notice to proceed and will begin this month.

Ratliff reminded the Board that the City received a grant of \$24,000 to purchase and install eight Flock Cameras, in partnership with the Cass County Sheriff's Office. Ratliff spoke about the positive impact the cameras have had on the Harrisonville community, even in the short time they have been in place and spoke about their role in law enforcement as a whole.

Ratliff informed the Board that the Fire Department has 26 students enrolled in their current Fire Academy.

Ratliff encouraged all in attendance to visit www.harrisonvilletogether.com to learn more about the items on the November 4, 2025 ballot.

Ratliff said the Parks Department continues to make good progress on the T-Mobile Sidewalk project in City Park.

Ratliff said the Harrisonville Enhanced Enterprise Zone Board received an application from MMT Technology for tax abatement and voted unanimously to recommend approval to the Board of Aldermen.

Ratliff announced that the developer for Burris Ridge has received approval from the Missouri Department of Transportation for a second entrance.

A. September 2025 Municipal Court Report

8. Questions from the Media

None

9. Adjourn from Regular Session

A motion was made by Alderman Davidson to adjourn from the Regular Meeting. The motion was seconded by Alderwoman Milner. The motion carried with a unanimous vote. The meeting adjourned at 7:06 p.m.

Mike Zaring, Mayor & Ex-Officio
Chairmen of the Board of Alderman

ATTEST:

Daniel Barnett, City Clerk



**MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
WORK SESSION
CITY HALL
OCTOBER 20, 2025
6:30 PM**

1. Call to Order

The meeting was called to order at 7:32 PM by Mayor Mike Zaring.

2. Present

A. Roll Call

Attendee Name	Organization	Title	Status	Arrived
Bill Mills	Harrisonville	Board Member	Excused	
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	Present	
Kile Chaney	Harrisonville	Board Member	Present	
Mike Zaring	Harrisonville	Mayor	Present	

Others present: City Administrator Brad Ratliff, City Attorney Alex Felzien, Assistant City Administrator Jeremy Smith, Fire Chief Rusty Sullivan, Community Development Director Christina Stanton, Parks Director Grant Purkey, Public Works Director Matt Carver, Executive Secretary to the City Administrator Theresa West, Electric Supervisor Matt Beckman, Baker Tilly C.P.A. Ben Hart, Mr. Cole Putthoff and City Clerk Daniel Barnett – recording.

3. Discussion Items

A. 2026 Budget Discussion

Baker Tilly C.P.A. Ben Hart spoke to the current financial climate for municipalities within the Midwest and said 2026 will maintain the status quo of 2025.

Hart said sales tax revenues are slowly trending down.

Hart spoke generally to what is contained within the City's 2026 fiscal budget.

Assistant City Administrator Smith spoke to the rising cost of the City's healthcare benefit premium and the rising cost of property and liability insurance coverage.

Smith said there were additional funding requests totaling \$345,000 when constructing the 2026 budget.

Smith spoke to the current deficit spending of approximately \$500,000 within the Fire/EMS fund.

City Administrator Ratliff reminded the Board of the financial impact that the State Legislature's decision to weaken franchise fees will have on every community in Missouri, including Harrisonville.

Ratliff also spoke about the impact the freezing of senior citizen property taxes has on the City of Harrisonville.

Smith said there are currently no additional staffing included in the 2026 budget.

B. Public Works Department (Electric) SWOT Presentation

Electric Supervisor Matt Beckman presented the SWOT (Strengths, Weaknesses, Opportunities and Threats) Analysis for the Electric Department for 2025.

C. Requested Waiver of Fees - 101 and 103 S Lexington Street

Community Development Director Stanton informed the Board that the owner of the commercial buildings at 101 and 103 S Lexington Street would like to develop his buildings but would like the City to waive a series of development fees.

Stanton reminded the Board of previous actions taken by the Board on buildings located on the Square.

Stanton spoke to the history of the buildings in question and about the recent maintenance history, or lack thereof.

Stanton said the total cost for fees that the owner is asking to be waived amounts to \$21,952.00, with the actual cost to the City being \$11,122.00.

Stanton said City staff recommend approval of a partial fee waiver of \$10,830.00, specifically waving all fees except those that cover the city's incurred cost of \$11,122.00.

A consensus of the Board was reached to waive all fees, other than the materials costs for Mr. Putthoff's project.

D. Design Standards Discussion

Community Development Director Stanton asked the Board to provide guidance regarding the approved zoning for modular homes and the usage of gravel for parking areas and drives within industrially zoned properties.

City Attorney Felzien said he would advise the City to impose regulations for modular homes instead of outright prohibiting modular homes.

A consensus of the Board was reached to have City staff create regulations for design standards for modular homes and to examine alternative surface types in storage areas for industrially zone properties.

At 8:30 p.m., the Board of Aldermen voted to go into Closed Session pursuant to RSMo. 610.021(1): Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys. A motion was made by Alderwoman Milner and seconded by Alderman Davidson. In attendance and voting to go into Closed Session were Aldermen Chaney, Davidson, Doerhoff, Franklin, Milner, Pfautsch, Turner and Mayor Mike Zaring. Mayor Zaring then convened the meeting in Closed Session. Alderman Mills was excused.

Upon returning to the Work Session, a motion was made by Alderman Davidson to adjourn from the Work Session. The motion was seconded by Alderman Turner. The motion carried with a unanimous vote. The meeting adjourned at 9:12 p.m.

Mike Zaring, Mayor & Ex-Officio
Chairmen of the Board of Alderman

ATTEST:

Daniel Barnett, City Clerk

Council Bill No. 2025

Resolution No. 2025

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF
HARRISONVILLE, MISSOURI APPROVING THE REAPPOINTMENT OF KEVIN
WOOD TO THE PLANNING AND ZONING COMMISSION.**

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

WHEREAS, Kevin Wood has faithfully served on the Planning and Zoning Commission for several years and fully meets the qualifications for appointment to this Commission; and,

WHEREAS, said appointment will expire in November of 2029; and,

WHEREAS, Mayor Mike Zaring recommends the reappointment of Kevin Wood to the Planning and Zoning Commission 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:**

Section 1. The Board of Aldermen approves the reappointment of Kevin Wood to the Planning and Zoning Commission.

Section 2. Effective Date. This resolution shall become effective on November 3, 2025, 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 3RD DAY OF
NOVEMBER 2025.

VOTE TAKEN AS FOLLOWS:

AYES:

NAYS:

ABSENT:

ABSTAIN:

EXCUSED:

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

ATTEST:

Daniel Barnett, City Clerk

WITNESS my hand and seal this 3rd day of November 2025.



THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

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

To: Board of Alderman

From: Christina Stanton, AICP, Community Development Director

Date: October 20, 2025

Re: Requested Waiver of Fees for Rehabilitation Projects at 101 and 103 S. Lexington Street

GENERAL INFORMATION

Property Owner: Putthoff Construction, LLC

Requested Actions: Approval of Fee Waiver Request

Date of Application: October 14, 2025

PROPOSAL

- The property owner of two attached historic buildings on the town square has requested a waiver of building permit fees, Right-of-Way permit fees, and utility connection fees totaling \$21,952. These fees include costs incurred by the city amounting to \$11,122.00. The waiver is sought to facilitate the redevelopment and preservation of these historic structures.

PREVIOUS ACTIONS

- The properties were recently acquired by the new owner. No prior rehabilitation efforts were made by the previous owner to preserve or maintain these buildings.
- To date, the city has not granted any fee waivers or financial incentives for these properties. Though a fee waiver of \$8,810.09 was granted for the Northview Properties, LLC (105, 107 and 109 S. Lexington St.) on January 21, 2025.

KEY ISSUES

- The buildings in question are historic assets to the city, and their preservation aligns with the city's goals for cultural and architectural heritage.
- While waiving the fees could incentivize redevelopment, the city's actual cost of \$11,122.00 represents some expenditures that must be recovered. Waiving these cost items would result in direct financial loss.

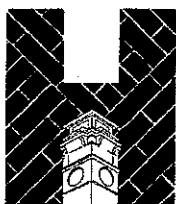
- Granting a full waiver may set a precedent for future requests, potentially affecting the city budget.
- Waiving fees above the city's cost would provide a significant financial incentive to the property owner, demonstrating the city's commitment to revitalization while maintaining financial responsibility.

STAFF RECOMMENDATION

Staff recommendation is to approve a partial fee waiver of \$10,830.00, specifically waving all fees except those that cover the city's incurred cost of \$11,122.00. This approach allows the city to support historic preservation and redevelopment with the need to recover any direct expenditure.

ATTACHMENTS

Letter from Mr. Putthoff Requesting Waiver of Fees
Detailed Fees Associated with Project
Draft Resolution



THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

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

AGENDA REQUEST FORM

This form must be completed and submitted to the office of the City Clerk. Completed materials for the agenda shall be submitted no later than Monday at 5:00 p.m., 5 business days prior to the next Board of Aldermen's meeting. If the agenda request concerns a complex issue requiring staff research time, the opportunity to address the Board may be moved to a future meeting. The Board of Aldermen's regular meetings are the 1st and the 3rd Monday of each month.

Date of Request: 10-14-25 Scheduled Meeting Date: 10-20-25

Full Name of Speaker: Cole Matthew Putthoff Organization: Putthoff Construction LLC

Home Address: 653 NW 1581 Rd City Holden State MO Zip 64040

Home Phone #: _____ Work Phone #: _____ Cell#: 816-406-8448

Email: Cole@putthoff Construction .com

Specifics of Topic: Waiver of Fees, Permits, utility Connections
Plan reviews & right of way Fees & permits

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

Desired Outcome: Waive all Fees

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

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

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

Signature: _____

Office Use Only:

Date request received: _____

Putthoff Construction LLC

C/O Cole Putthoff

653 NW 1501st Road

Holden, MO 64040

October 13, 2025

Dear Harrisonville Board of Aldermen,

I am making a formal request for a waiver of all fees; including utility connections, building plan reviews, building permits, and right of way work permits. This would be for the buildings that need rehabilitation at 101 and 103 South Lexington Street.

Due to these buildings sitting vacant for a duration of time, they have continued to deteriorate and are dangerous. As we all know, taking on the rehabilitation of these buildings is quite expensive and will be complex projects to undertake.

As we wrap up some of the last buildings that need rehabilitation on the historic square, we really appreciate the consideration of our request. We are excited for these buildings to be brought back to life and for the community to benefit from the useful space.

Sincerely,

A handwritten signature in black ink, appearing to read "Cole Putthoff", with a long horizontal flourish extending to the right.

Cole Putthoff, Owner

Putthoff Construction LLC

EXPENDITURES: \$11,122.00

CWSS				ELECTRIC			
Items	Cost	Quantity	Cost Total	Items	Cost	Quantity	Cots Total
3/4" Meter	\$170.00	3	\$510.00	12s meters	\$170.00	8	\$1,360.00
3/4" Setter	\$200.00	3	\$600.00	5T meter socket	\$246.15	8	\$1,969.20
Corp 3/4"	\$45.00	3	\$135.00			16	\$3,329.20
Ring and Lid	\$85.00	3	\$255.00				
Sewer Saddle	\$52.00	2	\$104.00	Supervisor	\$56.00	2	\$112.00
		14	\$1,604.00	Journeyman	\$53.00	4	\$212.00
STAFF				Small bucket	\$100.00	4	\$400.00
Maintenance	\$32.00	3	\$96.00	TOTAL:		10	\$724
Maintenance	\$32.00	3	\$96.00	COMMUNITY DEVELOPMENT			
Supervisor	\$60.00	3	\$180.00	Plan Review/Permitting	\$84.88	10	\$848.80
		9	\$372.00	Correspondence/Misc.	\$84.88	10	\$848.80
TOTAL:			\$1,976.00	Inspections	\$84.88	30	\$2,546.40
				Fee abatement process	\$84.88	10	\$848.80
				TOTAL:		60	\$5,092.80

FEES: \$21,952.00

UTILITY				
Connection	Size	Fee	Quantity	Collected
Water	3/4"	\$1,650.00	3	\$4,950.00
Sewer	3/4"	\$4,350.00	3	\$13,050.00
Electric-Res. Meter	N/A	\$250.00	4	\$1,000.00
Electric-Com. Meter	N/A	\$1,000.00	4	\$4,000.00
				\$19,000.00
PERMITTING				
Department	Valuation	Fee	Quantity	Collected
Building, Com. Dev.	\$175,000.00	\$925.00	2	\$1,850.00
Plan Review	N/A	\$62.50	2	\$125.00
Building, Com. Dev.	\$100,000.00	\$550.00	1	\$550.00
Plan Review	N/A	\$275.00	1	\$275.00
Public Works	\$30,000.00	\$152.00	1	\$152.00
				\$2,952.00
TOTAL:				\$21,952.00

Fees - Expenditures = \$10,830.00

Materials = \$4,933.20

Staff Time Estimate = \$6,188.80

Council Bill No. 2025-xx

Resolution No. 2025-xx

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AUTHORIZING THE CITY ADMINISTRATOR TO WAIVE INSPECTION AND PERMITTING FEES IN EXCESS OF THOSE THAT COVER THE CITY'S INCURRED COSTS RELATED TO REHABILITATION PROJECTS AT 101 AND 103 S. LEXINGTON STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.

WHEREAS, the City of Harrisonville, Missouri (the "City") has received a request from the property owner of two attached historic buildings (101 and 103 S. Lexington Street) to waive all fees, including utility connections, building plan reviews, building permits, and right-of-way permits, for the rehabilitation of said buildings; and

WHEREAS, City staff have assessed the permit and inspection fees required for the project to total about \$21,952; and,

WHEREAS, materials included in the request amount to \$4,933.20, and staff time is estimated at \$6,188.80; and

WHEREAS, the Board of Aldermen met during a Work Session on October 20, 2025 to discuss the request for waiver of fees; and

WHEREAS, at that time, the Board directed City staff to pursue waiving all fees, other than the cost of materials, for the request from the property owner; and

WHEREAS, waiving fees above the City's cost would provide a significant financial incentive to the property owner, demonstrating the City's commitment to revitalization while maintaining financial responsibility.

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

Section 1. That the Board of Aldermen of Harrisonville, Missouri, hereby authorizes the City Administrator to waive a portion of the fees (\$10,830.00), specifically waiving all fees except those materials purchased by the City and the estimated staff time for the project, at a cost of \$11,122.00.

Section 2: That this resolution shall be 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 3RD DAY OF NOVEMBER, 2025.

VOTE TAKEN AS FOLLOWS:

AYES:

NAYS:

ABSENT:

ABSTAIN:

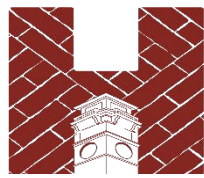
EXCUSED:

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

ATTEST:

Daniel Barnett, City Clerk

WITNESS my hand and seal this 3rd day of November, 2025.



THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

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

To: Board of Aldermen

From: Christina Stanton, AICP, Community Development Director

Date: October 20, 2025

Re: Appl. #SUP-25-003/PDP-25-001 – SPECIAL USE PERMIT for Packaging, Processing, and Warehousing in the Service Business (C-2) District and a PRELIMINARY DEVELOPMENT PLAN for JBQ Meats on property located at 2000 N. Commercial Street

GENERAL INFORMATION

Applicant: Keaton Dorman, with JBQ Meats and Doug Henzlik, with Henzlik Real Estate

Requested Actions: Approval of Requested Special Use Permit and Preliminary Development Plan

Date of Application: September 11, 2025

PROPOSAL

Keaton Dorman, with JBQ Meats, and Doug Henzlik, with Henzlik Real Estate, are seeking approval of a Special Use Permit for packaging, processing, and warehousing in the Service Business (C-2) District and a Preliminary Development Plan for JBQ Meats on property located at 2000 N. Commercial Street.

The surrounding properties are currently zoned as follows:

North: Service Business (C-2) District—Cass County Public Library Royal Annex, So-Cass Automotive, and undeveloped commercial lots

East: Service Business (C-2) District—Vacant Undeveloped Land

South (across N. Commercial St.): Service Business (C-2) District—Captain D's and Gas Light Plaza

West: Service Business (C-2) District—Culver's, former Hardee's, and Community Bank of Harrisonville

PREVIOUS ACTIONS

- April 7, 1959—The subject property was annexed into the corporate limits of the City of Harrisonville via a special election. The results were declared by Ordinance #519-B on April 10, 1959.
- March 10, 1965—Properties that had been annexed into the corporate limits of the City of Harrisonville since April 7, 1959, had zoning established by Ordinance #646. The subject property's zoning was established as Highway District (that portion immediately fronting on present day N. Commercial Street) and Residential District #2.
- June 21, 1972—The Board of Aldermen approved a Rezoning (Appl. #57) from Residential District #2 (R-2) to Highway District by Ordinance #980.
- September 20, 1978—The Board of Aldermen approved Zoning Ordinance #1194, which established new commercial zoning districts. This property's zoning became Service Business (C-3) District.

- **January 11, 1993**—The Board of Aldermen approved Zoning Ordinance #1930, which renamed several commercial zoning districts and is when all reference to C-3 was changed to C-2, and the former Central Business (C-2) District was eliminated. The zoning for this property was then established as Service Business (C-2) District.
- **October 16, 2023**—The Board of Aldermen approved various Code Amendments, including the establishment of Section 405.565—Design Standards, by Ordinance #3669.
- **May 6, 2025**—Staff held an initial Pre-Application Meeting with the applicants regarding their desire to renovate the existing site and turn it into a state of the art USDA facility. The planned operations of the facility do not include slaughter, but does include raw trimming and packaging. Expected odors would include bbq from the smokers. It was stated in this initial pre-application meeting that they were anticipating having rubs and sauces available for retail sales and having some hot foods available. Additionally, there was an interest to split off a portion(s) of the front of the property. The applicants expressed that they are hoping to have the building operational by January 2027.
- **August 4, 2025**—The Board of Aldermen approved Code Amendments to allow the uses of packaging, processing, and warehousing within the Service Business (C-2) District with an approved Special Use Permit by Ordinance #3739.
- **September 9, 2025**—Staff held a second Pre-Application Meeting with the applicants. In this meeting the applicants provided further details on their project stating that would include food processing, marinating, cooking, and packaging. The applicants also discussed that they planned to add new pavement for three (3) new docks on the eastern side of the building and route the truck traffic only onto Royal Street to keep the trucks from interfering with the employee traffic.
- **October 16, 2025**—The Planning & Zoning Commission heard this item and recommended approval (6-0) to the Board of Aldermen with staff's recommended change of allowing the Special Use Permit for 30 years rather than 25 years.

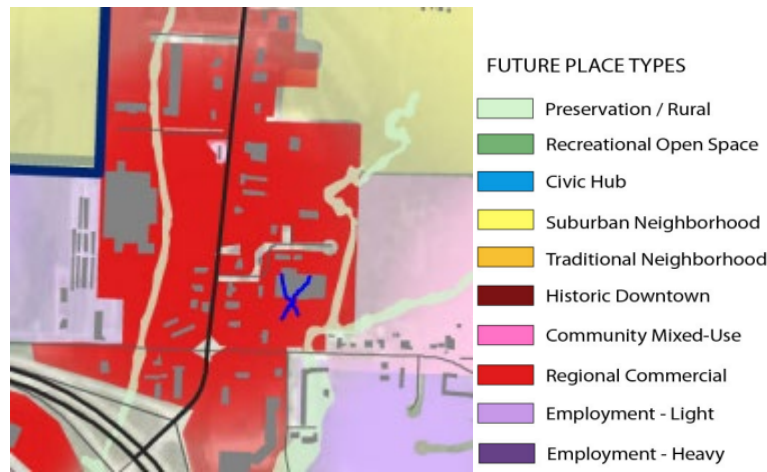
KEY ISSUES

- The applicant is proposing to renovate the existing site and turn it into a state of the art USDA facility for food processing, marinating, cooking, packaging, and warehousing of the cooked meats until they can be shipped out to various retail locations.
- The City's 2040 Comprehensive Plan shows the property and surrounding area as "Regional Commercial", which are "areas of the city designated for highway-oriented commercial land use types..".
- This property is currently zoned Service Business (C-2) District.
- The uses of packaging, processing, and warehousing are allowed uses, with an approved Special Use Permit, in the C-2 Zoning District.
- The existing building sits further back on the site and there is potential for additional retail lots to be created along N. Commercial Street.
- The property is located within the Missouri Route 291 TDD (Transportation Development District), which collects an additional 1% sales tax to fund public transportation improvements within the TDD.

ANALYSIS

Zoning. The applicants have requested approval of a Special Use Permit (SUP) for the uses of packaging, processing, and warehousing. Code Amendments approved on August 4, 2025, allows for these uses to be reviewed and considered via a SUP on property zoned Service Business (C-2) District. No additional requirements were added to Article XIX - Special Use Permits. The subject property is zoned Service Business (C-2) District. This is a prime example of a location where these uses may fit well. The building is located further back on the property and is large enough to support the proposed project and future growth. Additionally, there is room along N. Commercial Street for lots to be created that would support typical retail development. If these first-tier lots were created this project would then be considered a second-tier commercially zoned property.

Comprehensive Plan. The City’s 2040 Comprehensive Plan shows this area as “Regional Commercial”, which are “areas of the city designated for highway-oriented commercial land use types...Appropriate uses in the Regional Commercial place type includes gas stations, general and drive-thru retail, regionally-serving medium- and big-box retail, hotels/motels, vehicle rentals.” While the proposed project is not currently focused on retail, this is a user that would benefit from the proximity to the highway and may add more typical retail development both as part of the applicants’ project as well as with the creation of additional first-tier commercial lots.



Site Design. The applicants have proposed to: patch/repair the existing asphalt paving and reseal the surface, add new paving striping for the drive lanes and parking spaces, remove the old parking lot lighting and add new parking lot lighting to meet current Municipal Code, install islands within the parking lot with trees and rock mulch, replace the private fire hydrant, repair and upgrade utilities as needed, add new pavement to serve new docks on the east side of the building and install privacy fencing/screening and trees to screen the dock area. The applicants intend to route the truck traffic so that it only accesses Royal Street to keep the trucks from interfering with the employee traffic. The Final Development Plan, which is reviewed administratively, will include additional details pertaining to the lighting, landscaping, and mechanical units. The Site Plan does state that “all mechanical equipment (rooftop and ground mounted) shall be screened in accordance with City of Harrisonville Municipal Code, Design Standards” (Section 405.565.F.3.d(3)).

Building Design. The applicants are proposing to rehab the existing building. The Color Elevations show the existing CMU and/or brick wall is planned to be painted a mixture of light gray and dark gray. Additionally, a new prefinished metal panel system on aluminum framing system is proposed in the front (south) and west side elevations and a prefinished metal canopy with tie-rods and turnbuckles. The applicants have requested a modification to the four-sided architecture requirement (Section 405.565.C.4) for the rear (north) and east side elevations as these sides are not highly visible from the main streets and public view due to the existing vegetation and screening. Staff supports the requested modification to this requirement as the rear of the building sits lower than Royal Street and is screened by existing trees making it barely visible from Royal Street, and the east side is bordered by existing heavy vegetation along the unnamed intermittent stream.

Review Criteria. Section 405.630.D.1 list review criteria a-q as that may be considered, to the extent they are pertinent to the particular application, by both the Planning & Zoning Commission and the Board of Aldermen. Among the review criteria listed a, b, e, d, f, m, and n seem the most appropriate to consider.

- The character of the neighborhood.
 - The character of the neighborhood includes the daily activities and services of the businesses in the area such as Culver’s, the Community Bank of Harrisonville, the Cass County Public Library Royal Annex, So-Cass Automotive, Gas Light Plaza, and Landmark Plaza. This location is near North 291 Highway and I-49 so the area sees a higher level of traffic than many other parts of Harrisonville.

- The existing and any proposed zoning and uses of adjacent properties, and the extent to which the proposed use is compatible with the adjacent zoning and uses.
 - The existing zone is C-2, which is compatible with the existing businesses. The proposed uses could be seen as appropriate for this larger than typical commercially zoned property given that the structure sits further back on the site and there is potential for the creation of additional commercial lots along N. Commercial Street.
- The length of time, if any, the property has remained vacant as zoned.
 - The property was originally Wal-Mart, was re-used as Bizarre Bazaar for a period, and has been largely unused since at least 2008.
- The extent to which the proposed use will seriously injure the appropriate use of, or detrimentally affect, neighboring property.
 - The proposed uses of packaging, processing, and warehousing will not seriously injure or detrimentally affect the appropriate use of the neighboring property as the operations will be contained within the building. The applicants propose to complete a number of improvements upon the property, which should increase the value of the property and potentially that of those properties immediately surrounding said property.
- The extent to which public facilities and services are available and adequate to meet the demand for facilities and services generated by the proposed use.
 - The applicants are proposing several improvements for the proposed use, which include the necessary improvements to utilities on site. The existing utility infrastructure system is adequate to meet the demand with the improvements that will be completed on site.
- The gain, if any, to the public health, safety and welfare due to approval of the application as compared to the hardship imposed upon the landowner, if any, as a result of denial of the application.
 - This is a blighted property. The gain would be that the property would be renovated and have new life to it once again. As a blighted property it has been an attractive nuisance for kids and transient. The hardship to the landowner, if this application were denied, is that the property would remain in its current condition for an unknown period of time and would continue to deteriorate, lose further value, and potentially bring the value of adjacent commercial properties down.

STAFF RECOMMENDATION

Staff recommends approval of the proposed Special Use Permit for packaging, processing, and warehousing and the Preliminary Development Plan with the following conditions:

- 1) All exterior building and site lighting shall comply with the requirements specified in Section 405.565.G of the City's Municipal Code.
- 2) The site shall meet or exceed all applicable landscaping and screening requirements contained in Section 405.565.F of the City's Municipal Code.
- 3) A modification shall be granted to the four-sided architecture requirement of Section 405.565.C.4 of the City's Municipal Code to allow for the metal panels and canopy elements to only be on the front (south) and west side façades.
- 4) The time limit associated with this Special Use Permit shall be ~~25~~30 years, at which time a new Special Use Permit is required to continue these uses.

ATTACHMENTS

Application
 Site Plan
 Elevations
 Pictures
 Ordinance #3739
 Zoning Map
 Aerial Map
 Ordinance



THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

LAND USE – ZONING APPLICATION

Application Type

- ☐ Rezoning (Fee \$300.00 + \$65 Notice Fee) ☒ Preliminary Development Plan (Fee \$300.00 + \$65 Notice Fee)
☒ Special Use Permit (Fee \$300.00 + \$65 Notice Fee) ☐ *Final Development Plan (Fee \$200.00)
 * Staff-only approval required

Applicant and Owner Information

Applicant (Print): Keaton Dorman / Doug Henzlik Signature: [Signature]
 Company Name: JBQ Meats
 Street Address: 7171 W 95th Street, Suite 400 City: Overland Park State: KS Zip: 66212
 Phone: 816-686-1899 / 913-706-7037 Email: keatond@jackstackbbq.com / doug@henzlikrealestate.com

Property Owner Authorization (Provide contact information and signatures of all property owners.)

Property Owner Name (print): Doug Galant Signature: [Signature]
 Street Address: 401 e loch lloyd parkway City: Loch Lloyd State: Mo Zip: 64012
 Phone: 8163656663 Email: dgalant@releafmo.com

Firm Preparing Application: RFW Construction Group

Contact: Steven Riggs
 Street Address: 1801 Hwy 51 Bypass N City: Dyersburg State: TN Zip: 38024
 Phone: 731-377-3630 Email: sriggs@rfwgroup.com
 *All correspondence should be sent to: Applicant ☒ Property Owner ☐ Firm ☒

Project Information

General Location or Address: 2000 North Commercial St., Harrisonville, MO 64701
 Project Description: Renovation of existing building for food production facility (industrial use)
 Acres or Sq. Ft. _____
 Current Zoning: C-2 Proposed Zoning: C-2 (Special Use for M-1)

Items to be Submitted 30 Days Before Planning Commission Meeting

- ☒ 1) Application
☒ 2) Filing Fee – Payable to City of Harrisonville or contact the Community Development Office to pay by phone.
☒ 3) Site Plan drawn to scale and showing adjacent tracts within 185 ft. and current ownership. Four (4) copies of 24"x36" plans and one (1) electronic copy emailed to the planner. (Section 405.630.C)
☒ 4) Email full legal description in WORD to planner (not assessor's abbreviated description).

City Staff may modify submittal requirements as necessary.

For Office Use Only

Case No: PDP-25-004 Filing Fee: Amount Paid \$ _____ Date Application Received: 9/11/25
 Staff-only approval: _____ P&Z meeting: 10/16/25 BOA Meeting: 10/20/25
11/3/25



THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

LAND USE – ZONING APPLICATION

Application Type

☐ Rezoning (Fee \$300.00 + \$65 Notice Fee) ☒ Preliminary Development Plan (Fee \$300.00 + \$65 Notice Fee)

☒ Special Use Permit (Fee \$300.00 + \$65 Notice Fee) ☐ *Final Development Plan (Fee \$200.00)

* Staff-only approval required

Applicant and Owner Information

Applicant (Print): Keaton Dorman / Doug Henzlik

Signature:

Company Name: JBQ Meats

Street Address: 7171 W 95th Street, Suite 400

City: Overland Park

State: KS

Zip: 66212

Phone: 816-686-1899 / 913-706-7037

Email: keatond@jackstackbbq.com / doug@henzlikrealestate.com

Property Owner Authorization (Provide contact information and signatures of all property owners.)

Property Owner Name (print): Doug Galant

Signature:

Street Address: 401 e loch lloyd parkway

City: Loch Lloyd

State: Mo

Zip: 64012

Phone: 8163656663

Email: dgalant@releafmo.com

Firm Preparing Application: RFW Construction Group

Contact: Steven Riggs

Street Address: 1801 Hwy 51 Bypass N

City: Dyersburg

State: TN

Zip: 38024

Phone: 731-377-3630

Email: sriggs@rfwgroup.com

*All correspondence should be sent to: Applicant ☒ Property Owner ☐ Firm ☒

Project Information

General Location or Address: 2000 North Commercial St., Harrisonville, MO 64701

Project Description: Renovation of existing building for food production facility (industrial use)

Acres or Sq. Ft. _____

Current Zoning: C-2

Proposed Zoning: C-2 (Special Use for M-1)

Items to be Submitted 30 Days Before Planning Commission Meeting

☒ 1) Application

☒ 2) Filing Fee – Payable to City of Harrisonville or contact the Community Development Office to pay by phone.

☒ 3) Site Plan drawn to scale and showing adjacent tracts within 185 ft. and current ownership. Four (4) copies of 24"x36" plans and one (1) electronic copy emailed to the planner. (Section 405.630.C)

☒ 4) Email full legal description in WORD to planner (not assessor's abbreviated description).

City Staff may modify submittal requirements as necessary.

For Office Use Only

Case No: SUP-25-003 Filing Fee: Amount Paid \$365.00 Date Application Received: 9/11/25

Staff-only approval: _____ P&Z meeting: 10/16/25 BOA Meeting: 10/20/25
11/3/25



THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

LAND USE – ZONING APPLICATION

Resources

City Website	www.harrisonville.com
Zoning Map	https://www.harrisonville.com/DocumentCenter/View/9508/Zoning-Final-Draft?bidID=
Zoning Regulations	https://www.ecode.com/27908265
Subdivision Regulations	https://www.ecode.com/27909481
Cass County GIS Map	https://cassgis.integritygis.com/h5/index.html?viewer=cass

Contacts

City Hall, 300 E. Pearl St., Harrisonville, MO 64701	816-380-8900	
John Morris, Building Official	816-380-8917	jmorris@harrisonville.com
Christina Stanton, AICP, Community Development Director	816-380-8922	cstanton@harrisonville.com
Jamie Martin, Office Administrator	816-380-8958	jmartin@harrisonville.com
Public Works Department, 201 W. Chestnut, Harrisonville, MO 64701	816-380-8964	
Patty Hilderbrand, PE ENV SP, Director of Public Works	816-380-8964	philderbrand@harrisonville.com
Carl Brooks, PE, CFM, Director of Engineering	816-380-8913	cbrooks@harrisonville.com

October 7, 2025

City of Harrisonville
300 E. Pearl St.
Harrisonville, MO 64701

Attention: Ms. Christina Stanton
Community Development Director

RE: Special Use Request (Revised)
Proposed Building Renovation
JBQ Meats
2000 N. Commercial St.
Harrisonville, MO 64701

Dear Christina,

On behalf of JBQ Meats, we would like to make a request for Special Use from the current Zoning Regulations for the proposed project.

JBQ Meats is procuring the existing property and building located at 2000 N. Commercial Street. The building was originally built and operated as a Wal-Mart shopping center. The property is zoned C-2, Service Business District.

The proposed project and use of the facility by JBQ Meats will be a food processing facility. JBQ Meats will be receiving raw packaged pork and beef products and cooking/smoking the meats. Once cooked, the ready-to-eat (RTE) products will be packaged and refrigerated and/or frozen for distribution. There will no animal killing or first processing at the facility.

Code Amendments approved by Ordinance #3739 on August 4, 2025, allows the use of packaging, processing, and warehousing within the C-2 District with an approved Special Use Permit. JBQ Meats would like to request a special use for their facility within the zoned C-2 area. Additionally, it is requested that the Special Use Permit have a duration of twenty-five (25) years.

Yours Truly,

RFW CONSTRUCTION GROUP



Steven A. Riggs
Director of Engineering
731-377-3630
sriggs@rfwgroup.com



VICINITY MAP
N.T.S.

PROPERTY INFORMATION:

SITE ADDRESS: 2000 N. COMMERCIAL ST., HARRISONVILLE, MO 64701

OWNER ADDRESS: JBO MEATS
1111 N 48TH ST., SUITE 400
OVERLAND PARK, KS 66212

TAX MAP # 1711000

PARCELS: 08-08-33-300-000-011.000

PLAT MAP 4867/164

SEG-TYP-RNG 33-45-31

ZONING C-2, SERVICE BUSINESS DISTRICT

PROPERTY / LAND USE INDUSTRIAL (FOOD PROCESSING FACILITY)

TOTAL PROPERTY AREA: 0.54 ACRES (514,286 SQUARE FEET)

BUILDING AREA: 11,365 SQUARE FEET

IMPERVIOUS COVERAGE: 302,575 SQUARE FEET (50.8% < 85% FOR C-2)

FLOOR AREA RATIO: 11,365 SQUARE FEET (19%)

LEGAL DESCRIPTION: TAKEN FROM ALTA/NPS LAND TITLE SURVEY PREPARED BY PHELPS ENGINEERING, INC., DATED 07-30-2025, SURVEYED DESCRIPTION UPDATED 04-24-2025

EXISTING PROPERTY WILL COMBINED INTO ONE TRACT THROUGH A MINOR PLAT AND LEGAL DESCRIPTION WILL INCLUDE THE SURVEYED DESCRIPTION NOTED BELOW:

SURVEYED DESCRIPTION:
ALL THAT PART OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 45 NORTH, RANGE 31 WEST, IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI, BEING MORE PARTICULARLY DESCRIBED BY PHELPS ENGINEERING, INC., 045-000700123, ON SEPTEMBER 24, 2025, FOR PROJECT 250759 AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 33; THENCE S 87°58'48" E, ALONG THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 33, A DISTANCE OF 1366.68 FEET; THENCE N 11°14'3" E, A DISTANCE OF 53.00 FEET, TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF N COMMERCIAL STREET, AS NOW ESTABLISHED; SAID POINT ALSO BEING THE POINT OF BEGINNING; THENCE N 2°01'12" E, A DISTANCE OF 175.41 FEET; THENCE N 87°58'48" N, A DISTANCE OF 50.00 FEET; THENCE N 2°01'12" E, A DISTANCE OF 451.94 FEET, TO AN ANGLE POINT ON THE SOUTH LINE OF VENTURES, A SUBDIVISION OF LAND IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI; THENCE S 87°58'48" E, ALONG SAID SOUTH LINE OF SAID VENTURES, A DISTANCE OF 642.96 FEET, TO THE SOUTHEAST CORNER OF SAID VENTURES; SAID POINT BEING ON THE EAST LINE OF THE WEST ONE-HALF OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 33; THENCE S 19°40'3" N, ALONG SAID EAST LINE OF THE WEST ONE-HALF OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 33, A DISTANCE OF 456.29 FEET; THENCE N 87°58'48" N, A DISTANCE OF 104.63 FEET; THENCE S 2°01'12" E, A DISTANCE OF 120.14 FEET, TO A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF SAID N COMMERCIAL STREET; THENCE ALONG SAID NORTHERLY RIGHT-OF-WAY LINE FOR THE FOLLOWING THREE (3) COURSES; THENCE N 87°58'48" N, A DISTANCE OF 154.81 FEET; THENCE N 2°01'20" E, A DISTANCE OF 23.00 FEET; THENCE N 87°58'48" N, A DISTANCE OF 240.52 FEET, TO THE POINT OF BEGINNING, CONTAINING 514,286 SQUARE FEET OR 0.5424 ACRES, MORE OR LESS.

FLOODPLAIN INFORMATION:
A PORTION OF THIS PROPERTY LIES WITHIN ZONE A, WITH NO BASE FLOOD ELEVATION DETERMINED, AND THE REMAINDER LIES WITHIN ZONE X, DEFINED AS AREAS TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, AS SHOWN ON THE FLOOD INSURANCE RATE MAP PREPARED BY FEMA FOR THE CITY OF HARRISONVILLE, MISSOURI, COMMUNITY NO. 200265, CASS COUNTY, MISSOURI, MAP NO. 24037C0186F, DATED JANUARY 2, 2019.

TOPOGRAPHIC AND BOUNDARY SURVEY INFORMATION:
SURVEY INFORMATION SHOWN TAKEN FROM SITE/ALTA SURVEY PREPARED BY PHELPS ENGINEERING, INC., DATED 07-30-2025

ADOPTED CODES:
2018 INTERNATIONAL BUILDING CODE (IBC)
2018 INTERNATIONAL FIRE CODE (IFC)
2018 INTERNATIONAL MECHANICAL CODE (IMC)
2018 INTERNATIONAL PLUMBING CODE (IPC)
2019 INTERNATIONAL FUEL GAS CODE (IFGC)
2011 NATIONAL ELECTRIC CODE (NEC)
CITY OF HARRISONVILLE MUNICIPAL CODE /ORDINANCES

SETBACK REGULATIONS:
FRONT - 35 FEET
SIDE - 15 FEET
REAR - 15 FEET

PARKING REQUIREMENTS: 1/1000 GFA AND 4/1000 SF OF OFFICE SPACE

PARKING SPACES REQUIRED:
11,365 SF / 1000 = 12 SPACES
6000 SF (OFFICE AREA) / 1000 = 24 SPACES
TOTAL SPACES REQUIRED: MINIMUM 46 SPACES

ACCESSIBLE SPACES REQUIRED (PER ADA STANDARDS) = 4 SPACES
EXPECTED MAXIMUM NUMBER OF EMPLOYEES WORKING AT SAME TIME ON ONE SHIFT (INCLUDES FUTURE GROWTH) = 35 EMPLOYEES

PARKING SPACES PROVIDED: 46 SPACES (MEETS REQ. # / EXCEEDS # OF EMPLOYEES)

PARKING LOT LIGHTING: LP-1
LED POLE MOUNTED FIXTURE - RSX2 LED AREA LUMINAIRE MANUFACTURED BY LITHONIA LIGHTING
MODEL: RSX2 LED P3 40K R2 HVOLT 9PA DPBXD
LED AREA LIGHTING FIXTURE, ARM MOUNTED, TYPE 2 WIDE DISTRIBUTION, DIE CAST ALUMINUM HOUSING 35 FEET IN HEIGHT WITH 2-FOOT CONCRETE POLE BASE, SQUARE STEEL POLE, DARK BRONZE FINISH, 480 VOLT A.C., 22,000 LUMEN, 4,000K, 147 WATTS

DISTURBED AREA: 1/42,009 SF (0.96 ACRES) - LESS THAN 1 ACRE
(STORMWATER CONTROL MEASURES AS BEST MANAGEMENT PRACTICES FOR STORMWATER MANAGEMENT)

UTILITY DEMAND/USAGE (PROJECTED):
• WATER DEMAND - PEAK (DURING SANITATION) - 200 GPM
• WATER DEMAND - 15,000-20,000 GAL/DAY
• SEWER DISCHARGE - COMPLY WITH MUNICIPAL CODE TITLE VII, SECTION 100.6.90
• PROCESS SEWER WILL BE PRE-TREATED AS REQUIRED PRIOR TO ENTER CITY SEWER MAIN.
• ELECTRICAL DEMAND - PROPOSED 3000 AMP 480V/3 PHASE ELECTRICAL SERVICE

MECHANICAL EQUIPMENT SCREENING:
ALL MECHANICAL EQUIPMENT (ROOFTOP AND GROUND MOUNTED) SHALL BE SCREENED IN ACCORDANCE WITH CITY OF HARRISONVILLE MUNICIPAL CODE, DESIGN STANDARDS (SECTION 405.565.F.4.3).

PROPERTY/PREMISES IDENTIFICATION:
THE PROPERTY SHALL BE IDENTIFIED WITH THE ADDRESS VISIBLE FROM PUBLIC ROADWAY (N COMMERCIAL ST.). ADDRESS NUMBERS SHALL BE DISPLAYED ON STREET SIGNAGE AND BUILDING PER 2018 INTERNATIONAL FIRE CODE (IFC), SECTION 505.

KEY BOXES (KNOX BOX)
PROVIDE KEY BOXES AS REQUIRED PER THE FIRE CODE OFFICIAL (IFC SECTION 506). LOCATION OF KEY BOXES SHALL BE COORDINATED WITH THE FIRE CODE OFFICIAL AND LOCAL AUTHORITIES.

NOTICE: THE INFORMATION CONTAINED HEREIN ARE THE EXCLUSIVE PROPERTY OF PHELPS ENGINEERING, INC. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN CONSENT OF PHELPS ENGINEERING, INC.

PROJECT NO.	DESIGN MANAGER	PROJECT MANAGER	DATE	REVISION
52502-001	GH	SAR	09-10-2025	1

RENOVATIONS & ADDITIONS

JBQ MEATS

HARRISONVILLE, MISSOURI

SITE PLAN

DATE: 09-10-2025

SHEET: C1-1

Aerial Map



MARC/Local jurisdictions, MO911ServiceBoard,DNR,MDC, State of Missouri, Maxar, Microsoft

Council Bill No. 2025-39

Ordinance No. 3739

AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI AMENDING APPENDIX A: LAND USE TABLE, UNDER CHAPTER 405—ZONING REGULATIONS, IN TITLE IV—LAND USE REGULATIONS OF THE HARRISONVILLE MUNICIPAL CODE AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Harrisonville desires to amend Appendix A: Land Use Table, under Chapter 405—Zoning Regulations, in Title IV—Land Use Regulations of the City’s municipal code; and

WHEREAS, after due public notice in the manner prescribed by law, the Planning & Zoning Commission held a public hearing on July 17, 2025, to review and make a recommendation. After said public hearing, the Planning & Zoning Commission voted 6-0 to recommend approval to the Board of Aldermen; and

WHEREAS, after due public notice in the manner prescribed by law, the Board of Aldermen held a public hearing on July 21, 2025, and rendered a decision to approve as the Board believes that it is in the best interest for the citizens of Harrisonville.

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

Section 1: Appendix A: Land Use Table shall be amended by adding “S” under the column for the C-2 Zoning District for the uses of packaging, processing, and warehousing.

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

READ FOR THE FIRST TIME BY TITLE ONLY ON THE 21ST DAY OF JULY 2025, AND WAS READ FOR A SECOND TIME BY TITLE ONLY ON THE 4TH DAY OF AUGUST 2025 AND PASSED BY THE BOARD OF ALDERMEN THIS 4TH DAY OF AUGUST 2025.

VOTE TAKEN AS FOLLOWS:

AYES: Chaney, Davidson, Franklin, Mills, Milner, Pfautsch, Turner

NAYS:

ABSENT:

ABSTAIN:

EXCUSED: Doerhoff


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

ATTEST:

A handwritten signature in dark ink, appearing to read 'Daniel Barnett', written over a horizontal line.

Daniel Barnett, City Clerk

WITNESS my hand and seal this 4th day of August 2025.



View from Culver's Parking Lot



View from Royal Street, Just North of Culver's



View from Royal Street looking South Between Library Office Bldg. and So-Cass Auto.

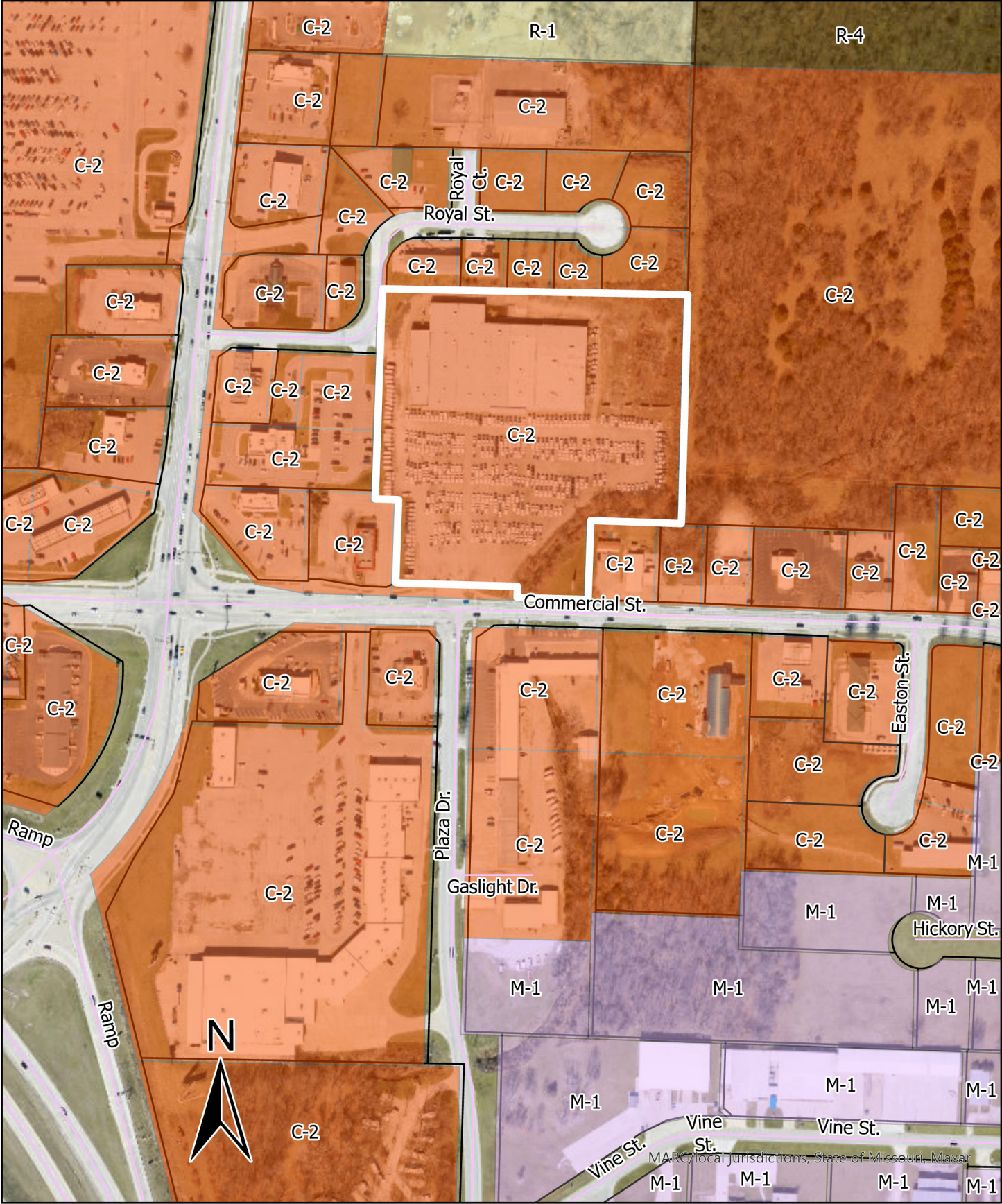


View from Royal Street Looking South



View from Royal Street Looking South

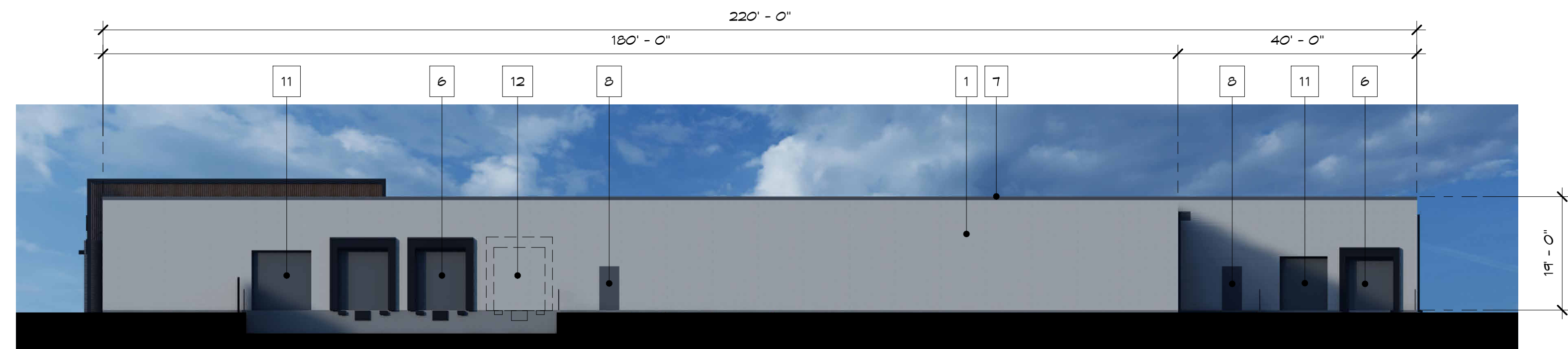
Zoning Map



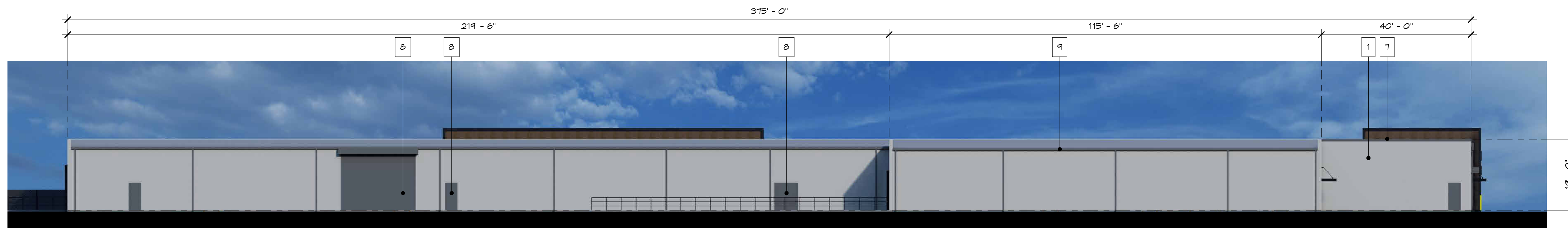
0 220 440 880 US Feet



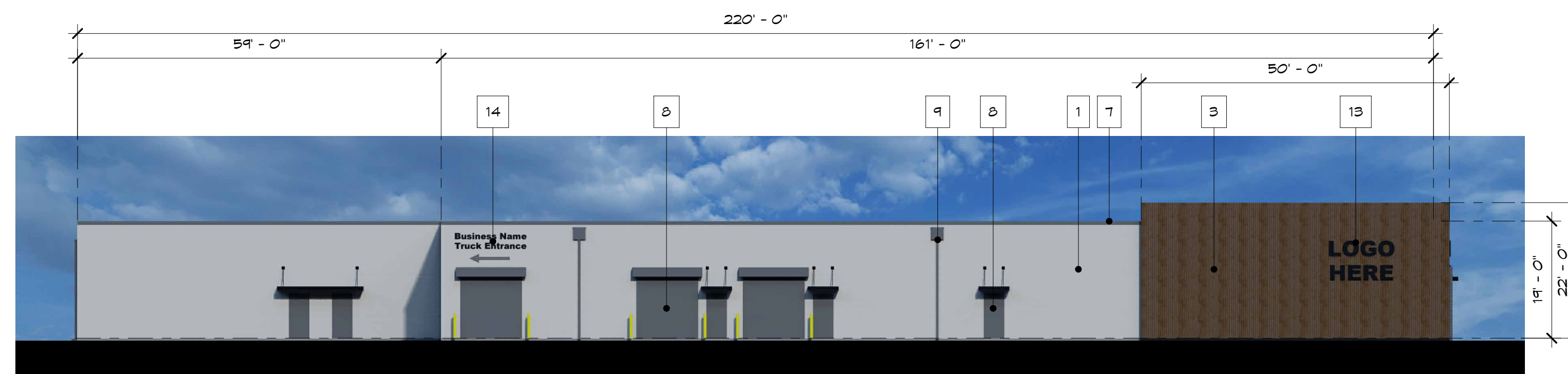
1 SOUTH BUILDING ELEVATION
1/16" = 1'-0"



2 EAST BUILDING ELEVATION
1/16" = 1'-0"



3 NORTH BUILDING ELEVATION



4 WEST BUILDING ELEVATION

- ### EXTERIOR MATERIALS

1. EXISTING CMU AND/OR BRICK WALL
PAINTED W/ HIGH PERFORMANCE
COATING - LIGHT GRAY
2. EXISTING CMU AND/OR BRICK WALL
PAINTED W/ HIGH PERFORMANCE
COATING - DARK GRAY
3. PREFINISHED METAL PANEL SYSTEM
ON ALUMINUM FRAMING SYSTEM.
4. ALUMINUM STOREFRONT DOORS WITH
LOW-E GLAZING
5. ALUMINUM STOREFRONT SYSTEM WITH
LOW-E GLAZING
6. PREFINISHED OVERHEAD DOCK
DOORS AND DOCK EQUIPMENT -
DARK GRAY
7. CORNICE TRIM - DARK GRAY
8. OVERHEAD DOORS / MAN DOORS -
DARK GRAY
9. GUTTERS / DOWNSPOUTS - DARK
GRAY
10. PREFINISHED METAL CANOPY WITH TIE-
RODS AND TURNBUCKLES
11. PREFINISHED OVERHEAD DOOR AT
COMPACTOR
12. FUTURE DOCK DOOR
13. WALL SIGN W/ LOGO OR BUSINESS
NAME
14. WALL SIGN W/ BUSINESS NAME &
"TRUCK ENTRANCE"

BUILDING RENOVATIONS

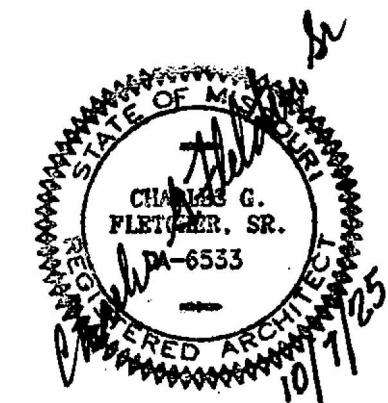
JJBQ MEATS
HARRISONVILLE, MISSOURI

PROJECT NO. 52502-001	PROJECT MANAGER BH	DESIGN MANAGER SAR	DRAWN BY BGF
--------------------------	-----------------------	-----------------------	-----------------

COLOR ELEVATIONS

DATE
09-10-2025

SHEET
A3-1A



GROUP

1801 HWY. 51 BYPASS N.
DYERSBURG, TN. 38024

PHONE: 731.286.5661
FAX: 731.286.4564

[illegible]

NOTICE:
THIS DRAWING & THE
INFORMATION CONTAINED
HEREIN ARE THE EXCLUSIVE
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SHALL BE RETURNED,
UPON DEMAND, TO RFW
CONSTRUCTION GROUP. IT
SHALL NOT BE
REPRODUCED IN-WHOLE OR
IN-PART, DISCLOSED TO
ANYONE ELSE, OR USED,
WITHOUT THE WRITTEN
CONSENT OF
RFW CONSTRUCTION
GROUP.

Council Bill No.

Ordinance No.

AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE APPROVING A SPECIAL USE PERMIT FOR PACKAGING, PROCESSING, AND WAREHOUSING IN THE SERVICE BUSINESS (C-2) DISTRICT AND A PRELIMINARY DEVELOPMENT PLAN FOR JBQ MEATS ON PROPERTY LOCATED AT 2000 N. COMMERCIAL STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.

WHEREAS, the City of Harrisonville, Missouri (the "City") has received an application from Keaton Dorman, with JBQ Meats, and Doug Henzlik, with Henzlik Real Estate, seeking approval of a Special Use Permit for packaging, processing, and warehousing in the Service Business (C-2) District and a Preliminary Development Plan for JBQ Meats on property located at 2000 N. Commercial Street in the City of Harrisonville, Cass County, Missouri; and

WHEREAS, a legal notice announcing a public hearing to be held on the requested Special Use Permit and Preliminary Development Plan applications on October 16, 2025, before the Planning & Zoning Commission and on October 20, 2025, before the Board of Aldermen of the City of Harrisonville, Missouri was published in the September 25, 2025, edition of the *Tribune and Times* newspaper; and

WHEREAS, the Special Use Permit was considered by the Planning and Zoning Commission on October 16, 2025, and, with a voice vote of 6-0, recommended approval to the Board of Aldermen with the four (4) conditions of approval as stated; and

WHEREAS, in accordance with the provision of Chapter 89 RSMo, and Chapter 405 of the Code of Ordinance of the City of Harrisonville, Missouri, the Board of Aldermen, after careful and due deliberation, find the approval of the Special Use Permit and Preliminary Development Plan applications are in the best interest of the City of Harrisonville and its residents.

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

Section 1: The Board of Aldermen of Harrisonville, Missouri, hereby approves a Special Use Permit for packaging, processing, and warehousing in the Service Business (C-2) District and a Preliminary Development Plan for JBQ Meats on property located at 2000 N. Commercial Street in the City of Harrisonville, Cass County, Missouri, with the following four (4) conditions of approval:

- 1) All exterior building and site lighting shall comply with the requirements specified in Section 405.565.G of the City's Municipal Code.
- 2) The site shall meet or exceed all applicable landscaping and screening requirements contained in Section 405.565.F of the City's Municipal Code.
- 3) A modification shall be granted to the four-sided architecture requirement of Section 405.565.C.4 of the City's Municipal Code to allow for the metal panels and canopy elements to only be on the front (south) and west side façades.
- 4) The time limit associated with this Special Use Permit shall be 30 years, at which time a new Special Use Permit is required to continue these uses.

Section 2: The Special Use Permit and Preliminary Development Plan consists of the following real estate in the City of Harrisonville, Cass County, Missouri, described as follows:

SURVEYED DESCRIPTION:

ALL THAT PART OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 45 NORTH, RANGE 31 WEST, IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI, BEING MORE PARTICULARLY DESCRIBED BY PHELPS ENGINEERING, INC., CLS-2007001128, ON SEPTEMBER 29, 2025, AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 33; THENCE S 87°58'48" E, ALONG THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 33, A DISTANCE OF 1386.68 FEET; THENCE N 1°17'43" E, A DISTANCE OF 53.00 FEET, TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF N COMMERCIAL STREET, AS NOW ESTABLISHED, SAID POINT ALSO BEING THE POINT OF BEGINNING; THENCE N 2°01'12" E, A DISTANCE OF 175.47 FEET; THENCE N 87°58'48" W, A DISTANCE OF 50.00 FEET; THENCE N 2°01'12" E, A DISTANCE OF 457.99 FEET, TO AN ANGLE ON THE SOUTH LINE OF VENTURES, A SUBDIVISION OF LAND IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI; THENCE S 87°58'48" E, ALONG SAID SOUTH LINE OF SAID VENTURES, A DISTANCE OF 642.96 FEET, TO THE SOUTHEAST CORNER OF SAID VENTURES, SAID POINT BEING ON THE EAST LINE OF THE WEST ONE-HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 33; THENCE S 1°59'03" W, ALONG SAID EAST LINE OF THE WEST ONE-HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER, A DISTANCE OF 486.28 FEET; THENCE N 87°58'48" W, A DISTANCE OF 189.63 FEET; THENCE S 2°01'12" W, A DISTANCE OF 170.19 FEET, TO A POINT OF THE NORTHERLY RIGHT-OF-WAY LINE OF SAID N COMMERCIAL STREET; THENCE ALONG SAID NORTHERLY RIGHT-OF-WAY LINE FOR THE FOLLOWING THREET (3) COURSES; THENCE N 87°58'48" W, A DISTANCE OF 154.81 FEET; THENCE N 2°01'20" E, A DISTANCE OF 23.00 FEET; THENCE N 87°58'48" W, A DISTANCE OF 248.82 FEET, TO THE POINT OF BEGINNING, CONTAINING 374,286 SQUARE FEET OR 8.5924 ACRES, MORE OR LESS.

Section 3: Severability. The sections, paragraphs, sentences, clauses, and phrases of this ordinance shall be severable. In the event that any such section, paragraph, sentence, clause or phrase of this ordinance is found by a court of competent jurisdiction to be invalid, the remaining portions of this ordinance are valid, unless the court finds the valid portions of this ordinance are so essential to and inseparably connected with and dependent upon the void portion that it cannot be presumed that the City has enacted the valid portions without the void ones, or unless the court finds that the valid portions, standing alone, are incomplete and are incapable of being executed in accordance with the legislative intent.

Section 4: Governing Law. This ordinance shall be governed exclusively by and construed in accordance with the applicable laws of the State of Missouri.

Section 5: Effective Date. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor.

READ FOR THE FIRST TIME BY TITLE ONLY ON THE 20TH OF OCTOBER 2025 AND

WAS READ FOR A SECOND TIME BY TITLE ONLY ON THE 3RD DAY OF NOVEMBER, 2025 AND PASSED BY THE BOARD OF ALDERMEN THIS 3RD DAY OF NOVEMBER, 2025.

AYES:

NAYS:

AWAY:

ABSENT:

ABSTAIN:

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

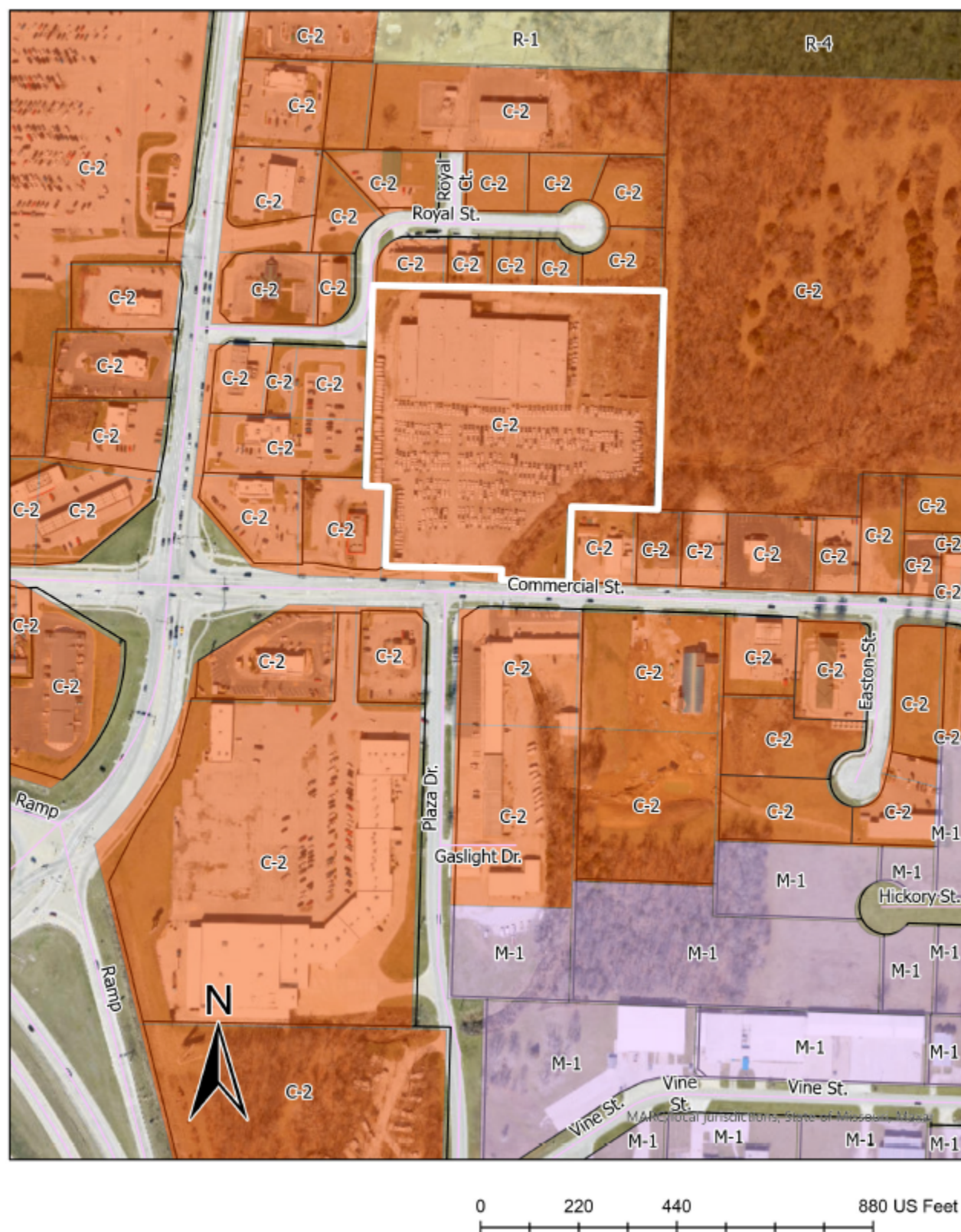
ATTEST:

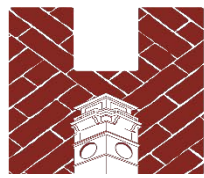
Daniel Barnett, City Clerk

WITNESS my hand and seal this 3rd day of November, 2025

Attachment I: Zoning Map

Zoning Map





THE CITY OF HARRISONVILLE

WHERE TRADITION MEETS INNOVATION

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

To: Board of Aldermen

From: Christina Stanton, AICP, Community Development Director

Date: October 20, 2025

Re: Appl. #SUP-25-004—SPECIAL USE PERMIT for RV and Boat Storage on land located at 1640 W. Mechanic Street

GENERAL INFORMATION

Applicant: Brice Renner, Pac-Rite Storage, LLC

Requested Actions: Approval of Special Use Permit

Date of Application: September 17, 2025

PROPOSAL

Mr. Renner, Pac-Rite Storage, LLC, is seeking approval of the attached Special Use Permit for the uses of RV and boat storage on land located at 1640 W. Mechanic Street.

The surrounding properties are currently zoned as follows:

North (across abandoned MKTY RR): Light Industrial (M-1) District—Automotive and heating & cooling businesses

West: Service Business (C-2) and Light Industrial (M-1) Districts—Vacant undeveloped land

South: Service Business (C-2) District—Commercial businesses

East: Light Industrial (M-1) and General Industrial (M-2) Districts—Nutrien Ag Solutions

PREVIOUS ACTIONS

- 1956—It appears that the KATY was abandoned around this time.
- August 6, 1969—The Board of Aldermen approved Ordinance #833, which declared the results of a special annexation election that resulted in the corporate boundaries of the City of Harrisonville being expanded over several tracts of land including the subject property.
- January 30, 1979—The Zoning Map shows that 300' from the Wall Street right-of-way was zoned Service Business (then C-3, now C-2) District, and further north was zoned Light Industrial (M-1) District.
- January 11, 1993—The Board of Aldermen approved Ordinance #1930, which included various changes to zoning districts including changing all references of C-3 to C-2 for the Service Business District and removing Central Business (C-2) District.
- November 4, 2019—The Board of Aldermen approved a Rezoning (Appl. #RZ-19-003) of approximately 6.29-acres (Renner Place) from Light Industrial (M-1) District to Service Business (C-2) District by Ordinance #3478. This ordinance included five (5) findings pertaining to the proposed use of mini storage (see attached).
- February 1, 2021—The Board of Aldermen approved Ordinance #3530, which established the current Special Use Permit (SUP) requirements pertaining to mini warehouse facilities.

- October 16, 2025—The Planning & Zoning Commission heard this item and voted 7-0 to recommend approval to the Board of Aldermen.

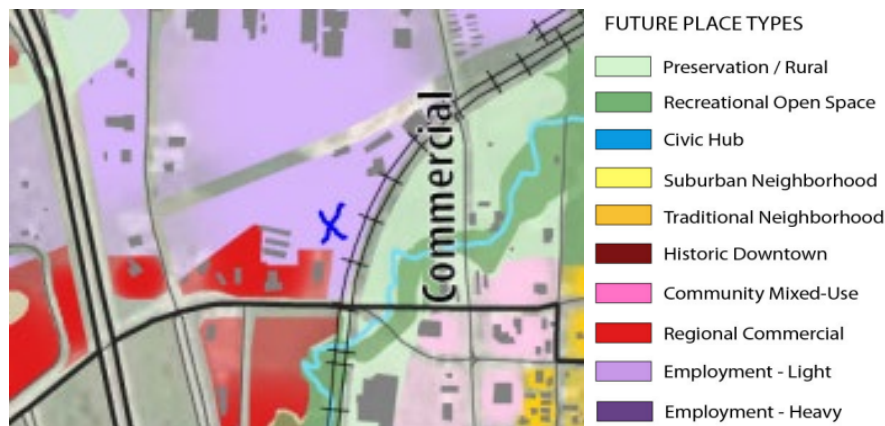
KEY ISSUES

- Boat storage has required an approved Special Use Permit since the 1991 Zoning Ordinance #1825.

ANALYSIS

Zoning/Use. The property is currently zoned Service Business (C-2) District. According to the Land Use Table the use “Storage of Boat, Recreational Vehicle, and/or Any Other Vehicle” is an allowed use in this District with an approved Special Use Permit (SUP). Section 405.525.C.7 states: “Boat, recreational vehicle, and/or any other vehicle storage, open or enclosed, of one (1) of more similar vehicles which are not the property of the landowner. Open storage must be screened by a view-reducing wall, fence or landscaping material from adjacent roads and residentially zoned or used property.”

Comprehensive Plan. The City’s 2040 Comprehensive Plan shows this area as “Employment - Light”, which are places intended to “support employment formats that are not appropriately integrated into a downtown or mixed-use setting, such as office parks, institutional campuses, or light manufacturing hubs in the community”.



While the City does not wish to see this use take up a large portion of developable land, this use seems to make sense in this location for the same reasons that were listed as findings for the then proposed use of mini storage when the property was rezoned in late 2019. In support of the proposed Special Use Permit:

- The property already includes screening.
- The property is a second tier commercial property adjacent to other industrial users.
- The proposed Boat/RV Storage would be minimally visible from the Mechanic Street right-of-way.

Review Criteria. Section 405.630.D.1 list review criteria a-q as that may be considered, to the extent they are pertinent to the particular application, by both the Planning & Zoning Commission and the Board of Aldermen. Among the review criteria listed a, b, d, and f seem the most appropriate to consider.

- The character of the neighborhood.
 - The character of the neighborhood includes the daily activities and services of the businesses in the area such as Pizza Hut, Harrisonville Animal Clinic, Casey’s Aldi’s, and Nutrien Ag Solutions.
- The existing and any proposed zoning and uses of adjacent properties, and the extent to which the proposed use is compatible with the adjacent zoning and uses.
 - The existing zone is C-2, which is compatible with the existing businesses. The proposed use fits in this location for the same reasons that the property was rezoned and approved for the mini warehouse use.

- The extent to which the proposed use will seriously injure the appropriate use of, or detrimentally affect, neighboring property.
 - The proposed uses of RV and boat storage will not seriously injure or detrimentally affect the appropriate use of the neighboring property as the property is currently being used for mini warehousing and sits back behind many of the existing businesses that front on W. Mechanic Street and is already screened.

STAFF RECOMMENDATION

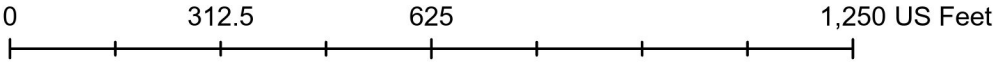
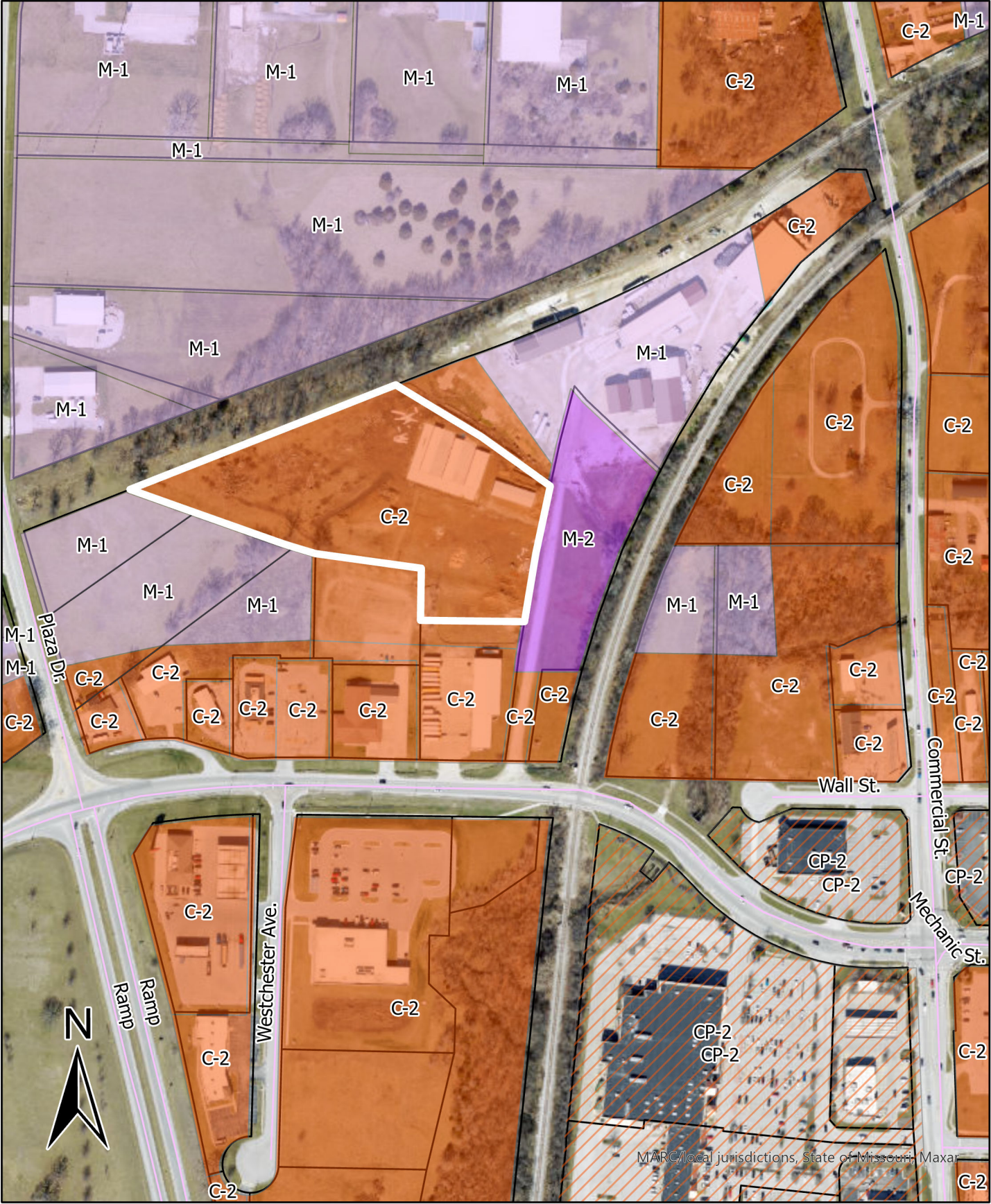
Staff recommends approval of the requested Special Use Permit with the following conditions:

1. The applicant shall install the required pavement improvements as specified in Section 405.565.E.3 prior to utilizing this space for the proposed use.
2. The time limit associated with this Special Use Permit shall be 10 years, at which time a new Special Use Permit is required to continue this use.

ATTACHMENTS

Application
Ordinance #3478
Pictures
Zoning Map
Aerial Map
Ordinance

Zoning Map



Aerial Map



0 245 490 980 US Feet

Bill No. 2019- 67

Ordinance No. 2019 - 3478

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

WHEREAS, the City of Harrisonville, Missouri (the "City") has received an application from Brian Renner with Renner Investments to rezone a 6.29-acre tract at 1600 W. Mechanic St. from the M-1 Light Industrial Zoning District to the C-2 General Commercial Zoning District; and

WHEREAS, the Planning and Zoning Commission, after placing a legal notice in the official newspaper of the city and mailing a notice to all property owners within 185 feet of the property, conducted a public hearing on the application on October 17, 2019 and unanimously recommended with a vote of 6 Ayes and 0 Nays that the Board of Aldermen approve the rezoning from M-1 to C-2 zoning based upon certain findings; and

WHEREAS, the Board of Aldermen of the City of Harrisonville, after placing a legal notice in a newspaper of record and mailing a notice to all property owners within 185 feet of the property, conducted a public hearing on the application on November 4, 2019; and

WHEREAS, after considering the recommendations of the City staff and Planning and Zoning Commission and input from the public, the Board of Aldermen determined that the hereinafter described property should be rezoned based upon the following findings:

1. The proposed use of mini storage is a use well-suited for second-tier locations behind businesses that front commercial corridors.
2. The mini storage use is appropriate for this location given that it is surrounded by railroad right-of-way, Crop Production Services and businesses along Mechanic Street which makes the location isolated with low visibility and poor access.
3. The mini storage use is appropriate for this location as it is split in half by a 6-inch hi-pressure gas line which makes it very difficult for other uses to locate on the property.
4. The mini storage use is appropriate as the use has very few vehicle trips per day.
5. Mini storage is more compatible with the commercial businesses that front Mechanic St. than many industrial uses.

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

Section 1. That the following described property owned by Renner Investments is hereby rezoned from the M-1 Light Industrial Zoning District to C-2 Services Business District in the City of Harrisonville, Cass County, Missouri, to-wit:

PART OF LOT 5 OF THE NORTHEAST QUARTER OF SECTION 5, TOWNSHIP 44, RANGE 31, IN CASS COUNTY, MISSOURI, DESCRIBED AS FOLLOWS: FROM THE SOUTHEAST CORNER OF LOT 5 OF THE NORTHEAST QUARTER OF SECTION 5, AFORESAID, RUN THENCE NORTH 88°09'49" WEST ALONG THE SOUTH LINE THEREOF, 1651.25 FEET; THENCE NORTH 02°10'11" EAST, 66.17 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF MISSOURI STATE HIGHWAY NO. 2 (WALL STREET), AS NOW LOCATED, SAID POINT BEING THE TRUE POINT OF BEGINNING OF THE TRACT TO BE DESCRIBED; CONTINUING THENCE NORTH 02°10'11" EAST, 392.82 FEET; THENCE NORTH 77°50'00" WEST, 230.51 FEET; THENCE NORTH 66°41'35" WEST, 401.02 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF THE ST. LOUIS AND SAN FRANCISCO RAILROAD; THENCE NORTH 68°46'33" EAST ALONG SAID SOUTH RIGHT-OF-WAY LINE, 589.34 FEET; THENCE SOUTH 58°28'35" EAST, 209.50 FEET; THENCE SOUTH 54°23'15" EAST, 183.60 FEET; THENCE SOUTH 14°42'48" WEST, 14.86 FEET; THENCE SOUTH 10°52'43" WEST, 336.89 FEET; THENCE SOUTH 09°02'12" WEST, 245.15 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF SAID MISSOURI STATE HIGHWAY NO. 2; THENCE NORTH 88°19'35" WEST ALONG SAID RIGHT-OF-WAY LINE, 19.21 FEET; THENCE SOUTH 80°21'49" WEST ALONG SAID RIGHT-OF-WAY LINE, 76.49 FEET; THENCE NORTH 88°19'35" WEST ALONG SAID RIGHT-OF-WAY LINE, 98.03 FEET TO THE TRUE POINT OF BEGINNING. CONTAINS 6.98 ACRES, MORE OR LESS, SUBJECT TO ANY EXISTING EASEMENTS OR RIGHT-OF-WAYS.

Section 2. That the official zoning map of the City of Harrisonville shall be amended to reflect said changes in zoning.

Section 3. Severability. The sections, paragraphs, sentences, clauses and phrases of this ordinance shall be severable. In the event that any such section, paragraph, sentence, clause or phrase of this ordinance is found by a court of competent jurisdiction to be invalid, the remaining portions of this ordinance are valid, unless the court finds the valid portions of this ordinance are so essential to and inseparably connected with and dependent upon the void portion that it cannot be presumed that the City has enacted the valid portions without the void ones, or unless the court finds that the valid portions, standing alone, are incomplete and are incapable of being executed in accordance with the legislative intent.

Section 4. Governing Law. This ordinance shall be governed exclusively by and construed in accordance with the applicable laws of the State of Missouri.

Section 5. Effective Date. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor.

VOTE TAKEN AS FOLLOWS:

AYES: DOERHOFF, MILNER, REECE, MILLER, DICKERSON, DAVIDSON, TURNER

NAYS: NONE

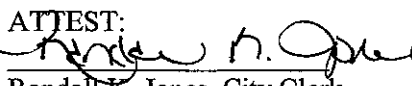
ABSENT: BOCKELMAN

ABSTAIN: NONE

**READ FOR THE FIRST TIME BY TITLE ONLY ON THE 4TH DAY OF NOVEMBER 2019
AND WAS READ FOR A SECOND TIME BY TITLE ONLY ON THE 4TH DAY OF
NOVEMBER 2019 AND PASSED BY THE BOARD OF ALDERMEN THIS 4TH DAY OF
NOVEMBER 2019.**


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

ATTEST:


Randall K. Jones, City Clerk

WITNESS my hand and seal this 4th day of November 2019



Council Bill No.

Ordinance No.

AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE APPROVING A SPECIAL USE PERMIT FOR RV AND BOAT STORAGE ON PROPERTY LOCATED AT 1640 W. MECHANIC STREET IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI.

WHEREAS, the City of Harrisonville, Missouri (the "City") has received an application from Brice Renner, with Pac-Rite Storage, LLC, seeking approval of a Special Use Permit for RV and boat storage on property located at 1640 W. Mechanic Street in the City of Harrisonville, Cass County, Missouri; and

WHEREAS, a legal notice announcing a public hearing to be held on the requested Special Use Permit and Preliminary Development Plan applications on October 16, 2025, before the Planning & Zoning Commission and on October 20, 2025, before the Board of Aldermen of the City of Harrisonville, Missouri was published in the September 25, 2025, edition of the *Tribune and Times* newspaper; and

WHEREAS, the Special Use Permit was considered by the Planning and Zoning Commission on October 16, 2025, and, with a voice vote of 7-0, recommended approval to the Board of Aldermen with the two (2) conditions of approval as stated; and

WHEREAS, in accordance with the provision of Chapter 89 RSMo, and Chapter 405 of the Code of Ordinance of the City of Harrisonville, Missouri, the Board of Aldermen, after careful and due deliberation, find the approval of the Special Use Permit and Preliminary Development Plan applications are in the best interest of the City of Harrisonville and its residents.

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

Section 1: The Board of Aldermen of Harrisonville, Missouri, hereby approves a Special Use Permit for RV and boat storage on property located at 1640 W. Mechanic Street in the City of Harrisonville, Cass County, Missouri, with the following two (2) conditions of approval:

- 1) The applicant shall be allowed to install chip and seal for the pavement of the RV and boat storage area as an alternative to the required pavement improvements as specified in Section 405.565.E.3 prior to utilizing this space for the proposed use.
- 2) The time limit associated with this Special Use Permit shall be 5 years, renewable only one time without having to provide the required pavement improvements as specified in Section 405.565.E.3. If the applicant desires additional renewals for this use beyond the first renewal the required pavement improvements specified in Section 405.565.E.3 shall be install.

Section 2: The Special Use Permit consists of the following real estate in the City of Harrisonville, Cass County, Missouri, described as follows:

LEGAL DESCRIPTION:

LOT 2, RENNER PLACE.

Section 3: Severability. The sections, paragraphs, sentences, clauses, and phrases of this ordinance shall be severable. In the event that any such section, paragraph, sentence, clause or phrase of this ordinance is found by a court of competent jurisdiction to be invalid, the remaining portions of this ordinance are valid, unless the court finds the valid portions of this ordinance are so essential to and inseparably connected with and dependent upon the void portion that it cannot be presumed that the City has enacted the valid portions without the void ones, or unless the court finds that the valid portions, standing alone, are incomplete and are incapable of being executed in accordance with the legislative intent.

Section 4: Governing Law. This ordinance shall be governed exclusively by and construed in accordance with the applicable laws of the State of Missouri.

Section 5: Effective Date. This ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor.

READ FOR THE FIRST TIME BY TITLE ONLY ON THE 20TH OF OCTOBER 2025 AND WAS READ FOR A SECOND TIME BY TITLE ONLY ON THE 3RD DAY OF NOVEMBER, 2025 AND PASSED BY THE BOARD OF ALDERMEN THIS 3RD DAY OF NOVEMBER, 2025.

AYES:

NAYS:

AWAY:

ABSENT:

ABSTAIN:

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

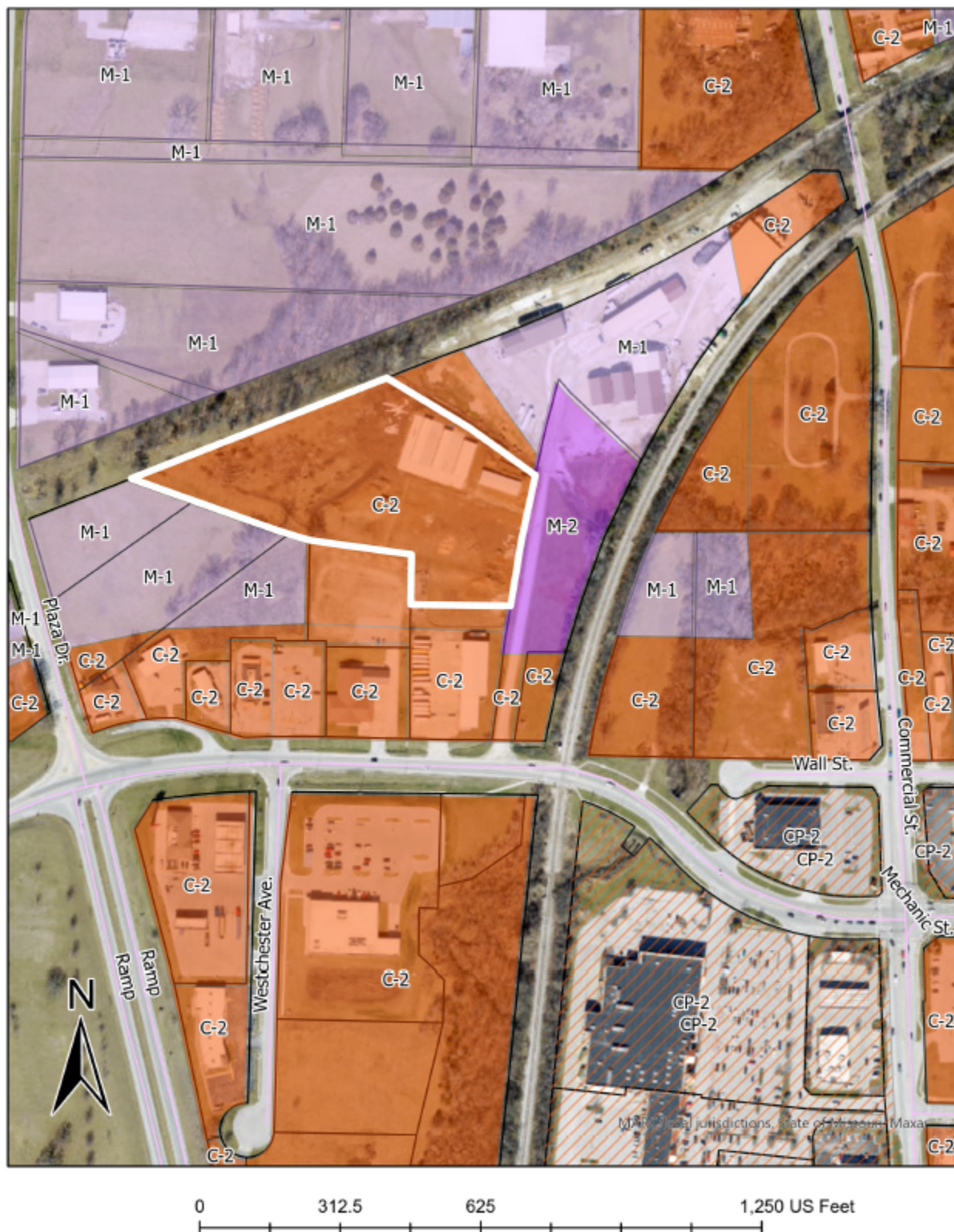
ATTEST:

Daniel Barnett, City Clerk

WITNESS my hand and seal this 3rd day of November, 2025

Attachment I: Zoning Map

Zoning Map



To: Mayor & Board of Aldermen

From: Jeremy Smith, Assistant City Administrator

Date: 10-20-25

Subject: Increase in dollar limit requirement for solicitation of bids

The cost of purchasing many of the goods that we need for many of the operations for the city has increased dramatically within the last 10 years and even more so in the last 5.

Staff have found that many of these products are now going over the threshold that need bids according to policy but ultimately are difficult or time-consuming to bid and it is burdensome work for both our staff and the vendor. Some of the vendors will not spend the time and resources to make a formal bid on these products and so we may see a non-bid or elevated product costs.

Recent examples of this are fire hydrants; cost has increased, but also the age of the infrastructure requires the purchase of slightly higher quantities. These two factors mean that a purchase that normally would just require quotes now has to go through a bid process. Think of buying 6 items instead of 3. There are limited vendors and not a significant reason to bid for the product. Transformers for the electric department can also fall into this category and some of the vendors will quote you a price but not spend the time to follow the requirements of a bid. I believe that all staff are doing a good job price shopping and always getting the quotes necessary to show that.

The current purchasing policy requires solicitation of bids and board approval for purchases and contracts with a cost of \$15,001 or more. Staff request approval of increasing the limit from \$15,001 to \$50,000.

The position of Director of Administrative Services throughout the purchasing policy chapter will also be updated to reflect the Assistant City Administrator position.

Please contact me if you have any questions.

City of Harrisonville, MO
Friday, October 17, 2025

Chapter 135. Purchasing Policy

Editor's Note: Former Chapter 135, Purchasing Policy, containing Sections 135.010 through 135.500, was amended and reorganized in full 3-20-2023 by Ord. No. 3641. Prior history includes: Ord. No. 3490.

Article I. Purchasing Policy, General Rules

Section 135.010. Overview.

[Ord. No. 3641, 3-20-2023]

- A. This purchasing policy provides guidelines to be followed in purchasing goods and services for the City of Harrisonville, Missouri ("City"). The City Administrator shall be responsible for enforcing this policy. These policies are intended to promote increased efficiency, standardization of purchasing procedures while obtaining supplies, equipment, and services as economically as possible. This purchasing policy is established pursuant to the authority granted in Section **130.020**, Purchasing Policy Procedure, of the City of Harrisonville, Missouri City Code.
- B. Each department is responsible for the management of their budget and purchasing.
- C. All purchasing will demonstrate a reasonable and good faith effort to obtain goods and services at the lowest possible cost with the optimum quality needed. Competition among suppliers shall be encouraged.
- D. Accepting gratuities in exchange for preferential treatment is strictly prohibited. Any discounts, free merchandise or prizes given as the result of City purchases become the property of the City.
- E. The City considers its vendors to be valuable assets. Sales representatives and vendors shall be treated with respect and dignity. They will be helpful in obtaining product and pricing information.
- F. The City will attempt to save as much money as possible by combining orders for greater buying power and by standardizing and simplifying the products being purchased.
- G. Procurement and purchasing procedures and administrative practices developed shall be uniformly standardized but sufficiently flexible to care for isolated unique conditions. Items commonly used in the various departments, therefore, shall be standardized whenever consistent in the interest of efficiency and economy. The necessity for pre-planning supply and equipment needs by using departments cannot be overemphasized.
- H. No member of the Board of Aldermen of the City of Harrisonville shall:
 - 1. Perform any service for the City or an agency of the City for any consideration other than the compensation provided for the performance of his/her official duties, except as provided in the following paragraphs.
 - 2. Sell, rent or lease any property to the City or any agency of the City for consideration in excess of five hundred dollars (\$500.00) per transaction or five thousand dollars (\$5,000.00) per annum, unless the transaction is made pursuant to an award on a contract let or sales made

after public notice and, in the case of property other than real property, competitive bid, provided that the bid or offer accepted is the lowest received.

3. No sole proprietorship, partnership, joint venture, or corporation in which any member of the Board of Aldermen is the sole proprietor, a partner having more than a ten percent (10%), partnership interest, or a coparticipant or owner in excess of ten percent (10%) of the outstanding shares of any class of stock shall:
 - a. Perform any service for the City or any agency of the City for any consideration in excess of five hundred dollars (\$500.00) per transaction or five thousand dollars (\$5,000.00) per annum, unless the transaction is made pursuant to an award of contract after public notice and competitive bidding, provided that the bid or offer accepted is lowest received.
 - b. Sell, rent or lease any property to the City or any agency of the City where the consideration is in excess of five hundred dollars (\$500.00) per transaction or five thousand dollars (\$5,000.00) per annum, unless the transaction is made pursuant to an award on a contract let or sale made after public notice and, in the case of property other than real property, competitive bidding, provided that the bid or offer accepted is the lowest bid.
 - c. The Board of Aldermen sets goals, priorities and standards for the City programs and services through adoption of the annual budget. The budget establishes expenditure levels for each department. No further Board of Aldermen action is required to initiate purchases within the budget limits.
 - d. Department heads are granted full responsibility and broad discretion by the City Administrator to make purchases within the scope of their departmental appropriations. Budget appropriations do not mandate expenditures. Purchases are to be mandated by need, not an unspent budget appropriation. The City Administrator may establish spending levels below those budgeted if revenue collections are inadequate to fulfill budgetary needs. Expenditures more than the appropriated personnel services element require written approval from the City Administrator.
- I. Notwithstanding any requirements or provisions arising from Federal or State law, the Board of Aldermen may, by motion and affirmative vote of a majority of its members, suspend and waive any and all provisions and requirements imposed by Sections **135.020** through **135.030**. Such motion shall clearly state the provisions and requirements to be suspended and waived, and either the duration of the suspension and waiver or the particular purchases to which the suspension and waiver applies.
- J. The City shall endeavor to require all vendors to provide certificates of insurance and/or bonds such that the City is satisfied that it shall not be exposed to unwarranted or unnecessary liability arising from its purchases and contracts. It is the department head's responsibility to verify all applicable licenses, insurances and bonds are valid prior to entering into any agreement of services and goods.

Section 135.020. General Requirements.

[Ord. No. 3641, 3-20-2023]

- A. Specifications. It is the responsibility of the departments to write specifications and establish the quality of the product or service required. Specifications should be written to foster competition.
- B. Preference Policy. All things being equal, the City prefers to deal with local distributors or local sources. If an item is needed, local vendors need to be contacted to see if the items can be obtained from them as economically as out-of-town sources. The City shall have an agreement with the State of Missouri Cooperative Procurement Program for purchases of goods. Vendors shall be treated in a fair and businesslike manner with preference given to area vendors when all factors are reasonably comparable.

- C. Domestic Product Policy. The City shall not enter any contract for the purchase or lease of manufactured commodities unless the contract contains a provision that any manufactured goods or commodities used or supplied in the performance of that contract or any subcontracts thereto shall be manufactured, assembled, or produced in the United States, except:
1. Where the specified products are not manufactured, assembled, or produced in the United States in sufficient quantities to meet the requirement of the contract;
 2. The specific product cannot be manufactured, assembled, or produced in the United States within the necessary time or in sufficient quantities to meet the contract requirements;
 3. Where the costs of buying United States manufactured products would be more than five percent (5%) over foreign made goods; or
 4. Where the contract is for less than one thousand dollars (\$1,000.00).
- D. Purchases Supported By Grant Funds. Departments shall review all requirements for grant funding to ensure the procurement process required as a condition to receiving said grant funds are complied with during the procurement of the item. Departments may have the CIP Analyst assist in the inclusion of all required procedures that are in addition to the requirements of this policy.
1. To the extent that a grant contains a requirement related to mandatory procurement policies that are not contained in this Purchasing Policy, the City Administrator shall have the authority to waive provisions of this policy in the form of a written memorandum for the limited purpose of ensuring compliance with the grant.
- E. Product Testing/Demonstrations. Product testing and demonstrations may be held as deemed appropriate by the department and does not require prior approval. In no case shall the retention of a test item by the City be evidence of intent to purchase said item.
1. The using agencies under the authority of the City Administrator shall be responsible for ensuring that all supplies and contractual services conform to the specifications set forth in the order or contract.
 2. The City Administrator shall have the authority to require chemical tests of samples submitted with bids and samples of deliveries which are necessary to determine their conformance with the specifications. In the performance of such tests, the City Administrator shall have authority to make use of laboratory facilities of any agency of the City or any outside laboratory.
- F. Computer Related Items. Purchases of computer-related equipment/software must be made via the IT Department unless the Assistant City Administrator ~~Director of Administrative Services~~ delegates certain purchases to certain departments. All purchases shall follow this procurement policy. Prior approval of the Assistant City Administrator ~~Director of Administrative Services~~ or his/her designee is required to purchase, transfer, or dispose of any computer software or related hardware.
- G. Capital Asset Items. Departments shall follow the City's Capital Asset Policy when accepting and receiving any item that meets the definition of a capital asset. An item is a capital asset if all the following criteria are met:
1. It is tangible in nature;
 2. Has a useful life of two (2) or more years; and
 3. Has a value exceeding five thousand dollars (\$5,000.00).
- H. Sensitive Asset Items. A sensitive asset is an asset with a value of five thousand dollars (\$5,000.00) or less which could easily be adopted for personal use or converted into cash, including property for which theft, loss, or misplacement could be dangerous to the public safety or community security. Sensitive asset property must be subject to physical security, protection, control, and accountability by the department assigned with responsibility of the asset. Examples of sensitive asset items include but are not limited to, firearms and weapons; computers; cell phones; and audio-visual equipment.

- I. **Construction Projects.** Construction projects should be procured through and coordinated with the Public Works Department. Projects of this type and size require specific construction documents, professional services, and management. Section 4 Approval Levels apply to construction projects.
- J. **Licenses.** It is the responsibility of the department doing the purchasing or construction of a project to confirm that a business has a valid City business license on file.
- K. **Insurance Requirements.** If applicable, vendors shall provide a certificate of insurance and endorsements in accordance with all contractual requirements.
- L. **Vendor Requirements.** To be placed in the City's ERP system as a vendor, vendors are required to provide a Federal W-9 which needs to be turned in to the Accounts Payable Office, prior to any purchase of goods or services.
- M. **Work Authorization And E-Verify.** For any contract for services greater than five thousand dollars (\$5,000.00), the successful bidder shall comply with Section 285.530, RSMo., as amended, and: (1) provide by affidavit affirmation that it does not knowingly employ any person who is an unauthorized alien, and (2) provide documentation affirming its enrollment and participation in a Federal work authorization program with respect to the employees working in connection with this contract. The required documentation affirming enrollment must be from the Federal work authorization program provider. A letter from bidder reciting compliance is not sufficient. When applicable, solicitations shall require the signed and notarized work authorization affidavit and the electronic signature page from the E-Verify program prior to the issuance of a contract.
- N. **Prevailing Wage.** Contracts for construction or major repair projects that have an estimated or actual expenditure of seventy-five thousand dollars (\$75,000.00) or more shall comply with Section 290.210, et seq., RSMo., as amended. Missouri's prevailing wage law establishes a minimum wage for certain projects. For assistance determining if a project is in compliance, contact the City Attorney.
- O. **Contract Total Cost.** When determining the total cost for a contract, departments shall include the annual cost of goods, services, maintenance, shipping, handling, travel expenses, labor, installation, and any other ancillary costs ("contract total cost"). The amount of the contract total cost determines which approval level in Section 4 applies. The annual lease amount for equipment or real property and associated ancillary costs shall be used as the contract total cost when applying approval levels in Section 4.
- P. **Funding.** Prior to initiating any procurement, staff shall ensure that sufficient budgeted funds are available for the acquisition of the goods and/or services.
- Q. **Purchase Orders.** Absent extenuating circumstances, staff should create a requisition for purchase order approval, prior to making a purchase of five hundred dollars (\$500.00) or more from an awarded quote, bid, RFP, RFQ, 1TB, or other solicitation process to assure City and vendor compliance to the contract or the City's standard terms and conditions are incorporated. Examples of crucial times to process a requisition are projects that have prevailing wage, cover multiple years, goods that may have a lead time, or when it is critical the City's terms and conditions are included. Staff should also provide all necessary forms for purchasing and inventory.

Section 135.030. Definitions.

[Ord. No. 3641, 3-20-2023]

As used in this purchasing policy, the following terms shall have the meanings ascribed to them:

BID BOND

An insurance agreement, accompanied by a monetary commitment, by which a third party (the surety) accepts liability and guarantees that the bidder will not withdraw the bid. The bidder will furnish bonds in the required amount and if the contract is awarded to the bonded bidder, the bidder will accept the contract as bid, or else the surety will pay a specific amount.

BOARD or BOARD OF ALDERMEN

The Board of Aldermen of the City, as set forth in the City Code.

CHANGE ORDER

A written alteration that is issued to modify or amend a construction contract or construction project purchase order. A bilateral (agreed to by all parties) or unilateral (government orders a contract change without the consent of the contractor) request which directs the contractor to make changes to the contracted scope of work or specifications. In reference to construction contracts, it relates primarily to changes caused by unanticipated conditions encountered during construction not covered by the drawings, plans or specifications of the project.

CHANGE ORDER AUTHORIZATION

A form used on construction contracts when an amendment to the original contract is requested by the contractor and the work must proceed prior to processing a change order in order to prevent project delays.

CITY

The City of Harrisonville, Missouri.

CITY CODE

The Code of Ordinances of the City.

CONSTRUCTION

The process of utilizing labor to build, alter, improve, or demolish any structure, building or public improvement. Generally does not apply to routine maintenance, repair, or operation (MRO) of existing real property.

CONTRACTUAL SERVICES

Personal services, all telephone, gas, water, electric light and power services, towel and cleaning services, leases for all grounds, buildings, offices, or other space required by the using agency and the rental, repair or maintenance of equipment, machinery and other City-owned personal property. The term shall not include insurance, professional and other contractual services which are in their nature often unique and not subject to normal competitive bidding.

COOPERATING AGENCY

Any department, agency, commission, bureau, or other unit in the City Government not under the direction and control of the Board of Aldermen or part of any other governmental unit whether school district, special authority, other municipality, County or otherwise which cooperates with the City in purchasing any items covered by this policy.

FORMAL BID

A bid that must be submitted in a sealed envelope and in conformance with a prescribed format to be opened in public at a specified date and time. As it pertains to the City, formal bids must be solicited for all goods or services fifteen thousand dollars (\$15,000.00) or more.

INFORMAL BID/PROPOSAL

A competitive bid, price quotation or proposal for goods or services that is conveyed by a letter, e-mail or other written manner that does not require a formal sealed bid or proposal, public opening, or other formalities. Generally relegated to requirements that may be considered low value or fall under a stipulated price/cost threshold.

PURCHASING EMERGENCY

An unexpected and urgent situation where an immediate threat to public health and safety exists; where conservation of public resources is at risk; where an immediate response is necessary to prevent further damage to public property, machinery, or equipment; where delay would result in significant financial impact to the City as determined by the City Administrator; or an emergency as declared by the Board.

PURCHASING POLICY or POLICY

All Articles, Sections, paragraphs, and language included herein and adopted by the Board of Aldermen by ordinance to be included in City Code Section **130.020** and Chapter **135**, as amended from time to time.

SUPPLIES

All supplies, materials, equipment, commodities, and capital outlays.

USING AGENCY

Any department, agency, commission, bureau, or other unit in the City Government using supplies or procuring contractual services as provided for in this policy and which shall be under the direction and control of the Board of Aldermen.

Section 135.040. through Section 135.190. (Reserved)**Article II. Purchasing Levels****Section 135.200. Purchases -- Level 1 -- One Dollar (\$1.00) To Four Hundred Ninety-Nine Dollars (\$499.00).**

[Ord. No. 3641, 3-20-2023]

Items in this range may be purchased by City departments and the department head without prior approval from the Finance Department and City Administrator. Department heads must approve purchase and funds must be available in the budget. All City employees shall perform reasonable due diligence to ensure that all products and services required by the City are purchased at reasonable costs, but purchases made pursuant to this Section shall not require a specified number of bids or quotes.

Section 135.210. Purchases -- Level 2 -- Five Hundred Dollars (\$500.00) To Five Thousand Dollars (\$5,000.00).

[Ord. No. 3641, 3-20-2023]

The department head, ~~Assistant City Administrator~~ ~~Director of Administrative Services~~ and City Administrator must approve the purchase prior to order and funds must be available in the budget. Competitive quotes, unless the City Administrator determines that they should not be required, shall be solicited in writing or by telephone from at least three (3) vendors. Failure of a vendor to respond to a solicitation shall not invalidate a legitimate solicitation by the City in calculating solicitations made. If the City Administrator determines that competitive quotes should not be required, the City Administrator shall document the reason giving rise to that determination. Acceptable reasons for not soliciting competitive bids, include, but are not limited to, replacement of like for like products or services when the approximate cost is within the reasonable range of industry standard, availability of products or services through a qualified current or previous vendor, and the cost-benefit analysis of expediency in procurement relative to the cost of the products or services to be procured. Quote information received and solicitation attempts made will be tabulated and made part of the invoice records, as well as record of prior required City approvals.

Section 135.220. Purchases -- Level 3 -- Five Thousand One Dollars (\$5,001.00) To ~~Fourty-Nine Thousand Dollars~~ ~~Fifteen Thousand Dollars~~ (\$~~1549~~,000.00).

[Ord. No. 3641, 3-20-2023]

The department head, Assistant City Administrator ~~Director of Administrative Services~~, and City Administrator must approve the purchase prior to order and funds must be available in the budget. Competitive quotes are required and shall be obtained in writing or by telephone from at least three (3) vendors. If the City has not received three (3) competitive quotes for a given product or service after good faith solicitations for competitive quotes are made to at least ten (10) prospective vendors or good faith advertisement of a request for proposals or an invitation to bid, the City may proceed with the purchase despite receiving fewer than three (3) quotes. Quote information received and solicitation attempts made will be tabulated and made part of the invoice records, as well as record of prior required City approvals.

Section 135.230. Purchases -- Level 4 -- Fifty Thousand Dollars~~Fifteen Thousand One Dollars (\$15,001.00)~~ Or More.

[Ord. No. 3641, 3-20-2023]

- A. The award of contracts and purchases over fifty thousand dollars~~fifteen thousand one dollars (\$50,000.0015,001.00)~~ must be approved by the Board of Aldermen unless such contract or purchase is already approved in the adopted budget for the current fiscal year. The City Administrator shall notify the Board of Aldermen of all contracts or purchases that meet these criteria monthly. In all cases, funds must be available in the budget or necessary budget amendments must be presented in conjunction with approval of purchase.
- B. The following procedures apply to Level 4 purchases:
 1. Written notification to current supplier/vendor if services are being solicited.
 2. Advertisement shall be placed:
 - a. In the City's newspaper of record.
 - b. On Cooperative Purchase websites if applicable.
 - c. On the City website.
 3. Bid solicitations shall state whether the request is for sealed bids or competitive proposals or quotes.
 4. A specific due date and time shall be provided. Any bids/proposals received after such date and time will not be accepted.
 5. All bids must be received sealed and upon receipt shall be date and time stamped and initialed by City staff.
 6. All bids will be publicly opened with at least two (2) City staff members present.
 7. After the opening, the City Clerk shall tabulate and certify all bids received. Any bid from the lowest and best responsible bidder that is for an amount equal to or under what the City's current budget allows for the item put out to bid can be approved solely by the City Administrator.
 8. When deemed necessary by the City Administrator or when requested by a using agency or when directed by the City Attorney, bid deposits shall be prescribed in inviting bids. An unsuccessful bidder shall be entitled to return of any surety required. A successful bidder shall forfeit any surety required upon failure on the bidder's part to enter a contract within ten (10) days after the award and the invitation to bid shall so state.
- C. As a requirement to be considered for selection, Level 4 bids, except material or supply only invitations to bids, shall include the following:
 1. As applicable by State or Federal regulations, the current prevailing wage determination shall be included in the bid documents, whether prepared by City staff or a consultant and notation

made of the wage determination's applicability to the project.

2. A bid bond for five percent (5%) of the base bid must be included with the bid.
3. A one hundred percent (100%) payment and performance bond shall be provided with the signed contract.
4. Proof of general liability insurance in the amount of two million dollars (\$2,000,000.00) and workers' compensation as required shall be provided. The City shall be named as an "other insured" on the binder.

Section 135.240. through Section 135.290. (Reserved)

Article III. Types Of Purchases

Section 135.300. Local Buying.

[Ord. No. 3641, 3-20-2023]

- A. Goods and services purchased by the City shall be purchased from merchants and businessmen located in the City or Cass County, Missouri unless:
 1. Such goods of like quality and services are not available in the City or County.
 2. The cost of such goods and services plus shipping and handling may be purchased outside the City or County if the savings are greater than five percent (5%).
 3. An emergency exists and such goods or services are not immediately available in the City.
 4. State/Federal requirements are such to require lowest bid.

Section 135.310. Sole Source Purchases.

[Ord. No. 3641, 3-20-2023]

- A. The Board acknowledges there are occasions when products/services must be purchased from one (1) specific source or manufacturer. If a request is made to purchase a product produced by only one (1) supplier, yet several sources can provide a similar product, the request will be subject to the normal bid process. Should a request that products/services be purchased on a sole source basis, it must meet one (1) of the criteria shown below. A written explanation must be provided, commonly referred to as a "sole source justification," to support the request. The four (4) most accepted sole source justifications are outlined below. Such justifications have been accepted with proper supporting documentation.
 1. The requested product is an integral part or accessory to existing equipment.
 2. The service requested is for existing equipment which can only be completed by the original manufacturer or manufacturer's designated service provider.
 3. The requested product or service has unique design, performance and/or quality specifications that are essential to a particular function and are not available in comparable products.
 4. The requested service or system requires a supplier with unique skills or experience.
- B. In rare cases, only one (1) supplier may exist to provide a particular product or service. When providing a justification based on the availability of one (1) supplier, the product or service must be defined in generic terms. Specifying patented products or processes, when not necessary to meet

functional requirements, is not acceptable as a sole source justification. Justifications can be accepted more readily by providing information regarding attempts to locate other suppliers, such as letters, informal quotations, or telephone contacts.

Section 135.320. Collaborative Procurement.

[Ord. No. 3641, 3-20-2023]

A. The City shall give preference to opportunities for procurement where the City can utilize:

1. Metropolitan and/or State contracts where such goods and services are available to the City.
2. The contract of another municipality.

Section 135.330. Indefinite Quantity Procurement.

[Ord. No. 3641, 3-20-2023]

In any case where the City has awarded a contract, pursuant to receipt of competitive bids, for the procurement of any supply, service, or construction on a unit-price basis, the City Administrator may negotiate with the successful bidder for the purchase of additional quantities of the supply, units of service, or construction. In no instance shall the unit price of the additional quantities of supply, units of service, or construction procured in accordance with this Section **135.330** exceed the effective unit price of the original contract by more than fifteen percent (15%). The agreement for additional quantities of the supply, units of service, or construction shall be incorporated into the original contract by addendum. Any addendum entered into pursuant to this Section **135.330** for the purchase of additional quantities of supply, units of service, or construction valued at greater than fifteen thousand one dollars (\$15,001.00) shall be approved by the Board of Aldermen, unless such purchase is already approved in the adopted budget for the current fiscal year, in which case the City Administrator will solely approve.

Section 135.340. through Section 135.390. (Reserved)

Article IV. Purchasing Procedures And Awards

Section 135.400. Emergency Purchasing Procedures.

[Ord. No. 3641, 3-20-2023]

A. Notwithstanding any other provision of this Chapter, in the case of an apparent emergency which threatens the public health, welfare, or safety, requiring the immediate purchase of supplies, service or construction, the City Administrator shall have the power to secure the necessary items in the open market, without competition, regardless of the amount of the expenditure. The City Administrator will advise the Mayor and Board of Aldermen as soon as is practical and advise of the apparent emergency. A report of the circumstances of an emergency purchase shall be made, in writing, by the City Administrator to the Board of Aldermen.

B. In no event shall the contract price exceed commercially reasonable price.

Section 135.410. Competitive Bidding/Auction Required For Purchases Or Sales Of Property.

[Ord. No. 3641, 3-20-2023]

All purchases and contracts for supplies and contractual services and all sales of personal property which has become obsolete and unusable shall, except as expressly provided in this policy or by the City Code, be based wherever possible on competitive bids/auctions.

Section 135.420. Subdivision Or Change Order Of Contract To Evade Requirements Of This Policy Prohibited.

[Ord. No. 3641, 3-20-2023]

No contract or purchase shall be subdivided to avoid the requirements of this policy, nor shall change orders exceeding five percent (5%) of the total approved bid amount be allowed without following the same purchasing policy procedures as included in this policy or, in lieu of quotes or sealed bids where required, must be approved by the using change order form and obtaining approval from the City Administrator. The department director and the City Administrator will send the explanation in a weekly report to the Mayor and Board of Aldermen.

Section 135.430. Factors For Determination Of Lowest And Best Responsible Bidder.

[Ord. No. 3641, 3-20-2023]

A. In determining the lowest and best responsible bidder, the Board of Aldermen shall consider.

1. The ability, capacity, and skill of the bidder to perform the contract or provide the services required.
2. Whether the bidder can perform the contract or provide the services promptly or within the time specified without delay or interference.
3. The character, integrity, responsibility, judgment, experience, and efficiency of the bidder.
4. Whether the bidder is in default on the payment of taxes, licenses, or other monies due the City. This factor alone shall justify disqualification.
5. The quality and performance of previous contracts or services.
6. The previous and existing compliance by the bidder with laws, the provisions of this policy, City Code and other City ordinances relating to the contract or service.
7. The sufficiency of the financial resources and ability of the bidder to perform a contract or provide the service.
8. The quality, availability and adaptability of the supplies or contractual services to the particular use required.
9. The ability of the bidder to provide future maintenance and service of machines for the use of the subject of the contract.
10. The number and scope of conditions attached to the bid.
11. What is in the best interest of the City.

Section 135.440. Award To Local Bidder -- Tie Bids.

[Ord. No. 3641, 3-20-2023]

If all bids received are for the same total amount or unit price, quality and service being equal, the contract shall be awarded to a local bidder. If there shall be no local bidder or more than one (1) local

bidder with a low equal bid, the City Administrator shall award the contract if the item put out to bid has been budgeted for in the City's current budget and the bid is equal to or under the amount budgeted for. When the item has not been budgeted for, or when the bid is above the amount budgeted for, Board of Aldermen shall award the contract to one (1) of the tie bidders by drawing lots in public.

Section 135.450. Bids -- Award To Lowest And Best Responsible Bidder.

[Ord. No. 3641, 3-20-2023]

All open market purchases, shall, wherever possible, be based on at least three (3) competitive bids which may be either oral or written and shall be awarded to the lowest and best responsible bidder in accordance with the standards set forth in Sections **135.430** and **135.450**.

Section 135.460. Solicitation Of Bids.

[Ord. No. 3641, 3-20-2023]

The using department shall solicit bids by direct or electronic mail request to prospective suppliers or by telephone or by such other method as he/she shall deem appropriate to receive competitive proposals.

Section 135.470. through Section 135.490. (Reserved)

Article V. Policy And Procedure For The Procurement Of Architectural, Engineering, Land Surveying, Maintenance Services And Other Professional Services

Section 135.500. Policy Established.

[Ord. No. 3641, 3-20-2023]

The City does adopt and establish a policy and procedure for the selection and procurement of professional services in accordance with the following provisions. The City Administrator is hereby directed to implement the provisions of the policy set forth in this Article. The following shall be the policy and procedure for selecting architectural, engineering, land surveying services and other professional services (hereinafter referred to as professional services) for the City.

Section 135.510. Definitions.

[Ord. No. 3641, 3-20-2023]

As used in this Article, the following terms shall have the meanings ascribed to them:

ARCHITECTURAL SERVICES

Those services within the scope of practice of architecture as defined by the laws of the State of Missouri, Section 327.091, RSMo.

ENGINEERING SERVICES

Those services within the scope of practice of engineering as defined by the laws of the State of Missouri, Section 327.181, RSMo.

FIRM

Any individual, firm, partnership, corporation, limited liability company, association or other legal entity permitted by law to practice the profession of architecture, engineering or land surveying or other professional services and provide said services.

LAND SURVEYING SERVICES

Those services within the scope of practice of land surveying services as defined by the laws of the State of Missouri, Section 327.272, RSMo.

MAINTENANCE SERVICES

The repair, but not replacement, of existing facilities when the size, type or extent of the existing facilities is not thereby changed or increased.

OTHER PROFESSIONAL SERVICES

Those services of a vocation requiring specialized knowledge and intensive academic or technical training in such fields as land appraisal, urban planning, finance, real estate, and others.

Section 135.520. Types Of Services.

[Ord. No. 3641, 3-20-2023]

- A. After reviewing the detailed proposals, the department head shall make a recommendation to the Board of Aldermen for approval or rejection of the budget proposal. The City Administrator shall have the right to accept a proposal for professional services if the proposal is equal to or under the amount budgeted for in the City's current budget. The Board has the right to approve or reject all proposals if the City's current budget does not account for the professional service requested or if the proposal is over the amount budgeted for in the City's current budget. Projects will be divided into four (4) types as follows:
1. Type 1. Services for projects where fees will exceed fifteen thousand dollars (\$15,000.00); the using agency shall select at least five (5) firms to be contacted for an "expression of interest." After the expressions of interest are received and reviewed, at least three (3) detailed proposals shall be requested. Request for the expressions of interest and detailed proposals may be combined into a single request.
 2. Type 2. Services for projects where fees are less than fifteen thousand dollars (\$15,000.00) but more than five thousand dollars (\$5,000.00); three (3) written proposals are required, when reasonable or as allowed in Section 135.270. Such written proposals may be solicited by mail or telephone. The City Administrator shall have the right to accept a proposal for professional services if the proposal is equal to or under the amount budgeted for in the City's current budget. If the proposal is unbudgeted for or for an amount over the amount budgeted for in the City's current budget, the department head then makes a recommendation to the Board of Aldermen for approval or rejection of the proposal.
 3. Type 3. Services for projects where fees are less than five thousand dollars (\$5,000.00) may be made by the department head of the using agency without soliciting competitive proposals upon approval of the City Administrator.
 4. Type 4. Maintenance service where the costs are less than five thousand dollars (\$5,000.00) may be made by the department head of the using agency without soliciting competitive proposals upon approval of the City Administrator.

Section 135.530. General Procedures And Responsibilities.

[Ord. No. 3641, 3-20-2023]

- A. Expressions Of Interest Type 1 Projects. For Type 1 service, the using agency shall solicit proposals from approved qualified firms. The request should invite comments as to the special

experience in the project being considered and describe previous experience with similar projects. The expressions of interest will be reviewed by the using agency requesting the services. Factors to be determined in the initial screening will include:

1. Specialized experience and technical competence with respect to the type of services required.
 2. Quality of services previously performed by the firm for the City.
 3. Past record of performance with respect to cost control, quality of services and ability to meet schedules.
 4. Community relations including evidence of sensitivity to citizen concerns.
 5. The firm's proximity to and familiarity with the area where the project is located.
- B. Detailed Proposals. Firms requested to submit detailed proposals will provide the information prescribed by the using agency. The information shall include:
1. Project name for which firm is filing.
 2. Name and address of firm.
 3. Previous related experience.
 4. Outside firms or outside personnel to be used on projects.
 5. Brief resume of key persons, specialists.
 6. Special experience in the project being considered.
 7. Any work previously or currently performing for City.
 8. Description of resources.

Section 135.540. Selection.

[Ord. No. 3641, 3-20-2023]

- A. Upon receipt of the detailed proposals for Type 1 or 2 projects, the department head will review the proposals; interview the prospective firms, if necessary; and make a recommendation of two (2) firms best qualified and capable of performing the desired work.
- B. The using agency shall negotiate a contract with the top firm selected. If a satisfactory contract cannot be negotiated with the top firm, negotiations with that firm shall be terminated with the approval of the department head and City Administrator. Negotiations may then begin with the second firm. If there is a failing of accord with the second firm, negotiations with such firm may be terminated with the approval of the department head and City Administrator.
- C. If an agreement cannot be negotiated with the two (2) selected firms, the using agency shall re-evaluate the professional services, including scope and fee requirements, and proceed in accordance with this policy.

Section 135.550. (Reserved)

Section 135.560. Prohibition Against Contingent Fees.

[Ord. No. 3641, 3-20-2023]

- A. Each contract entered by the City for professional services shall contain a prohibition against contingent fees as follows:

"The architect, engineer or land surveyor (as applicable) warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the architect, engineer or land surveyor, to solicit or secure any person, company, corporation, limited liability company, individual or firm, other than a bona fide employee working solely for the architect, engineer or land surveyor, any fees, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this agreement."

- B. For the breach or violation of the foregoing provision, the Board of Aldermen shall have the right to terminate the agreement without liability and at its discretion to deduct from the contract price or otherwise recover the full amount of such fee, commission, percentage, gift, or consideration.

Section 135.570. Exceptions.

[Ord. No. 3641, 3-20-2023]

When, in the opinion of the City Administrator, the nature of other professional services is so specialized that there is only a sole reasonable supplier of a professional service that can meet the City's needs, the City Administrator may select such firm or recommend the Board of Aldermen select such firm. An exception shall be promptly reported to the Board of Aldermen with an explanation of the reasons, therefore.

Section 135.580. through Section 135.590. (Reserved)

Article VI. Other Procurement/Purchasing Procedures

Section 135.600. Procurement/Purchasing Related To Grant Eligibility.

[Ord. No. 3641, 3-20-2023]

Should the City apply for funding through grant, contribution, endowment, donation or other similar award ("grant funding") for City supplies and contractual services, then the City shall comply with the individual procurement requirements of each grant funding ("grant procurement requirements") in lieu of the procurement policy requirements of this purchasing policy; provided, however, that grant procurement requirements shall achieve the minimum standards established by the procurement policy requirements of this purchasing policy.

Section 135.610. Cooperative Purchasing Authority.

[Ord. No. 3641, 3-20-2023]

To the extent permitted by law, the City may engage in cooperative purchasing for supplies and contractual services with other Federal, State, and local public entities, municipalities, political subdivisions, cooperating agencies, and governmental units, agencies and other authorities (collectively, "cooperative purchasing") when it serves the best interests of the City. Cooperative purchasing is not subject to the procurement provisions of this purchasing policy.

Section 135.620. through Section 135.690. (Reserved)

Article VII. Other Selection Methods

Section 135.700. Other Selection Methods.

[Ord. No. 3641, 3-20-2023]

Nothing in the purchasing policy of the City's Municipal Code shall be interpreted to preclude the use of selection methods, including, but not limited to, qualifications-based selection, design-build contracts, and/or negotiated contracts with architectural, engineering and construction services to the extent permitted by applicable law. In this purchasing policy, "design-build" means a project in which the design and construction services are furnished under one (1) contract with a contractor selected primarily based on qualifications and "qualifications-based selection" means a negotiated procurement process for the selection of professional architects, engineers and land surveying services using objective criteria looking for competence and experience relative to the work to be performed.

Section 135.710. through Section 135.790. (Reserved)

Article VII I. Capitalization Of Purchases -- Procedures

Section 135.800. Capitalization Of Purchases -- Procedures.

[Ord. No. 3641, 3-20-2023]

- A. In accordance with recommendations of the Government Financial Officers Association (GFOA), the following guidelines apply in determining a capital asset:
1. The asset will be capitalized only if it has an estimated useful life of a least two (2) years following the date of acquisition;
 2. The capitalization threshold will be applied to individual fixed assets rather than groups of fixed assets (e.g., desks, tables);
 3. The capitalization threshold will be five thousand dollars (\$5,000.00); and
 4. Control of non-capitalized fixed assets will be exercised by establishing and maintaining adequate control procedures at the department level.

Council Bill No. 2025

Ordinance No.

**AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF
HARRISONVILLE, MISSOURI AMENDING MUNICIPAL CODE CHAPTER 135
REGARDING PURCHASING APPROVALS AND SECTIONS 135.220 AND 135.230
REGARDING THE REGULATIONS FOR PURCHASING LEVELS WITHIN THE
CITY'S PURCHASING POLICY**

WHEREAS, the City of Harrisonville desires to amend various sections of the Harrisonville Municipal Code (the "Code") in regards to the regulations for purchasing levels within the City's purchasing policy; and

WHEREAS, the City of Harrisonville desires to update Code provisions regarding the purchasing policy better align with the Board of Aldermen's directions on purchases.

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

Section 1: All references throughout Chapter 135 listing the position of "Director of Administrative Services" will be amended to list the position of "Assistant City Administrator".

Section 2: Section 135.220 of the Code is hereby amended to read as follows:

Purchases – Level 3 – Five Thousand One to Forty-Nine Thousand Dollars. The department head, Assistant City Administrator, and City Administrator must approve the purchase prior to order and funds must be available in the budget. Competitive quotes are required and shall be obtained in writing or by telephone from at least three (3) vendors. If the City has not received three (3) competitive quotes for a given product or service after good faith solicitations for competitive quotes are made to at least ten (10) prospective vendors or good faith advertisement of a request for proposals or an invitation to bid, the City may proceed with the purchase despite receiving fewer than three (3) quotes. Quote information received and solicitation attempts made will be tabulated and made part of the invoice records, as well as record of prior required City approvals.

Section 3: Section 135.230 of the Code is hereby amended to read as follows:

Purchases – Level 4 – Fifty Thousand Dollars or More.

A. The award of contracts and purchases over Fifty Thousand Dollars (\$50,000.00) must be approved by the Board of Aldermen unless such contract or purchase is already approved in the adopted budget for the current fiscal year. The City Administrator shall notify the Board of Aldermen of all contracts or purchases that meet these criteria monthly. In all cases, funds must be available in the budget or necessary budget amendments must be presented in conjunction with approval of purchase.

B. The following procedures apply to Level 4 purchases:

1. Written notification to current supplier/vendor if services are being solicited.
2. Advertisement shall be placed:
 - a. In the City's newspaper of record.
 - b. On Cooperative Purchase websites if applicable.
 - c. On the City website.
3. Bid solicitations shall state whether the request is for sealed bids or competitive proposals or quotes.
4. A specific due date and time shall be provided. Any bids/proposals received after such date and time will not be accepted.
5. All bids must be received sealed and upon receipt shall be date and time stamped and initialed by City staff.
6. All bids will be publicly opened with at least two (2) City staff members present.
7. After the opening, the City Clerk shall tabulate and certify all bids received. Any bid from the lowest and best responsible bidder, that is for an amount equal to or under what the City's current budget allows for the item put out to bid can be approved solely by the City Administrator.
8. When deemed necessary by the City Administrator or when requested by a using agency or when directed by the City Attorney, bid deposits shall be prescribed in inviting bids. An unsuccessful bidder shall be entitled to return of any surety required. A successful bidder shall forfeit any surety required upon failure on the bidder's part to enter a contract within ten (10) days after the award and the invitation to bid shall so state.

C. As a requirement to be considered for selection, Level 4 bids, except material or supply only invitations to bids, shall include the following:

1. As applicable by State or Federal regulations, the current prevailing wage determination shall be included in the bid documents, whether prepared by City staff or a consultant and notation made of the wage determination's applicability to the project.
2. A bid bond for five percent (5%) of the base bid must be included with the bid.
3. A one hundred percent (100%) payment and performance bond shall be provided with the signed contract.
4. Proof of general liability insurance in the amount of Two Million Dollars (\$2,000,000.00) and workers' compensation as required shall be provided. The City shall be named as an "other insured" on the binder.

Section 4: That this Ordinance shall be in effect immediately upon its passage and approval.

READ FOR THE FIRST TIME BY TITLE ONLY ON THE 20TH DAY OF OCTOBER 2025 AND WAS READ FOR A SECOND TIME BY TITLE ONLY ON THE 3RD DAY OF NOVEMBER 2025 AND PASSED BY THE BOARD OF ALDERMEN THIS 3RD DAY OF NOVEMBER 2025.

VOTE TAKEN AS FOLLOWS:

AYES:

NAYS:

ABSENT:

ABSTAIN:

EXCUSED:

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

ATTEST:

Daniel Barnett, City Clerk

WITNESS my hand and seal this 3rd day of November 2025.

Council Bill No. 2025

Ordinance No.

AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI AMENDING ORDINANCE NO. 3734 TO CORRECT THE LEGAL DESCRIPTION FOR THE LANDS KNOWN AS “HITE PARK”.

WHEREAS, pursuant to Rev. Stat. Mo. §§ 79.010 and 79.390, the City of Harrisonville (“the City”) is empowered with the authority to purchase, hold, lease, sell or otherwise dispose of any property, real or personal, it now owns or may acquire and the Board of Alderman (“the Board”) may enclose, improve, regulate, purchase, or sell all public parks belonging to the City; and

WHEREAS, the City owns the property known as Hite Park; and

WHEREAS, on October 21, 2024, this Board approved Ordinance No. 3711 which approved the Rezoning and Preliminary Development Plan for the Cedar Crossing Development Project (“the Project”); and

WHEREAS, the City allows for a cash-in-lieu payment instead of a land dedication as a condition of final plat review through § 410.630 of the City of Harrisonville Municipal Code; and

WHEREAS, Section Three of the Cedar Crossing Development Plan states the Board and the Developer have agreed to exchange the required cash-in-lieu payment for parkland for the ownership and maintenance of lands previously dedicated to the City and known as Hite Park;

WHEREAS, the Board, vested with the power from Rev. Stat. Mo. § 79.390 to sell public parkland belonging to the City, wishes to transfer the land to the Developer of the Project; and

WHEREAS, Ordinance No. 3734 was approved by the Board of Aldermen on July 7, 2025, with the legal description for the Cedar Crossing Development and not the legal description for the lands known as “Hite Park”.

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

Section 1: The land known as Hite Park shall be transferred to the Developers to satisfy the cash-in-lieu payment for parkland for the Cedar Crossing Development Project.

Section 2: The Developer, or its successors and heirs, shall be responsible for the ownership and maintenance of the lands herein described as Exhibit A.

Section 3: That this ordinance shall become effective immediately upon its passage.

READ FOR THE FIRST TIME BY TITLE ONLY ON THE 3RD OF NOVEMBER 2025
AND WAS READ FOR A SECOND TIME BY TITLE ONLY ON THE 3RD DAY OF
NOVEMBER 2025 AND PASSED BY THE BOARD OF ALDERMEN THIS 3RD DAY
OF NOVEMBER 2025.

AYES:

NAYS:

ABSENT:

ABSTAIN:

EXCUSED:

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

ATTEST:

Daniel Barnett, City Clerk

WITNESS my hand and seal this 3rd day of November 2025.

EXHIBIT A

LEGAL DESCRIPTION OF LAND KNOWN AS “HITE PARK”

THE EAST HALF OF LOT 1 OF THE NORTHWEST QUARTER OF SECTION 3, TOWNSHIP 44, RANGE 31, HARRISONVILLE, CASS COUNTY, MISSOURI, EXCEPT THE EAST 21 FEET THEREOF, AND THAT PART AS PLATTED “PARKWOOD SOUTH” LOTS 1 THRU 29; “PARKWOOD SOUTH” LOTS 30 THRU 56 AND “PARKWOOD SOUTH” LOTS 57 THRU 78 ALL BEING SUBDIVISIONS, IN THE CITY OF HARRISONVILLE, MISSOURI AS PREVIOUSLY PLATTED AND RECORDED.



PUBLIC WORKS DEPARTMENT, 201 W. Chestnut St., Harrisonville, MO, 64701, Phone (816) 380 – 8964

Project Name: Public Works Engineering Department Intent and Timeline for the Closure of Anaconda Road at the location of the Missouri & Northern Arkansas Railroad ROW Project
Project No: ST 2025-04

Date: October 29, 2025

To: Mr. David Fields, MoDOT Rail Safety Specialist

The purpose of this memo is to express the intent of the City's plan to close Anaconda Road at the Anaconda Road crossing of the Missouri & Northern Arkansas Railroad ROW in both the east and west directions.

As you know, earlier this year City staff were approached by you (the MoDOT Railroad group) about a \$100,000 grant to assist the City of Harrisonville with the closure of the Anaconda Road crossing at the Missouri & Northern Arkansas Railroad ROW.

The City has completed the vacation of Anaconda Road ROW within the Missouri & Northern Arkansas Railroad ROW which required a survey and a public hearing of the vacation of the road ROW. The public hearing was Monday, July 21, 2025.

Currently, City staff intend to allow traffic in both the east and west directions along Anaconda Road at the Anaconda Road crossing of the Missouri & Northern Arkansas Railroad ROW until the City/MoDOT's South Commercial Street Extension Project is completed. The "best" expected project completion date is June 30, 2027, based on the A-date form received from MoDOT, which is attached. We trust that this "best" schedule meets with your approval.

Also, attached is a copy of the MoDOT application for closure of the Anaconda Road crossing at the Missouri & Northern Arkansas Railroad ROW; and the request for the \$100,000 grant pending approval at the BOA meeting on November 3rd and November 17, 2025.

We thank you for your consideration of this matter.

Please feel free to contact me if you require any additional information or clarification.

Sincerely,

Brad Ratliff, City Administrator

Approval of Signature Lines

Matt Carver, Public Works Director _____ Date _____

Carl Brooks, PE, CFM, Director of Engineering _____ Date _____

Anaconda Road & Missouri Northwest Arkansas Railroad

Write a description for your map.

Legend

-  Anaconda Rd & S Brickplant Rd
-  Comfort Inn & Suites Harrisonville
-  Feature 1
-  Feature 2
-  MARAIS DES CYGNES NATIONAL WILDLIFE REFUGE



Forms & Applications- Crossing Application Form



MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION

(Leave box blank for stamp)

APPLICATION/AGREEMENT FOR ALTERATION, ABOLISHMENT OR CONSTRUCTION OF A PUBLIC HIGHWAY / RAIL GRADE CROSSING, GRADE SEPARATION STRUCTURE, OR BOTH

SECTION 1. INTRODUCTION

The purpose of this Application/Agreement is to request approval to:

(Check each box that applies)

☐

ALTER

☒

ABOLISH

☐

CONSTRUCT

a public highway/rail grade crossing or grade separation structure, or both, as further described below.

APPLICATION/AGREEMENT
NUMBER

(To be assigned by MoDOT)

Upon information and belief, Applicant states that public necessity will not be adversely affected, and public safety will be promoted, by so altering, abolishing, or constructing the facilities as described in this Application.

SECTION 2. INTERESTED PARTIES

Each party identified in this section is known to have an interest in the project described in this Application/Agreement. (Please include each party that has an interest in the project which differs from the general public interest.)

1. PUBLIC ROAD AUTHORITY

(List Agency or Official that has responsibility to construct or maintain public street or road at project location)

2. RAILROAD CORPORATION

(List each company that owns or operates over railroad tracks at the project location)

3. OTHER INTERESTED PARTY

(List each party that has an interest in this project or location, which is different from that of the general public)

1A. Name of Party

City of Harrisonville, MO

2A. Name of Party

Missouri Northern Arkansas Railroad

3A. Name of Party

MoDOT

Contact Person/ ATTN:

Carl Brooks

Contact Person/ ATTN:

Relationship to Project or Location

David Shields, MoDOT rail safety specialist

Address

201 W. Chestnut Street

Address

1177 N. Independence Avenue

Address

105 W. Capital Avenue. P.O. Box 270

City, state, zip

Harrisonville, MO 64701

City, state, zip

Harrisonville, MO 64701

City, state, zip

Jefferson City, MO 65101

Telephone No.

816-380-8913

Telephone No.

816-380-7895

Telephone No.

573-301-7121

1B. Name of Party

City of Harrisonville

2B. Name of Party

Missouri Northern Arkansas Railroad

3B. Name of Party

MoDOT

Contact Person/ ATTN:

Matt Carver

Contact Person/ ATTN:

Contact Person/ ATTN:

David Swiercek

Address

201 W. Chestnut Street

Address

Address

105 W. Capital Avenue

City, state, zip

Harrisonville, MO 64701

City, state, zip

Carthage, MO

City, state, zip

Jefferson City, MO 65101

Telephone No.

☒

Telephone No.

Telephone No.

573-751-7125

APPLICANT: Which of the above parties is filing this

Application/Agreement? 1 ☒ 2 ☐ 3 ☐

SECTION 3. PUBLIC HIGHWAY / RAIL CROSSING PROJECT LOCATION		
The Applicant seeks to improve the highway/rail crossing location described in this section.		
US DOT Crossing Inventory Number:		Roadway Classification: Local Road
Route Number: Anaconda Road		Roadway Name: Anaconda Road
☒ In / ☐ Near	City/Town/Village Harrisonville. MO	County: Cass
Railroad/Division/Subdivision: Missouri Northern Arkansas Railroad		Railroad Milepost:

SECTION 4. PROJECT SUMMARY					
4A. REQUIRED DOCUMENTS Applicant seeks approval of the project as described in the detailed plans, specifications and cost estimates, which are attached as exhibits and incorporated by reference into this Application/Agreement. Applicant has checked each applicable box below, to confirm that these required documents are attached to this Application/Agreement. ☒ DETAILED PLANS— ☐ SPECIFICATIONS— ☒ COST ESTIMATES—					
4B. SCOPE OF WORK AND ALLOCATION OF COSTS The table below summarizes Applicant's proposal for the scope of the work to be performed in this project (as described in the detailed plans, specifications, cost estimates, and agreements, if any), which party shall perform the work, and how the costs of the work should be apportioned among the interested parties. PLEASE NOTE: If Applicant is requesting payment from the Grade Crossing Safety Account for any of the project costs, please write "GCSA" in the "Responsible Party (Fund)" column.					
SCOPE OF WORK (Description)	APPORTIONMENT OF WORK		APPORTIONMENT OF COSTS		
	Responsible Party	Projected Completion Date	Responsible Party / Fund	Percentage of Cost for Work	Estimated Costs
1. Concrete Barriciades	City	September 15, 2027	City	15 %	\$15,000
2. Signage	City	September 15, 2027	City	5 %	\$5,000
3. Asphalt Pavement	City	September 15, 2027	City	80 %	\$80,000
4.				%	\$
5.				%	\$
6.				%	\$
TOTAL COST ESTIMATE FOR PROJECT AS DESCRIBED ABOVE:					\$100,000

SECTION 5. GENERAL QUESTIONS FOR ALL APPLICANTS	
EVERY APPLICANT MUST PROVIDE WRITTEN ANSWERS TO EACH OF THE GENERAL QUESTIONS IN THIS SECTION:	
7. Are there any existing grade crossings that could or should be eliminated because of your project? If so, please give their USDOT numbers and street names:	Yes, Ananconda Road at grade rail road crossing just west of S. Brckplant Road
8. In each direction from the project location, how far is it to the nearest public crossings or grade separations over the same railroad line?	South at E. 267th Street, 0.5 mile; and North and East at MO Hwy 7 (Mechanic Street), 1 mile; and West-NA
9. How many traffic lanes exist on the roadways at the project location?	Two (2) lanes of traffic
10. What are the directions of the traffic lanes (eastbound, westbound, etc.) at the project location?	One lane east bound and one lane west bound.
11. Are there or will there be pedestrian sidewalks or walkways at the project location?	No, not currently
12. What is the angle of intersection of the roadway and the railroad at the project location?	90 degrees
13. What is the alignment of the roadway at the project location – straight or curve?	Straight

SECTION 5. GENERAL QUESTIONS FOR ALL APPLICANTS
14. What is the width of the roadway at its crossing with the railroad tracks at the project location? 24 feet
15. Who is responsible for maintaining the roadway on each side of the track crossing at the project location? City of Harrisonville, MO
16. What is the roadway surface made of, on both sides of the track crossing at the project location? Asphalt
17. What specific types of vehicles use the roadway at the crossing? (i.e. school buses, commercial vehicles carrying hazardous materials, etc.) Trucks, cars, school buses, and semi truck trailers.
18. What is the roadway speed limit at the project location? 35 mph
19. If known, what is the average annual daily traffic of motor vehicles at the project location?
20. If known, what are the daily number and the types of train movements (passenger, freight, switching) at the project location? Freight trains
21. Please state the number of railroad tracks at the project location, and if known, what types of railroad track they are (main, siding, spur, house, industrial, etc.): One main track
22. What is the alignment of the track at the project location – straight or curve? Straight
23. What is the estimated width of the railroad right-of-way at the project location? 60 feet
24. What provisions will be required for drainage at the project location? Existing road ditches
25. What is the height of any overhead utility wires within the project area?
26. Please state the names of all other railroads operating over the crossing at the project location: Union Pacific
27. What is the timetable train speed limit at the project location (if known)?
28. Please provide the number and date of each accident, crash or collision known to you, which occurred at this crossing, involving highway users and trains, and how many persons were injured and killed in each accident: December 2021, truck and train accident that killed the truck driver.
29. Who will maintain the safety improvements you are seeking after they are completed? City of Harrisonville, MO

SECTION 6. SPECIFIC QUESTIONS RELATING TO NEW AT-GRADE CROSSINGS
Each Applicant seeking approval to construct any NEW highway / rail grade crossings must provide written answers to each of the additional questions in this section. Otherwise proceed to section 7.
30. What is the general character of the area (urban, rural, industrial, etc.)? Industrial
31. Are there any applicable zoning restrictions in the project area? Commercial, Light industrial
32. Please describe the approach grades of the roadway(s) at the project location, on both sides of the tracks. From the east to west, the grade is steep and the line of site is compromised. From west to east, the grade is nearly flat and the line of site is acceptable.
33. Is the railroad track on fill, or in a cut, at the project location? Fill, the area to the east is in a floodplain
34. Will railroad equipment be stored within 250' of the crossing? No
35. What new warning devices or alteration of existing warning devices are you seeking? Road barricades, signage and a hammer head
36. Why is a grade separation impracticable for the project location? Cost
37. What is (are) the proposed type and dimensions of the crossing surface(s) for this project? See attached figures.

SECTION 6. SPECIFIC QUESTIONS RELATING TO NEW AT-GRADE CROSSINGS

38. Please state the location and description of any obstructions, at or near the crossing, which could obscure a motorist's view of approaching trains:

From east to west, there is vegetation and trees growing that obscure's and block's a motoarist view of the trains.

39. If known, state the distances along the track where unrestricted view of approaching trains may be obtained, from locations 25, 50, 100, and 300 feet from the track on the approach to the crossing. (PLEASE NOTE: This Application does not give the Applicant any legal authority or permission to trespass on railroad tracks, or upon other private property, in order to measure these distances!) Permission from the appropriate railroad must first be obtained before measuring these distances.

From 25'	W-S	of track can see 2007	Feet N-E, and 750	feet S-W.
From 50'	W-S	of track can see 2136	Feet N-E, and 107	feet S-W.
From 100'	W-S	of track can see 2210	Feet N-E, and 53	feet S-W.
From 300'	W-S	of track can see 195	Feet N-E, and 35	feet S-W.
From 25'	E-N	of track can see 630	Feet N-E, and 831	feet S-W.
From 50'	E-N	of track can see 197	Feet N-E, and 288	feet S-W.
From 100'	E-N	of track can see 46	Feet N-E, and 168	feet S-W.
From 300'	E-N	of track can see 31	Feet N-E, and 128	feet S-W.

SECTION 7. SPECIFIC QUESTIONS RELATING TO GRADE SEPARATION STRUCTURES

Each Applicant seeking approval to construct, alter or abolish any highway / rail grade separation structure, (either highway / rail underpasses or overpasses), must provide written answers to each of the additional questions in this section. Otherwise proceed to Section 8.

40. What is the overall length and width of the grade separation structure?

Anaconda Road right-of-way will be eliminated, 100 feet long by 60 feet wide.

41. What type of structural materials—wood, concrete, steel, etc.—do you propose to use in this project?

Asphalt road materials to be removed, and concrete barricades in compliance with MUTCD.

42. What are the minimum proposed vertical and horizontal clearance distances between the tracks and the proposed grade separation structure?

Horizontal clear distance would be 50 feet. Vertical clear distance would be zero feet.

SECTION 8. WAIVER OF HEARING (Optional)

Does the Applicant waive a hearing before the Administrative Hearing Commission, and submit this Application/Agreement to Missouri Highways and Transportation Commission and Department of Transportation for its issuance of an Administrative Order deciding this matter, provided that no other interested party requests a hearing from the Administrative Hearing Commission on this case?

☒ Yes
☐ No

SECTION 9. ATTORNEY SIGNATURE AND ENTRY OF APPEARANCE (Optional)

The undersigned attorney at law hereby enters his or her appearance as legal counsel on behalf of the Applicant, in relation to this Application/Agreement, and in relation to all proceedings pursuant to the Application/Agreement within the jurisdiction of the Missouri Highways and Transportation Commission and Department of Transportation.

Attorney's Signature

Name (printed)

Steve Mauer

Date signed

Law Firm Name

November 17, 2025

Mauer Law Firm, P.C.

IN WITNESS WHEREOF, the parties hereto have caused this Application/Agreement to be executed by their duly appointed officials. Local Road Authority executed same pursuant to Ordinance No. 2025-xx, of said Local Road Authority, approved on the 17th day of November, 2025.

Executed by Local Road Authority this 17th day of November, 2025.

Executed by Railroad this _____ day of _____, 20__.

Executed by Other Interested Party this _____ day of _____, 20__.

Executed by the Commission this _____ day of _____, 20__.

The undersigned individuals hereby declare under penalty of perjury, under the laws of Missouri and of the United States, that all the information stated in this Application/Agreement, and in any documents incorporated by reference in this Application/Agreement, are true and correct to the best of their knowledge and belief, and that each of the below signed individuals are authorized to execute this Application/Agreement.

LOCAL ROAD AUTHORITY

By _____

Name Mike Zaring

Title Mayor

MISSOURI HIGHWAYS AND
TRANSPORTATION COMMISSION

Brian C. Weiler
Multimodal Operations Division Director

RAILROAD

By _____

Name _____

Title _____

OTHER INTERESTED PARTY

By _____

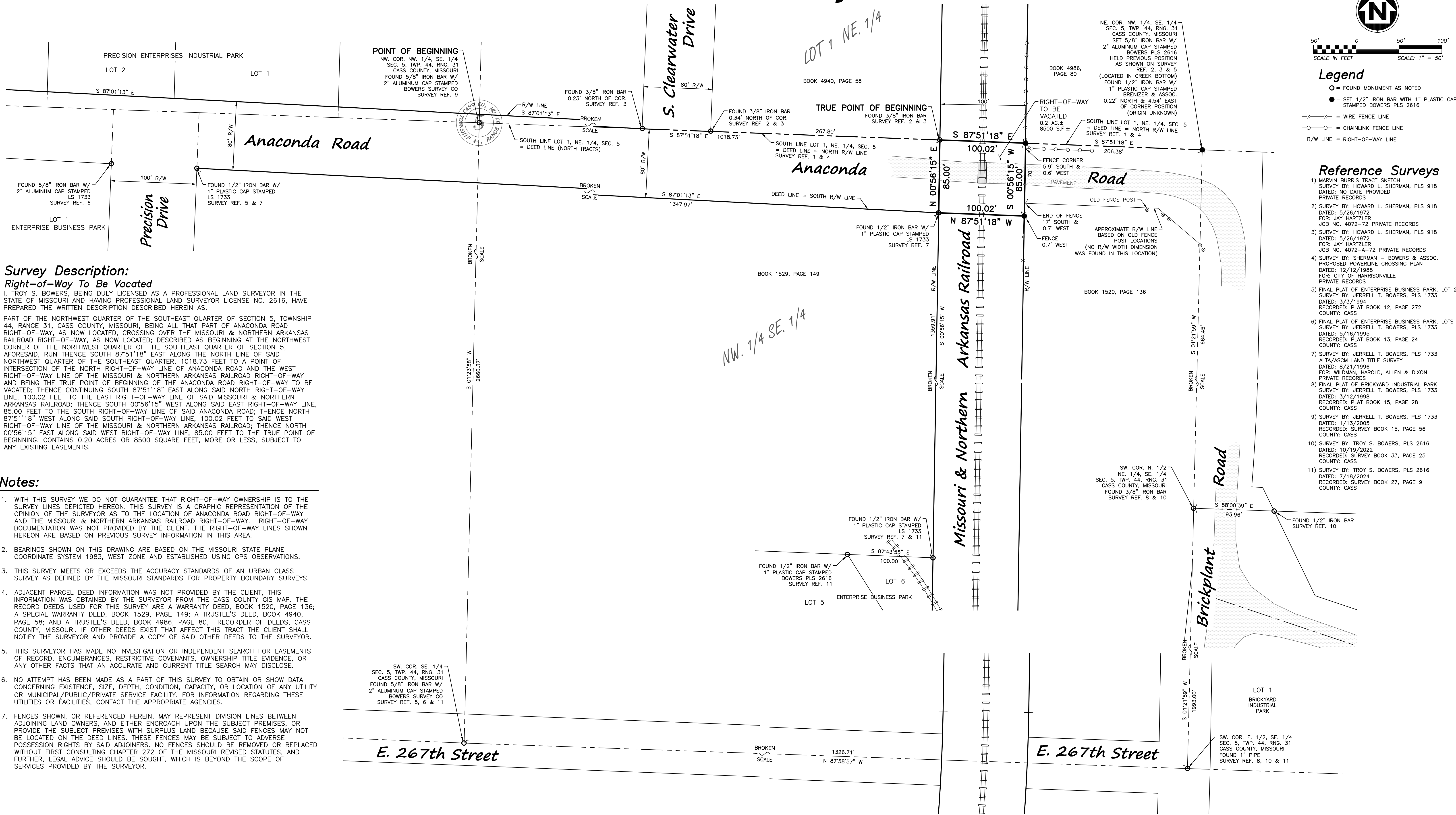
Name _____

Title _____

Submit Completed And Signed Application To:

**Missouri Department of Transportation
Multimodal Operations Division
Administrator of Railroads
P.O. Box 270
Jefferson City, Missouri 65102**

Plat of Survey



Survey Description:

Right-of-Way To Be Vacated

I, TROY S. BOWERS, BEING DULY LICENSED AS A PROFESSIONAL LAND SURVEYOR IN THE STATE OF MISSOURI AND HAVING PROFESSIONAL LAND SURVEYOR LICENSE NO. 2616, HAVE PREPARED THE WRITTEN DESCRIPTION DESCRIBED HEREIN AS:

PART OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 44, RANGE 31, CASS COUNTY, MISSOURI, BEING ALL THAT PART OF ANACONDA ROAD RIGHT-OF-WAY, AS NOW LOCATED, CROSSING OVER THE MISSOURI & NORTHERN ARKANSAS RAILROAD RIGHT-OF-WAY, AS NOW LOCATED; DESCRIBED AS BEGINNING AT THE NORTHWEST CORNER OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 5, AFORESAID, RUN THENCE SOUTH 87°51'18" EAST ALONG THE NORTH LINE OF SAID NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, 1018.73 FEET TO A POINT OF INTERSECTION OF THE NORTH RIGHT-OF-WAY LINE OF ANACONDA ROAD AND THE WEST RIGHT-OF-WAY LINE OF THE MISSOURI & NORTHERN ARKANSAS RAILROAD RIGHT-OF-WAY AND BEING THE TRUE POINT OF BEGINNING OF THE ANACONDA ROAD RIGHT-OF-WAY TO BE VACATED; THENCE CONTINUING SOUTH 87°51'18" EAST ALONG SAID NORTH RIGHT-OF-WAY LINE, 100.02 FEET TO THE EAST RIGHT-OF-WAY LINE OF SAID MISSOURI & NORTHERN ARKANSAS RAILROAD; THENCE SOUTH 00°56'15" WEST ALONG SAID EAST RIGHT-OF-WAY LINE, 85.00 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF SAID ANACONDA ROAD; THENCE NORTH 87°51'18" WEST ALONG SAID SOUTH RIGHT-OF-WAY LINE, 100.02 FEET TO SAID WEST RIGHT-OF-WAY LINE OF THE MISSOURI & NORTHERN ARKANSAS RAILROAD; THENCE NORTH 00°56'15" EAST ALONG SAID WEST RIGHT-OF-WAY LINE, 85.00 FEET TO THE TRUE POINT OF BEGINNING. CONTAINS 0.20 ACRES OR 8500 SQUARE FEET, MORE OR LESS, SUBJECT TO ANY EXISTING EASEMENTS.

Notes:

- WITH THIS SURVEY WE DO NOT GUARANTEE THAT RIGHT-OF-WAY OWNERSHIP IS TO THE SURVEY LINES DEPICTED HEREON. THIS SURVEY IS A GRAPHIC REPRESENTATION OF THE OPINION OF THE SURVEYOR AS TO THE LOCATION OF ANACONDA ROAD RIGHT-OF-WAY AND THE MISSOURI & NORTHERN ARKANSAS RAILROAD RIGHT-OF-WAY. RIGHT-OF-WAY DOCUMENTATION WAS NOT PROVIDED BY THE CLIENT. THE RIGHT-OF-WAY LINES SHOWN HEREON ARE BASED ON PREVIOUS SURVEY INFORMATION IN THIS AREA.
- BEARINGS SHOWN ON THIS DRAWING ARE BASED ON THE MISSOURI STATE PLANE COORDINATE SYSTEM 1983, WEST ZONE AND ESTABLISHED USING GPS OBSERVATIONS.
- THIS SURVEY MEETS OR EXCEEDS THE ACCURACY STANDARDS OF AN URBAN CLASS SURVEY AS DEFINED BY THE MISSOURI STANDARDS FOR PROPERTY BOUNDARY SURVEYS.
- ADJACENT PARCEL DEED INFORMATION WAS NOT PROVIDED BY THE CLIENT, THIS INFORMATION WAS OBTAINED BY THE SURVEYOR FROM THE CASS COUNTY GIS MAP. THE RECORD DEEDS USED FOR THIS SURVEY ARE A WARRANTY DEED, BOOK 1520, PAGE 136; A SPECIAL WARRANTY DEED, BOOK 1529, PAGE 149; A TRUSTEE'S DEED, BOOK 4940, PAGE 58; AND A TRUSTEE'S DEED, BOOK 4986, PAGE 80, RECORDER OF DEEDS, CASS COUNTY, MISSOURI. IF OTHER DEEDS EXIST THAT AFFECT THIS TRACT THE CLIENT SHALL NOTIFY THE SURVEYOR AND PROVIDE A COPY OF SAID OTHER DEEDS TO THE SURVEYOR.
- THIS SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
- NO ATTEMPT HAS BEEN MADE AS A PART OF THIS SURVEY TO OBTAIN OR SHOW DATA CONCERNING EXISTENCE, SIZE, DEPTH, CONDITION, CAPACITY, OR LOCATION OF ANY UTILITY OR MUNICIPAL/PUBLIC/PRIVATE SERVICE FACILITY. FOR INFORMATION REGARDING THESE UTILITIES OR FACILITIES, CONTACT THE APPROPRIATE AGENCIES.
- FENCES SHOWN, OR REFERENCED HEREIN, MAY REPRESENT DIVISION LINES BETWEEN ADJOINING LAND OWNERS, AND EITHER ENCROACH UPON THE SUBJECT PREMISES, OR PROVIDE THE SUBJECT PREMISES WITH SURPLUS LAND BECAUSE SAID FENCES MAY NOT BE LOCATED ON THE DEED LINES. THESE FENCES MAY BE SUBJECT TO ADVERSE POSSESSION RIGHTS BY SAID ADJOINERS. NO FENCES SHOULD BE REMOVED OR REPLACED WITHOUT FIRST CONSULTING CHAPTER 272 OF THE MISSOURI REVISED STATUTES, AND FURTHER, LEGAL ADVICE SHOULD BE SOUGHT, WHICH IS BEYOND THE SCOPE OF SERVICES PROVIDED BY THE SURVEYOR.

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

THE FIELD WORK WAS COMPLETED ON JUNE 20, 2025.

FOR: THE CITY OF HARRISONVILLE 201 W. CHESTNUT ST, HARRISONVILLE, MO 64701

Bowers Land Survey Co. LLC SM
P.O. BOX 541
1000 W. MECHANIC STREET
HARRISONVILLE, MISSOURI 64701
TELEPHONE: 816.228.0160
WEBSITE: BOWERSSURVEY.COM

SECTION	TOWNSHIP	RANGE	COUNTY	STATE	DATE	JOB NO.
5	44	31	CASS	MISSOURI	6/23/25	22112-25
DRAWING NO.	22112BS.DWG	DRAWN BY: TSB	CHECKED BY: TSB			
BOWERS LAND SURVEY CO. LLC, LAND SURVEYING, MISSOURI STATE CERTIFICATE OF AUTHORITY NO. LS-2020010824						



TROY S. BOWERS
PROFESSIONAL LAND SURVEYOR
MO LS 2616

To: Board of Aldermen

From: Carl Brooks, Director of Engineering

Date: November 3, 2025

Re: Board of Aldermen Meeting: MoDOT Application/Agreement for Alteration, Abandonment or Construction of a Public Highway/Rail Grade Crossing, Grade Separation Structure or Both for a portion of the Anaconda Road right-of-way located within the Missouri & Northern Arkansas Railroad right-of-way

GENERAL INFORMATION

Applicants: Public Works Department, City of Harrisonville

Requested Actions: Consideration of the MoDOT Application/Agreement for Alteration, Abandonment or Construction of a Public Highway/Rail Grade Crossing, Grade Separation Structure or Both for a portion of the Anaconda Road right-of-way located within the Missouri & Northern Arkansas Railroad right-of-way

Date of Application: October 29, 2025

PROPOSAL

With the City's request to vacate a portion of the Anaconda Road right-of-way located within the Missouri & Northern Arkansas Railroad right-of-way, City staff are proposing consideration of the MoDOT Application/Agreement for Alteration, Abandonment or Construction of a Public Highway/Rail Grade Crossing, Grade Separation Structure or Both for a portion of the Anaconda Road right-of-way located within the Missouri & Northern Arkansas Railroad right-of-way.

PREVIOUS ACTIONS

- July 21, 2025—The Board of Aldermen approved Ordinance #2025-xx, which vacated a portion of the Anaconda Road right-of-way located within the Missouri & Northern Arkansas Railroad right-of-way.
-

KEY ISSUES

- Upon completion of the S. Commercial Street Extension Project and the “best” expected date of final completion June 2027, City staff are requesting application to MoDOT for a \$100,000 grant for the closure of Anaconda Road on both sides of the Missouri & Northern Arkansas Railroad right-of-way.
 - No objections were received during the request to vacate the Anaconda Road ROW at the Missouri & Northern Arkansas Railroad right-of-way.
-

STAFF RECOMMENDATION

Staff recommends approval of the requested MoDOT Application/Agreement for Alteration, Abandonment or Construction of a Public Highway/Rail Grade Crossing, Grade Separation Structure or Both for a portion of the Anaconda Road right-of-way located within the Missouri & Northern Arkansas Railroad right-of-way as depicted in the attached Exhibit.

ATTACHMENTS

**Application
Vacation Exhibit with Legal
Ordinance**

Council Bill No. 2025-xx

Ordinance No. xxxx

**AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF
HARRISONVILLE, MISSOURI APPROVING A MODOT
APPLICATION/AGREEMENT FOR ALTERATION, ABOLISHMENT OR
CONSTRUCTION OF A PUBLIC HIGHWAY/RAIL GRADE CROSSING, GRADE
SEPARTION STRUCTURE OR BOTH**

WHEREAS, the City of Harrisonville (“City”) and the Missouri Highways and Transportation Commission desire to enter into a municipal agreement for the abolishment of a public highway (Anaconda Road)/rail grade crossing (Missouri & Northern Arkansas Railroad) at such a time as to when the South Commercial Street Extension Project is to be considered finally completed. The “best” estimate of completion is June 30, 2027.

WHEREAS, the Board of Alderman have reviewed the request and believe the municipal agreement to be in the best interest of the city to enter the municipal agreement for the abolishment of a public highway (Anaconda Road)/rail grade crossing (Missouri & Northern Arkansas Railroad) with the MoDOT Commission.

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

Section 1: The City Administrator is hereby authorized and directed by the Board of Aldermen to enter the municipal agreement for the abolishment of a public highway (Anaconda Road)/rail grade crossing (Missouri & Northern Arkansas Railroad) with the Missouri Highways and Transportation Commission.

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

Section 3: The federal share of this project (100%) shall not exceed \$100,000.00 (one hundred thousand dollars); and the City’s expected share of this project (0%) is not expected to exceed \$0.00 (zero dollars).

Read for the first time by title only on the 3rd day of November 2025.

Read for the second time by title only on the 17th day of November 2025.

Mike Zaring, Mayor

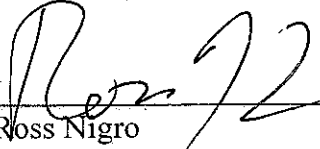
ATTEST:

Daniel Barnett, City Clerk

PASSED by the BOARD OF ALDERMEN and APPROVED by the Mayor this ___th day of November 2025.

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 2025** and that the information and statements contained in said report are true and correct according to my best information, knowledge and belief.



Ross Nigro
Municipal Court Judge

10-21-25
Date

Presented and reviewed as required by Court Operating Rule 4.29.



City Clerk

10-24-2025
Date

Subscribed and sworn to before me this _____ day of _____, 2025.

Notary

RECEIVED
OCT 24 2025
CITY OF HARRISONVILLE

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: Sep 1, 2025 - Sep 30, 2025	
Mailing Address: 300 E PEARL STREET, HARRISONVILLE, MO 64701					
Physical Address: 300 E PEARL STREET, HARRISONVILLE, MO 64701				County: Cass County	
Telephone Number: (816)3808903		Fax Number:			
Prepared by: Michelle Shaffer		E-mail Address: michelle.shaffer@courts.mo.gov			
Municipal Judge: Ross C. Nigro, Jr.					
II. MONTHLY CASELOAD INFORMATION					
		Alcohol & Drug Related Traffic		Other Traffic	
Non-Traffic Ordinance					
A. Cases (citations/informations) pending at start of month		54		532	
B. Cases (citations/informations) filed		2		29	
C. Cases (citations/informations) disposed					
1. jury trial (Springfield, Jefferson County, and St. Louis County only)		0		0	
2. court/bench trial - GUILTY		0		0	
3. court/bench trial - NOT GUILTY		0		1	
4. plea of GUILTY in court		2		28	
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0		3	
6. dismissed by court		0		0	
7. <i>nolle prosequi</i>		2		51	
8. certified for jury trial (not heard in Municipal Division)		0		0	
9. TOTAL CASE DISPOSITIONS		4		83	
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		52		478	
E. Trial de Novo and/or appeal applications filed		0		0	
III. WARRANT INFORMATION (pre- & post-disposition)			IV. PARKING TICKETS		
1. # Issued during reporting period		36		1. # Issued during period	
2. # Served/withdrawn during reporting period		153		☐ Court staff does not process parking tickets	
3. # Outstanding at end of reporting period		716			

MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: Harrisonville Municipal	Reporting Period: Sep 1, 2025 - Sep 30, 2025
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V. DISBURSEMENTS

Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		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.	
Fines - Excess Revenue	\$2,411.00	Clerk TDN Muni	\$30.00
Clerk Fee - Excess Revenue	\$211.64	Court Automation	\$235.45
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$6.53	Law Enf Arrest-Local	\$581.00
Bond forfeitures (paid to city) - Excess Revenue	\$100.00	Overpayment	\$0.50
		Overpayments Detail Code	\$90.00
Total Excess Revenue	\$2,729.17	Total Other Disbursements	\$936.95
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)		Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$8,572.00
Fines - Other	\$3,890.50	Bond Refunds	\$0.00
Clerk Fee - Other	\$192.00	Total Disbursements	\$8,572.00
Judicial Education Fund (JEF)	\$0.00		
☒ Court does not retain funds for JEF			
Peace Officer Standards and Training (POST) Commission surcharge	\$33.63		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$239.83		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$5.92		
Law Enforcement Training (LET) Fund surcharge	\$68.00		
Domestic Violence Shelter surcharge	\$68.00		
Inmate Prisoner Detainee Security Fund surcharge	\$68.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$340.00		
Total Other Revenue	\$4,905.88		