



## **AGENDA**

Raymore City Council Special Meeting  
City Hall – 100 Municipal Circle  
Tuesday, December 27, 2016

7:00 p.m.

- 1. Call to Order.**
- 2. Roll Call.**
- 3. Pledge of Allegiance.**
- 4. Presentations/Awards.**
- 5. Personal Appearances.**
- 6. Staff Reports.**
  - A. Status of Capital Improvements (pg 7)
  - B. Public Works (pg 23)
  - C. Arts Commission (pg 27)
  - D. ETC Survey Final Draft
  - E. Monthly Grant Report (pg 29)
  - F. Monthly Financial Report (pg 33)
  - G. Monthly Investment Report (pg 39)

- 7. Committee Reports.**

- 8. Consent Agenda.**

*The items on the Consent Agenda are approved by a single action of the City Council. If any Councilmember would like to have an item removed from the Consent Agenda and considered separately, he/she may so request.*

- A. City Council Minutes, December 12, 2016 (pg 43)
- B. Original Raymore Sidewalk Lighting Project - Acceptance and Final Payment

Reference: - Resolution 16-60 (pg 53)

The Director of Public Works has determined that the project has been satisfactorily completed in accordance with the project specifications.

C. 58 Highway Mill and Overlay Project - Acceptance and Final Payment

Reference: - Resolution 16-61 (pg 55)

The Director of Public Works has determined that the project has been satisfactorily completed in accordance with the project specifications.

**9. Unfinished Business. Second Reading.**

A. The Pit Grill & Bar

At its December 12, 2016, Council voted to revoke the occupational license and liquor license of The Pit Grill & Bar effective December 27, 2016 at 11:59 p.m. Staff will provide an update on the status of this revocation.

B. Calling for the April 4, 2017 Regular Municipal Election

Reference: - Bill 3227 (pg 59)

According to the Raymore City Charter, Section 9.1, the regular Municipal Election shall be held on the first (1<sup>st</sup>) Tuesday after the first (1<sup>st</sup>) Monday in April, or such day as may be mandated by the State law. The Bill before Council calls for the next municipal election to be held on April 4, 2017. Positions for Councilmembers from each Ward for a two-year term and Councilmember in Ward 1 for a 1-year unexpired term are open. Candidate filing begins December 13, 2016 and ends on January 17, 2017.

- City Council 12/12/16: Approved 8-0

C. Amending Title III-Traffic Code of the Raymore City Code

Reference: - Agenda Item Memorandum (pg 61)  
- Bill 3228 (pg 63)

Staff discussed with Council at work session, the need for authority under Title III of the Raymore City Code allowing the City Traffic Engineer to limit non-local commercial construction vehicles including semi-trucks and trailers, commercial trucks in excess of ½ ton capacity, and commercial trailers in excess of 1,600 pounds of capacity in residential neighborhood streets when alternative routes are available.

- City Council 12/12/16: Approved 8-0

## 10. New Business. First Reading.

### A. Belton / Raymore 58 Highway MOU-Emergency Reading (Public Comments)

- Reference:
- Agenda Item Information Sheet (pg 69)
  - Map (pg 71)
  - Bill 3229 (pg 72)
  - Cooperative Memorandum and MOU (pg 77)

Staff is requesting the approval of a Cooperative Agreement and Memorandum of Understanding between the City of Belton, Missouri and the City of Raymore, Missouri to support conveyance of certain rights of control of Highway 58 between Clint Drive/ Dean Avenue and Kentucky Road from the Missouri Department Of Transportation to the City of Raymore, Missouri. Passage of this Bill is recommended as an emergency.

**11. Public Comments.** Please identify yourself for the record and keep comments to a maximum of five minutes.

## 12. Mayor/Council Communication.

## 13. Adjournment.

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Items provided under "Miscellaneous" in the Council Packet:

- Charter Review Minutes, 12/6/16 (pg 91)
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### **EXECUTIVE SESSION (CLOSED MEETING)**

The Raymore City Council may enter an executive session before or during this meeting, if such action is approved by a majority of Council present, with a quorum, to discuss:

- Litigation matters as authorized by § 610.021 (1),
- Real Estate acquisition matters as authorized by § 610.021 (2),
- Personnel matters as authorized by § 610.021 (3),
- Other matters as authorized by § 610.021 (4-21) as may be applicable.

*Any person requiring special accommodation (i.e., qualified interpreter, large print, hearing assistance) in order to attend this meeting, please notify this office at (816) 331-3324 no later than forty eight (48) hours prior to the scheduled commencement of the meeting.*

*Hearing aids are available for this meeting for the hearing impaired. Inquire with the City Clerk, who sits immediately left of the podium as one faces the dais.*



# Staff Reports





## **Status of Capital Improvements -December 27, 2016**

### **Buildings & Grounds**

#### 2017 Projects

City Hall Phone System - This project involves the replacement of the Inter-tel digital phone system with a hosted cloud based system including 77 VOIP handsets and conference phones at the City Hall location. The current Inter-tel phones are 12 years old. Buttons are wearing out, some handsets are failing. A VoIP phone system uses half the wiring required for a digital phone system. Digital phones require both a voice and a data cable, whereas VoIP systems plug the phone into an Ethernet wall plate, and then plug a computer into the back of the phone, so there's only one cable to the desk with VoIP systems. VoIP call costs are generally lower than costs with digital phones. *BERP Fund \$45,000 (JM)*

Security Cameras at Parks & Public Works - This project involves the installation of a total of 20 security cameras in Recreation Park, Memorial Park, Moon Valley Park and the public works facility. The installation of additional cameras in these locations would allow for continuous monitoring by the Police department. Cameras would be placed to view public areas and concessions stands. *Capital Improvement Sales Tax Fund \$35,000 (JM)*

Internet and Public Wifi in the Parks - This project involves the installation of internet service and public wifi at the concession stands in Recreation Park and Memorial Park. Internet access at these locations would allow for electronic purchasing transactions at the concession stands and the wifi will enhance the park experience for patrons. Staff is currently working with Comcast to schedule a site survey for cable Internet installation locations. *Capital Improvement Sales Tax Fund \$18,000 (JM) 12/12/2016*

Public Works Facility Flooring Replacement - This project involves the replacement of all the office carpet at the Public Works Facility. The carpet is the original carpet installed. It has exceeded its life expectancy and is showing wear and tear. *BERP Fund \$10,000 (MEK)*

Public Works Facility - LED Lighting - This project involves replacing 217 florescent bulbs and 13 exterior wall packs with LED lights at the Public

Works Maintenance Facility. This project will provide for more efficient lighting at the facility. The lighting in City Hall was recently converted to similar fixtures and is realizing an average monthly reduction in electrical usage of 15%. The internal lights have been delivered and are currently being installed by the Building Maintenance Tech. Staff is working with the current electrical contractor to secure additional outside lighting under a rebate program through KCP&L. *BERP Fund \$5,000 (MEK) 12/27/16*

Municipal Complex - Micro Surface - This project involves micro surfacing the City Hall parking lot, Municipal Circle, Broadmoor & Skyline Drive. The City's pavement management plan calls for routine maintenance of paved areas. The area surrounding City Hall is showing cracks and pavement oxidation at a level that warrants surface treatment. *\$40,000: BERP Fund \$16,000, Transportation Sales Tax Fund \$24,000 (MEK)*

City Hall Front Entry Repair - This project involves repairs to the storefront entry way and entrance slab to City Hall. The scope of work for these repairs includes items such as: removal and replacement of existing flashing, modifications to the front entrance doors to make them water tight, removal of the existing front slab to determine and abate the source of the water entering the evidence room. The existing storefront is showing deterioration due to numerous water leaks, in addition there continues to be a chronic leak from the windows at the finance office to the evidence storage room below. *BERP Fund \$60,000 (MEK)*

Public Works Interior Painting and Repairs - This project involves repainting the interior of the Public Works Operations Maintenance Facility along with various sheetrock repairs. The building is approaching ten years old, the paint and walls are exhibiting normal wear and tear. This recommended maintenance is part the scheduled BERP projects. *BERP Fund \$30,000 (MEK)*

Municipal Circle Parking Improvements - This project will provide 120 angle parking stalls which will double the amount of parking around the perimeter of Municipal Circle. It will also change the traffic flow of Municipal Circle from two-way traffic to one-way traffic. Also included in this project is a driveway connection to Broadmoor Drive from the lower level parking lot for emergency vehicles along with an additional driveway approach from the lower parking lot to the east side of Municipal Circle. With the opening of Municipal Center this project will provide increased parking for large events at the Municipal Center. In order to provide angle parking it is necessary to change the traffic flow to one-way to allow for the 18 foot deep stalls and maintain a minimum driving width of 13 feet. *Transportation Sales Tax Fund \$35,000 (MEK)*

## 2016 Projects

- Public Works Facility Roof Repair: This project involves repairing the existing public works facility roof. This building experiences constant water leaks. A

bid opening has been scheduled for August 10, 2016 Staff is working with the apparent low bidder to finalize a scope of work for the project. *Building/Equipment Repair and Replacement Fund, \$35,500 (MEK)*

- City Hall Lower Level Fire Suppression Modification: This project involves changing the current sprinkler system from a wet suppression system to a dry suppression system. The current system is not optimal for the type of records storage for which the space is used. *Building/Equipment Repair and Replacement Fund, \$45,000 (MEK)*
- 201 S. Adams Street Property: This project involves remediation of hazardous materials, demolition of structures and restoration of site. The house was demolished and properly backfilled the week of September 19, 2016. The area has been seeded. The fence was removed for the winter and staff will release the project in the spring after establishment of turf. *Capital Improvement Sales Tax Fund, \$30,000 (CW) 12/27/16*

### 2013 Projects

- Police Firing Range: Staff worked with the landlord of the property to complete desired improvements to include a backstop, fencing, and additional dirt work for berming. Cost for backstop and fencing portion totals \$9,600. Staff is looking into adding electricity, portable restroom facility, target system and additional security measures. *Capital Improvement Fund, \$94,000. (JZ) 11/28/16*

### **Community Development**

#### 2017 Projects

- T.B. Hanna Station Parking Improvements - This project will provide on street angle parking on; Maple Street between Adams St and Washington St. Adams St. between Maple and Olive, and Olive from Adams to the Depot. As part of the purchase of the 201 S. Adams St. property the City agreed to construct angle parking on Maple St. from Adams St. to Washington St. to be completed in 2017. With the improvements approved by the voters for the remainder of the property, there will be an increased need for additional parking within close proximity to the features. *Capital Improvement Sales Tax Fund \$68,000 (MEK)*
- Railroad Business Car - This project involves the acquisition of a donated 1899 railroad executive business car. The car will be renovated to be utilized as a conference center/meeting space. It would include a kitchen, bathroom, conference space with seating and a serving area/bar. This project would provide additional meeting space while honoring the historic ties our community has with the railroad. The RFP's for relocation and for renovation were issued on Friday November 4, 2016 with bid openings on November 22,

2016. Staff received one bid for the renovation. *Capital Improvement Fund*, \$301,500. (MEK) 11/28/16

## 2016 Projects

- Decorative Light Installation - Elm St.: This project involves the installation of two decorative lights along the sidewalk within the Elm Street right of way between Monroe and Franklin. The sidewalk was installed along this right of way several years ago to create a small gathering space on the southern boundary of the Original Town area. The Original Town plan calls for decorative lighting to define the boundary. This project will complete the light installation. Installation was completed November 10, 2016 *Capital Improvement Sales Tax Fund*, \$12,000 (MEK) 11/28/16

## Parks and Recreation

### 2017 Projects

- Memorial Park Improvements: This project will provide much needed improvements at Memorial Park including upgrades to the walking trail, the addition of a loop trail and lighting of the sand volleyball courts. Staff is working with Engineering on the scope of services to bid out the project. This project will include the ADA Access to fields #1 and #2. An RFP will be open for bids in early January. *Park Sales Tax Fund*, \$150,000 (NM) 12/27/2016
- ADA Access to Memorial Park Ball Fields: A project that improves the accessibility on fields #1 and #2 at Memorial Park. Concrete pads will be installed at the spectator areas of both fields and connect to the future trail scheduled for FY17. Staff is working with Engineering on the scope of services to bid out the project. This project will be bid out in conjunction with the Memorial Park Improvements. Please see the update for the MP Improvements. *Park Sales Tax Fund*, \$65,000 (NM) 12/27/2016
- Memorial Park West Parking Lot Extension: With the improvements scheduled for Memorial Park's west side, the current parking lot is not sufficient to support the expected use. This project will expand the current lot and increase parking opportunities. Staff is working with Engineering on the scope of services to bid out the project. *Park Sales Tax Fund*, \$37,500 (NM) 12/12/2016
- Ward Park Shelter Facility: A small picnic shelter will be built on a 12' x 12' pad to provide shade and offer a place to rest and picnic near the playground at Ward Park. Staff has requested quotes from qualified manufacturers to present to the Park Board in January. *Park Sales Tax Fund*, \$6,500 (NM) 11/28/2016

- Raymore Arboretum: This project converts the west side of Memorial Park into a living Arboretum with entrance and educational signage and supplemental tree planting. This project provides the Raymore Tree Board the opportunity to fund enhancements at the designated area of Memorial Park into an Arboretum. The Arboretum will provide a destination location for Memorial Park and preserve the park's natural resource while provide educational opportunities for residents and the local schools. Staff presented signage samples to the Tree Board on 11/16/16. Staff is proceeding with quotes. *04 - Restricted Revenue Fund \$10,000 (NM) 12/12/16*
- Trail Lighting: This project involves a systematic study of costs, safety and needs assessment prioritizing the installation of lights along the trail system in the Parks and Recreation Department. Once the trail portions have been identified, staff will begin installation in the high priority areas. Discussion from the Community Conversations and resident safety drives the need for trail lighting. *Park Sales Tax Fund, \$100,000 (NM)*
- Park Maintenance Facility Fencing & Building Apron - This project would involve installation of a six foot high chain link fence around the work area on the east side of the main shop facility, along with a concrete parking apron and maintenance bay approach to the building. The parking lot is currently gravel and the driveway approach is deteriorating. A recent MPR risk management audit identified the Parks work area east of the shop as a high risk for liability and recommends enclosure as soon as possible. *Capital Improvement Sales Tax Fund \$50,000, (NM)*

## 2016 Projects

- Hawk Ridge Park Phase (I-b) ADA Dock: This phase 1 project will start adding amenities to the Hawk Ridge Park. This particular project involves the purchase and installation of an ADA dock in Johnston Lake at the park. Staff worked with CAPS (Community Assistance Program) with the Missouri Department of Conservation seeking opportunities for grants and partnerships to obtain additional funding. The Council and Park Board approved an updated agreement in which the MO Department of Conservation will provide assistance with this project and other amenities totalling 75% of total project costs,. In addition, a 50 ft long fishing jetty will be added to the overall fishing access portion of the project. Bill 3222 Award of Contract to Confluence for Hawk Ridge Park design and engineering, was approved for 1st reading on November 28. A notice to proceed was issued on December 16. Staff met with Confluence for a kick-off meeting on Friday the 16th. *Parks Sales Tax Fund, \$45,000 (NM) 12/27/2016*
- Hawk Ridge Park Phase (I-c) Restroom: This phase 1 project will start adding amenities to the Hawk Ridge Park. This project would involve the installation of a restroom facility at the park. There is currently no water or electricity in the Park. With a trail and a fishing dock being added to Hawk Ridge Park in 2016, there will be increased use and the need for these facilities. This

project has been partnered with the ADA Dock listed above is also being completed and jointly funded under the CAPS agreement. *Park Sales Tax Fund, \$90,000 (NM) 12/27/2016*

- Recreation Park Baseball Fields Shade Structure Project: This project involves the installation of spectator shade structures at the Recreation Park ballfields. These structures will provide shade and foul ball protection for park patrons. This project was contracted in June 2016. Mobilization began November 21, post materials have been delivered, however has been delayed due to utility locates. Work has commenced and progresses daily. *Park Sales Tax Fund, \$194,000 (NM) 12/27/2016*

### 2015 Projects

- Hawk Ridge Park Walking Trail - Lake Loop  
In 2015 the Park Board approved staff to prepare an RFP for the construction of a trail around Johnston Lake in Hawk Ridge Park. This trail will be a concrete path that is 4" in depth and 10' in width that loops around the perimeter of Johnston Lake. This project was initially delayed and has been partnered with the ADA Dock listed above. The loop trail is also being completed and partially funded under the CAPS agreement. *Park Sales Tax Fund, \$160,000; (NM) 12/27/2016*

### 2014 Projects

- Disc Golf Course: This project involves the creation of a disc golf course in Recreation Park. In February 2014, the Park Board directed that the Disc Golf Course be designed in house. Park Board Member Eric Eastwood volunteered to complete the course design and present it to the Park Board for its review. The Park Board reviewed the Disc Golf Project during its November 2015 and January 2016 Work Sessions. Park Staff installed a french drainage system on the southeast corner of the Recreation Park Trail near Hole #10 and the kiosk has been installed for the back 9 holes. Course signage and current Hole re-location will be designed to accommodate changes in the course with the addition of the new Activity Center. Additional sleeves for alternate holes have been installed. The Park Board reviewed signage options in the October work session. Staff requested three quotes and selected a vendor. Design and manufacturing began November 21. Final design is complete. Course hole distances are being calculated and manufacturing should be begin the 1st week of January. *Park Sales Tax Fund, \$25,000 (NM) 11/27/2016*

### 2013 Projects

- Landscaping Throughout the City - This project involves replacing or installing trees, shrubs and flowers in four City parks. Project was bid in September, 2013, but all bids received were either unresponsive or high. A new Request for Bid (RFB) has been issued. The bid opening is scheduled for

Thursday, April 10<sup>th</sup>. Two bids were received for this project. Neither bid complied with specifications of the RFP. The bids were rejected and staff will do the work in house buying the plants as needed. A special fund has been established to accurately track all expenditures related to this project. Park Staff has planted trees along the trail at Moon Valley Park and installed a Butterfly Garden at Eagle Glen Natural Area. Additional plantings have been completed that include annuals for beautification in flower beds, park trees and general landscaping. Staff will be utilizing these funds for additional plantings in the proposed Memorial Park Arboretum area and for park entrance beautification. *Park Sales Tax Fund, \$28,700. (SR) 2/8/16*

## **Sanitary Sewer**

### 2017 Projects

- Sanitary Sewer Inflow & Infiltration Reduction: This project involves relining of sewer mains, sealing of manholes and other actions to eliminate the infiltration of clean water entering the sanitary sewer system. In FY 2017, efforts will focus in the Good Ranch, SkyVue, Moon Valley and Park Place subdivisions. Clean water entering the sanitary sewer system results in increased costs due to the need to have larger pump stations and having pumps run more often than necessary, thereby increasing utility costs. In addition, the increased inflow/infiltration increases treatment costs for treatment by the Little Blue Valley Sewer District (LBVSD). The City has committed to LBVSD to make substantial efforts to reduce inflow and infiltration. The 2004 Sanitary Sewer Master Plan identified areas of significant inflow and infiltration throughout the city. This project will continue the City's longstanding annual program to alleviate inflow and infiltration in identified areas. *Enterprise Capital Maintenance Fund, \$120,000 (MEK)*
- Silvertop Sewer Replacement - This project involves replacing approximately 300 feet of failed clay sewer pipe along Silvertop Lane in the vicinity of Cove Drive. In response to several inquires regarding sewer backups in this area, Public Works staff televised the lines and discovered several sags and failed pipe that are impeding sewer flow. *Enterprise Capital Maintenance Fund, \$60,000 (MEK)*

### 2016 Projects

- Sanitary Sewer Inflow & Infiltration Reduction: This project involves relining of sewer mains, sealing of manholes and other actions to eliminate the infiltration of clean water entering the sanitary sewer system. In FY 2016, efforts will be focused in subdivisions south of Lucy Webb Road and west of Madison Street. Clean water entering the sanitary sewer system results in increased costs due to the need to have larger pump stations and having

pumps run more often than necessary, thereby increasing utility costs. In addition, the increased inflow/infiltration increases treatment costs for treatment by the Little Blue Valley Sewer District (LBVSD). The City has committed to LBVSD to make substantial efforts to reduce inflow and infiltration. The 2004 Sanitary Sewer Master Plan identified areas of significant inflow and infiltration throughout the city. This project will continue the City's longstanding annual program to alleviate inflow and infiltration in identified areas. Staff anticipates advertising this project for bid in September Council will be considering a contract award for this project at the November 14 City Council Meeting. *Enterprise Capital Maintenance Fund, \$127,566 (MEK)*

## **Storm Water**

### **2017 Projects**

- **Annual Curb Replacement**: The City is in the midst of a multi-year program to address curb deterioration. The proposed FY 2017 and future funding from both the Transportation and Stormwater Funds will provide for removal and replacement of approximately 20,000 feet of curb and gutter at various locations each year. The concrete curb and gutter has deteriorated in many areas throughout the City. In 2012, Engineering staff completed a condition survey of curb and gutter throughout the city and that survey is being updated during the summer and fall of 2016. The cost of the replacement program is being borne by both the Stormwater and Transportation Funds in recognition of the fact that curbs serve both as a road support device and as a stormwater conveyance measure. *Stormwater Fund, \$100,000 (MEK)*
- **Detention Pond Rehab/Beautification Partnership** - This project involves the pilot of a program to modify an existing detention pond to proper EPA standards and provide education and training to the landowner to cover the proper annual maintenance. The project will involve tasks such as; removal of existing vegetation, regrading of pond bottoms, removal of low-flow concrete channels, and replacing these items with the appropriate plantings identified in the MARC/APWA Best Management Practices Manual. There are a number of detention ponds throughout the City that have become overgrown with vegetation which is impacting their ability to control stormwater. Also this limits their ability to provide any water quality treatment as required by current regulatory standards. *Capital Improvement Sales Tax Fund \$50,000 (MEK)*
- **City Hall Detention Pond** - This project involves the modification of the existing detention pond to proper EPA standards and the creation of a proper annual maintenance program. The City Hall detention pond has become overgrown with vegetation. The purpose of this project is for the City to upgrade the existing detention pond and make the necessary adjustments

in order to provide enhanced water quality measures prior to discharging water from the site which ultimately drains into Silver Lake. *Capital Improvement Sales Tax Fund \$80,000 (MEK)*

- Municipal Center BMPs - This project involves the creation and implementation of BMPs (Best Management Practices) for the storm water detention areas associated with the Municipal Center property. The primary purpose of using BMPs is to protect beneficial uses of water resources through the reduction of pollutant loads and concentrations, and through reduction of discharges (volumetric flow rates) causing stream channel erosion. *Stormwater Fund, \$80,000 (MEK)*
- FY17 Stormwater Improvements - This project involves several stormwater improvement projects at locations throughout the City: Dean Ave - Culvert Installation, Park Dr. - Replacement of collapsed culvert south of Lillian Lane. Sierra Court - Underdrain installation and 58 Hwy - Headwall Repairs. During heavy rain events the discharge through the culvert which drains to the field, to the west, exceeds the capacity of the roadside swale along the southbound lanes of Dean Ave. The culvert pipes under Park Drive and along side yards have failed and are causing sinkholes and pavement settlements. The chronic flow of groundwater across the pavement is causing premature pavement failure on Sierra Court. The headwalls of two culvert crossings have deteriorated and are causing edge of roadway failures on 58 Hwy. *Capital Improvement Sales Tax Fund, \$74,000 (MEK)*
- Cul-de-sac Program - This project involves a pilot program to modify several cul-de-sacs to include an island rain garden. res of concentration in 2017 are: N. Oxford, Meadowlark Dr and Rachel Circle. There are a number of cul-de-sacs throughout the City that have a considerable amount of asphalt with no center island. *Transportation Fund, \$100,000 (MEK)*

## 2016 Projects

- Annual Curb Replacement: The City is in the midst of a multi-year program to address curb deterioration. The proposed FY 2016 and future funding from both the Transportation and Stormwater Funds will provide for removal and replacement of approximately 20,000 feet of curb and gutter at various locations each year. The concrete curb and gutter has deteriorated in many areas throughout the City. In 2012, Engineering staff completed a condition survey of curb and gutter throughout the city and that survey is being updated during the summer and fall of 2015. The cost of the replacement program is being borne by both the Stormwater and Transportation Funds in recognition of the fact that curbs serve both as a road support device and as a stormwater conveyance measure. Installation of curbs has been completed. Restoration of deteriorated areas will be completed in March 2017. The project is complete *Stormwater Fund, \$100,000 (MEK) 11/28/16*

- City-Wide Median Beautification: This project involves modification to existing decorative islands throughout the City to provide water quality improvements. There are a number of medians and islands throughout the City with no known party responsible for the maintenance. The purpose of this project is for the City to take over maintenance of these areas. The intersection of Huntsman and 58 Highway is complete. Staff is still currently working on six additional areas throughout the city, anticipated completion is scheduled for May 2017.. *Stormwater Fund, \$92,000 (MEK); 12/27/16*

## **Transportation**

### 2017 Projects

- Annual Curb Replacement Program: The City is in the midst of a multi-year program to address curb deterioration. The proposed FY 2017 and future funding from both the Transportation and Stormwater Funds will provide for removal and replacement of approximately 20,000 feet of curb and gutter at various locations each year. The concrete curb and gutter has deteriorated in many areas throughout the City. In 2012, Engineering staff completed a condition survey of curb and gutter throughout the city and that survey is being updated during the summer and fall of 2016. The cost of the replacement program is being borne by both the Stormwater and Transportation Funds in recognition of the fact that curbs serve both as a road support device and as a stormwater conveyance measure. *Transportation Fund, \$400,000 (MEK)*
- Annual Street Preservation Program: Street Preservation involves taking actions to preserve the local street network, which may include milling of streets and overlaying it with several inches of pavement, micro paving, chip/sealing, and crack sealing. This occurs in various locations around the City, approved by the City Council on an annual basis. The City's Comprehensive Pavement Management program outlines a regular maintenance schedule for the street network in order to maintain the network in "good" condition or better. In June of 2014, staff outlined a plan to address streets in the city that were beginning to fall into the "poor" category according to the Pavement Management Program and received Council approval to include the plan in the 2015 capital budget and beyond. Engineering staff has prepared a draft plan and presented it to the Director for review. *Transportation Fund, \$800,000 (MEK)*
- Annual Sidewalk Program: This project involves installation of sidewalks on streets that do not currently have sidewalks on either side of the street. Exact locations for installation are approved each year as part of a long-term program. Many of the older neighborhoods in Raymore are lacking any type of pedestrian system. A long-term sidewalk program is in place to install sidewalks on streets that do not currently have sidewalks on either side of the street. *Transportation Fund, \$117,000 (MEK)*

- Maintenance of Thoroughfare Routes: This project involves micro-surfacing collector and arterial roads on a regular six-year cycle. In FY 2017 this will entail Dean Ave and Lucy Webb. The City's Comprehensive Pavement Management Program recommends that collector and arterial streets receive surface treatments on a regular basis to preserve the integrity of the pavement and increase service life. *Excise Tax Fund, \$155,000 (MEK)*
- Audible Pedestrian Signals - This project involves modification to the pedestrian signals at the intersections of Mott Drive, Foxridge Drive, Sunset and Madison along 58 Hwy as well as the intersection of Lucy Webb and Foxridge Drive to install audible warnings to the pedestrian signals. As part of the Walk Friendly Community Initiative modifications of the pedestrian signals was identified as a need during our pedestrian system assessment. *Transportation Fund, \$30,000 (MEK)*
- Municipal Center Sidewalks & Lighting - This project involves installation of a 8 foot wide sidewalk and lighting along the outer edge of the circle along Lots 2,4,5,6 & 11 of Municipal Circle. With the completion of the Municipal Center there is a need to complete the pedestrian network within the municipal complex and provide the pedestrian connection to Johnston Drive. *Transportation Fund, \$114,000 (MEK)*
- Street Light Installation - This project involves the installation of street light for all development started prior to November 1, 2016 at the following locations: Edgewater 5th - 6 lights, Westbrook 11th - 6 lights, High Point 3rd - 3 lights and Brookside 10th - 6 lights. During 2016 the City purchased all the KCP&L street lights throughout the City effective June 1, 2016. At the time of purchase the City had collected a number of street light fees with the development permits. The City is now responsible for all street lights not yet installed prior to the permitting being changed to developer installation effective November 1, 2016. *Capital Improvement Sales Tax Fund \$88,000 (MEK)*

## 2016 Projects

- Annual Curb Replacement Program: Annual Curb Replacement: The City is in the midst of a multi-year program to address curb deterioration. The proposed FY 2016 and future funding from both the Transportation and Stormwater Funds will provide for removal and replacement of approximately 20,000 feet of curb and gutter at various locations each year. The concrete curb and gutter has deteriorated in many areas throughout the City. In 2012, Engineering staff completed a condition survey of curb and gutter throughout the city and that survey is being updated during the summer and fall of 2015. The cost of the replacement program is being borne by both the Stormwater and Transportation Funds in recognition of the fact that curbs serve both as a road support device and as a stormwater

conveyance measure. The project is complete. *Transportation Fund, \$400,000* (MEK) 11/28/16

- Annual Street Preservation Program: Street Preservation involves taking actions to preserve the local street network, which may include milling of streets and overlaying it with several inches of pavement, micropaving, chip/sealing, and crack sealing. This occurs in various locations around the City, approved by the City Council on an annual basis. The City's Comprehensive Pavement Management program outlines a regular maintenance schedule for the street network in order to maintain the network in "good" condition or better. In June of 2014, staff outlined a plan to address streets in the city that were beginning to fall into the "poor" category according to the Pavement Management Program and received Council approval to include the plan in the 2015 capital budget and suspend the normal street preservation program for one year. Since that time and with the removal of the project "Maintenance of Thoroughfare Routes" from the Transportation Fund into the Excise Tax Fund, additional funding can be utilized to address the normal street preservation program up to an amount of \$150,000. This project is 90% complete. *Transportation Fund, \$800,000* (MEK) 11/28/16
- Annual Sidewalk Program: This project involves installation of sidewalk on streets that do not currently have sidewalks on either side of the street. Exact locations for installation are approved each year as part of a long-term program. Many of the older neighborhoods in Raymore lack a sidewalk or pedestrian path. Staff has finalized locations of the sidewalk and will be mailing notices for a Public Hearing at the April 25th Council Meeting. A Contract for this project will be presented to Council for consideration at the July, 11th City Council meeting. The contractor has installed the sidewalk along Stonegate Elementary and various locations. The project is 30% complete. *Transportation Fund, \$117,000* (MEK) 11/28/16
- Maintenance of Thoroughfare Routes: This project involves micro-surfacing collector and arterial roads on a regular six-year cycle. In FY 2016 this will entail 58 Highway Dean Ave to J Highway. The City's Comprehensive Pavement Management Program recommends that collector and arterial streets receive surface treatments on a regular basis to preserve the integrity of the pavement and increase service life. *Excise Tax Fund, \$224,000* (MEK)
- Construction of Sunset Lane Gap: This project involves the construction of Sunset Lane to urban standards through the southern unplatted area of the Evan-Brook Development. An RFQ for Design Services is due March 17th. Staff has negotiated a cost share agreement with the property owner that will result in development of the entire parcel. The City Council will be considering approval of the final plat for Evan-Brook 7th which includes this work at it's meeting of October 24th. *Transportation Fund, \$350,000* (MEK)

- Installation of Sidewalk - Johnston Drive and Foxridge Drive: This project involves the construction of sidewalk in existing gaps along Johnston Drive and Foxridge Drive on the west side of the roads. This project will provide connectivity to retail areas adjacent to Creekmoor and Remington neighborhoods. This project will be combined with the annual sidewalk project. The contractor has started work on the Foxridge Drive Sidewalk. *Transportation Fund, \$43,000 (MEK) 11/14/16*

## Water Supply

### 2017 Projects

- Gore Road Water Main and Meter Station: This project will replace an eight-inch water main along Gore Road that extends from Washington Street to just short of Kurzweil Road with a 16-inch main to Kurzweil Road, and install a meter station at Kurzweil Road. The project will provide increased supply and fire protection to the area of the City north of 58 Highway between Kurzweil Road and Kentucky Road. This project has been reprogrammed and additional funding provided due to requirements of Kansas City Water Services. The 2004 Water System Master Plan identified the need for additional connection points to the Kansas City transmission main in order to meet demand for water caused by growth in the area. The project was advertised for bid with a bid opening on 12/28/16. *Water Connection Fund, \$120,000 (MEK) 12/27/16*
- Sensus Meter Reading System - This project will fund for a multi-year program to convert our current residential water meters to Sensus meters, electronic reading transmitters and handheld reading equipment. The current system is aging and in need of replacement. In 2004, the City made a decision to go with AMCO meters and reading system. Although this system has been a good system and will continue to be utilized during the transition, staff was not able to fully implement the conversion. There are still numerous touchpad and manual meters in the system. *Enterprise Capital Maintenance Fund \$150,000 (MEK)*

### 2015 Projects

- Foxwood Water Tower Painting and Repair: This project involves rehabilitation of the existing Foxwood Water Tower. The work will include complete removal of the existing coating, minor structural repairs, modifications to comply with current codes, and repainting of the interior and exterior of the tower. An inspection and analysis of the water tower was performed in 2009. It determined that the existing coating would need replacement in 2015. Minor structural defects needing repair were also identified. Staff has issued an RFQ for Consulting Services. Responses are due April 14th. Staff will be recommending a contract award for design and inspection services at the May 11, 2015 City Council Meeting. A design

kick-off meeting has been scheduled for July 28th. Work is scheduled to occur early spring 2017. *Enterprise Capital Maintenance Fund, \$400,000 (MEK); 11/28/16*

## 2014 Projects

- Gore Road Water Main and Meter Station: This project will replace an eight-inch water main along Gore Road that extends from Washington Street to just short of Kurzweil Road with a 16-inch main to Kurzweil Road, where it would connect to the Cass County Transmission Main. The project includes construction of a meter station, as required by the City's agreement with Kansas City Water Services. The project will provide increased supply and fire protection to the area of the City north of 58 Highway between Kurzweil Road and Kentucky Road. The 2004 Water System Master Plan identified the need for additional connection points to the Kansas City transmission main in order to meet demand for water caused by growth in the area.

It was anticipated that a portion of design of this project would be outsourced. Upon further review and a meeting with Kansas City Water Services, staff has determined we are capable of designing this project in-house. This will delay construction bidding until mid-summer. Staff has delayed design of this project until fall due to the need to accelerate the design of the Phase I improvements for the Farmers Market in order to assure the improvements are completed prior to the spring 2015 season. Staff has finalized plans and has submitted them to Kansas City Water Services for final review comments. This project was advertised for bid in December 2016 with a bid opening scheduled for 12/28/16. *Water Connection Fee Fund, \$514,600. (MEK) (12/28/15); 11/28/16*

## Bond Projects

### Raymore Parks

- Centerview: This Project includes the design and construction of an facility located on Municipal Circle that will include: Parks and Recreation Department offices, meeting room, event space, and outdoor gathering space. The building would provide the much need community room space that was eliminated in 2011 with the facility remodeling of the Police Department. This would also create a relief at City Hall for the numerous meetings for Council Chambers that overlap and have to be rescheduled. This project is currently under construction with scheduled completion in Spring of 2017. *Capital Improvement Sales Tax Fund, \$1,815,250; 2016 General Obligation Bond, \$1,774,000 (MH) 12/27/16*
- Activity Center at Recreation Park: This project will replace the current Park House Rental / Camp Facility at Recreation Park. The Activity Center will include staff support space, a basketball gym, walking track, volleyball courts

and recreation equipment storage space. SFS has completed a concept floor plan, exterior and interior design is near completion. Staff is in the process of creating an RFP for construction for release in early 2017. *General Obligation Bond, \$2,843,000 (MH) 12/27/2016*

- Hawk Ridge Park - Additional Signage: The final phase of the Hawk Ridge Park Master Plan calls for park signage that includes monument entrance signs, facility signs, trail and wayfinding signage, furnishings and other features that will enhance the park experience. Bill 3226, Award of Contract to Confluence for Hawk Ridge Park design and engineering was approved for 1st reading on November 28. A notice to proceed was issued on December 16. Staff met with Confluence for a kick-off meeting on Friday the 16th. *2016 General Obligation Bond, \$85,000 (NM) 12/27/2016*
- Hawk Ridge Park - Amphitheater: Located on the east side of Johnston Lake in Hawk Ridge Park, the amphitheater is the focal point of the HRP Master Plan and would be the facility for theater, musical performances and other community arts programming. This project involves other amenities that include additional parking, restrooms, trail enhancements, infrastructure and grading work. Bill 3226, Award of Contract to Confluence for Hawk Ridge Park design and engineering was approved for 1st reading on November 28. A notice to proceed was issued on December 16. Staff met with Confluence for a kick-off meeting on Friday the 16th. *2016 General Obligation Bond, \$675,100 (NM) 12/27/2016*
- Hawk Ridge Park - Parking lot expansion & ADA Playground: This phase of the Hawk Ridge Park improvements include an all-inclusive playground, parking and infrastructure expansion on the north-west side of Johnston Lake. These enhancements will connect to the trail, restrooms and fishing dock. Bill 3226, Award of Contract to Confluence for Hawk Ridge Park design and engineering was approved for 1st reading on November 28. *2016 A* notice to proceed was issued on December 16. Staff met with Confluence for a kick-off meeting on Friday the 16th. *General Obligation Bond, \$700,000 (NM) 12/27/2016*
- Recreation Park Parking Lot: This project will rejuvenate the parking lots and the patron areas around the concession stands in Recreation Park. Work is scheduled to begin in mid-August. The parking lot project is complete. *2016 General Obligation Bond, \$54,000 (NM) 11/14/2016*
- Recreation Park Trail Rehabilitation: This project will replace broken down portions of the Recreation Park walking trail, crack seal and reseal the entire loop trail. Trail work for this fall is complete, final completion will be in the spring. *2016 General Obligation Bond, \$55,000 (NM) 12/27/2016*
- T.B Hanna Station Park - Splash Park/Skate Rink: T.B. Hanna Station will gain a number of new amenities that would join the newly opened Depot shelter. Included in this project would be a spray water park, community ice rink and

### Raymore Streets

- 58 Highway: This project involves removal of the asphalt surface, curb and sidewalk repairs and placing a new asphalt surface and striping on 58 Highway from Dean Ave. to J-Highway. The project is complete. *2016 General Obligation Bond, \$1,400,000 (MEK) 12/27/2016*
- Foxridge Drive: This project involves the extension of Foxridge Drive from Old Paint Road to Dean Avenue. Staff will be presenting a design contract award in early 2017 with anticipate construction starting late spring 2017. *2016 General Obligation Bond \$700,000 (MEK) 12/27/16*
- Johnston Drive: This project involves the extension of Johnston Drive from S. Darrowby Drive to Dean Avenue. Staff will be presenting a design contract award in early 2017 with anticipate construction starting late spring 2017. *2016 General Obligation Bond \$350,000 (MEK) 06/27/2016*
- Kentucky Construction: This project involves constructing a new segment of road which will re-align Kentucky Road from approximately Harold Drive to the Raymore Galleria signalized intersection. This project is currently on hold pending coordination with the Raymore Gateway TIF project. *2016 General Obligation Bond \$700,000 (MEK) 12/27/16*

# Public Works Monthly Report

December 27, 2016  
City Council Special Meeting  
Page 23 of 96



**December 1, 2016 through December 23, 2016**

## **ENGINEERING DIVISION**

### **Projects Under Construction**

- 2016 Median Beautification
- 2015 Foxwood Water Tower- construction will start in March 2017
- 2016 Inflow/infiltration- construction will start around January 23 2017

### **Projects Under Design**

Gore Waterline and meter station- bid opening is 12-28-2016  
FY 2017 Street Preservation

## **OPERATIONS & MAINTENANCE DIVISION**

December 1, 2016

- Completed various service requests
- Marked Google locates
- Read water meters
- Replaced meter at Manor Homes of Eagle Glen
- Cleaned the shop
- Prepped trucks and equipment for snow plow
- Poured concrete for sidewalk at 216 W Sierra

December 2, 2016

- Completed various service requests
- Marked Google locates
- Read water meters
- Prepped trucks and equipment for snow plow
- Repaired water meters
- Pulled forms and dirt work after sidewalk replacements at 216 W Sierra, Olive & S Madison, and N Madison & Heritage

December 5, 2016

- Completed various service requests

- Marked Google locates
- Repaired water meters
- Put down salt brine
- Put plows and spreaders on trucks
- Shut pumps off at Owen Good for sewer main tie in
- Repaired fire hydrant hit at 800 W Foxwood Dr

December 6, 2016

- Completed various service requests
- Marked Google locates
- Put down salt brine
- Repaired water meters
- Prepared for snow plow

December 7, 2016

- Completed various service requests
- Marked Google locates
- Put down salt brine
- Prepared for snow plow
- Repaired water meters
- Odor control at Owen Good Lift Station

December 8, 2016

- Completed various service requests
- Marked Google locates
- Fleet maintenance
- Clean the shop
- Online training
- Odor control at Owen Good Lift Station

December 9, 2016

- Completed various service requests
- Marked Google locates
- Fleet maintenance
- Clean the shop
- Repaired water meters
- Online training

December 12, 2016

- Completed various service requests
- Marked Google locates
- Repaired water meters
- Repaired equipment

- Repaired trucks
- Cleaned the shop
- Repaired water main hit by Google at N Washington & Heritage
- Pulled bi-monthly water samples
- Worked on odor control system at Owen Good Lift Station

December 13, 2016

- Completed various service requests
- Marked Google locates
- Repaired water meters
- Worked on odor control system at Owen Good Lift Station
- Patched the street after the water break at N Washington & Heritage
- Pothole patched city wide

December 14, 2016

- Completed various service requests
- Marked Google locates
- Shut off water services for non payment
- Worked on odor control system at Owen Good Lift Station
- Worked on dump truck brine tanks
- Push salt delivery into salt dome
- Assist Parks with bulbs in parking lot lights at Rec Park
- Helped with Mayor's food drive

December 15, 2016

- Completed various service requests
- Marked Google locates
- Put down salt brine
- Repaired water meters
- Worked on odor control system at Owen Good Lift Station
- Read water meters

December 16, 2016

- Completed various service requests
- Marked Google locates
- Put down salt brine
- Repaired water meters
- Worked on odor control system at Owen Good Lift Station
- Read water meters

December 17, 2016

- Snow and ice removal

December 19, 2016

- Clean snow equipment and trucks
- Read water meters
- Marked Google locates
- Repaired frozen water meters
- Worked on odor control system at Owen Good Lift Station

¾" Water Taps		10
Meter Conversions	10	
Sewer Inspections	11	
Water Inspections	14	
Locates	332	
City Hall Work Orders	117	
Driveway Insp	16	
Sidewalk Insp	3	
Final ROW Insp	11	



## DECEMBER 2016 ARTS COMMISSION REPORT

- Arts Programming:** The Communications Division worked on a comprehensive marketing plan for the Winter/Spring 2017 Art Programs. The full lineup of classes is provided below.

<b>Family Art Days</b>		
<b>Class</b>	<b>Details</b>	<b>Cost</b>
<b>Handmade Cards</b> Instructor: Heather Gambrell	February 11, 2017 9:30 to 11 a.m. Park House	\$5 per person All ages welcome
<b>Zentangle Art</b> Instructor: Sharon Parys	March 11, 2017 9:30 to 11 a.m. Park House	\$5 per person All ages welcome
<b>Let's Play Drums</b> Instructor: Beth Ivers	April 8, 2017 9:30 to 11 a.m. Park House	\$5 per person All ages welcome
<b>The Art of Nature</b> Instructor: Heather Gambrell	May 13, 2017 9:30 to 11 a.m. Park House	\$5 per person All ages welcome

<b>Art Club</b>		
This is a new program targeted at kids ages 8-12. Instructor Heather Gambrell will host an open art hour once a month. Participants can bring their own art to work on or can work on a guided project with the group. Location: Park House		
<b>Date</b>	<b>Time</b>	<b>Cost</b>
January 10, 2017	4:30 to 6 p.m.	Free
February 14, 2017	4:30 to 6 p.m.	Free
March 14, 2017	4:30 to 6 p.m.	Free
April 11, 2017	4:30 to 6 p.m.	Free
May 9, 2017	4:30 to 6 p.m.	Free

- **Public Art Projects:** Artist Chet Redmon received the notice to proceed with final design on both the Centerview Art Piece and the 58/Dean Entrance Art Piece. Final design documents are due to the City in early January for both pieces.
  
- **Public Art Plan:** The Public Art Committee met to discuss the public art plan. This plan identifies proposed locations for public art on park and city land throughout the community, as well as provides information about what type of art might be placed in each location.
  
- **Upcoming Meetings:**
  - January 10, 2017 - Arts Commission Meeting, 7 p.m.
  - January 17, 2017 - Public Art Committee Meeting, 7:30 p.m.
  - January 30, 2017 - Joint City Council/Arts Commission Meeting



# GRANT REPORT - DECEMBER 2016

New Grant Applications	Grantor	Award Amt. Requested / Match Req'd.	Project / Item	Notification Timeline	Awarded / Denied
Recreational Amenity Cost Sharing Program - Community Assistance Program (CAPS)	MO Dept of Conservation	\$178,000 (75% Contribution by CAPS)	Johnston Lake Community Assistance Program	Summer 2016	Awarded

Current Grant Awards:	Grantor	Award Amount / Match Req'd.	Eligible Amount Expended to Date	Awards/ Reimbursements Rec'd. to Date	Grant Deadline
<b>Police:</b>					
State & Community Hwy. Safety Grant - DWI (Oct. 2015 - Sept. 2016)	MoDOT (Traffic & Hwy. Safety Division)	\$8,000.00 (no match)	\$7,579.35	\$ 7,579.35	9/30/16
State & Community Hwy. Safety Grant - HMV (Oct. 2015 - Sept. 2016)	MoDOT (Traffic & Hwy. Safety Division)	\$5,000.00 (no match)	\$4,989.83	\$4,989.83	9/30/16
Bulletproof Vest Partnership program (2014) <sup>1</sup>	U.S. Dept. of Justice	\$5,100.73 (50% match)	\$5,100.73	\$2,377.75	9/30/16

<sup>1</sup> Bulletproof Vest reimbursements have a 2-yr drawdown period



# GRANT REPORT - DECEMBER 2016

Bulletproof Vest Partnership program (2016) <sup>2</sup>	U.S. Dept. of Justice	\$5,005.00 (50% match)	\$117.52	\$0.00	8/31/18
<b>Emergency Mgmt:</b>					
Emergency Mgmt. Performance Grant - 2016	FEMA	\$51,123.96 (50% match)	\$35,353.56	\$35,353.56	12/31/2016
<b>Past Grant Awards:</b>	<b>Grantor</b>	<b>Award Amount / Match Req'd.</b>	<b>Eligible Amount Expended to Date</b>	<b>Awards/ Reimbursements Rec'd. to Date</b>	<b>Grant Deadline</b>
<b>Police:</b>					
Bulletproof Vest Partnership Program - 2013	U.S. Dept. of Justice	\$1,016.65 (50% match)	\$ 1,016.65	\$ 1,016.65	8/31/15
State & Community Hwy. Safety Grant - <u>DWI</u> (Oct. 2014 - Sept. 2015)	MO DOT (Traffic & Hwy. Safety Division)	\$7,000.00 (no match)	\$ 6,968.38	\$ 6,968.38	9/30/15
State & Community Hwy. Safety Grant - <u>HMV</u> (Oct. 2014 - Sept. 2015)	MO DOT (Traffic & Hwy. Safety Division)	\$4,000.00 (no match)	\$ 3,978.37	\$ 3,978.37	9/30/15
<b>Emergency Mgmt:</b>					
Emergency Mgmt. Performance Grant - 2015 (Jan. - Dec. 2015)	FEMA	\$48,306.97 (50% match)	\$47,895.11	\$47,895.11	12/31/15

<sup>2</sup> Bulletproof Vest reimbursements have a 2-yr drawdown period

**\*\*This report reflects activity through November 30, 2016\*\***



# GRANT REPORT - DECEMBER 2016

Past Partnership Grant Awards:	Grantor	Partners	City of Raymore "In Kind" cont.	Award Received	Grant Deadline
<b>Parks &amp; Rec:</b>					
Water Quality Education Grant- <i>(4-acres of prairie meadow &amp; riparian plantings in Linear Park)</i>	MARC	South Grand Watershed <sup>3</sup> Mo. Dept. of Conservation Raymore Parks & Rec	\$ 5,690.00	\$ 2,475.00	12/01/15

<sup>3</sup> Grant administrator

**\*\*This report reflects activity through November 30, 2016\*\***



# Monthly Financial Report

December 27, 2016  
City Council Special Meeting  
Page 33 of 96



## November 2016

Attached is the monthly departmental financial summary report for your review. This report has been prepared for the fiscal period November 1, 2016 to November 30, 2016.

Some notes regarding this month's summary operating report:

### General Fund

#### *Revenue:*

Overall, at 8.33% of the way through the fiscal year, General Fund revenues are generally tracking as expected with total collected revenue of 6.19% of budget. Inter-fund transfers are being completed on a monthly basis with the exception of the Capital Funds Transfer. The Capital Funds Transfers will occur throughout the year after the capital project has been accepted by the Council and final payments have been made.

- Property tax revenues collected are tracking as expected with the majority of the budgeted revenue expected by February 2017.
- Franchise Tax revenues as a whole are tracking slightly below straight line budget but in line with where they were at the same time last year.
- Sales tax revenues as a whole are tracking as expected slightly below straight line budget at 6.64%.
- Fees and Permit revenues collected are tracking ahead of straight line budget. This is primarily due to the 27 residential building permits have been issued out of the 100 budgeted starts. Once again, we are off to a strong start.
- License revenues collected are tracking as expected at 3.66% of straight line budget. Occupational license revenues collected are tracking as expected. Nearly all of this revenue is received in January when the licenses are due and staff anticipates a small amount throughout the spring for new builders to the area. Liquor licenses are due in May and processed after the public hearing.
- Municipal Court revenues collected are below straight line budget at 7.37%. Staff will continue to monitor this revenue source closely throughout the year.

### *Expenditures:*

Departmental spending is tracking normally. Most of the departments are right at straight line expectation or slightly higher due to the three pay-periods occurring this year in December.

- The Information Technology Department has replaced the majority of the computers scheduled for replacement, and has renewed 50% of the annual software maintenance agreements, putting it above straight line budget.

## **Parks & Recreation Fund**

### *Revenue:*

Revenues are at 4.55% of budget 8.33% of the way through the year, normal for this time of the year. Park revenues associated with rentals are at 1.23% of straight line budget and will continue to increase in the next couple of months with usage of soccer fields, park house and shelters that begin in early spring. Recreation revenues are expected to increase in February with the start of baseball and softball registrations. Those revenues will be followed by revenues associated with summer youth camp registrations in April, camp fees throughout the summer and flag football and volleyball in the fall.

### *Expenditures:*

Both the Parks and Recreation departments are showing the same operational expenditure pattern as in years past, and are tracking normally. Expenditures are expected to increase as the number of programs offered goes up.

## **Enterprise Fund**

### *Revenue:*

Utility revenues as a whole are tracking at 8.61% of straight line budget. Staff will continue to monitor all utility revenue closely throughout the year.

### *Expenditures:*

Enterprise Fund expenditures are tracking below straight line budget but at expectations.

01 -GENERAL FUND  
 FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY									
NON-DEPARTMENTAL									
PROPERTY TAXES	0.00	0.00	0.00	1,344,506.00	2,469.47	2,469.47	0.00	1,342,036.53	0.18
FRANCHISE TAXES	0.00	0.00	0.00	2,278,636.00	147,749.07	147,749.07	0.00	2,130,886.93	6.48
SALES TAXES	0.00	0.00	0.00	3,299,659.00	219,140.12	219,140.12	0.00	3,080,518.88	6.64
FEES AND PERMITS	0.00	0.00	0.00	212,109.00	26,936.80	26,936.80	0.00	185,172.20	12.70
LICENSES	0.00	0.00	0.00	133,014.00	4,867.50	4,867.50	0.00	128,146.50	3.66
MUNICIPAL COURT	0.00	0.00	0.00	438,030.00	32,278.60	32,278.60	0.00	405,751.40	7.37
MISCELLANEOUS	0.00	0.00	0.00	378,000.00	44,003.43	44,003.43	0.00	333,996.57	11.64
TRANSFERS - INTERFUND	0.00	0.00	0.00	1,456,704.00	113,217.01	113,217.01	0.00	1,343,486.99	7.77
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	9,540,658.00	590,662.00	590,662.00	0.00	8,949,996.00	6.19
TOTAL REVENUES	0.00	0.00	0.00	9,540,658.00	590,662.00	590,662.00	0.00	8,949,996.00	6.19
EXPENDITURE SUMMARY									
NON-DEPARTMENTAL									
ADMINISTRATION	0.00	0.00	0.00	1,276,609.00	57,115.09	57,115.09	9,990.66	1,209,503.25	5.26
INFORMATION TECHNOLOGY	22,655.50	161.00	22,494.50	477,777.00	72,400.99	72,400.99	37,332.93	368,043.08	22.97
ECONOMIC DEVELOPMENT	4,174.30	0.00	4,174.30	216,857.00	6,355.36	6,355.36	2,337.36	208,164.28	4.01
COMMUNITY DEVELOPMENT	0.00	0.00	0.00	666,474.00	39,559.22	39,559.22	906.16	626,008.62	6.07
ENGINEERING	0.00	0.00	0.00	408,955.00	30,054.42	30,054.42	897.04	378,003.54	7.57
STREETS	0.00	0.00	0.00	863,658.02	43,996.79	43,996.79	7,971.71	811,689.52	6.02
BUILDING & GROUNDS	392.00	1,845.00	( 1,453.00)	303,716.00	16,060.95	16,060.95	3,522.56	284,132.49	6.45
STORMWATER	0.00	0.00	0.00	298,684.00	22,949.83	22,949.83	201.03	275,533.14	7.75
COURT	0.00	0.00	0.00	177,362.50	12,821.21	12,821.21	1,971.59	162,569.70	8.34
FINANCE	0.00	0.00	0.00	593,630.00	40,054.58	40,054.58	6,960.63	546,614.79	7.92
POLICE	2,708.00	538.14	2,169.86	3,961,633.00	271,655.12	271,655.12	7,083.76	3,682,894.12	7.04
EMERGENCY MANAGEMENT	0.00	0.00	0.00	133,804.00	8,828.73	8,828.73	6,834.15	118,141.12	11.71
TOTAL EXPENDITURES	29,929.80	2,544.14	27,385.66	9,908,659.52	665,977.28	665,977.28	86,009.58	9,156,672.66	7.59
REVENUES OVER/(UNDER) EXPENDITURES	( 29,929.80)	2,544.14	( 27,385.66)	( 368,001.52)	( 75,315.28)	( 75,315.28)	( 86,009.58)	( 206,676.66)	43.84

25 -PARK FUND  
 FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY									
NON-DEPARTMENTAL									
MISCELLANEOUS	0.00	0.00	0.00	0.00	163.96	163.96	0.00 (	163.96)	0.00
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	0.00	163.96	163.96	0.00 (	163.96)	0.00
PARKS DEPARTMENT									
PROPERTY TAXES	0.00	0.00	0.00	359,377.00	664.79	664.79	0.00	358,712.21	0.18
MISCELLANEOUS	0.00	0.00	0.00	12,596.00	0.00	0.00 (	99.99)	12,695.99	0.79-
PARK REVENUE	0.00	0.00	0.00	28,500.00	350.00	350.00	0.00	28,150.00	1.23
TRANSFERS - INTERFUND	0.00	0.00	0.00	475,000.00	39,583.33	39,583.33	0.00	435,416.67	8.33
TOTAL PARKS DEPARTMENT	0.00	0.00	0.00	875,473.00	40,598.12	40,598.12 (	99.99)	834,974.87	4.63
RECREATION PROGRAMS									
PARK REVENUE	0.00	0.00	0.00	395,430.00	17,269.50	17,269.50 (	75.00)	378,235.50	4.35
TOTAL RECREATION PROGRAMS	0.00	0.00	0.00	395,430.00	17,269.50	17,269.50 (	75.00)	378,235.50	4.35
TOTAL REVENUES	0.00	0.00	0.00	1,270,903.00	58,031.58	58,031.58 (	174.99)	1,213,046.41	4.55
EXPENDITURE SUMMARY									
PARKS DEPARTMENT	28,640.36	0.00	28,640.36	668,179.50	37,496.33	37,496.33	4,100.55	626,582.62	6.23
RECREATION PROGRAMS	0.00	0.00	0.00	602,724.00	21,633.73	21,633.73	1,486.46	579,603.81	3.84
TOTAL EXPENDITURES	28,640.36	0.00	28,640.36	1,270,903.50	59,130.06	59,130.06	5,587.01	1,206,186.43	5.09
REVENUES OVER/(UNDER) EXPENDITURES	( 28,640.36)	0.00 (	28,640.36)	( 0.50)	( 1,098.48)	( 1,098.48)	( 5,762.00)	6,859.98	2,096.00

50 -ENTERPRISE FUND  
 FINANCIAL SUMMARY

	PRIOR YEAR ENDING PO BAL.	PRIOR YEAR PO ADJUST.	REMAINING PRIOR YEAR PO BALANCE	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY									
NON-DEPARTMENTAL									
MISCELLANEOUS	0.00	0.00	0.00	25,263.00	1,438.25	1,438.25	0.00	23,824.75	5.69
UTILITY REVENUE	0.00	0.00	0.00	7,439,356.00	643,402.36	643,402.36	0.00	6,795,953.64	8.65
TOTAL NON-DEPARTMENTAL	0.00	0.00	0.00	7,464,619.00	644,840.61	644,840.61	0.00	6,819,778.39	8.64
DEBT SERVIDCE									
MISCELLANEOUS	0.00	0.00	0.00	153,525.00	0.00	0.00	0.00	153,525.00	0.00
TOTAL DEBT SERVIDCE	0.00	0.00	0.00	153,525.00	0.00	0.00	0.00	153,525.00	0.00
SRF SEWER BONDS									
TRANSFERS - INTERFUND	0.00	0.00	0.00	0.00	10,833.33	10,833.33	0.00	( 10,833.33)	0.00
TOTAL SRF SEWER BONDS	0.00	0.00	0.00	0.00	10,833.33	10,833.33	0.00	( 10,833.33)	0.00
TOTAL REVENUES	0.00	0.00	0.00	7,618,144.00	655,673.94	655,673.94	0.00	6,962,470.06	8.61
EXPENDITURE SUMMARY									
NON-DEPARTMENTAL									
WATER	0.00	0.00	0.00	364,146.00	30,345.50	30,345.50	0.00	333,800.50	8.33
SEWER	0.00	0.00	0.00	3,329,770.98	106,681.26	106,681.26	21,922.53	3,201,167.19	3.86
SOLID WASTE	78,276.00	0.00	78,276.00	2,845,185.98	( 6,586.50)	( 6,586.50)	8,902.02	2,842,870.46	0.08
SRF SEWER BONDS	0.00	0.00	0.00	980,000.00	0.00	0.00	83,334.27	896,665.73	8.50
TOTAL EXPENDITURES	0.00	0.00	0.00	153,525.00	0.00	0.00	0.00	153,525.00	0.00
TOTAL EXPENDITURES	78,276.00	0.00	78,276.00	7,672,627.96	130,440.26	130,440.26	114,158.82	7,428,028.88	3.19
REVENUES OVER/(UNDER) EXPENDITURES	( 78,276.00)	0.00	( 78,276.00)	( 54,483.96)	525,233.68	525,233.68	( 114,158.82)	( 465,558.82)	754.49-



**City of Raymore**  
**Current Listing of Investments Held at 11/30/2016**

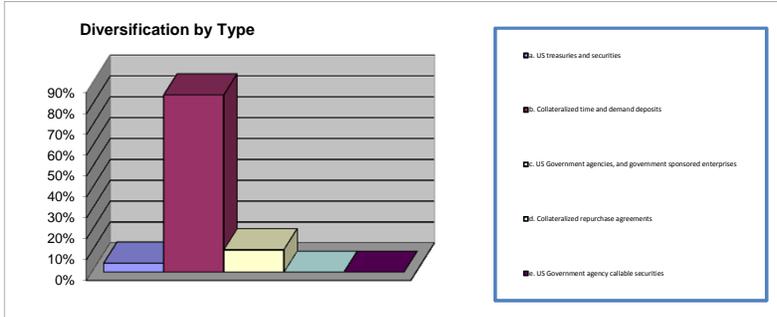
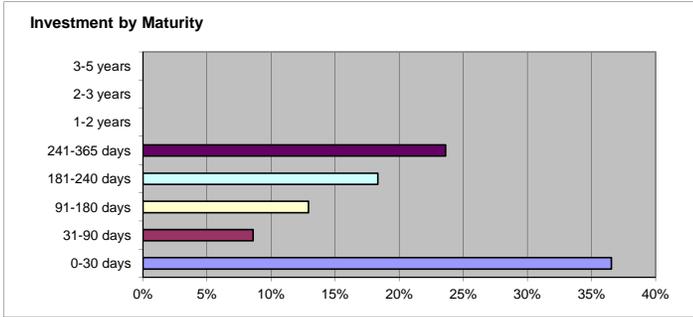
Purchase Date	Receipt #	Institution	Description	Restricted	Maturity Date	Principal	Par *	Yield	Market**
06/27/16	802363	CBR	CD	Fund 50	06/29/17	668,309.92	668,309.92	0.3000	668,309.92
08/23/16	108039870	Commerce	CD		08/23/17	1,500,000.00	1,500,000.00	0.6000	1,500,000.00
09/26/16	108039953	Commerce	CD		09/26/17	2,000,000.00	2,000,000.00	0.6000	2,000,000.00
11/21/16	108040023	Commerce	CD		11/21/17	2,000,000.00	2,000,000.00	0.7900	2,000,000.00
04/27/16	802285	CBR	CD		04/27/17	2,006,989.49	2,006,989.49	0.7000	2,006,989.49
04/30/15	108036923	Commerce	US TREASURY NOTE		04/30/17	1,000,000.00	1,000,000.00	0.5000	1,000,000.00
01/27/15	108036606	Commerce	FHLB		12/08/17	2,500,000.00	2,500,000.00	1.1250	2,500,000.00
10/31/16	802447	CBR	CD		06/27/17	2,000,000.00	2,000,000.00	0.6000	2,000,000.00
10/18/12		MOSIP	MOSIP POOLE- GENERAL FUND		NA	2,009,556.09	2,009,556.09	0.0500	2,009,556.09
06/03/16		MOSIP	MOSIP POOLE - GO BOND	GO Bond	NA	2,003,755.91	2,003,755.91	0.0500	2,003,755.91
09/01/16		MOSIP	MOSIP POOLE - GO BOND	GO Bond	NA	2,001,715.42	2,001,715.42	0.0500	2,001,715.42
06/03/16	802315	CBR	CD	GO Bond	06/03/17	1,602,944.00	1,602,944.00	0.7300	1,602,944.00
06/03/16	802318	CBR	CD	GO Bond	01/28/17	2,002,772.60	2,002,772.60	0.5500	2,002,772.60

**Investment Total** 23,296,043.43 23,296,043.43 23,296,043.43

\* Par value listed above is the actual amount if less than one year or the calculated annual earnings showing a one-year duration

**Average Annual Rate of Return: 0.5310**

\*\*Market value listed above is the value of the investment at month end



**Listing of Investments Matured During the Month**

Month	Receipt #	Institution	Description	Restricted	Maturity Date	Principal	Par *	Yield	Days Held
11/20/15	802123	CBR	CD		11/20/16	2,013,067.51	2,013,067.51	0.6500	365.00

**Average Rate of Return on Maturities: 0.6500**



# Consent Agenda



**THE RAYMORE CITY COUNCIL MET IN REGULAR SESSION ON MONDAY, DECEMBER 12, 2016 IN COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI. MEMBERS PRESENT: MAYOR TURNBOW, COUNCILMEMBERS ABDELGAWAD, BARBER, BURKE, III, HOLMAN, HUBACH, KELLOGG, MOORHEAD, AND SEIMEARS, CITY MANAGER JIM FEUERBORN, CITY CLERK JEANIE WOERNER, AND CITY ATTORNEY JONATHAN ZERR.**

- 1. Call To Order.** Mayor Turnbow called the meeting to order at 7:00 p.m.
- 2. Roll Call.** City Clerk Jeanie Woerner called roll; quorum present to conduct business.
- 3. Pledge of Allegiance.**
- 4. Presentations/Awards.**
- 5. Personal Appearances.**
- 6. Staff Reports.**

City Clerk Jeanie Woerner announced the General Municipal election for the City of Raymore for the offices of City Council will be held April 4, 2017. Filing for this election opens at 8 a.m. December 13, 2016 and continues through January 17, 2017 with the exception of City observed holidays. One seat in each of the four (4) wards are open to serve a two (2) year term. One seat in ward one (1) is open to serve a one (1) year unexpired term.

Community Development Director Jim Cadoret provided a review of current building activity and announced the City has exceeded 200 permits for the calendar year. The Planning and Zoning Commission will hold a public hearing on January 3, 2017 to consider the 24th amendment to the Unified Development Code. He announced the City has achieved the Silver level in the Community For All Ages program sponsored by Mid America Regional Council (MARC).

Parks and Recreation Director Nathan Musteen provided a review of the staff report included in the Council packet and updated the Council on current projects. The memorial benches have been installed in the Good Parkway Trail area and the tribute tree donated by the Lion's Club will be planted in the spring.

Emergency Management Coordinator Ryan Murdock provided information on the initial meeting of the newly created Integrated Warning Team for the Missouri Emergency Management Agency. The team will act as a liaison to the public in matters of weather related emergencies. He stated this is a new project for emergency managers in the State of Missouri and he and Chief Zimmerman have agreed to lead the team.

City Manager Jim Feuerborn reviewed items for the December 19 work session.

Councilmember Hubach asked the City Attorney to provide information on recent legislation which affects the functions of municipal courts. Mr. Zerr and Mr. Feuerborn advised they have been meeting with the City Prosecutor and the City's Municipal Judge to address certain changes and further information will be presented during a future work session.

## **7. Committee Reports.**

Derek Moorhead provided a review of the December 6 Charter Review Commission meeting and announced the next meeting is December 20.

## **8. Consent Agenda.**

### **A. City Council Meeting Minutes, November 28, 2016**

### **B. Resolution 16-59, City Hall Lighting Project-Acceptance and Final Payment**

**MOTION:** By Councilmember Moorhead, second by Councilmember Hubach to approve the Consent Agenda as presented.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Burke, III	Aye
	Councilmember Holman	Aye
	Councilmember Hubach	Aye
	Councilmember Kellogg	Aye
	Councilmember Moorhead	Aye
	Councilmember Seimears	Aye

## **9. Unfinished Business. Second Readings.**

### **A. Branding Services Agreement with LynchPin Ideas**

**BILL 3223: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH LYNCHPIN IDEAS FOR BRANDING SERVICES."**

City Clerk Jeanie Woerner conducted the second reading of Bill 3223 by title only.

**MOTION:** By Councilmember Moorhead, second by Councilmember Hubach to approve the second reading of Bill 3223 by title only.

**DISCUSSION:** None

**VOTE:** Councilmember Abdelgawad Aye  
Councilmember Barber Aye  
Councilmember Burke, III Aye  
Councilmember Holman Aye  
Councilmember Hubach Aye  
Councilmember Kellogg Aye  
Councilmember Moorhead Aye  
Councilmember Seimears Aye

Mayor Turnbow announced the motion carried and declared Bill 3223 as **Raymore City Ordinance 2016-090.**

**B. Highway 58 and Dean Avenue Entrance Art Purchase Agreement**

**BILL 3224: “AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CR CUSTOM IRONWORKS, LLC FOR THE PURCHASE AND EXHIBITION OF A WORK OF ART FOR THE CITY’S PERMANENT PUBLIC ART COLLECTION.”**

City Clerk Jeanie Woerner conducted the second reading of Bill 3224 by title only.

**MOTION:** By Councilmember Moorhead, second by Councilmember Hubach to approve the second reading of Bill 3224 by title only.

**DISCUSSION:** None

**VOTE:** Councilmember Abdelgawad Aye  
Councilmember Barber Aye  
Councilmember Burke, III Aye  
Councilmember Holman Aye  
Councilmember Hubach Aye  
Councilmember Kellogg Aye  
Councilmember Moorhead Aye  
Councilmember Seimears Aye

Mayor Turnbow announced the motion carried and declared Bill 3224 as **Raymore City Ordinance 2016-091.**

**C. Retail Development Services Agreement with Retail Strategies**

**BILL 3225: “AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH RETAIL STRATEGIES FOR RETAIL DEVELOPMENT SERVICES.”**

City Clerk Jeanie Woerner conducted the second reading of Bill 3225 by title only.

**MOTION:** By Councilmember Moorhead, second by Councilmember Hubach to approve the second reading of Bill 3225 by title only.

**DISCUSSION:** Assistant City Manager Hauck advised that exhibit A and exhibit B have been amended since first reading to provide additional detail and clarity. She advised no substantive changes have been made to the Scope of Services.

**VOTE:**

Councilmember Abdelgawad	Aye
Councilmember Barber	Aye
Councilmember Burke, III	Aye
Councilmember Holman	Aye
Councilmember Hubach	Aye
Councilmember Kellogg	Aye
Councilmember Moorhead	Aye
Councilmember Seimears	Aye

Mayor Turnbow announced the motion carried and declared Bill 3225 as **Raymore City Ordinance 2016-092.**

**D. Approval of the MO Department of Conservation CAP Agreement, Johnston Lake**

**BILL 3222: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI AUTHORIZING THE MAYOR TO ENTER INTO A COMMUNITY ASSISTANCE PROGRAM AGREEMENT WITH THE MISSOURI DEPARTMENT OF CONSERVATION TO MAXIMIZE THE RECREATIONAL VALUE OF JOHNSTON LAKE IN HAWK RIDGE PARK."**

City Clerk Jeanie Woerner conducted the second reading of Bill 3222 by title only.

**MOTION:** By Councilmember Moorhead, second by Councilmember Hubach to approve the second reading of Bill 3222 by title only.

**DISCUSSION:** None

**VOTE:**

Councilmember Abdelgawad	Aye
Councilmember Barber	Aye
Councilmember Burke, III	Aye
Councilmember Holman	Aye
Councilmember Hubach	Aye
Councilmember Kellogg	Aye
Councilmember Moorhead	Aye
Councilmember Seimears	Aye

Mayor Turnbow announced the motion carried and declared Bill 3222 as **Raymore City Ordinance 2016-093.**

**E. Award of Contract - Hawk Ridge Park Improvement Projects Design Services**

**BILL 3226: “AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BRIAN CLARK AND ASSOCIATES, INC. DBA CONFLUENCE FOR DESIGN AND ENGINEERING SERVICES FOR THE HAWK RIDGE PARK IMPROVEMENTS DESIGN PROJECT, CITY PROJECT NUMBER 16-253-301, IN THE AMOUNT OF \$157,860 AND AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDERS WITHIN ESTABLISHED BUDGET CONSTRAINTS.”**

City Clerk Jeanie Woerner conducted the second reading of Bill 3226 by title only.

**MOTION:** By Councilmember Moorhead, second by Councilmember Hubach to approve the second reading of Bill 3226 by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Burke, III	Aye
	Councilmember Holman	Aye
	Councilmember Hubach	Aye
	Councilmember Kellogg	Aye
	Councilmember Moorhead	Aye
	Councilmember Seimears	Aye

Mayor Turnbow announced the motion carried and declared Bill 3226 as **Raymore City Ordinance 2016-094.**

**10. New Business. First Readings.**

**A. Revocation of Occupational License and Liquor License – The Pit Grill & Bar 1242-46 W. Foxwood Dr. (public hearing)**

Mayor Turnbow opened the public hearing at 7:28 p.m. and called for a staff report.

City Clerk Jeanie Woerner advised Council the City has been notified by the Missouri Department of Revenue that the Retail Sales Tax License of The Pit Grill & Bar located at 1242-46 W. Foxwood Dr. has been revoked. She asked for Chapters 600 and 605 of the Raymore City Code, the letter of revocation received from the Department of Revenue, the notice of suspension sent to the business owner, and the letter received from the business owner be entered into the record. The letter

sent to the business owner provided official notice that the establishment's occupational and liquor licenses had been suspended pending a public hearing on this date before the City Council. Staff contacted the owner, Ms. Singleton, who advised she was unable to attend this meeting, and has provided a letter which has been distributed to Council. In accordance with City Code Section 600.090(C) any person providing testimony pertaining to the liquor license application will be sworn to tell the truth by the City Clerk and such testimony will be entered into the record.

Mayor Turnbow asked for public comment and hearing none, closed the public hearing at 7:31 p.m.

**MOTION:** By Councilmember Moorhead, second by Councilmember Hubach to revoke the occupational and liquor licenses of The Pit Grill & Bar located at 1242-46 W. Foxwood Drive with special condition that staff suspend execution of revocation until December 27, 2016 at 11:59 p.m.

**DISCUSSION:** Councilmember Moorhead provided reasons for his motion. He noted his concerns that this is the third time the business owner has not filed proper payment with the Department of Revenue (DOR) and the payments past due were most likely from 2-3 months ago. He stated the Council has never closed a business for this reason. He is providing the business until December 27 as a last effort for the owner to satisfy requirements of DOR.

Councilmember Holman supports the motion based on repeated history of the DOR revocation for this business.

Councilmember Abdelgawad does not support the motion to suspend execution of revocation until December 27 when she feels the business owner has continued to resolve the issue and additional time, as requested in her letter, could aid her in those efforts especially given the upcoming holiday schedule. She stated that Council has provided additional time in the past for this business owner, which has resulted in her resolve of issues with DOR.

**AMENDED MOTION:** By Councilmember Abdelgawad, second by Councilmember Kellogg to revoke the occupational and liquor licenses of The Pit Grill & Bar located at 1242-46 W. Foxwood Drive with special condition for staff to suspend execution of revocation until January 17, 2017 at 11:59 p.m.

**DISCUSSION:** Councilmember Moorhead stated concern with the amended date and he again noted that this is the third time for revocation of this business and their licenses. He stated that an additional extension is not fair to other businesses.

Upon request of Councilmember Burke, Councilmember Abdelgawad clarified her motion.

Discussion ensued.

Councilmember Kellogg called the question to end debate.

Mayor Turnbow called for a vote on the amended motion.

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Nay
	Councilmember Burke, III	Nay
	Councilmember Holman	Nay
	Councilmember Hubach	Nay
	Councilmember Kellogg	Aye
	Councilmember Moorhead	Nay
	Councilmember Seimears	Nay

Mayor Turnbow called for a vote on the original motion.

<b>VOTE:</b>	Councilmember Abdelgawad	Nay
	Councilmember Barber	Aye
	Councilmember Burke, III	Aye
	Councilmember Holman	Aye
	Councilmember Hubach	Aye
	Councilmember Kellogg	Nay
	Councilmember Moorhead	Aye
	Councilmember Seimears	Aye

**B. Calling for the April 4, 2017 Regular Municipal Election**

**BILL 3227: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, CALLING FOR AND ESTABLISHING THE DATE OF THE GENERAL CITY ELECTION TO BE HELD ON APRIL 4, 2017."**

City Clerk Jeanie Woerner conducted the first reading of Bill 3227 by title only.

City Clerk Jeanie Woerner stated Section 9.1 of the City Charter calls for the regular municipal election to be held on the first (1st) Tuesday after the first (1st) Monday in April of each year. This Bill calls for the municipal election to be held on April 4, 2017.

**MOTION:** By Councilmember Moorhead, second by Councilmember Hubach to approve the first reading of Bill 3227 by title only.

**DISCUSSION:** None

**VOTE:** Councilmember Abdelgawad Aye  
Councilmember Barber Aye  
Councilmember Burke, III Aye  
Councilmember Holman Aye  
Councilmember Hubach Aye  
Councilmember Kellogg Aye  
Councilmember Moorhead Aye  
Councilmember Seimears Aye

**C. Amending Title III-Traffic Code of the Raymore City Code**

**BILL 3228: “AN ORDINANCE TO AMEND THE CODE OF THE CITY OF RAYMORE BY ADDING A NEW SECTION WHICH SHALL BE DESIGNATED AS SECTION 340.320, OF TITLE III TRAFFIC CODE TO ESTABLISH NON-LOCAL COMMERCIAL CONSTRUCTION VEHICLES WITHIN RESIDENTIAL NEIGHBORHOODS, ESTABLISHING THE AUTHORITY TO PLACE TRAFFIC ACCESS LIMITATIONS ON NON-LOCAL COMMERCIAL CONSTRUCTION VEHICLES WITHIN CERTAIN RESIDENTIAL STREETS AND AUTHORIZING THE INSTALLATION OF APPROPRIATE SIGNAGE FOR THE SAME, TO BE RECOMMENDED BY THE CITY TRAFFIC ENGINEER.”**

City Clerk Jeanie Woerner conducted the first reading of Bill 3228 by title only.

Public Works Director Mike Krass provided a review of the staff report included in the Council packet. Staff recently discussed with Council at work session, the need for authority under Title III of the Raymore City Code allowing the City Traffic Engineer to limit non-local commercial construction vehicles including semi-trucks and trailers, commercial trucks in excess of ½ ton capacity, and commercial trailers in excess of 1,600 pounds of capacity in residential neighborhood streets when alternative routes are available.

**MOTION:** By Councilmember Moorhead, second by Councilmember Hubach to approve the first reading of Bill 3228 by title only.

**DISCUSSION:** None

**VOTE:** Councilmember Abdelgawad Aye  
Councilmember Barber Aye  
Councilmember Burke, III Aye  
Councilmember Holman Aye  
Councilmember Hubach Aye  
Councilmember Kellogg Aye  
Councilmember Moorhead Aye  
Councilmember Seimears Aye

**C. Preliminary Plat Extension - Eagle Glen Parcels 5 and 7**

**RESOLUTION 16-58: “A RESOLUTION OF THE RAYMORE CITY COUNCIL APPROVING THE EXTENSION OF THE EAGLE GLEN SUBDIVISION PARCELS 5 AND 7 PRELIMINARY PLAT, LOCATED IN THE NORTHEAST QUARTER OF SECTION 17, TOWNSHIP 46N, RANGE 32W, ALL IN RAYMORE, CASS COUNTY, MISSOURI.”**

City Clerk Jeanie Woerner conducted the reading of Resolution 16-58 by title only.

Community Development Director Jim Cadoret provided a review of the staff report included in the Council packet. Randal Leimer, representing Great Plains Real Estate Developments LLC is requesting a 2-year extension to the expiration date of the preliminary plat for Eagle Glen Parcels 5 and 7. The plat was originally approved in 2011 and with the approval of the 6th amendment to the Eagle Glen Master Development Agreement in 2014, extended the expiration of the preliminary plat to December 31, 2016. With the recent denial of the developer’s request to reclassify the zoning of Parcel 5, the developer is asking for time to consider options for the development of the area.

Randal Leimer, Great Plains Real Estate Developments, offered to answer questions of Council. None were heard.

**MOTION:** By Councilmember Moorhead, second by Councilmember Hubach to approve the reading of Resolution 16-58 by title only.

**DISCUSSION:** Councilmember Moorhead stated his support of this Resolution due to recent actions of Council in the denial of the reclassification of the zoning on Parcel 5.

Councilmember Seimears asked if Cooper Drive could be relocated in the preliminary plat.

Mr. Cadoret stated the final plat has the potential for minor modifications.

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Burke, III	Aye
	Councilmember Holman	Aye
	Councilmember Hubach	Aye
	Councilmember Kellogg	Aye
	Councilmember Moorhead	Aye
	Councilmember Seimears	Aye

**11. Public Comments.**

## 12. Mayor/Council Communication.

Councilmember Holman paid tribute to the life of Astronaut and U.S. Senator John Glenn.

Councilmember Seimears recognized the growth in youth sports in Raymore as well as the growth in the community.

Councilmember Burke recognized a positive social media post regarding approval of the CAP agreement with the Missouri Department of Conservation.

Councilmember Barber congratulated Mr. Cadoret on receiving the Silver Level recognition from the Community for All Ages program.

Mayor Turnbow also paid tribute to the life of Astronaut and U.S. Senator John Glenn, recognized the work and commitment of the Arts Commission and Director Musteen for forward progress of the Parks Department. He announced he was recently appointed Chair of the Public Safety Communications Board of MARC.

## 13. Adjournment.

**MOTION:** By Councilmember Moorhead, second by Councilmember Hubach to adjourn.

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Burke, III	Aye
	Councilmember Holman	Aye
	Councilmember Hubach	Aye
	Councilmember Kellogg	Aye
	Councilmember Moorhead	Aye
	Councilmember Seimears	Aye

The regular meeting of the Raymore Council adjourned at 8:16 p.m.

Respectfully submitted,

Jeanie Woerner  
City Clerk

## RESOLUTION 16-60

**“A RESOLUTION OF THE CITY OF RAYMORE, MISSOURI APPROVING AND ACCEPTING THE ORIGINAL RAYMORE SIDEWALK LIGHTING PROJECT.”**

**WHEREAS**, The Director of Public Works has determined that the project has been satisfactorily completed in accordance with the project specifications; and

**WHEREAS**, The Contract specifies that funds be retained until satisfactory completion of the project.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. The Original Raymore Sidewalk Lighting Project is hereby accepted.

Section 2. The final payment in the amount of \$125.67 is hereby approved.

Section 3. This Resolution shall become effective on and after the date of passage and approval.

Section 4. Any Resolution or part thereof which conflicts with this Resolution shall be null and void.

**DULY READ AND PASSED THIS 27TH DAY OF DECEMBER 2016 BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Burke III  
Councilmember Holman  
Councilmember Hubach  
Councilmember Kellogg  
Councilmember Moorhead  
Councilmember Seimears

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow, Mayor

\_\_\_\_\_  
Date of Signature



## RESOLUTION 16-61

**“A RESOLUTION OF THE CITY OF RAYMORE, MISSOURI APPROVING AND ACCEPTING THE 58 HIGHWAY MILL AND OVERLAY PROJECT.”**

**WHEREAS**, The Director of Public Works has determined that the project has been satisfactorily completed in accordance with the project specifications; and

**WHEREAS**, The Contract specifies that funds be retained until satisfactory completion of the project.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. The 58 Highway Mill and Overlay project is hereby accepted.

Section 2. The final payment in the amount of \$66,687.41 is hereby approved.

Section 3. This Resolution shall become effective on and after the date of passage and approval.

Section 4. Any Resolution or part thereof which conflicts with this Resolution shall be null and void.

**DULY READ AND PASSED THIS 27TH DAY OF DECEMBER 2016 BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Burke III  
Councilmember Holman  
Councilmember Hubach  
Councilmember Kellogg  
Councilmember Moorhead  
Councilmember Seimears

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow, Mayor

\_\_\_\_\_  
Date of Signature



# **Unfinished Business**



**BILL 3227**

**ORDINANCE**

**"AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, CALLING FOR AND ESTABLISHING THE DATE OF THE GENERAL CITY ELECTION TO BE HELD ON APRIL 4, 2017."**

**WHEREAS**, the seventy-ninth General Assembly of the State of Missouri, in its first regular session, passed the Comprehensive Election Act of 1977 as amended, which provides that the municipal Election Day shall be the first (1<sup>st</sup>) Tuesday in April of each year, and

**WHEREAS**, according to the Raymore City Charter Section 9.1 Municipal Election, the regular municipal election shall be held on the first (1<sup>st</sup>) Tuesday after the first (1<sup>st</sup>) Monday in April, or such day as may be mandated by State law.

**NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, CASS COUNTY, MISSOURI, AS FOLLOWS:**

Section 1. The annual election of the officers of the City of Raymore shall be held on the 4th day of April, 2017.

Section 2. That at said election, the following officers shall be elected:

Councilmember (Ward 1)	Term: 1 year (unexpired term)
Councilmember (Ward 1)	Term: 2 years
Councilmember (Ward 2)	Term: 2 years
Councilmember (Ward 3)	Term: 2 years
Councilmember (Ward 4)	Term: 2 years

Section 3. The City Clerk of the City of Raymore is empowered to do each and every act necessary to comply with the Comprehensive Election Act of 1977 as amended and to give notice as required by law. Candidate filing opens on December 13, 2016 and will close on January 17, 2017.

Section 4. Effective Date. This Ordinance shall become effective and be in force and effect from and after its passage and approval and all Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct,

and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**DULY READ THE FIRST TIME THIS 12TH DAY OF DECEMBER, 2016.**

**BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 9TH DAY OF JANUARY, 2017 BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Burke, III  
Councilmember Holman  
Councilmember Hubach  
Councilmember Kellogg  
Councilmember Moorhead  
Councilmember Seimears

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow Mayor

\_\_\_\_\_  
Date of Signature



**CITY OF RAYMORE  
AGENDA ITEM INFORMATION FORM**

DATE: December 12, 2016

SUBMITTED BY: Mike Krass

DEPARTMENT: Public Works

<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Presentation	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input type="checkbox"/> Other	

**TITLE / ISSUE / REQUEST**

Bill 3228 Staff is requesting Council to add Section 340.320, of Title III Traffic Code to the City Code.
--

**FINANCIAL IMPACT**

Award To:	N/A
Amount of Request/Contract:	
Amount Budgeted:	
Funding Source/Account#:	

**PROJECT TIMELINE**

Estimated Start Date	Estimated End Date
N/A	N/A

**STAFF RECOMMENDATION**

Approve Bill 3328
-------------------

**OTHER BOARDS & COMMISSIONS ASSIGNED**

Name of Board or Commission:
Date:
Action/Vote:

**LIST OF REFERENCE DOCUMENTS ATTACHED**

Bill 3228
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REVIEWED BY:

Jim Feuerborn
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## BACKGROUND / JUSTIFICATION

Staff has determined that there is a need for authority under Title III of the City Code of Ordinances allowing the City Traffic Engineer to limit non-local commercial construction vehicles including semi-trucks and trailers, commercial trucks in excess of 1/2-ton capacity and commercial trailers in excess of One Thousand Six Hundred (1,600) pounds of capacity where an alternative route is readily available.

Council discussed this at a recent work session and instructed staff to bring forward an addition to the City's Traffic Code to address this issue. Bill 3228 has been prepared amending the City's traffic code to provide the authority discussed above.

**BILL 3228**

**ORDINANCE**

**“AN ORDINANCE TO AMEND THE CODE OF THE CITY OF RAYMORE BY ADDING A NEW SECTION WHICH SHALL BE DESIGNATED AS SECTION 340.320, OF TITLE III TRAFFIC CODE TO ESTABLISH NON-LOCAL COMMERCIAL CONSTRUCTION VEHICLES WITHIN RESIDENTIAL NEIGHBORHOODS, ESTABLISHING THE AUTHORITY TO PLACE TRAFFIC ACCESS LIMITATIONS ON NON-LOCAL COMMERCIAL CONSTRUCTION VEHICLES WITHIN CERTAIN RESIDENTIAL STREETS AND AUTHORIZING THE INSTALLATION OF APPROPRIATE SIGNAGE FOR THE SAME, TO BE RECOMMENDED BY THE CITY TRAFFIC ENGINEER.”**

**WHEREAS**, Section 305.050(1) of the City Code of Ordinances establishes the position of City Traffic Engineer and designates the City Engineer to hold the same title authorizing the exercise of powers and duties with respect to traffic as provided in Title III of the City Code of Ordinances; and

**WHEREAS**, under Section 305.050(2) the City Traffic Engineer is authorized and duly charged with determining among other things, “the installation and proper timing and maintenance of traffic control devices...conduct engineering investigation of traffic conditions, plan the operation of traffic on the streets and highways of the City, and cooperate with other City Officials in the development of ways and means to improve traffic conditions, and carry out the additional powers and duties imposed by ordinances of the City”; and

**WHEREAS**, non-local commercial construction vehicles including semi-trucks and trailers, commercial trucks in excess of 1/2-ton capacity and commercial trailers in excess of One Thousand Six Hundred (1,600) pounds of capacity is now common in certain residential neighborhoods where new construction is progressing; and

**WHEREAS**, non-local commercial construction vehicles have been identified to pose a danger to the residents (including young children) and cause significant increased damage to the fully constructed residential streets therein; and

**WHEREAS**, the City Council has determined that there is a need for authority under Title III of the City Code of Ordinances allowing the City Traffic Engineer to limit non-local commercial construction vehicles including semi-trucks and trailers, commercial trucks in excess of 1/2-ton capacity and commercial trailers in excess of One Thousand Six Hundred (1,600) pounds of capacity where an alternative route is readily available;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. That Chapter 340 of the City Code, be amended to add the following new Section 340.320:

**Section 340.320: NON-LOCAL COMMERCIAL CONSTRUCTION VEHICLES WITHIN RESIDENTIAL NEIGHBORHOODS**

A. For purposes of this Section 340.320, the term “non-local commercial construction vehicles” shall be defined as semi-trucks and trailers, commercial trucks in excess of 1/2-ton capacity and commercial trailers in excess of One Thousand Six Hundred (1,600) pounds which are providing construction or landscaping services, or delivery of materials and equipment for construction and landscaping services to portions of residentially zoned developments where new construction is progressing.

B. The City Traffic Engineer is hereby authorized to determine and designate streets or parts of streets located within residentially zoned developments where new construction is progressing upon which non-local commercial construction vehicles shall be prohibited from travel without prior authorization from the Chief of Police and/or the City Traffic Engineer.

C. In determining and designating the streets or parts of streets located within residentially zoned developments upon which non-local commercial construction vehicles shall be prohibited from travelling upon, the City Traffic Engineer shall;

1. Not establish an alternative route which negatively impacts other residentially zoned developments, and
2. Ensure that the alternative route is readily available for the prohibited non-local commercial construction vehicles.

D. Whenever any ordinance of the City prohibits non-local commercial construction vehicles on streets or parts of streets within residentially zoned developments where new construction is progressing the City Traffic Engineer shall place and maintain signs giving notice thereof, and no such regulation shall be effective unless such signs are in place. Signs indicating the traffic prohibition of non-local commercial construction vehicles and the alternative route for the same shall be placed at every intersection where the designated non-local commercial construction vehicles are prohibited.

E. It shall be unlawful for any person to operate any vehicle in violation of such markings, signs, or barriers or other devices so placed in accordance with this Section.

F. Citations for violation of this Section may be issued to the operator of the vehicle, or to employer of the operator if such identification can be made.

Section 2. All other provisions of Chapter 340 as adopted by the Raymore City Code and enacted in previous Ordinances, shall remain in full force and effect as if fully set out.

Section 3. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 4. Effective Date. The effective date of approval shall be coincidental with the Mayor's signature and attestation by the City Clerk.

**DULY READ THE FIRST TIME THIS 12TH DAY OF DECEMBER, 2016.**

**BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 27TH DAY OF DECEMBER, 2016 BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Burke, III  
Councilmember Holman  
Councilmember Hubach  
Councilmember Kellogg  
Councilmember Moorhead  
Councilmember Seimears

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow, Mayor

\_\_\_\_\_  
Date of Signature



# **New Business**





**CITY OF RAYMORE  
AGENDA ITEM INFORMATION FORM**

DATE: December 27, 2016

SUBMITTED BY: Mike Krass

DEPARTMENT: Public Works

- |   |                                     |   |   |
|---|-------------------------------------|---|---|
| <input checked="" type="checkbox"/> Ordinance | <input type="checkbox"/> Resolution | <input type="checkbox"/> Presentation     | <input type="checkbox"/> Public Hearing |
| <input type="checkbox"/> Agreement            | <input type="checkbox"/> Discussion | <input checked="" type="checkbox"/> Other |   |

**TITLE / ISSUE / REQUEST**

Bill 3229  
Staff is requesting Council approve a Cooperative Agreement and MOU between City of Belton and City of Raymore.

**FINANCIAL IMPACT**

Award To:  
Amount of Request/Contract:  
Amount Budgeted:  
Funding Source/Account#:

**PROJECT TIMELINE**

Estimated Start Date

Estimated End Date

**STAFF RECOMMENDATION**

**OTHER BOARDS & COMMISSIONS ASSIGNED**

Name of Board or Commission:  
Date:  
Action/Vote:

**LIST OF REFERENCE DOCUMENTS ATTACHED**

Bill 3229  
Cooperative Agreement and MOU

REVIEWED BY:

Jim Feuerborn

## BACKGROUND / JUSTIFICATION

Beginning in the fall of 2001 the City of Raymore has maintained 58 Highway from Dean Avenue to Prairie Lane and it has been the understanding of both Mo/DOT staff and City of Raymore staff that this portion of the Highway had been deeded to the City of Raymore. In response to a permit application, Mo/DOT staff reviewed the ownership records for 58 Highway and determined that only the portion of the road between Kentucky Road and Prairie Lane had been "turned over the City of Raymore".

Upon this discovery, Raymore staff began discussions with Mo/DOT to determine a course of action to correct this error. The following needs to occur to complete the transfer.

1. The Missouri Highway Commission needs to approve a change in route status in order for the roadway between Kentucky and Dean Ave. to be turned over to the City. A change in route status request has been submitted to the Commission by local Mo/DOT staff and will be considered at their January 2017 meeting.
2. Because this segment of 58 Highway is split with Belton on the north and Raymore on the south a Memorandum of Understanding (MOU) between the two cities consenting to the transfer is required. Belton has approve the MOU and it is now being presented to Council for approval.
3. Upon receipt of the approved MOU Mo/DOT staff will draft an agreement transferring ownership to the City of Raymore.

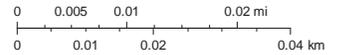
### 58 Highway Turnback



December 21, 2016

 Dwellings

1:564



Raymore, MO

Raymore, MO

**BILL 3229**

**ORDINANCE**

**“AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI AUTHORIZING AND APPROVING A COOPERATIVE AGREEMENT AND MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BELTON, MISSOURI AND THE CITY OF RAYMORE, MISSOURI TO SUPPORT CONVEYANCE OF CERTAIN RIGHTS OF CONTROL TO THE NORTH SIDE OF HIGHWAY 58 BETWEEN THE CENTERLINE OF CLINT DRIVE AND DEAN AVENUE AND THE CENTERLINE OF KENTUCKY ROAD FROM THE MISSOURI DEPARTMENT OF TRANSPORTATION TO THE CITY OF RAYMORE, MISSOURI; AND AUTHORIZING THE MAYOR TO DECLARE THIS AS AN EMERGENCY.”**

**WHEREAS**, Sections 70.220.1 and 432.070 of the Revised Statutes of Missouri (RSMo) provide that municipal corporations may contract and cooperative with each other for the planning, development, construction, acquisition or operation of any public improvement or facility, or for a common service, provided that the subject and purpose of any such contract or cooperative action are within the scope of the powers of the municipalities and are duly authorized in writing; and

**WHEREAS**, the provisions of the proposed Cooperative Agreement and Memorandum of Understanding (MOU), herein attached and incorporated as Exhibit “A”, comply with the requirements of Section 70.220.1 and 732.070 RSMo; and

**WHEREAS**, a portion of the corporate boundary of Raymore and a portion of the corporate boundary of Belton currently abut and adjoin each other along the centerline of Missouri Highway 58 right-of-way (“MO-58”) between the centerline of Clint Drive and Dean Avenue, and the Centerline of Kentucky Road; and

**WHEREAS**, the Missouri Department of Transportation (“MoDOT”) currently maintains ownership and control of this above described portion of MO-58; and

**WHEREAS**, Raymore desires to acquire rights to control this above described area from MoDOT including rights and responsibilities for maintenance, development, access and traffic control of the Raymore portion and the Belton portion; and

**WHEREAS**, MoDOT desires to convey the rights to control the above described portion to Raymore including the rights and responsibilities for maintenance, development, access and traffic control of the above described portion pursuant to a Quit Claim Deed and a Transfer of Route 58, subject to approval of this MOU by Belton and Raymore, and

**WHEREAS**, the City Council believes that it is in the best interest of the City of Raymore and in the spirit of cooperation with a neighboring community to convey certain rights of control including the rights and responsibilities for maintenance, development, access and traffic control pursuant to a Quit Claim Deed and a Transfer of Route 58 from MoDOT

to the City of Raymore, subject to certain limitations, requirements and controls as provided for within the attached MOU.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. The Mayor and City Clerk are hereby authorized to execute the Cooperative Agreement and Memorandum of Understanding hereto as Exhibit A for and on behalf of the City of Raymore.

Section 2. Effective Date. The effective date of approval of this Ordinance shall be coincidental with the Mayor's signature and attestation by the City Clerk.

Section 3. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 4. Emergency Reading. In order to assure timely completion of this project, the Mayor hereby authorizes the passage of this Ordinance as an emergency bill.

**DULY READ THE FIRST AND SECOND TIME THIS 27TH DAY OF DECEMBER, 2016 BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Burke III  
Councilmember Holman  
Councilmember Hubach  
Councilmember Kellogg  
Councilmember Moorhead  
Councilmember Seimears

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P Turnbow, Mayor

\_\_\_\_\_  
Date of Signature

**BILL NO. 2016-128**

**ORDINANCE NO. 2016-4290**

AN ORDINANCE AUTHORIZING AND APPROVING A COOPERATIVE AGREEMENT AND MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BELTON, MISSOURI AND THE CITY OF RAYMORE, MISSOURI TO SUPPORT CONVEYANCE OF CERTAIN RIGHTS OF CONTROL TO THE NORTH SIDE OF HIGHWAY 58 BETWEEN THE CENTERLINE OF CLINT DRIVE AND DEAN AVENUE AND THE CENTERLINE OF KENTUCKY ROAD FROM THE MISSOURI DEPARTMENT OF TRANSPORTATION TO THE CITY OF RAYMORE, MISSOURI.

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WHEREAS, Sections 70.220.1 and 432.070 of the Revised Statutes of Missouri (RSMo) provide that municipal corporations may contract and cooperate with each other for the planning, development, construction, acquisition or operation of any public improvement or facility, or for a common service, provided that the subject and purpose of any such contract or cooperative action are within the scope of the powers of the municipalities and are duly authorized in writing; and

WHEREAS, the provisions of the proposed Cooperative Agreement and Memorandum of Understanding (MOU), herein attached and incorporated as **Exhibit "A"**, comply with the requirements of Section 70.220.1 and 432.070 RSMo; and

WHEREAS, a portion of the corporate boundary of Raymore and a portion of the corporate boundary of Belton currently abut and adjoin each other along the centerline of Missouri Highway 58 right-of-way ("MO-58") between the centerline of Clint Drive and Dean Avenue, and the centerline of Kentucky Road; and

WHEREAS, the Missouri Department of Transportation ("MoDOT") currently maintains ownership and control of this above described portion of MO-58; and

WHEREAS, Raymore desires to acquire rights to control this above described area from MoDOT including rights and responsibilities for maintenance, development, access and traffic control of the Raymore portion and the Belton portion; and

WHEREAS, MoDOT desires to convey the rights to control the above described portion to Raymore including the rights and responsibilities for maintenance, development, access and traffic control of the above described portion pursuant to a Quit Claim Deed and a Transfer of Route 58, subject to approval of this MOU by Belton and Raymore, and

WHEREAS, the City Council believes that it is in the best interest of the City of Belton and in the spirit of cooperation with a neighboring community to convey certain rights of control including the rights and responsibilities for maintenance, development, access and traffic control pursuant to a Quit Claim Deed and a Transfer of Route 58 from MoDOT to the City of Raymore, subject to certain limitations, requirements and controls as provided for within the attached MOU.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELTON, MISSOURI AS FOLLOWS:

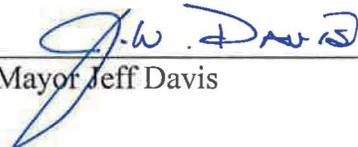
SECTION 1. That the Cooperative Agreement and Memorandum of Understanding, herein attached and incorporated to this Ordinance as **Exhibit "A"**, is approved.

SECTION 2. This ordinance shall take effect and be in full force from and after its passage and approval.

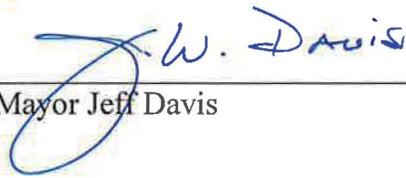
SECTION 3. That all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

READ FOR THE FIRST TIME: December 13, 2016

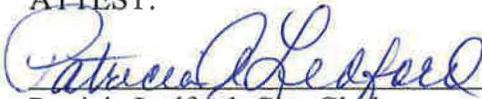
READ FOR THE SECOND TIME AND PASSED: December 13, 2016

  
\_\_\_\_\_  
Mayor Jeff Davis

Approved this 13<sup>th</sup> day of December, 2016.

  
\_\_\_\_\_  
Mayor Jeff Davis

ATTEST:

  
\_\_\_\_\_  
Patricia Ledford, City Clerk  
City of Belton, Missouri

STATE OF MISSOURI     )  
CITY OF BELTON        ) SS  
COUNTY OF CASS       )

I, Patricia A. Ledford, City Clerk, do hereby certify that I have been duly appointed City Clerk of the City of Belton and that the foregoing ordinance was regularly introduced for first reading at a meeting of the City Council held on the 13<sup>th</sup> day of December, 2016, and thereafter adopted as Ordinance No. 2016-4290 of the City of Belton, Missouri, at a regular meeting of the City Council held on the 13<sup>th</sup> day of December, 2016, after the second reading thereof by the following vote, to-wit:

AYES: 7      COUNCILMEN:      Mayor Davis, Fletcher, Trutzel, Peek, Savage, Lathrop,  
Newell

NOES: 0      COUNCILMEN:

ABSENT: 2      COUNCILMEN:      Finn, Van Winkle



---

Patricia A. Ledford, City Clerk  
of the City of Belton, Missouri



**COOPERATIVE AGREEMENT AND  
MEMORANDUM OF UNDERSTANDING**

THIS COOPERATIVE AGREEMENT AND MEMORANDUM OF UNDERSTANDING (“MOU”) is entered into as of this 13<sup>th</sup> day of December, 2016 by and between the City of Raymore, Missouri (“Raymore”) a home rule charter city, and the City of Belton, Missouri (“Belton”) a home rule charter city each located within Cass County, Missouri in order to better manage the operations and maintenance of certain public improvements (“Improvements”) which are located along the corporate boundaries of each party.

**RECITALS**

A. Section 432.070 of the Revised Statutes of Missouri (“RSMo”) provides in pertinent part that “[n]o county, city, town village...or other municipal corporation shall make any contract, unless the same shall be within the scope of its powers or be expressly authorized by law, nor unless such contract be made upon a consideration wholly to be performed or executed subsequent to the making of the contract; and such contract, including the consideration, shall be in writing and dated when made, and shall be subscribed by the parties thereto, or their agents authorized by law and duly appointed and authorized in writing.”

B. Section 70.220.1 RSMo authorizes any municipal or political subdivision of this state to “contract and cooperate with any other municipality or political subdivision...for the planning, development, construction, acquisition or operation of any public improvement or facility, or for a common service; provided that the subject and purposes of any such contract or cooperative action made and entered into by such municipality or political subdivision shall be within the scope of the powers of such municipality or political subdivision.”

C. A portion of the corporate boundary of Raymore and a portion of the corporate boundary of Belton currently abut and adjoin each other along the centerline of Missouri Highway 58 right-of-way (“MO-58”) between the centerline of Clint Drive and Dean Avenue, and the centerline of Kentucky. Attached hereto as Exhibit “A” is an aerial photograph visually depicting the portion of MO-58 which is the subject of this MOU. The portion of MO-58 which is within the corporate municipal boundaries of Belton is legally defined and/or visually depicted on Exhibit “B” (“Belton Portion”) attached hereto and incorporated by reference herein. The portion of MO-58 which is within the corporate municipal boundaries of Raymore is legally defined and/or visually depicted on Exhibit “C” (“Raymore Portion”) attached hereto and incorporated by reference herein.

D. At this time, the Missouri Department of Transportation (“MODoT”) maintains ownership and control of the combined Belton Portion and Raymore Portion of MO-58 which said combined portion is legally defined and/or visually depicted on Exhibit “D” (“MODoT Area”) attached hereto and incorporated by reference herein.

E. Raymore desires to acquire rights to control the MODoT Area from MODoT including rights and responsibilities for maintenance, development, access and traffic control of the MODoT Area.

F. MODoT desires to convey the rights to control the MODoT Area to Raymore including the rights and responsibilities for maintenance, development, access and traffic control of the MODoT Area pursuant to a Quit Claim Deed and a Transfer of Route 58, subject to approval of this MOU by Belton and Raymore.

G. Belton agrees that it will benefit from the conveyance of rights to control the MODoT Area from MODoT to Raymore, including the rights and responsibilities for maintenance, development, access and traffic control pursuant to the proposed Quit Claim Deed and a Transfer of Route 58, subject to certain limitations, requirements and controls (“Limitations and Controls”) as provided for within this MOU.

H. This MOU is being entered by Belton and Raymore in order to comply with the requirements of Sections 432.070 and 70.220.1 RSMo.

I. These Recitals are an integral part of this MOU.

NOW THEREFORE, in consideration of the foregoing Recitals and of the mutual promises and understandings set forth herein, Belton and Raymore, by and through their authorized representatives hereby agree as follows:

## AGREEMENT

### 1. Belton Agreement, Responsibilities and Obligations

a. **Support Transfer of Control from MODoT to Raymore.** Belton agrees that it will support the transfer of maintenance obligations and right-of-way pursuant to the proposed Quit Claim Deed and Transfer of Route 58 over the MODoT Area, including the Belton Portion, from MODoT to Raymore. This support will include provision of any reasonable documentation and affirmations required by MODoT to confirm this MOU and may be provided by the submission of letters of support and/or provision of testimony to MODoT representatives, personnel and employees.

b. **Access.** Belton agrees that it will allow unimpeded access for the Raymore Public Works employees, contractors, personnel and agents to complete all responsibilities undertaken by Raymore under this MOU including maintenance, construction, installation, repair and replacement of the Improvements within the Belton Portion. The Improvements shall include the public infrastructure within the Belton Portion including the MO-58 road bed, streets, street curbs, sidewalks, paving, gutters, storm drain inlets and pipes, street signage, traffic signal devices (if any), other regulatory signage and pedestrian walkways. These Improvements shall specifically exclude any Belton utility services such as water service lines/mains and sanitary sewer lines (“Belton Utility Service”).

c. **Traffic and Municipal Ordinance Enforcement Within Belton Portion.** Belton shall continue to enforce the Belton municipal code of ordinances within the Belton

Portion including, but not limited to, any traffic code or other ordinances adopted for the operation of vehicles on the public streets. This includes accident response and issuance of appropriate citations for violations of the Belton municipal code of ordinances.

d. **Notification of Impediments to Access.** Belton shall provide forty-eight (48) hours advance notice to Raymore of any anticipated impediments to access of the Belton Portion (“Anticipated Impediments”) for maintenance, construction, installation, repair and replacement of Belton Utility Service. In the event of an emergency repair of Belton Utility Service causing an impediment (“Emergency Impediment”), Belton shall notify Raymore as soon as reasonably possible of the same. The notification required hereunder shall include the time of the closure/impediment, anticipated reopening/removal of the impediment and a general location of the closure/impediment within the Belton Portion.

e. **Repair and Replacement After Utility Service.** In the event that Belton accesses the Belton Portion for maintenance, construction, repair and replacement of any Belton Utility Service, Belton shall be responsible (at their costs) for returning the impacted ground and/or Improvements to their original condition, or as close thereto as reasonably possible within a reasonable time not to exceed four (4) months.

## 2. **Raymore Agreement, Responsibilities and Obligations**

a. **Maintain, Construct, Install, Repair and Replace Improvements.** Except as provided by Section 1(e) above for repair and replacement of the impacted ground and/or Improvements by Belton following Belton Utility Service, Raymore shall be solely responsible for all of the expense of labor, materials and equipment to maintain, construct, install, repair and replace all of the Improvements within the Belton Portion of MO-58, including the MO-58 road bed, streets, street curbs, sidewalks, paving, gutters, storm drain inlets and pipes, street signage, traffic signal devices (if any), other regulatory signage and pedestrian walkways. These Improvements shall specifically exclude any Belton Utility Service. Maintenance, construction, repair and replacement of all Improvements by Raymore shall be completed as needed (at Raymore’s sole discretion) to maintain traffic safety, and when regularly scheduled maintenance is performed upon the Raymore Portion.

b. **Make No Modifications/Alterations.** Raymore agrees that it will not modify or otherwise alter any portion of MO-58 subject to this MOU either within the Belton Portion or within the Raymore Portion in a manner that permanently affects or impacts the accessibility of Belton property owners onto MO-58 without the prior approval of Belton. By this MOU, modifications or alterations include, but are not limited to,

- i. Modifications or alterations of the current full access points (if any) onto any portion of MO-58 subject to this MOU,

- ii. Installation of medians within the centerline of any portion of MO-58 subject to this MOU,
- iii. Widening or narrowing of any portion of MO-58 subject to this MOU,
- iv. Installation of traffic control devices within any portion of MO-58 subject to this MOU,
- v. Imposition of different speed limits within any portion of MO-58 subject to this MOU, and
- vi. Modifications or alterations of the current limited access points (if any) onto any portion of MO-58 subject to this MOU.

c. **Snow Removal/Street Sweeping.** Raymore shall perform snow removal, pre-treatment for ice and street sweeping on the Belton Portion at the same interval, and when performed on the Raymore Portion.

d. **Notification of Impediments to Access.** Raymore shall provide forty-eight (48) hours advance notice to Belton of any anticipated impediments to access of the Belton Portion (“Anticipated Impediments”) for maintenance, construction, installation, repair and replacement of any Improvements. In the event of an emergency repair of Improvements causing an impediment (“Emergency Impediment”), Raymore shall notify Belton as soon as reasonably possible of the same. The notification required hereunder shall include the time of the closure/impediment, anticipated reopening/removal of the impediment and a general location of the closure/impediment within the Belton Portion.

e. **Provide Access to All Belton Utility Easements.** Raymore shall provide, and Belton shall have, full access to any and all established easements within the Belton Portion for maintenance, construction, installation, repair and replacement of Belton Utility Easements subject only to the notice provisions of Section 1(d) above.

f. **Completion and Provision of Comprehensive Traffic Study.** Raymore shall complete a comprehensive traffic study (“Traffic Study”) to include both the Raymore Portion and the Belton Portion, and the area immediately surrounding the same. Raymore agrees that it will complete the Traffic Study at its costs. Raymore may complete the Traffic Study at its discretion any time after the effective date of this MOU, but in any event within twenty-four (24) months of the occurrence of two (2) triggering events (“Events”). The two (2) Events requiring the completion of the Traffic Study shall be as follows: (i) the full development of the property known as the Dean Farm (directly abutting and south of the Raymore Portion, and (ii) the opening of the newly aligned Kentucky Road at the signalized intersection East of the Raymore Portion and the Belton Portion of MO-58. Belton shall be provided with a copy of the Traffic Study by Raymore upon completion of the same.

**3. Miscellaneous Provision**

a. **Amendment / Modification.** This MOU shall not be amended, modified or cancelled without the written consent of the parties to this MOU.

b. **Notices.** All notices required by this MOU shall be in writing sent by regular U.S. mail, postage prepaid, or delivered by courier to the following:

RAYMORE:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BELTON

Ron Trivitt, City Manager  
506 Main Street  
Belton, Missouri 64012

All notices are effective on the date mailed or upon receipt if delivered by a courier. Either party may provide the other party a change of address which change shall be effective ten (10) days after delivery.

c. **Counterparts.** This MOU may be executed in counterparts, each of which is deemed to be an original, and all such counterparts shall constitute one and the same instrument.

d. **Severability.** Except as specifically provided in this MOU, all of the provisions of this MOU shall be severable. In the event that any one or more provision of this MOU is found by a court of competent jurisdiction to be unconstitutional or unlawful, the remaining provisions of this MOU shall be valid unless the court finds that the valid provisions of this MOU are so essentially and inseparably connected with and so dependent upon the invalid provision(s) that it cannot be presumed that the parties to this MOU could have included the valid provisions without the invalid provision(s); or unless the court finds that the valid provisions, standing alone, are incapable of being performed in accordance with the intentions of the parties.

e. **Default / Enforcement / Remedies.** If a party shall be in default or breach of any provision of this MOU, the other party may terminate this MOU, suspend its performance and invoke any other legal or equitable remedy after giving the other party thirty (30) days written notice and opportunity to correct/cure such default or breach. All rights and remedies granted to each party herein and any other rights and remedies which either party may have at law and in equity are hereby declared to be cumulative and not exclusive, and the fact that either party may have exercised any remedy without terminating this MOU shall not impair that party's rights thereafter to terminate or to exercise any other remedy herein granted or to which that party may be otherwise entitled.

f. **Governing Law / Jurisdiction & Venue.** This MOU shall be construed and governed in accordance with the law of the State of Missouri. The parties submit to the jurisdiction of the courts of the State of Missouri and specifically, the Circuit Court of Cass County, Missouri.

g. **Waiver.** Waiver by either party of strict performance of any provision of this MOU shall not waive or prejudice the party's right to require strict performance of the same provision or any other provision in the future.

h. **Attorneys' Fees.** If any litigation is commenced between the parties to this MOU concerning the terms herein, the Belton Portion, the Raymore Portion, the Improvements (including the maintenance, construction, repair, replacement, snow removal, sweeping and access to the same) this Agreement, or the rights and duties of either party, the prevailing party in that litigation shall be entitled, in addition to any other relief that may be granted in the litigation, to a reasonable sum for that party's attorney's fees, including attorney's fees on appeal. The amount of the fees shall be determined by the court in that litigation or in a separate action brought for that purpose.

i. **Entire Agreement.** This MOU and the attached and incorporated Exhibits herein contains the entire agreement of the parties regarding the subject matter of this MOU and there are no other promises or conditions in any other agreements between the parties not specifically expressed herein.

j. **Nature of Relationship.** It is expressly understood that the parties are not now, nor will they be, engaged in a joint venture, partnership or any other form of business relationship except as expressly set forth herein, and that no party shall be responsible for the conduct, warranties, guarantees, acts, errors, omissions, debts, obligations or undertaking of any kind or nature of the other in performance of this MOU.

k. **Captions / Headings / Construction.** The headings of each section of this MOU are for reference only. Unless the context of this MOU clearly requires otherwise, all terms and words used herein, regardless of the number and gender in which used, shall be construed to include any other number, singular or plural, or any other gender, masculine, feminine or neuter, the same as if such words had been fully and properly written in that number or gender.

l. **Assignment.** Neither Raymore nor Belton shall sell, assign, transfer, or otherwise convey any of their rights under this MOU without the prior and expressed written consent of the other party. Each party may, at its sole discretion, refuse to consent to any proposed sale, assignment, transfer or other conveyance. Any attempted sale, assignment, transfer or conveyance in violation of this paragraph shall be void and shall relieve the non-consenting party of any further liability under this MOU, but shall not relieve the violating party of any liability. If a party consents in writing to a sale, assignment, transfer or conveyance, unless specifically stated to the contrary in the consent,

it shall not release nor discharge the party receiving consent from any duty or responsibility set forth in this MOU.

m. **Representations.** Raymore and Belton certify that they have the power and authority to execute and deliver this MOU and to undertake all responsibilities, obligations, rights and duties contemplated hereby and to perform this MOU in accordance with its terms.

n. **Records of Agreement.** The City Clerk's office for each respective city shall be provided with a copy of this executed MOU.

o. **Binding Agreement.** This MOU shall be binding upon, and shall inure to the benefit of the parties and their respective successors and permitted assigns and designees.

p. **Cooperation.** The parties agree to cooperate to effectuate the terms of this MOU. The parties also agree to refrain from unnecessarily prejudicing the position, or hindering the ability of any party to complete their requirements, conditions and obligations under this MOU.

IN WITNESS WHEREOF, the Parties have caused this MOU to be executed in their respective names as of the date and year first above written.

CITY OF RAYMORE, MISSOURI

CITY OF BELTON, MISSOURI

By: \_\_\_\_\_

By: J. W. David

Title: \_\_\_\_\_

Title: Mayor

ATTEST:

ATTEST:

By: \_\_\_\_\_

By: Patricia Sedgwick

Title: \_\_\_\_\_

Title: City Clerk

Ordinance No.: \_\_\_\_\_

Ordinance No.: 2016-4290

Approved as to Form:

Approved as to Form:

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF MISSOURI     )  
  ) SS  
COUNTY OF CASS        )

BE IT REMEMBERED, that on this \_\_\_\_\_ day of \_\_\_\_\_, 2016, before me the undersigned, a Notary Public in and for said County and State aforesaid, came \_\_\_\_\_ Director of Public Works for Raymore, Missouri, a municipal corporation duly organized and existing under and by virtue of the laws of the State of Missouri, and \_\_\_\_\_ City Clerk for Raymore, Missouri who are personally known to me to be the same persons who executed as officials, the within instrument on behalf of said municipal corporation, and such persons duly acknowledge the execution of the same to be the act and deed of said municipal corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year last above written.

\_\_\_\_\_  
Notary Public

My Commission Expires:

\_\_\_\_\_  
\_\_\_\_\_

STATE OF MISSOURI     )  
  ) SS  
COUNTY OF CASS        )

BE IT REMEMBERED, that on this 15<sup>th</sup> day of December, 2016, before me the undersigned, a Notary Public in and for ~~said~~ <sup>Jackson</sup> County and State aforesaid, came Jeff Davis, Mayor for Belton, Missouri, a municipal corporation duly organized and existing under and by virtue of the laws of the State of Missouri, Patti Ledford, City Clerk for Belton, Missouri who are personally known to me to be the same persons who executed as officials, the within instrument on behalf of said municipal corporation, and such persons duly acknowledge the execution of the same to be the act and deed of said municipal corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year last above written.

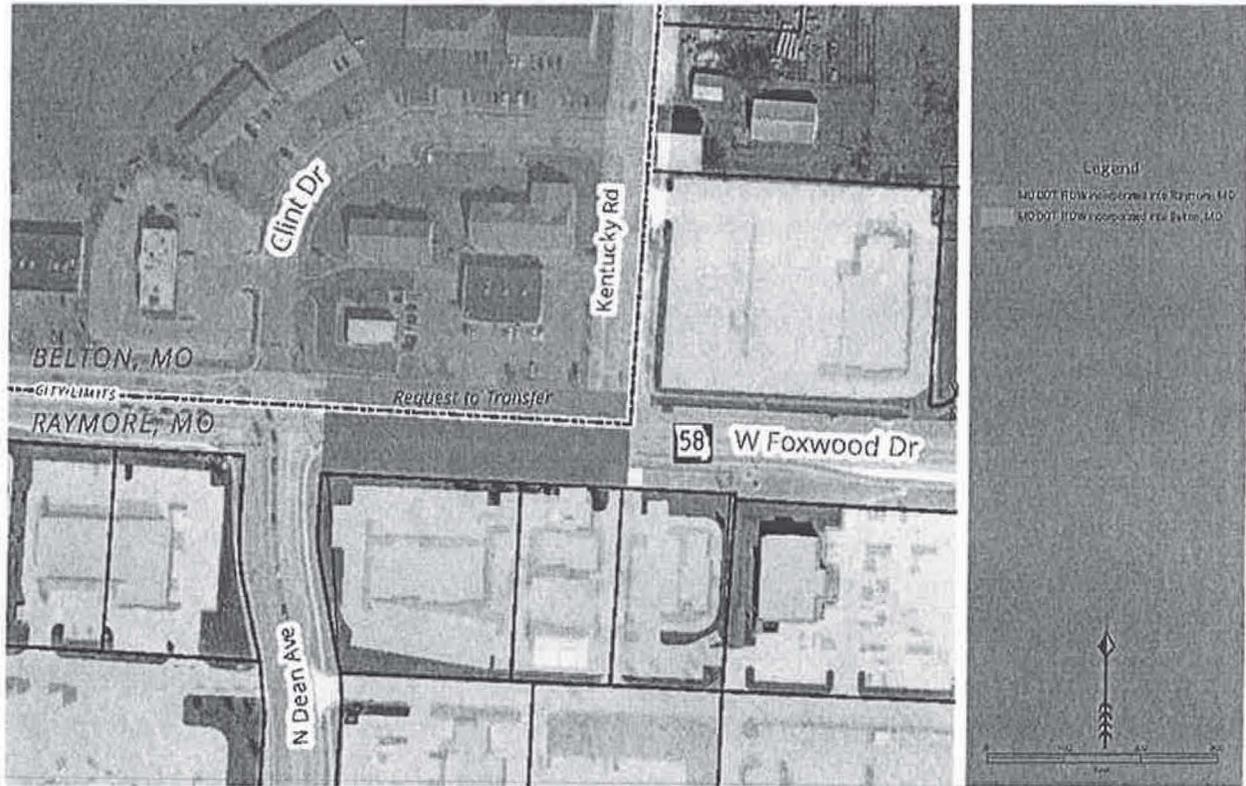
*[Signature]*  
Notary Public

My Commission Expires:

Sept. 1, 2017



**EXHIBIT "A"**  
**Aerial Photo With General Depiction of Affected MO-58**

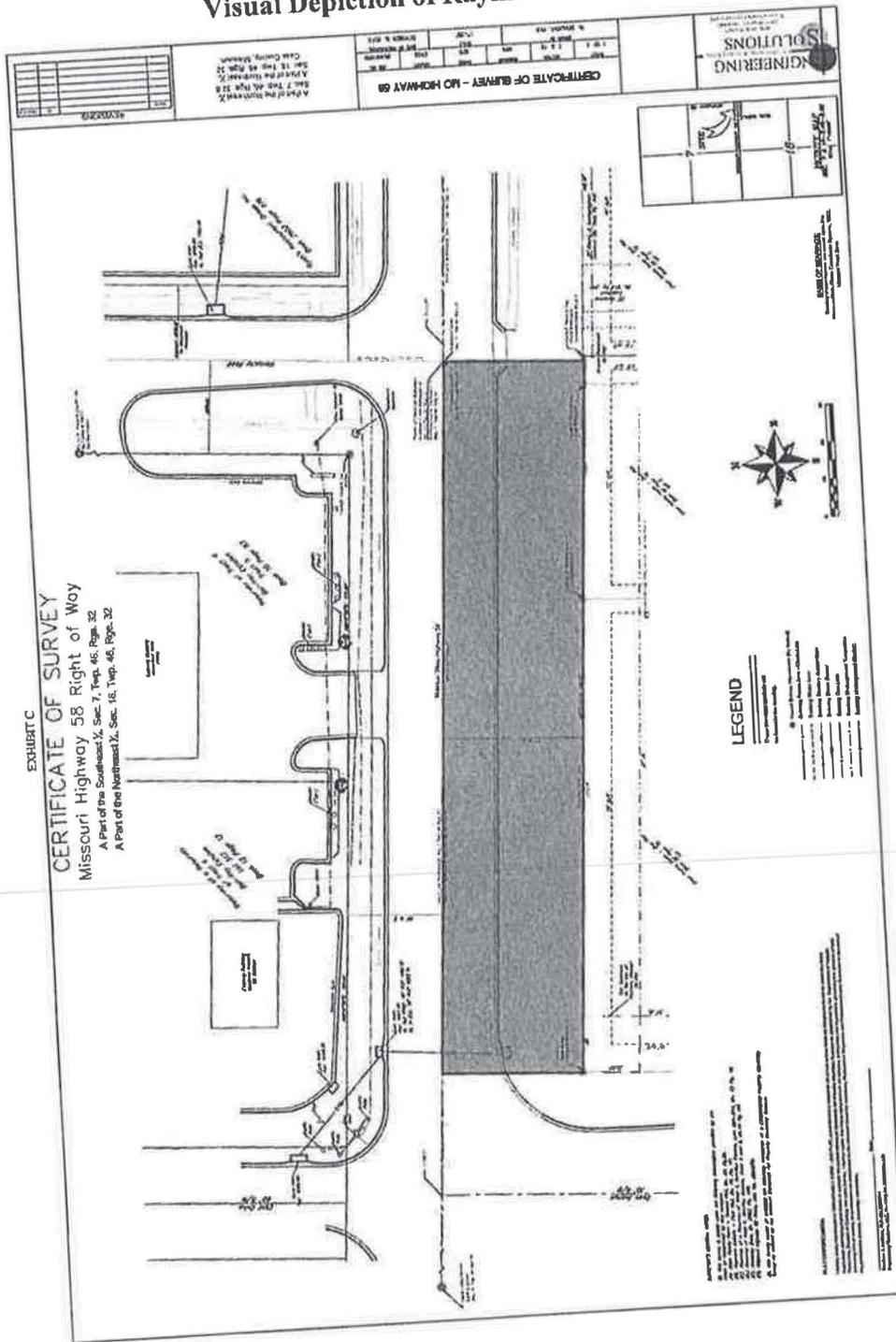


**58 Hwy Transfer**  
RAYMORE, MISSOURI

Right of Way  
Assessment



## EXHIBIT "C" Visual Depiction of Raymore Portion



11



# Miscellaneous



**THE RAYMORE CHARTER REVIEW COMMISSION MET ON TUESDAY, DECEMBER 6, 2016 IN COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI. COMMISSIONERS PRESENT: ACKLIN, BURKE, III, CASTLEMAN, DAREING, HUBACH, MOORHEAD, STIDHAM, WIGGINS, AND WILSON, CITY MANAGER JIM FEUERBORN, CITY CLERK JEANIE WOERNER AND CITY ATTORNEY JONATHAN ZERR.**

**1. Call To Order and Confirmation of Quorum.** Chairman Moorhead called the meeting to order at 6:00 p.m. and determined a quorum present.

**2. Pledge of Allegiance.**

**3. Approval of Minutes-November 15, 2016.**

**MOTION:** By Commissioner Stidham, second by Commissioner Hubach to approve the November 15, 2016 minutes as presented.

**DISCUSSION:** None

<b>VOTE:</b>	Commissioner Acklin	Aye
	Commissioner Burke, III	Aye
	Commissioner Castleman	Aye
	Commissioner Dareing	Aye
	Commissioner Hubach	Aye
	Commissioner Moorhead	Aye
	Commissioner Stidham	Aye
	Commissioner Wiggins	Aye
	Commissioner Wilson	Aye

**4. Unfinished Business.**

Chairman Moorhead advised the Commission that due to Mr. Feuerborn and Mr. Zerr having to leave the meeting, discussions on unfinished business agenda items for this meeting would be deferred to the December 20 meeting. He asked staff to provide a summary of changes made to date at the December 20 meeting as well.

**5. New Business.**

**A. Article III, Section 3.9 City Clerk**

Commissioner Hubach asked for this section to be removed from the Charter as she believes it inaccurately reflects that the City Clerk works for the Council. It is the only position besides the City Manager outlined in Charter and she also does not feel the Council should have approval with advice and consent of the appointment. She noted the position and duties are outlined in City Code.

Commissioner Burke suggested moving the City Clerk position and duties to Article V-City Manager as it more appropriately fits in that section as the Clerk works under the direction of the City Manager.

Commission's discussion ensued regarding the unique duties of the City Clerk position, removing the position from the Charter, removing advice and consent and moving the position and duties to Article V-City Manager.

**a. Staff report**

City Clerk Jeanie Woerner provided historical information on possible reasoning this Section has been contained within the Charter since adoption. The position's reporting authority to the City Manager is outlined in the City's organizational chart, administrative personnel policy, and job description.

**b. Commission Member Discussion and Questions**

Chairman Moorhead brought forth discussion on implications of this being removed. He provided an example that if it is removed and the City Manager hires an unqualified individual, the Council loses the advice and consent for the appointment of the position as a check and balance. Commission discussion ensued further on removing the position entirely as well as removing "advice and consent". Following discussion, Commissioner Moorhead asked for a show of hands to leave Section 3.9 as it currently exists, confirmed by a show of hands. Commissioner Hubach did not show her hand in approval.

**B. Article III, Section 3.10 City Attorney-City Prosecutor**

Chairman Moorhead lead discussion on these two positions and referenced that the Mayor holds power to appoint but does not hold power to remove these positions. He reviewed the positions and held discussion on if the two positions should be removed with a simple majority vote.

Mayor Turnbow and Commission members noted that when this Charter was formed, it was following a difficult time politically with the Mayor, Council and City Attorneys. This would explain why the majority of 6 of 8 of the Council is required to remove the positions. Mayor Turnbow noted 6 of 8 is a deviation from most model charters which are 5 of 8.

Commissioner Stidham noted that the removal contains the language that the Commission has discussed and changed in Section 1.2 regarding the number of a majority of the entire Council. Commission discussion ensued.

Chairman Moorhead asked for a show of hands to change Article III, Section 3.10(a) and (b) from "may be removed at any time with the consent of six (6) out of eight (8) members

of the entire Council.” to “with the consent of five (5) out of eight (8) members of the entire Council.” Confirmed by a show of hands by all present.

### **Section 3.10 (c) Qualifications**

**a. Staff report**-None provided

#### **b. Commission Member Discussion and Questions**

Chairman Moorhead review the existing qualifications for these two positions. No changes recommended.

### **Section 3.10 (d) Compensation**

**a. Staff report**-None provided

#### **b. Commission Member Discussion and Questions**

Chairman Moorhead review compensation for these two positions. No changes recommended.

### **C. Section 3.11 Investigations**

**a. Staff report**-None provided

#### **b. Commission Member Discussion and Questions**

Chairman Moorhead review the investigative powers in this section. He noted that recent legislation may have affected the powers to issue subpoenas, and asked for the City Attorney to provide an opinion in the future. No changes recommended.

### **D. Section 3.12 Independent Audit**

**a. Staff report**-None provided

#### **b. Commission Member Discussion and Questions**

Chairman Moorhead review this section advising that the City does follow auditing procedures outlined in this section. No changes recommended.

## **E. Section 3.13 Legislative Proceedings**

**a. Staff report**-None provided

### **b. Commission Member Discussion and Questions**

Commissioner Hubach requested Section 3.13 (c) *Voting*, be amended to require all votes are by voice roll call to clarify how votes are cast, to assist the City Clerk in recording same and to hold members accountable for their votes. Discussion ensued regarding the length of time that would be added to each meeting, the number of times a roll call vote is requested on an annual basis, and the need to perform roll call votes. Chairman Moorhead clarified that meetings are video recorded and the Mayor does confirm votes by voice count.

City Clerk Jeanie Woerner provided information that addressed concerns raised by Commissioner Hubach. The City Clerk does ask for clarification of votes that may be in question and consideration of electronic voting mechanisms are being explored for future purposes.

No changes recommended.

## **Section 3.13 (a) Meetings**

**a. Staff report**-None provided

### **b. Commission Member Discussion and Questions**

Chairman Moorhead asked for any comments in the requirements of calling special meetings. None heard.

## **Section 3.13 (f) Procedure**

**a. Staff report**-None provided

### **b. Commission Member Discussion and Questions**

Chairman Moorhead noted that under current administrative procedures, a bill that is introduced is read by title only, at a regular Council meeting and the second reading of a bill is performed at the next regular Council meeting. He reviewed the language as written in this section as, "shall be read by title in open Council meeting two (2) times before final passage." He stated with the word "meeting" being written as singular, indicates that a bill could be read two times in the same meeting for passage. He asked for Commission input.

Commission members provided input regarding the transparency of having one reading at two separate meetings, the ability to have additional time after the first reading if further information is needed, and providing a second reading at a separate meeting

provides the opportunity for citizens to learn of legislation being considered by Council. Commissioner Burke suggested adding language to clarify emergency provisions under Section (d).

Chairman Moorhead clarified the suggested language to read, "Every proposed ordinance shall be read by title in open Council meeting two (2) *meeting* times before final passage *unless an emergency is declared under section 3.13 (d)*. Confirmed by a show of hands by all present.

### **Section 3.13 (g) Emergency Ordinances**

**a. Staff report**-None provided

#### **b. Commission Member Discussion and Questions**

Chairman Moorhead asked for input for discussion. No discussion heard or changes recommended.

### **Section 3.13 (h) Effective Date**

**a. Staff report**-None provided

#### **b. Commission Member Discussion and Questions**

Chairman Moorhead provided history on the question of the definition of "receipt" and how the interpretation has been used to manipulate the timeline outlined in this section. He suggested reducing the fourteen (14) days and removing the word "receipt". Commission discussion ensued.

City Attorney Zerr advised that the definition of receipt was actually further defined in Section 110.100 to address the concerns discussed by the Commission.

Commission discussion ensued and Mayor Turnbow noted our sister Charter cities have ten (10) days.

Chairman Moorhead asked for this section be changed to reduce the fourteen (14) days to ten (10) days. Confirmed by a show of hands. Commissioner Hubach did not show her hand in approval.

### **Section 3.13 (i) Authentication and Recording**

No discussion.

## **6. Other.**

Chairman Moorhead stated the next meeting will be December 20.

**7. Public Comments.**

**8. Adjournment.**

**MOTION:** By Commissioner Hubach, second by Commissioner Stidham to adjourn.

<b>VOTE:</b>	Commissioner Acklin	Aye
	Commissioner Burke, III	Aye
	Commissioner Castleman	Aye
	Commissioner Dareing	Aye
	Commissioner Hubach	Aye
	Commissioner Moorhead	Aye
	Commissioner Stidham	Aye
	Commissioner Wiggins	Aye
	Commissioner Wilson	Aye

The regular meeting of the Charter Review Commission adjourned at 7:50 p.m.

Respectfully submitted,

Jeanie Woerner  
City Clerk