

TENTATIVE AGENDA
RAYTOWN BOARD OF ALDERMEN
JUNE 18, 2024
REGULAR SESSION NO. 29
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
AND
ONLINE ZOOM WEBINAR
7:00 P.M.

The meeting will be streamed live and can be accessed on the City's website at www.raytown.mo.us. In addition, a video recording of the meeting will be available within 48 hours on the City's website. For questions, contact City Clerk, Teresa Henry at (816) 737-6004 or thenry@raytown.mo.us.

Public comments can be made in-person by signing in before the meeting using the sign-in sheet available in the City Hall Council Chamber. To make public comments remotely, please use the Zoom Webinar ID and Passcode below and notify the Clerk, using the contact information above, of your intent to give a Public Comment remotely during the live online meeting, or send your Public Comments to the City Clerk at the email address above by 12:00 p.m. (noon) on June 18, 2024 so that your comments can be presented in writing to the Board of Aldermen during the Public Comments section of the meeting agenda. All Public Comments received will be kept on file in the City Clerk's office.

zoom.us/join
Webinar ID: 852 4082 7399
Passcode: 254899

OPENING SESSION

Invocation/Pledge of Allegiance
Roll Call

Proclamations/Presentations

★ Presentation from APWA to Vern Fowler

Public Comments

Comments from the Mayor
Comments from the City Administrator
Committee Reports

STUDY SESSION

Mid-Year Financial Report
Michael Graham, Finance Director

2023 Sales Tax Report Card Presentation
Michael Graham, Finance Director

LEGISLATIVE SESSION

1. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the Board of Aldermen and will be enacted by one motion without separate discussion or debate. An item designated for the Consent Agenda may be removed from the Consent Agenda at the request of the Mayor or an Alderman, where there is no objection by the remaining members of the Board. If there is an objection to removal of an item from the Consent Agenda, the item may be removed by a motion and vote of the Board.

Minutes from the June 4, 2024 Board of Aldermen Meeting

OLD BUSINESS

2. Public Hearing: A public hearing to consider a text amendment to Chapter 50, to govern the development and expansion of major utilities within the City of Raytown.

2a. **SECOND READING: Bill No. 6669-24, Section XIII. AN ORDINANCE** AMENDING CHAPTER 50, ARTICLE IV, OF THE CODE OF ORDINANCES OF THE CITY OF RAYTOWN, MISSOURI, TO GOVERN THE DEVELOPMENT AND EXPANSION OF MAJOR UTILITIES WITHIN THE CITY OF RAYTOWN. Point of Contact: Diane Egger, Community Development Director.

NEW BUSINESS

3. **FIRST READING: Bill No. 6671-24, Section V-A. AN ORDINANCE** AUTHORIZING AND APPROVING A CONTRACT FOR TRANSIT SERVICE BY AND BETWEEN THE KANSAS CITY AREA TRANSPORTATION AUTHORITY AND THE CITY OF RAYTOWN, MISSOURI FOR IRIS (ZTRIP) FLEX TRANSPORTATION SERVICE IN AN AMOUNT NOT TO EXCEED \$84,000.00. Point of Contact: Missy Wilson, Assistant City Administrator/Economic Development Administrator.
4. **R-3612-24: A RESOLUTION** AMENDING THE FISCAL YEAR 2023-2024 BUDGET RELATED TO WORKERS' COMPENSATION. Point of Contact: Damon Hodges, City Administrator.

ADJOURNMENT

Special Sales Tax Citizen Review Committee

DEDICATED TO
PROTECTING YOUR
SALES TAX DOLLARS



2023
ADMINISTRATIVE AND
FISCAL REPORT CARD

1/2 Cent Transportation Sales Tax
3/8 Cent Capital Sales Tax
1/2 Cent Public Safety Sales Tax



Page 2

Special Sales Tax Citizen Review Committee

Transportation Sales Tax

Audited Numbers as of October 31, 2023

Beginning Fund Balance - **\$1,244,291**

2023 Revenues - \$1,817,566

2023 Expenses - \$ 2,389,640

- ⇒ Salt purchase
- ⇒ 2023 Street Reconstruction
- ⇒ Engineering Services
- ⇒ Design Services
- ⇒ 2023 Street Maintenance Program
- ⇒ 2023 KCATA Transit Service in Raytown

Ending Fund Balance - \$ **672,217**

* GAAP Encumbrances are included in the Ending Fund Balance.

2023 Transportation Purchases



2023 KCATA Transit Service

2023 Transportation Improvements



Salt Purchased



Asphalt Street Patching



Modified Aggregate
Quick Set (MAQS)
Resurfacing Project



Half Inch UBAS Overlay



Pavement Marking Project

Capital Sales Tax

Audited Numbers as of October 31, 2023

Beginning Fund Balance **\$1,320,315**

2023 Revenues - **\$1,520,095**

2023 Expenses - **\$1,002,716**

- ⇒ 2023 Stormwater Maintenance Projects -
- ⇒ Panasonic Tough Book Mobile Data Terminals
- ⇒ Workstations and server for Police Department
- ⇒ Uniforms and Body armor for Police Department
- ⇒ Radios for new officers and vehicles
- ⇒ Replacement vehicles for Police Department
- ⇒ Building asset condition assessment
- ⇒ Replacement loader Public Works -
- ⇒ Storm Water Master Plan phases III and VI
- ⇒ Community Development Vehicle
- ⇒ Speed Indicators

Ending Fund Balance - **\$1,837,694**

Police & Public Works Department Purchases



Body Armor

Replacement Loader



Speed Indicators



New Community Development Vehicle



Public Safety Sales Tax

Audited Numbers as of October 31, 2023

Beginning Fund Balance	\$ 705,042
2023 Revenues	\$1,970,230
2023 Expenses	\$1,611,970

- ⇒ Portion of Salaries and Benefits for Police Department
- ⇒ In-car camera cloud-based video storage
- ⇒ Uniforms and minor equipment
- ⇒ Performance evaluation software
- ⇒ Software and IT expenses
- ⇒ Computer Hardware
- ⇒ Dispatch conversion from T1 backhaul to ethernet
- ⇒ Training and Education
- ⇒ Police vehicle
- ⇒ Offsite prisoner detention

Ending Fund Balance - \$ 1,063,302



We are proud to say that we believe “Raytown City Government is operating at a high level of efficiency. We are confident they will continue to perform at this level for the remainder of the bond and sales tax issues. All expenditures are consistent with the sales tax expectations, and the voters’ intended use for the sales tax.”



2023 Administration Report Card

(Committee Submitted June 2024)

“As of October 31, 2023 all expenditures have met the intent of the Citizens of Raytown.”

Average Departmental Report Card Score

Mayor / Alderman Liaison

- Coordination / Procedures E

Finance Department

- Budget Forecasting E
- Bidding Process E
- Teamwork / Coordination E

Public Works Department

- Budget Forecasting E
- Bidding Process E
- Quality of Products Purchased E
- Teamwork / Coordination E

Police Department

- Budget Forecasting E
- Bidding Process E
- Quality of Products Purchased E
- Teamwork / Coordination E

LEGEND:

(N) Needs Improvement; (B) Below Average; (M) Meets Committee Standards; (O) Outstanding; (E) Exceptional



Future Sales Tax Projects

The City plans to continue with its annual fleet and workstation replacement program. The City plans to continue improving the infrastructure and buildings.

Special Sales Tax Citizen Review Committee Fiscal Year 2023

Chair - Jim Schaap

Ward 1
Deborah Sommer

Ward 2
Rudolph Pieters

Ward 3
Evan Gorrell

Ward 4
Darrell Swofford

Ward 5
Jim Schaap

At Large Member
Jason Hull

At Large Member
Jeremy Bledsoe, Sr.

Board Liaison - Alderman Ian Scott

FY24 Mid-Year Financial Report



General Fund

Revenue:	Total Budget	YTD Activity	Remaining Budget	Six-Month Trend
Property Taxes	\$ 1,493,244	\$ 1,264,390	\$ 228,854	85%
General Sales Tax	\$ 5,155,000	\$ 2,998,941	\$ 2,156,059	58%
Other Taxes	\$ 55,000	\$ 24,008	\$ 30,992	44%
Franchise Taxes	\$ 3,502,000	\$ 1,866,276	\$ 1,635,724	53%
Permits and Fees	\$ 536,300	\$ 210,435	\$ 325,865	39%
Intergovernmental	\$ 1,383,500	\$ 757,384	\$ 626,116	55%
Service Charges	\$ 86,150	\$ 43,107	\$ 43,043	50%
Municipal Court Receipts	\$ 267,400	\$ 85,089	\$ 182,312	32%
Reimbursements, Interest, & Misc.	\$ 510,591	\$ 439,772	\$ 70,819	86%
Grants	\$ 1,866,526	\$ 9,950	\$ 1,856,576	1%
Transfer In	\$ 1,349,670	\$ 674,835	\$ 674,835	50%
Total Revenue	\$ 16,205,381	\$ 8,374,186	\$ 7,831,195	
Expense:				
Personal Services	\$ 10,463,022	\$ 4,843,123	\$ 5,619,899	46%
Supplies, Services, & Charges	\$ 2,629,339	\$ 884,250	1,745,089	34%
Repair and Maintenance	\$ 454,052	\$ 204,210	249,842	45%
Contractual Services	\$ 871	\$ 304	567	35%
Capital Expenditures	\$ 205,569	\$ 24,283	181,286	12%
Utilities	\$ 644,596	\$ 263,042	381,554	41%
Transfers	\$ 2,875,141	\$ 466,904	2,408,237	16%
Total Expense	\$ 17,272,590	\$ 6,686,115	\$ 10,586,474	
Net Income/(loss)	\$ (1,067,209)	\$ 1,688,071		
Beginning Balance	\$ 7,888,845	\$ 11,984,229		
Restricted Funds	\$ 1,533,679	\$ 1,533,679		
Ending Balance	\$ 8,355,315	\$ 15,205,979		

Parks

Revenue:	Total Budget	YTD Activity	Remaining Budget	Six-Month Trend
Property Taxes	\$ 746,302	\$ 631,493	\$ 114,809	85%
General Sales Tax	\$ 370,000	\$ 181,161	\$ 188,839	49%
Service Charges	\$ 52,968	\$ 22,760	\$ 30,208	43%
Reimbursements, Interest, & Misc.	\$ 74,200	\$ 59,610	\$ 14,590	80%
Grants	\$ 1,587,500	\$ 19,300	\$ 1,568,200	1%
Total Revenue	\$ 2,830,970	\$ 914,324	\$ 1,916,646	
Expense:				
Personal Services	\$ 753,004	\$ 350,582	\$ 402,422	47%
Supplies, Services, & Charges	\$ 269,200	\$ 53,781	215,419	20%
Repair and Maintenance	\$ 121,000	\$ 36,152	84,848	30%
Contractual Services	\$ 25,000	\$ -	25,000	0%
Capital Expenditures	\$ 2,041,000	\$ 22,029	2,018,971	1%
Utilities	\$ 56,200	\$ 21,868	34,332	39%
Transfers	\$ 33,600	\$ 16,495	17,105	49%
Total Expense	\$ 3,299,004	\$ 500,906	\$ 2,798,098	
Net Income/(loss)	\$ (468,034)	\$ 413,418		
Beginning Balance	\$ 858,386	\$ 1,133,044		
Restricted Balance	\$ 41,673	\$ 41,673		
Ending Balance	\$ 432,025	\$ 1,588,135		

Transportation Sales Tax

Revenue:	Total Budget	YTD Activity	Remaining Budget	Six-Month Trend
General Sales Tax	1,600,000	880,039	\$ 719,961	55%
Reimbursements, Interest, & Misc.	45,161	21,275	\$ 23,886	47%
Grants	10,000	-	\$ 10,000	0%
Total Revenue	\$ 1,655,161	\$ 901,314	\$ 753,847	
Expense:				
Supplies, Services, & Charges	394,750	81,222	313,528	21%
Repair and Maintenance	500,441	86,931	413,510	17%
Capital Expenditures	561,468	40,212	521,256	7%
Transfers	360,000	175,952	184,048	49%
Total Expense	\$ 1,816,659	\$ 384,316	\$ 1,432,342	
Net Income/(loss)	\$ (161,498)	\$ 516,997		
Beginning Balance	\$ 980,795	\$ 672,217		
Ending Balance	\$ 819,297	\$ 1,189,214		

Capital Sales Tax

Revenue:	Total Budget	YTD Activity	Remaining Budget	Six-Month Trend
General Sales Tax	1,350,000	724,646	\$ 625,354	54%
Reimbursements, Interest, & Misc.	58,109	50,916	\$ 7,193	88%
Grants	9,000	-	\$ 9,000	0%
Total Revenue	\$ 1,417,109	\$ 775,562	\$ 641,547	
Expense:				
Supplies, Services, & Charges	2,800	1,224	1,576	44%
Capital Expenditures	1,754,815	278,375	1,476,440	16%
Transfers	264,000	131,964	132,036	50%
Total Expense	\$ 2,021,615	\$ 411,563	\$ 1,610,053	
Net Income/(loss)	\$ (604,506)	\$ 363,999		
Beginning Balance	\$ 1,260,165	\$ 1,837,694		
Ending Balance	\$ 655,659	\$ 2,201,693		

Public Safety

Revenue:	Total Budget	YTD Activity	Remaining Budget	Six-Month Trend
General Sales Tax	1,800,000	966,194	\$ 833,806	54%
Reimbursements, Interest, & Misc.	27,594	24,064	\$ 3,530	87%
			\$ -	
Total Revenue	\$ 1,827,594	\$ 990,258	\$ 837,336	
Expense:				
Supplies, Services, & Charges	496,818	225,647	271,171	45%
Utilities	28,431	16,638	11,793	59%
Transfers	1,529,670	762,811	766,859	50%
Total Expenses	\$ 2,054,919	\$ 1,005,097	\$ 1,049,822	
Net Income/(loss)	\$ (227,325)	\$ (14,838)		
Beginning Balance	\$ 540,782	\$ 1,063,302		
Ending Balance	\$ 313,457	\$ 1,048,464		

Risk Management

Revenue:	Total Budget	YTD Activity	Remaining Budget	Six-Month Trend
Reimbursements, Interest, & Misc.	51,200	3,231	\$ 47,969	6%
Transfer In	80,000	40,000	\$ 40,000	50%
Total Revenue	\$ 131,200	\$ 43,231	\$ 87,969	
Expense:				
Supplies, Services, & Charges	120,600	10,235	110,365	8%
Total Expenses	\$ 120,600	\$ 10,235	\$ 110,365	
Net Income/(loss)	\$ 10,600	\$ 32,997		
Beginning Balance	\$ 47,557	\$ 36,694		
Ending Balance	\$ 58,157	\$ 69,691		

TIF

Revenue:	Total Budget	YTD Activity	Remaining Budget	Six-Month Trend
Property Taxes	\$ 96,500	\$ 113,622	\$	118%
Other Taxes	8,000	3,107	\$ 4,893	39%
Reimbursements, Interest, & Misc.	1,281,966	743,018	\$ 538,948	58%
Transfer In	1,699,600	769,983	\$ 929,617	45%
Total Revenue	\$ 3,086,066	\$ 1,629,730	\$ 1,456,336	
Expense:				
Supplies, Services, & Charges	145,200	59,399	85,801	41%
Debt Service	2,923,800	2,627,932	295,868	90%
Total Expenses	\$ 3,069,000	\$ 2,687,332	\$ 381,669	
Net Income/(loss)	\$ 17,066	\$ (1,057,601)		
Beginning Balance	\$ 3,844,504	\$ 4,005,306		
Ending Balance	\$ 3,861,570	\$ 2,947,705		

Storm Water

Revenue:	Total Budget	YTD Activity	Remaining Budget	Six-Month Trend
General Sales Tax	110,000	60,387	\$ 49,613	55%
Reimbursements, Interest, & Misc.	18,684	17,950	\$ 734	96%
Transfer In	6,339,519	75,000	\$ 6,264,519	1%
Total Revenue	\$ 6,468,203	\$ 153,338	\$ 6,314,865	
Expense:				
Supplies, Services, & Charges	45,709	3,701	42,008	8%
Repair and Maintenance	133,000	9,520	123,480	7%
Capital Expenditures	6,986,735	165,716	6,821,019	2%
Transfers	22,000	10,997	11,003	50%
Total Expenses	\$ 7,187,444	\$ 189,934	\$ 6,997,510	
Net Income/(loss)	\$ (719,241)	\$ (36,596)		
Beginning Balance	\$ 772,742	\$ 749,975		
Ending Balance	\$ 53,501	\$ 713,379		

Capital Improvement

Revenue:	Total Budget	YTD Activity	Remaining Budget	Six-Month Trend
Reimbursements, Interest, & Misc.	125,000	99,968	\$ 25,032	80%
Total Revenue	\$ 125,000	\$ 99,968	\$ 25,032	
Expense:				
Supplies, Services, & Charges	18,950	2,743	16,207	14%
Total Expenses	\$ 18,950	\$ 2,743	\$ 16,207	
Net Income/(loss)	\$ 106,050	\$ 97,225		
Beginning Balance	\$ 882,597	\$ 1,197,267		
Non-Spendable Funds	\$ 365,862	\$ 365,862		
Ending Balance	\$ 1,354,509	\$ 1,660,354		

Sewer

Revenue:	Total Budget	YTD Activity	Remaining Budget	Six-Month Trend
Service Charges	\$ 8,630,790	\$ 4,113,420	\$ 4,517,370	48%
Reimbursements, Interest, & Misc.	222,090	150,285	\$ 71,805	68%
			\$ -	
Total Revenue	\$ 8,852,880	\$ 4,263,705	\$ 4,589,175	
Expense:				
Personal Services	\$ 1,088,015	\$ 538,928	\$ 549,087	50%
Supplies, Services, & Charges	5,218,102	2,317,207	2,900,896	44%
Repair and Maintenance	252,800	41,923	210,877	17%
Capital Expenditures	2,579,087	407,618	2,171,469	16%
Utilities	20,372	6,094	14,278	30%
Debt Service	1,257,039	378,859	878,180	30%
Total Expenses	\$ 10,415,416	\$ 3,690,628	\$ 6,724,788	
Net Income/(loss)	\$ (1,562,536)	\$ 573,077		
Beginning Balance	\$ 2,913,132	\$ 3,967,960		
Restricted Funds	\$ 459,125	\$ 459,125		
Investment in Capital	\$ 12,817,505	\$ 11,586,064		
Ending Balance	\$ 14,627,226	\$ 16,586,226		



QUESTIONS

ARPA FUNDS

ARPA Fund Activity

	Beginning Balance	Usage	Budgeted Projected Usage	Ending Balance
Deferred 2021	\$ 2,924,983			\$ 2,924,983
Deferred 2022	2,981,354			5,906,337
Employee Incentive 2021		340,143		5,566,193
Employee Incentive 2022		279,344		5,286,850
FY24 Projects			1,542,846	3,744,004
FY25 Projects			3,744,004	0



INVESTMENTS

Current Investments

Investing Organization	Amount	Type	Term	Annual Interest Rate	Income on Investment	Expiration Date	How is Investment Covered (CD - FDIC, Collateral, etc.)
MOSIP	\$ 6,963,460	Liquid	N/A	5.27%	\$366,974	N/A	100% backed by collateral
UMB	\$ 5,000,000	CD	184 days	5.05%	\$126,000	8/21/2024	FDIC
UMB	\$ 5,000,000	CD	360 days	5.10%	\$255,000	8/20/2024	FDIC
Total	\$ 16,963,460						

MINUTES
RAYTOWN BOARD OF ALDERMEN
JUNE 4, 2024
REGULAR SESSION NO. 28
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
AND
ONLINE ZOOM WEBINAR
7:00 P.M.

Mayor Michael McDonough called the June 4, 2024, Board of Aldermen Regular meeting to order at 7:03 p.m. Reuben Samuels of River Church Family, provided the invocation and led the pledge of allegiance.

Roll was called by Teresa Henry, City Clerk, and the attendance was as follows:

Present: Alderman Loretha Hayden, Alderman Greg Walters, Alderman Jim Aziere Alderman Ian Scott, Alderman Ryan Myers, Alderman Janet Emerson, Alderman Diane Krizek, Alderman Bill Van Buskirk, Alderman Bonnaye Mims, Alderman Theresa Garza

Absent: None

Proclamations/Presentations

Mayor McDonough presented Pat Ertz with a proclamation for being the 2024 Raytown Citizen of the Year.

Public Comments

Comments were made by:

Ron VanBibber, 8701 Kentucky Avenue

Communication from the Mayor

Mayor McDonough spoke on recent events and City business.

Communication from the City Administrator

Damon Hodges, City Administrator, provided an update on the City's current projects and plans.

Committee Reports

Comments and reports were shared by Aldermen Van Buskirk, Mims, and Krizek.

STUDY SESSION
Parks & Recreation Annual Report
Dave Turner, Parks & Recreation Director

Dave Turner, Parks & Recreation Director, presented the item.

LEGISLATIVE SESSION

1. **CONSENT AGENDA**

All matters listed under the Consent Agenda are considered to be routine by the Board of Aldermen and will be enacted by one motion without separate discussion or debate. An item designated for the Consent Agenda may be removed from the Consent Agenda at the request of the Mayor or an Alderman, where there is no objection by the remaining members of the Board. If there is an objection to removal of an item from the Consent Agenda, the item may be removed by a motion and vote of the Board.

Minutes from the May 21, 2024 Board of Aldermen Meeting

Alderman Mims, seconded by Alderman Scott, made a motion to adopt. The motion was approved by a vote of 10-0.

Ayes: Aldermen Mims, Scott, Hayden, Garza, Emerson, Van Buskirk, Walters, Aziere, Myers, Krizek

Nays: None

NEW BUSINESS

2. Public Hearing: A public hearing to consider an amendment to the Official Zoning Map of the City of Raytown regarding property located at Blue Ridge Cutoff and 62nd Terr.

2a. **FIRST READING: Bill No. 6666-24, Section XIII. AN ORDINANCE APPROVING AN AMENDMENT TO THE OFFICIAL ZONING MAP OF THE CITY OF RAYTOWN FROM R-3, HIGH DENSITY RESIDENTIAL TO NC, NEIGHBORHOOD COMMERCIAL, FILED BY THE PROPERTY OWNER, THIAGO GUERRA, IPANEMA BRYWOOD II, LLC., AFFECTING THE NORTHERN APPROXIMATELY 0.87-ACRE OF A 1.63-ACRE PARCEL OF LAND GENERALLY LOCATED AT THE NORTHWEST CORNER OF BLUE RIDGE CUTOFF AND E 62ND TERR., WITHIN THE CITY OF RAYTOWN, JACKSON COUNTY, MISSOURI. Point of Contact: Diane Egger, Community Development Director.**

Mayor McDonough opened the public hearing.

The item was read by title only by Teresa Henry, City Clerk.

Shana Kelly, Planning & Zoning Coordinator, presented the item and remained for any discussion.

Power was momentarily lost, and the meeting was interrupted at 7:48 p.m.

The meeting resumed at 7:50 p.m.

Alderman Van Buskirk, seconded by Alderman Scott, made a motion to suspend the rules and hold an immediate second reading. The motion was approved by a vote of 9-1.

Ayes: Aldermen Van Buskirk, Scott, Mims, Garza, Emerson, Hayden, Aziere, Myers, Krizek
Nays: Alderman Walters

The item was read for a second time by title only by Teresa Henry, City Clerk.

Mayor McDonough called for any public comments.

Amanda Bellemere, property manager for the applicant, was present for any discussion.

Mayor McDonough closed the public hearing.

Alderman Myers, seconded by Alderman Mims, made a motion to adopt. The motion was approved by a vote of 10-0.

Ayes: Aldermen Myers, Mims, Walters, Garza, Emerson, Scott, Van Buskirk, Hayden, Aziere, Krizek

Nays: None

Became Ordinance 5758-24.

3. Public Hearing: A public hearing to consider a Conditional Use Permit for property located at 8830 E. 350 Highway.

3a. **FIRST READING: Bill No. 6667-24, Section XIII. AN ORDINANCE** APPROVING ISSUANCE OF A CONDITIONAL USE PERMIT TO NAVEED KHALID, MONSTER GARAGE, LLC. TO OPERATE A "VEHICLE REPAIR, LIMITED" FACILITY WITH "LIMITED VEHICLE SALES" AT 8830 E. 350 HIGHWAY IN AN HC, HIGHWAY COMMERCIAL, DISTRICT WITHIN THE CITY OF RAYTOWN, JACKSON COUNTY, MISSOURI. Point of Contact: Diane Egger, Community Development Director.

Mayor McDonough opened the public hearing.

The item was read by title only by Teresa Henry, City Clerk.

Shana Kelly, Planning & Zoning Coordinator, presented the item and remained for any discussion along with the applicant, Naveed Khalid, and the property manager, Jim Blomquist.

Mayor McDonough closed the public hearing.

Alderman Mims, seconded by Alderman Aziere, made a motion to suspend the rules and hold an immediate second reading. The motion was approved by a vote of 9-1.

Ayes: Aldermen Mims, Aziere, Hayden, Garza, Emerson, Scott, Walters, Myers, Krizek

Nays: Alderman Van Buskirk

The item was read for a second time by title only by Teresa Henry, City Clerk.

Alderman Scott, seconded by Alderman Garza, made a motion to adopt. The motion was approved by a vote of 10-0.

Ayes: Aldermen Scott, Garza, Emerson, Aziere, Walters, Mims, Van Buskirk, Hayden, Krizek, Myers

Nays: None

Became Ordinance 5759-24.

4. Public Hearing: A public hearing to consider a Conditional Use Permit for property located at 9305 E. 350 Highway.

4a. **FIRST READING: Bill No. 6668-24, Section XIII. AN ORDINANCE** APPROVING ISSUANCE OF A CONDITIONAL USE PERMIT TO JOSHUA MILLER, EMERALD AUTO, LLC. TO OPERATE A "VEHICLE REPAIR, LIMITED" FACILITY AT 9305 E. 350 HIGHWAY IN AN HC, HIGHWAY COMMERCIAL, DISTRICT WITHIN THE CITY OF RAYTOWN, JACKSON COUNTY, MISSOURI. Point of Contact: Diane Egger, Community Development Director.

Mayor McDonough opened the public hearing.

The item was read by title only by Teresa Henry, City Clerk.

Shana Kelly, Planning & Zoning Coordinator, presented the item and remained for any discussion along with the applicant, Joshua Miller.

Alderman Emerson, seconded by Alderman Mims, made a motion to suspend the rules and hold an immediate second reading. The motion was approved by a vote of 10-0.

Ayes: Aldermen Emerson, Mims, Garza, Aziere, Hayden, Van Buskirk, Walters, Krizek, Scott, Myers

Nays: None

The item was read for a second time by title only by Teresa Henry, City Clerk.

Mayor McDonough closed the public hearing.

Alderman Scott, seconded by Alderman Mims, made a motion to adopt. The motion was approved by a vote of 10-0.

Ayes: Aldermen Scott, Mims, Emerson, Garza, Aziere, Walters, Van Buskirk, Hayden, Krizek, Myers

Nays: None

Became Ordinance 5760-24.

5. Public Hearing: A public hearing to consider a text amendment to Chapter 50, to govern the development and expansion of major utilities within the City of Raytown.

5a. **FIRST READING: Bill No. 6669-24, Section XIII. AN ORDINANCE AMENDING CHAPTER 50, ARTICLE IV, OF THE CODE OF ORDINANCES OF THE CITY OF RAYTOWN, MISSOURI, TO GOVERN THE DEVELOPMENT AND EXPANSION OF MAJOR UTILITIES WITHIN THE CITY OF RAYTOWN.** Point of Contact: Diane Egger, Community Development Director.

Mayor McDonough opened the public hearing.

The item was read by title only by Teresa Henry, City Clerk.

Shana Kelly, Planning & Zoning Coordinator, presented the item and remained for any discussion.

Mayor McDonough closed the public hearing.

6. **FIRST READING: Bill No. 6670-24, Section VI-B-I. AN ORDINANCE AN AUTHORIZING AND APPROVING THE ACCEPTANCE OF EASEMENTS IN CONNECTION WITH THE 83RD STREET STORMWATER IMPROVEMENT PROJECT.** Point of Contact: Robinson Camp, Public Works Director.

The item was read by title only by Teresa Henry, City Clerk.

Robinson Camp, Public Works Director, presented the item and remained for any discussion.

Alderman Myers, seconded by Alderman Emerson, made a motion to suspend the rules and hold an immediate second reading. The motion was approved by a vote of 10-0.

Ayes: Aldermen Myers, Emerson, Garza, Aziere, Hayden, Mims, Van Buskirk, Walters, Krizek, Scott

Nays: None

Alderman Mims, seconded by Alderman Emerson, made a motion to adopt. The motion was approved by a vote of 10-0.

Ayes: Aldermen Mims, Emerson, Garza, Aziere, Hayden, Van Buskirk, Walters, Krizek, Scott, Myers
Nays: None

Became Ordinance 5761-24.

7. **R-3606-24: A RESOLUTION** AUTHORIZING AND APPROVING AN ON-CALL PROFESSIONAL SERVICES AGREEMENT FOR WASTEWATER, STORMWATER SERVICES WITH LEATH & SONS, INC. UTILIZING THE CITY OF BELTON, MISSOURI'S COOPERATIVE BID IN AN AMOUNT NOT TO EXCEED \$110,000.00 FOR FISCAL YEAR 2023-2024. Point of Contact: Robinson Camp, Public Works Director.

The item was read by title only by Teresa Henry, City Clerk.

Robinson Camp, Public Works Director, presented the item and remained for any discussion.

Alderman Mims, seconded by Alderman Scott, made a motion to adopt. The motion was approved by a vote of 10-0.

Ayes: Aldermen Mims, Scott, Emerson, Garza, Aziere, Hayden, Van Buskirk, Walters, Krizek, Myers
Nays: None

8. **R-3607-24: A RESOLUTION** AMENDING THE FISCAL YEAR 2023-2024 BUDGET RELATED TO PUBLIC WORKS PROJECTS UTILIZING AMERICAN RESCUE PLAN ACT FUNDS. Point of Contact: Robinson Camp, Public Works Director.

The item was read by title only by Teresa Henry, City Clerk.

Damon Hodges, City Administrator, presented the item.

Alderman Myers, seconded by Alderman Garza, made a motion to adopt. The motion was approved by a vote of 10-0.

Ayes: Aldermen Myers, Garza, Emerson, Aziere, Hayden, Mims, Van Buskirk, Walters, Krizek, Scott
Nays: None

9. **R-3608-24: A RESOLUTION** AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH LEGACY UNDERGROUND CONSTRUCTION, INC. FOR THE 53rd STREET UTILITY IMPROVEMENTS PROJECT IN A TOTAL AMOUNT NOT TO EXCEED \$605,883.50 AND AMEND THE FISCAL YEAR 2023-2024 BUDGET. Point of Contact: Point of Contact: Robinson Camp, Public Works Director.

The item was read by title only by Teresa Henry, City Clerk.

Robinson Camp, Public Works Director, presented the item and remained for any discussion.

Alderman Mims, seconded by Alderman Emerson, made a motion to adopt. The motion was approved by a vote of 10-0.

Ayes: Aldermen Mims, Emerson, Garza, Aziere, Hayden, Van Buskirk, Walters, Krizek, Scott, Myers
Nays: None

10. R-3609-24: A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH GEORGE BUTLER ASSOCIATES, INC. FOR THE CONSTRUCTION PHASE OF THE 53RD STREET UTILITY RELOCATION PROJECT IN AN AMOUNT NOT TO EXCEED \$81,378.00 AND AMEND THE FISCAL YEAR 2023-2024 BUDGET. Point of Contact: Robinson Camp, Public Works Director.

The item was read by title only by Teresa Henry, City Clerk.

Robinson Camp, Public Works Director, presented the item and remained for any discussion.

Alderman Myers, seconded by Alderman Scott, made a motion to adopt. The motion was approved by a vote of 10-0.

Ayes: Aldermen Myers, Scott, Krizek, Walters, Van Buskirk, Mims, Hayden, Aziere, Garza, Emerson

Nays: None

11. R-3610-24: A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH LAMP RYNEARSON FOR RAYTOWN MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) IMPLEMENTATION SERVICES IN AN AMOUNT NOT TO EXCEED \$28,877.00 FOR FISCAL YEAR 2023-2024 AND AMEND THE FISCAL YEAR 2023-2024 BUDGET. Point of Contact: Robinson Camp, Public Works Director.

The item was read by title only by Teresa Henry, City Clerk.

Robinson Camp, Public Works Director, presented the item and remained for any discussion.

Alderman Van Buskirk, seconded by Alderman Mims, made a motion to adopt. The motion was approved by a vote of 10-0.

Ayes: Aldermen Van Buskirk, Mims, Emerson, Garza, Aziere, Hayden, Walters, Krizek, Scott, Myers

Nays: None

12. R-3611-24: A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH GEORGE BUTLER ASSOCIATES, INC. FOR SURVEYING SERVICES FOR THE WHITE OAK WEST SANITARY SEWER BASIN IN AN AMOUNT NOT TO EXCEED \$178,589.00 AND AMEND THE FISCAL YEAR 2023-2024 BUDGET. Point of Contact: Robinson Camp, Public Works Director.

The item was read by title only by Teresa Henry, City Clerk.

Robinson Camp, Public Works Director, presented the item and remained for any discussion.

Alderman Myers, seconded by Alderman Emerson, made a motion to adopt. The motion was approved by a vote of 10-0.

Ayes: Aldermen Myers, Emerson, Garza, Aziere, Hayden, Mims, Van Buskirk, Walters, Krizek, Scott

Nays: None

ADJOURNMENT

Alderman Hayden, seconded by Alderman Myers, made a motion to adjourn. The motion was approved by a majority of those present.

The meeting adjourned at 9:07 p.m.

CITY OF RAYTOWN
Request for Board Action

DATE SUBMITTED: 06/07/2024

MEETING DATE: June 18, 2024

SUBMITTED BY:

DEPARTMENT: Community Development

Document Type: Ordinance

SUBJECT/REQUEST

SECOND READING: Bill No. 6669-24, Section XIII: "Utility, Major" Text Amendment of Section 50-4

BACKGROUND/JUSTIFICATION

Despite the definition of "Utility, Major" establishments since 2010, the Raytown Municipal Code does not give provisions or guidelines for the development of new or the expansion of existing facilities. Because of this, Staff is presenting the attached amendments to Chapter 50, Article 4, to ensure that major utility stations are allowed to be developed and expanded according to the needs of the City and its inhabitants, while ensuring protection from any undesirable effects as a result of the nature of such facilities.

RECOMMENDED MOTION

Approval

PREVIOUS ACTION

None

COMMISSION/COMMITTEE REVIEW

Planning Commission - May 2, 2024

FINANCIAL IMPACT

Contractor:	
Amount of Request/Contract:	
Amount Budgeted:	
From Account Name and #:	Amount:
To Account Name and #:	Amount:

REVIEWED BY

Diane Egger
Jennifer Baird
Damon Hodges
Teresa Henry

LIST OF REFERENCE DOCUMENTS ATTACHED

1. ORD_PZ.2024.08_Major.Utility.Text.Amend
2. Exhibit A
3. Major.Utility.Txt.Amd_PZ.2024.08

**SUPPORTING DOCUMENTS
(FOR CONTRACT ITEMS ONLY)**

Document	Attached	If not attached, explain
Secretary of State:		
Certificate of Insurance:		
E-Verify Affidavits:		
E-Verify proof of enrollment:		
Bond:		
IRS Form W-9:		
Bid/RFP/RFQ: (submit all)		
Bid/RFP/RFQ Tabulation:		
Bid Waiver: Sole source or less than three bids		
Contractor address and email:		
Project Exemption Certificate needed:		
Other:		

AN ORDINANCE AMENDING CHAPTER 50, ARTICLE IV, OF THE CODE OF ORDINANCES OF THE CITY OF RAYTOWN, MISSOURI, TO GOVERN THE DEVELOPMENT AND EXPANSION OF MAJOR UTILITIES WITHIN THE CITY OF RAYTOWN

WHEREAS, application PZ-2024-08, submitted by the City of Raytown, proposes to amend Chapter 50, Article IV, to govern the development and expansion of major utilities within the City of Raytown; and

WHEREAS, after due public notice in the manner prescribed by law, the Planning & Zoning Commission held a public hearing on May 2, 2024, and voted (6-0) on to advance the application for consideration by the Board of Aldermen; and

WHEREAS, after due public notice in the manner prescribed by law, the Board of Aldermen held a public hearing on June 4, 2024, and rendered a decision to approve the amendments to the Raytown Code of Ordinances, Chapter 50, Article IV, to govern the development and expansion of major utilities within the City of Raytown.

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

SECTION 1 – APPROVAL OF AMENDMENTS. The amendments to Chapter 50, Article IV, to govern the development and expansion of major utilities within the City of Raytown, are hereby amended as stated in Section 2.

SECTION 2 – AMENDMENTS. The amendments as shown on attached Exhibit A are hereby adopted.

SECTION 3 – REPEAL OF ORDINANCES IN CONFLICT. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 4 – SEVERABILITY CLAUSE. The provisions of this ordinance are severable and if any provision hereof is declared invalid, unconstitutional or unenforceable, such determination shall not affect the validity of the remainder of this ordinance.

SECTION 5 – EFFECTIVE DATE. This ordinance shall be in full force and effect from and after the date of its passage and approval.

BE IT REMEMBERED that the above was read two times by heading only, **PASSED AND ADOPTED** by a majority of the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Jackson County, Missouri, this ____ day of ____ 2024.

Michael McDonough, Mayor

ATTEST:

Teresa M. Henry, City Clerk

Approved as to Form:

Jennifer M. Baird, City Attorney

Exhibit A

Updates to the Land use Table (Section 50-107):

	R-1	R-2	R-3	MH	NC	HC	M	N	TS	FP	HO	P	CD	HP	AE	Conditions
Temporary Uses	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(22)
Tobacco or Vape/E-cigarette Product Sales					P	P										(24)
Transit Facility							P		P			P				(14)
Two-household condominium dwellings		P	P						P			P				(9), (15)
Two-household dwellings		P	P						P			P				(9), (15)
Utility, Major	C	C	C	C			C			C	C	C	C		C	(30)
Utility, Minor							P		P			P				(14)
Vehicle and Equipment Rental					C	C	C									
Vehicle Sales, New or Used						C	C					P				(28)
Vehicle Repair, General						C	P									
Vehicle Repair, Limited						C	P		P			P				(14)
Vehicle/Equipment Storage Yard						C	C									
Veterinary and small animal hospitals with outdoor containment						C	P									
Vocational School							P		P			P				(14),(29)
Warehousing and Wholesale							P		P			P				(14),(29)
Water towers	C	C	C	C	C	C	C	C								

(30) Utility, Major.

- A. Location. For major utility infrastructure in a Residential Zone or within two hundred feet (200') of a Residential Zone, the applicant must address the City's preferred locations with a detailed explanation justifying why a site of higher priority was not selected.
- B. Setbacks. The setbacks of any proposed new major utility development or expansion must conform to the setback requirements of that particular zoning and overlay district.

- C. Screening. Adequate screening of the major utility infrastructure shall be provided by a solid or semi-solid wall, fence, or a permanent building enclosure not less than eight feet (8') in height. Fences must be made of solid masonry, wood, vinyl, or composite fence with masonry columns. Chain link is not allowed. All equipment cabinets shall be adequately secured to prevent access by other than authorized personnel. Landscaping shall be required around the base or perimeter of the screening wall or fence. A combination of coniferous and deciduous trees and shrubs is required, and drought tolerant plant materials are encouraged. When the visual impact of the equipment compound would be minimal, the landscaping requirement may be reduced or waived by the director of community development.
- D. Lighting. Proposed Lighting may not shine outward and create a glare onto any abutting residential district or public right-of-way. A Photometric Plan must be included with any Conditional Use Permit application for the approval of a Major Utility facility. This plan must indicate a 0.0 footcandle reading at all property lines.



Community Development Department
Planning and Zoning Division
10000 E 59th Street • Raytown, MO 64133
Phone: 816-737-6014 • Fax: 816-737-6164

Staff Report

To: City of Raytown, Planning & Zoning Commission

From: Shana Kelly, Planning & Zoning Coordinator

Case #: Text Amendment PZ-2024-08

Planning & Zoning Meeting Date: May 2, 2024

Board of Aldermen Dates: June 4, 2024, and June 16, 2024

Applicant: City of Raytown

Project Contact: Shana Kelly, Planning & Zoning Coordinator

Property Location: Citywide

Request: Chapter 50, Article 4, of the Raytown Municipal Code to allow for and regulate the new construction and/or the expansion of land uses defined as "Utility, Major."

BACKGROUND INFORMATION:

The "Utility, Major" land use is defined in the Raytown Municipal Code **Section 50-4** as follows:

Utility, major, means generating plants; electrical switching facilities and primary substations; water and wastewater treatment plants; water tanks; and radio, television and microwave transmission towers; and similar facilities of agencies that are under public franchise or ownership to provide the public with electricity, gas, heat, steam, communication, rail transportation, water, sewage collection or other similar service. The term "utility, major," shall not be construed to include corporate or general offices, gas or oil processing, manufacturing facilities, postal facilities or other uses defined in this section.

Despite the definition of "*Utility, Major*" establishments since 2010, the Raytown Municipal Code does not give provisions or guidelines for the development of new or the expansion of existing facilities. Because of this, Staff is presenting the attached amendments to Chapter 50, Article 4, to ensure that major utility stations are allowed to be developed and expanded according to the needs of the City and its inhabitants, while ensuring protection from any undesirable effects as a result of the nature of such facilities.



Included in the recommended text amendment update are the following key changes from the current Raytown Municipal Code.

- The addition of the “Utility, Major” land use to the Land Use Table, including permitting in certain zoning districts with the approval of a Conditional Use permit.
- The addition of Conditions of approval for any “*Utility, Major*” facilities.

Staff proposes to allow for the development of and the expansion of major utility facilities, with the approval of a Conditional Use Permit, in the following zoning and overlay districts:

- R-1, Low-Density Residential
- R-2, Medium-Density Residential
- R-3, High-Density Residential
- MH, Manufactured Home Park Residential
- M, Industrial
- FP, Floodplain Overlay
- HO, Housing Opportunity Residential Overlay
- P, Planned Zoning Overlay
- CD, Condominium Dwelling Overlay
- AE, Adult Entertainment Use Overlay

Staff Recommends that the following standing Conditions of approval be placed on all major utility facilities that propose to develop or expand within the City of Raytown, regardless of the zoning or overlay district:

- Location.** For major utility infrastructure in a Residential Zone or within two hundred feet (200') of a Residential Zone, the applicant must address the City's preferred locations with a detailed explanation justifying why a site of higher priority was not selected.
- Setbacks.** The setbacks of any proposed new major utility development or expansion must conform to the setback requirements of that particular zoning and overlay district.
- Screening.** Adequate screening of the major utility infrastructure shall be provided by a solid or semi-solid wall, fence or a permanent building enclosure not less than eight feet (8') in height. Fences must be made of solid masonry, wood, vinyl, or composite fence with masonry columns. Chain link is not allowed. All equipment cabinets shall be adequately secured to prevent access by other than authorized personnel. Landscaping shall be required around the base or perimeter of the screening wall or fence. A combination of coniferous and deciduous trees and shrubs is required, and drought tolerant plant materials are encouraged. When the visual impact of the equipment compound would be minimal, the landscaping requirement may be reduced or waived by the director of community development.
- Lighting.** Proposed Lighting may not shine outward and create a glare onto any abutting residential district or public right-of-way. A Photometric Plan must be included with any



Conditional Use Permit application for the approval of a Major Utility facility. This plan must indicate a 0.0 footcandle reading at all property lines.

Proposed Updates to the Land Use Table:

	R-1	R-2	R-3	MH	NC	HC	M	N	TS	FP	HO	P	CD	HP	AE	Conditions
Temporary Uses	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(22)
Tobacco or Vape/E-cigarette Product Sales					P	P										(24)
Transit Facility							P		P			P				(14)
Two-household condominium dwellings		P	P						P			P				(9), (15)
Two-household dwellings		P	P						P			P				(9), (15)
Utility, Major	C	C	C	C			C			C	C	C	C		C	(30)
Utility, Minor							P		P			P				(14)
Vehicle and Equipment Rental					C	C	C									
Vehicle Sales, New or Used						C	C					P				(28)
Vehicle Repair, General						C	P									
Vehicle Repair, Limited						C	P		P			P				(14)
Vehicle/Equipment Storage Yard						C	C									
Veterinary and small animal hospitals with outdoor containment						C	P									
Vocational School							P		P			P				(14),(29)
Warehousing and Wholesale							P		P			P				(14),(29)
Water towers	C	C	C	C	C	C	C	C								

(30) Utility, Major.

- A. Location.** For major utility infrastructure in a Residential Zone or within two hundred feet (200') of a Residential Zone, the applicant must address the City's preferred locations with a detailed explanation justifying why a site of higher priority was not selected.



- B. **Setbacks.** The setbacks of any proposed new major utility development or expansion must conform to the setback requirements of that particular zoning and overlay district.
- C. **Screening.** Adequate screening of the major utility infrastructure shall be provided by a solid or semi-solid wall, fence, or a permanent building enclosure not less than eight feet (8') in height. Fences must be made of solid masonry, wood, vinyl, or composite fence with masonry columns. Chain link is not allowed. All equipment cabinets shall be adequately secured to prevent access by other than authorized personnel. Landscaping shall be required around the base or perimeter of the screening wall or fence. A combination of coniferous and deciduous trees and shrubs is required, and drought tolerant plant materials are encouraged. When the visual impact of the equipment compound would be minimal, the landscaping requirement may be reduced or waived by the director of community development.
- D. **Lighting.** Proposed Lighting may not shine outward and create a glare onto any abutting residential district or public right-of-way. A Photometric Plan must be included with any Conditional Use Permit application for the approval of a Major Utility facility. This plan must indicate a 0.0 footcandle reading at all property lines.

ATTACHMENTS:

- Zoning Map
- Affidavit of Publication

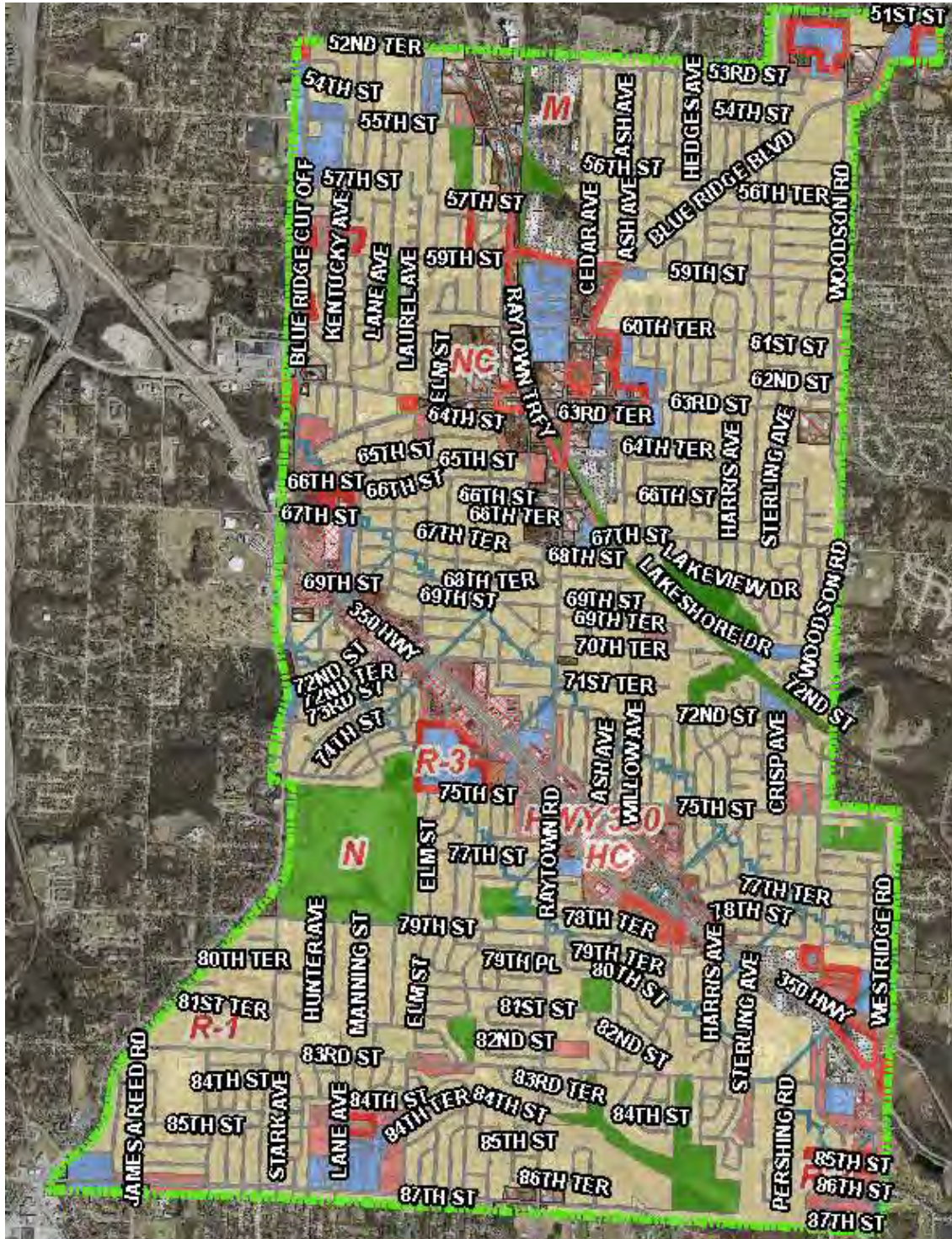
STAFF RECOMMENDATION:

Staff recommends that the Planning Commission hold this public hearing, take testimony from all parties, and consider recommending approval to the Board of Aldermen of this application proposing various amendments to Chapter 50, Article 4, of the Raytown Municipal Code as pertains to zoning regulations for "*Utility, Major*" facilities.



Community Development Department
Planning and Zoning Division
10000 E 59th Street • Raytown, MO 64133
Phone: 816-737-6014 • Fax: 816-737-6164

Zoning Map:



The Daily Record Kansas City
920 Main St
Kansas City, MO, 64105
Phone: 8163841801 Fax: 0

The Daily Record

KANSAS CITY

Affidavit of Publication

To: Raytown, City Of, Missouri - City Clerk
10000 E 59Th St
Raytown, MO, 641333915

Re: Legal Notice 2601513, "Utility, Major," land use
State of MO }
} SS:
County of Jackson County }

Before the undersigned Notary Public personally appeared Lisa Fowler on behalf of The Daily Record Kansas City, Jackson County who, being duly sworn, attests that the said newspaper is qualified under the provisions of Missouri Law governing public notices to publish, and did so publish, the notice annexed hereto; starting with the 04/12/2024 edition and ending with the 04/12/2024 edition for a total of 1 publications, and that the date of publications were as follows: 04/12/2024.

Publishers fee: \$56.84

By:



Lisa Fowler

Sworn to me on this 16th day of
April 2024

By:



Brandon M. Crail

Notary Public, State of MO
No. 20297982

Qualified in St. Louis County
My commission expires on
March 5, 2028



Notice of Public Hearing

An application amending Chapter 50, entitled, "Zoning", of the Raytown Municipal Code, and more specifically, Article 4, entitled "Districts and District Map," specifically for the "Utility, Major," land use is being initiated by the City of Raytown.

A public hearing to consider proposed new regulations for major utilities will be held by the Raytown Planning & Zoning Commission at 7:00pm on **Thursday, May 2, 2024**. A copy of the agenda and packet, including a staff report with the proposed changes, will be available for viewing on the City of Raytown's website, www.raytown.mo.us, on Friday, April 26, 2024.

This public hearing will take place in the Council Chambers at Raytown City Hall located at 10000 E. 59th St. Raytown, MO 64133.

The Raytown Board of Aldermen will also hold a public hearing to consider this Rezoning application, tentatively scheduled for 7:00pm on Tuesday, June 4, 2024.

The public is invited to attend the public hearing to ask questions and provide comments. Additional information can be obtained from the Department of Community Development located in Raytown City Hall at 10000 E. 59th Street, by telephone at (816)737-6059 or by email at shanak@raytown.mo.us.

If you will require any special accommodation (i.e., qualified interpreter, large print, reader, hearing assistance) to attend this public hearing, please notify the Department of Community Development at Raytown City Hall at (816)737-6014 no later than 48 hours prior to the public hearing date.

2601513 Jackson Apr. 12, 2024

CITY OF RAYTOWN Request for Board Action

DATE SUBMITTED: 06/06/2024

MEETING DATE: June 18, 2024

SUBMITTED BY:

DEPARTMENT: Administration

Document Type: Ordinance

SUBJECT/REQUEST

FIRST READING: Bill No. 6671-24, Section V-A: Approval of a Contract for Transit Services with the Kansas City Area Transportation Authority utilizing the IRIS (zTRIP) Transit Service

BACKGROUND/JUSTIFICATION

A sound, efficient and viable public transportation system is essential to the socio-economic well-being of the Kansas City Area Transportation District, including the Counties of Cass, Clay, Jackson, and Platte in Missouri, and the Counties of Johnson, Leavenworth, and Wyandotte in Kansas. The KCATA is a public agency authorized by law to plan, own, operate, have, and generally deal with public transportation systems and facilities in the District.

The City of Raytown desires to promote the convenience, comfort, prosperity, general interests and welfare of its citizens. After July 1, 2024, KCATA will no longer be running the Flex 399 within the city limits of Raytown. KCATA does, however, offer the IRIS (zTRIP) Flex Transportation Service to expand access to public transportation to surrounding communities within the Kansas City region, in areas underserved by transit; as well as to create, deploy and operate an innovative mobility system that maximizes transit accessibility through dynamic, on-demand flex transit service. Currently, IRIS is available in Kansas City, MO, Gladstone, Liberty, and Riverside, Missouri.

The IRIS service is an on-demand transportation solution with a service from 6 a.m. to 10 p.m. seven days a week. The service includes para-transit services. The contract is for a twelve-month agreement with the IRIS (zTrip) program effective beginning July 1, 2024 through June 30, 2025, for \$7,000 monthly. During the twelve-month agreement, trips within the boundaries of the City of Raytown will have a fare of \$0. Trips leaving or coming from borders outside Raytown will follow the IRIS pricing structure within Kansas City, MO, Gladstone, Liberty, and Riverside, Missouri. The KCATA will retain all fare revenues.

WHC (zTrip) contracts with KCATA to provide IRIS transportation services in the Kansas City region. According to WHC (zTrip), the IRIS service has steadily seen increasing ridership with a 25% + increase since the program was implemented; the average ride rating is 4.73 stars out of 5 stars; and IRIS drivers have a 95% average on-time performance. WHC (zTrip) has been servicing the Kansas City region since 1987 with trained, professional and courteous drivers; branded, clean and safe vehicles; with ADA-Compliant operators and vehicles.

The goals of the IRIS (zTrip) service are to expand access to public transportation within

KCMO and surrounding communities in areas currently underserved by transit; and to create, deploy and operate an innovative mobility system that maximizes transit accessibility by incorporating dynamic, on-demand flex service to complement traditional transit services. Data will continue to be gathered during the twelve-month agreement and such data will be used to evaluate the future IRIS (zTrip) service for the City of Raytown, if approved by the City Council. The future cost of an annual ongoing contract for IRIS (zTrip) service with the KCATA will be dependent upon rider demand, service scope, ride fare structure, etc.

Riders can schedule trips through the "IRIS" App (RideCo, Inc.), which can be downloaded for free on Apple iOS and GooglePlay. The "IRIS" App enables riders to make on-demand and pre-scheduled ride reservations. Riders can pay electronically through the "IRIS" App. Riders not using smartphones can also call a traditional customer service center to schedule an IRIS (zTrip) ride, and arrange payment methods at that time.

Summary IRIS Program:

- Daily on-demand transportation service from 6 a.m. to 10 p.m. seven days per week.
- Trips within the boundaries of the City of Raytown will have a fare set by the Raytown Board of Aldermen.
- Trips leaving or coming from borders outside Raytown will follow the IRIS pricing structure within Kansas City, MO.
- All fare revenues will be retained by KCATA.
- WHC (zTrip) contracts with KCATA to provide IRIS transportation services in the Kansas City region.
- The IRIS (zTrip) on-demand transportation program includes para-transit services.

RECOMMENDED MOTION

Authorize and approve the City Administrator to execute a twelve-month contract for IRIS (ZTrip) flex transit services by and between KCATA and the City of Raytown, Missouri, for the term of July 1, 2024 to June 30, 2025, in the amount not to exceed \$28,000.00 in FY' 24 and \$56,000 in FY' 25 and establish in the ridership fare for IRIS services in the City of Raytown shall be \$0.00 for the term of the contract.

PREVIOUS ACTION

On May 21, 2024 at the Committee of the Whole meeting, Alderman Bill Van Buskirk, seconded by Alderman Garza, made a motion directing staff to negotiate an agreement with the Kansas City Area Transit Authority to fund their IRIS service program within the City of Raytown. The motion was approved by a vote of 9-0-1.

COMMISSION/COMMITTEE REVIEW

FINANCIAL IMPACT

Contractor:	KCATA
Amount of Request/Contract:	\$84,000.00 over twelve months (FY '24 \$28,000 and to be budgeted in FY '25 \$56,000
Amount Budgeted:	\$129,150 (Contracts from November 1, 2023– June 30, 2024 =\$98,123) Remaining funds \$31,027.
From Account Name and #:	Amount: 204-00-00-100-53999

REVIEWED BY

Teresa Henry Michael Graham Jennifer Baird Damon Hodges
--

LIST OF REFERENCE DOCUMENTS ATTACHED

1.	Ord KCATA 2024-2025
2.	Raytown KCATA Contract 24 July 2024-June 2025 IRIS contract 6-6-24

**SUPPORTING DOCUMENTS
 (FOR CONTRACT ITEMS ONLY)**

Document	Attached	If not attached, explain
Secretary of State:		
Certificate of Insurance:		
E-Verify Affidavits:		
E-Verify proof of enrollment:		
Bond:		
IRS Form W-9:		On file
Bid/RFP/RFQ: (submit all)		
Bid/RFP/RFQ Tabulation:		
Bid Waiver: Sole source or less than three bids		
Contractor address and email:		
Project Exemption Certificate needed:		
Other:		

AN ORDINANCE AUTHORIZING AND APPROVING A CONTRACT FOR TRANSIT SERVICE BY AND BETWEEN THE KANSAS CITY AREA TRANSPORTATION AUTHORITY AND THE CITY OF RAYTOWN, MISSOURI FOR IRIS (ZTRIP) FLEX TRANSPORTATION SERVICE IN AN AMOUNT NOT TO EXCEED \$84,000.00

WHEREAS, the City of Raytown (the "City") is a city of the fourth class, with the authority pursuant to Chapter 70 of the Revised Statutes of the State of Missouri to enter into agreements with other political subdivisions; and

WHEREAS, the Kansas City Area Transportation Authority ("KCATA") is a body corporate and politic and a political subdivision of the states of Missouri and Kansas with the authority to enter into agreements with other political subdivisions; and

WHEREAS, a sound, efficient and viable public transportation system is essential to the socioeconomic well being of the Kansas City Area Transportation District (hereinafter referred to as the "District"), including the Counties of Cass, Clay, Jackson, and Platte in Missouri, and the Counties of Johnson, Leavenworth, and Wyandotte in Kansas; and

WHEREAS, the KCATA is a public agency authorized by law to plan, own, operate, have and generally deal with public transportation systems and facilities in the District; and

WHEREAS, the City desires to promote the convenience, comfort, prosperity, general interests and welfare of its citizens; and

WHEREAS, the goals of IRIS (zTRIP) Flex Transportation Service is to provide expanded access to public transportation to surrounding communities within the Kansas City region, in areas underserved by transit; as well as to create, deploy and operate an innovative mobility system that maximizes transit accessibility through dynamic, on-demand flex transit service; and

WHEREAS, the parties wish to enter into this Contract setting forth the terms and conditions of providing and receiving IRIS (zTRIP) Flex Transportation Service; and

WHEREAS, IRIS (zTRIP) Flex Transportation Service provides a daily demand responsive service from 6 AM to 11 PM. Trips within the boundaries of the City of Raytown will have a fare of \$0. Trips leaving or coming from borders outside of Raytown will follow the IRIS pricing structure within Kansas City, MO and fare revenues will be retained by KCATA; and

WHEREAS, the City of Raytown desires to enter into a Contract for Transit Services by and between the Kansas City Area Transportation Authority and the City of Raytown, Missouri, attached hereto as Exhibit "A" and incorporated herein by reference for IRIS (zTRIP) Flex Transportation Service, in an amount not to exceed \$84,000.00.

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

SECTION 1 - APPROVAL OF CONTRACT. That the Contract for Transit Services by and between the Kansas City Area Transportation Authority and the City of Raytown, Missouri, attached hereto as Exhibit "A" and incorporated herein by reference for IRIS (zTRIP) Flex Transportation Service, in an amount not to exceed \$84,000.00 is hereby authorized and approved.

SECTION 2 - EXECUTION OF CONTRACT. That the City Administrator is authorized to execute the Contract and all documents necessary to the performance thereof, and the City Clerk is authorized to attest to the same.

SECTION 3 - REPEAL OF ORDINANCES IN CONFLICT. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 4 - SEVERABILITY CLAUSE. The provisions of this ordinance are severable and if any provision hereof is declared invalid, unconstitutional or unenforceable, such determination shall not affect the validity of the remainder of this ordinance.

SECTION 5 - EFFECTIVE DATE. This ordinance shall be in full force and effect from and after the date of its passage and approval.

BE IT REMEMBERED that the above was read two times by heading only, **PASSED AND ADOPTED** by a majority of the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Jackson County, Missouri, this ____ day of July, 2024.

Michael McDonough, Mayor

ATTEST:

Teresa M. Henry, City Clerk

Approved as to Form:

Jennifer M. Baird, City Attorney

KANSAS CITY AREA TRANSPORTATION AUTHORITY

Contract for Transit Service

RAYTOWN, MISSOURI

THIS CONTRACT, entered into this ____ day of _____, 2024, by and between the **KANSAS CITY AREA TRANSPORTATION AUTHORITY** (hereinafter referred to as the “KCATA”), a body corporate and politic and a political subdivision of both the States of Missouri and Kansas, and **RAYTOWN, MISSOURI** (hereinafter referred to as the “Community”).

WITNESSETH:

WHEREAS, a sound, efficient and viable public transportation system is essential to the socio-economic well being of the Kansas City Area Transportation District (hereinafter referred to as the “District”), including the Counties of Cass, Clay, Jackson, and Platte in Missouri, and the Counties of Johnson, Leavenworth, and Wyandotte in Kansas; and

WHEREAS, the KCATA is a public agency authorized by law to plan, own, operate, have, and generally deal with public transportation systems and facilities in the District; and

WHEREAS, the Community desires to promote the convenience, comfort, prosperity, general interests and welfare of its citizens; and

WHEREAS, the goals of IRIS (zTRIP) Flex Transportation Service is to provide expanded access to public transportation to surrounding communities within the Kansas City region, in areas underserved by transit; as well as to create, deploy and operate an innovative mobility system that maximizes transit accessibility through dynamic, on-demand flex transit service; and

WHEREAS, the parties wish to enter into this Contract setting forth the terms and conditions of providing and receiving IRIS transportation services.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, the parties hereto agree as follows:

A. PUBLIC MASS TRANSIT SERVICES

- 1) **Term.** The Community requests IRIS transportation services (hereinafter referred to as "Contract Service"), set forth in Attachment A, be operated by the KCATA for the period July 1, 2024, through June 30, 2025.
- 2) **Scope.** The level of service, as generally set forth in Attachment A, shall not be reduced, changed, or modified without the consent of the Community or the cost will be adjusted. If the Community seeks an increase in IRIS transportation services, then the parties will negotiate a new rate and increased contract amounts based on market rates. In addition, KCATA will monitor the performance of the IRIS transportation services and provide updates to the Community as further set forth in Attachment B.

- 3) **Price.** The KCATA and the Community estimate the Community's total payment for the **service** (hereinafter referred to as "Local Share") to be **\$84,000** paid in advance of the start of any service each month (based on current contract amount, Community will pay \$7,000 to KCATA on the 1st of each month). Payment for the service has been appropriated in the City's 2023-2024 budget (November 1, 2023 – October 31, 2024); however, payment for the service is subject to annual appropriation by the Community for fiscal year 2024-2025 (November 1, 2024 – October 31, 2025). This estimate is based on the following components of cost and revenue to applied to this Agreement:

IRIS Service	\$ 84,000
Total Local Share	\$ 84,000

It is the understanding of the parties that, notwithstanding any provision of this Agreement, the maximum obligation of the Community under this Contract shall be the total Local Share of **\$84,000**.

- 4) **Method.** The method of payment of the Local Share provided for in Paragraph 3 is as follows:
- The Community's monthly Local Share will be one-twelfth (1/12) of the Community's portion of the estimated total local share amount.
 - The KCATA will invoice the Community the monthly Local Share by the fifteenth (15th) of the month preceding the month service will be provided. The Community is required to remit the monthly Local Share by the first (1st) of the month service will be provided.
- 5) **General Provisions:**
- The parties do not intend to confer any benefit hereunder on any person, firm, or entity other than the parties hereto.
 - This Contract shall bind and inure to the benefit of the legal representatives, successors and permitted assigns of the parties.
 - This Contract may be executed at different times and in two or more counterparts and all counterparts so executed shall for all purposes constitute one contract, binding on all the parties hereto, notwithstanding that all parties shall not have executed the same counterpart. And, in approving this Contract, it shall not be necessary to produce or account for more than one such counterpart executed by the party against whom enforcement is sought.
 - Notwithstanding any provision contained in this Contract to the contrary, this Contract shall become effective only after the execution and delivery of this Contract by each of the parties hereto and no course of conduct, oral contract or written memoranda shall bind the parties hereto with respect to the subject matter hereof except this Contract.
 - Each party agrees to take such further actions and to execute such additional documents or instruments as may be reasonably requested by the other party to carry out the purpose and intent of this Contract. Except where expressly stated to be in a party's sole discretion, or where it is stated that a party has the ability to act in its sole judgment or for its own

uses or purposes, wherever it is provided or contemplated in this Contract that a party must give its consent or approval to actions or inactions by the other party or a third party in connection with the transactions contemplated hereby, such consent or approval will not be unreasonably withheld or delayed. If no time period is set hereunder for a party to approve or consent to an action or inaction by the other party or a third party such approval shall be given or affirmatively withheld in writing within ten (10) business days after it is requested in writing or it shall be deemed given.

- f) In addition to any provisions expressly stated to survive termination of this Contract, all provisions which by their terms provide for or contemplate obligations or duties of a party which are to extend beyond such termination (and the corresponding rights of the other party to enforce or receive the benefit thereof) shall survive such termination.
- g) Any person executing this Contract in a representative capacity represents and warrants that such person has the authority to do so and, upon request, will furnish proof of such authority in customary form.
- 6) This Contract shall be deemed to have been made in, and be construed in accordance with, the laws of the State of Missouri. Any action of law, suit in equity, or other judicial proceeding to enforce or construe this Contract, respecting its alleged breach, shall be instituted only in the Circuit Court of Jackson County, Missouri.
- 7) The headings included in this Contract are inserted only as a matter of convenience and for reference, and in no way define, limit, or describe the scope of intent of any provision, and shall not be construed to affect, in any manner, the terms and provisions hereof of the interpretation or construction thereof.
- 8) Issues regarding the contract document, changes, amendments, etc. are the responsibility of KCATA's Procurement Department. All notices and communications on all matters regarding this Contract may be given by delivery or mailing the same postage prepaid, addressed to the following:

If to KCATA: Bryce Shields, Community Engagement and Affairs Partner
Kansas City Area Transportation Authority
1200 East 18th Street
Kansas City, MO 64108

If to City: Missy Wilson, Assistant City Administrator
City of Raytown
City Hall
10000 E. 59th Street
City of Raytown, MO 64133

B. COMMUNITY SURVEY ASSISTANCE

WHEREAS the City of Raytown wishes to conduct a citizen survey to help better understand the community's transit needs, it is agreed:

1. The KCATA shall work with a KCATA on-call (IDIQ) consultant to conduct a survey of Raytown citizens, to understand the community's transit needs.
2. The total cost of the survey shall not exceed \$20,000. 80% of the cost of the survey will be funded by federal planning funds, and 20% will be funded by the City of Raytown up to \$4,000.
3. The results of the survey, and an analysis shall be presented to the City of Raytown upon completion.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the day and year first above written.

KANSAS CITY AREA TRANSPORTATION AUTHORITY

By: _____
Reginald Townsend, Chair of the Board of Commissioners

ATTEST:

By: _____
Witness

COMMUNITY OF RAYTOWN, MISSOURI

By: _____
Damon L. Hodges, City Administrator

ATTEST:

By: _____
Teresa Henry, City Clerk

ATTACHMENT “A”

CITY OF RAYTOWN, MISSOURI CONTRACT SERVICE

IRIS provides a daily demand responsive service from 6 AM to 11 PM. Trips within the boundaries of the City of Raytown will have a fare of \$0. Trips leaving or coming from borders outside of Raytown will follow the IRIS pricing structure within Kansas City, MO. All fare revenues will be retained by KCATA.

ATTACHMENT “B”

PERFORMANCE MONITORING

1. The KCATA agrees to provide timely information on all transit-related matters affecting the City to the City’s designated transit liaison.
2. The KCATA and the City will work together to seek additional funding opportunities to support transit services in Raytown.

CITY OF RAYTOWN
Request for Board Action

DATE SUBMITTED: 06/14/2024

MEETING DATE: June 18, 2024

SUBMITTED BY:

DEPARTMENT: Administration

Document Type: Resolution Budget Amendment

SUBJECT/REQUEST

R-3612-24: Budget Amendment-Workers' Compensation
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BACKGROUND/JUSTIFICATION

The City of Raytown has been a Midwest Public Risk Member since November 1985. Historically, MPR was formed by a group of Missouri political subdivisions to jointly pool together resources and spread risk associated with public liability events (personal injury, property damage, public official liability, workers' compensation, health and dental insurance, etc.).
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Midwest Public Risk (MPR) completed their budgetary process for their Fiscal year 2024/2025 which concluded with the MPR Board of Directors/Executive Committee approving rates for the upcoming year. Each MPR member's renewal rates are individually calculated based on several criteria including overall increase in the program, loss history, payroll, indemnity payments and experience rating.

Historically, the City of Raytown has received a very modest increase to our Workers' Compensation contribution/renewal; however, that was not the case this year. It was determined that Midwest Public Risk has paid more out on the City's behalf than what the City has paid in and that is reflected in our increased premium. To cover the increase in our Workers' Compensation premium costs, we are asking for a budget amendment in the amount of \$60,280.54 to cover the Workers' Compensation premium costs that were not budgeted in the 2023-2024 fiscal year budget.

RECOMMENDED MOTION

PREVIOUS ACTION

COMMISSION/COMMITTEE REVIEW

FINANCIAL IMPACT

Contractor:	
--------------------	--

Amount of Request/Contract:	
Amount Budgeted:	
From Accounts:	To Accounts:
Account: 101-00-00-100-39999: \$59,883.30 Account: 201-00-00-100-39999: \$8,251.93 Account: 501-00-00-100-39999: (\$7,854.67) Total: \$60,280.54	Account: 101-11-00-100-51240 Amount: \$60.00 Account: 101-22-00-100-51240 Amount: \$476.14 Account: 101-32-00-100-51240 Amount: \$42,542.66 Account: 101-42-00-100-51240 Amount: \$35.45 Account: 101-51-00-100-51240 Amount: \$37.02 Account: 101-52-00-100-51240 Amount: \$117.42 Account: 101-62-00-100-51240 Amount: \$10,483.08 Account: 101-82-00-100-51240 Amount: \$6,131.52 Account: 201-92-00-100-51240 Amount: \$8,251.93 Account: 501-42-00-100-51240 Amount: \$102.80 Account: 501-62-00-100-51240 Amount: \$7,957.48s

REVIEWED BY

Michael Graham Damon Hodges

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Reso Workers' Compensation-Budget Amendment
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**SUPPORTING DOCUMENTS
(FOR CONTRACT ITEMS ONLY)**

Document	Attached	If not attached, explain
Secretary of State:		
Certificate of Insurance:		
E-Verify Affidavits:		
E-Verify proof of enrollment:		
Bond:		
IRS Form W-9:		
Bid/RFP/RFQ: (submit all)		
Bid/RFP/RFQ Tabulation:		

Bid Waiver: Sole source or less than three bids		
Contractor address and email:		
Project Exemption Certificate needed:		
Other:		

A RESOLUTION AMENDING THE FISCAL YEAR 2023-2024 BUDGET RELATED TO WORKERS' COMPENSATION

WHEREAS, pursuant to Resolution R-3550-23, the fiscal year 2023-2024 budget was approved; and

WHEREAS, it is necessary to reappropriate funds and amend the fiscal year 2023-2024 budget; and

WHEREAS, the Board of Aldermen find it is in the best interest of the City of Raytown to reappropriate the funds and amend the fiscal year 2023-2024 budget;

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

THAT the Fiscal Year 2023-2024 Budget approved by Resolution R-3550-23 is hereby amended as follows:

Transfer From:	Transfer To:	
Accounts:		
101-00-00-100-39999: \$59,883.30	Account: 101-11-00-100-51240	Amount: \$60.00
201-00-00-100-39999: \$8,251.93	Account: 101-22-00-100-51240	Amount: \$476.14
501-00-00-100-39999: (\$7,854.67)	Account: 101-32-00-100-51240	Amount: \$42,542.66
Total: \$60,280.54	Account: 101-42-00-100-51240	Amount: \$35.45
	Account: 101-51-00-100-51240	Amount: \$37.02
	Account: 101-52-00-100-51240	Amount: \$117.42
	Account: 101-62-00-100-51240	Amount: \$10,483.08
	Account: 101-82-00-100-51240	Amount: \$6,131.52
	Account: 201-92-00-100-51240	Amount: \$8,251.93
	Account: 501-42-00-100-51240	Amount: \$102.80
	Account: 501-62-00-100-51240	Amount: \$7,957.48

FURTHER THAT the City Administrator is hereby authorized to execute all documents necessary to this transaction and the City Clerk is authorized to attest thereto.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 18th day of June, 2024.

Michael McDonough, Mayor

ATTEST:

Approved as to Form:

Teresa M. Henry, City Clerk

Jennifer M. Baird, City Attorney

