

**TENTATIVE AGENDA**  
**RAYTOWN BOARD OF ALDERMEN**  
**DECEMBER 16, 2025**  
REGULAR SESSION NO. 17  
RAYTOWN CITY HALL  
10000 EAST 59<sup>TH</sup> STREET  
RAYTOWN, MISSOURI 64133  
7:00 P.M.  
AND  
ONLINE ZOOM WEBINAR  
  
ZOOM.US/JOIN  
WEBINAR ID: 839 8631 6684  
PASSCODE: 879027

Invocation/Pledge of Allegiance  
Roll Call

Public Comments

**1. STUDY SESSION**

Strategic Plan Presentation  
Stephen Arbo of Arbo Consulting Services

**LEGISLATIVE SESSION**

**2. 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.

**2a. Approval of the December 2, 2025 Board of Aldermen meeting minutes.**

**2b. R-3776-25: A RESOLUTION** AUTHORIZING AND APPROVING THE EXPENDITURE OF FUNDS WITH MO TURF FOR NUISANCE ABATEMENT SERVICES IN AN AMOUNT NOT TO EXCEED \$95,000.00 FOR FISCAL YEAR 2025-2026. Point of Contact: Ron Knisley, Interim Community Development Director.

**2c. R-3777-25: A RESOLUTION** AUTHORIZING AND APPROVING THE CONTINUATION OF AN AGREEMENT WITH TRUMAN HERITAGE HABITAT FOR HUMANITY FOR THE OPERATION OF A MINOR HOME REPAIR PROGRAM IN AN AMOUNT NOT TO EXCEED \$80,607.94 FOR FISCAL YEAR 2025-2026. Point of Contact: Ron Knisley, Interim Community Development Director.

## REGULAR AGENDA

### NEW BUSINESS

3. **FIRST READING: Bill No. 6703-25, Section III-A-9: AN ORDINANCE** AUTHORIZING AND DIRECTING SUBMISSION AT THE GENERAL MUNICIPAL ELECTION TO BE HELD APRIL 7, 2026 TO THE QUALIFIED VOTERS OF THE CITY OF RAYTOWN, MISSOURI, THE QUESTION OF WHETHER THE CITY SHALL IMPOSE A SALES TAX IN THE AMOUNT OF THREE-EIGHTHS (3/8) CENT FOR THE PURPOSE OF FUNDING CAPITAL IMPROVEMENTS AND IMPOSING SUCH TAXES IF APPROVED BY A MAJORITY OF THE QUALIFIED VOTERS VOTING THEREON. Point of Contact Michael Graham, Finance Director.
4. **FIRST READING: Bill No. 6704-25, Section III-A-9: AN ORDINANCE** AUTHORIZING AND DIRECTING SUBMISSION AT THE GENERAL MUNICIPAL ELECTION TO BE HELD APRIL 7, 2026 TO THE QUALIFIED VOTERS OF THE CITY OF RAYTOWN, MISSOURI, THE QUESTION OF WHETHER THE CITY SHALL IMPOSE A SALES TAX IN THE AMOUNT OF ONE-HALF (1/2) CENT FOR THE FUNDING OF TRANSPORTATION PURPOSES AND IMPOSING SUCH TAXES IF APPROVED BY A MAJORITY OF THE QUALIFIED VOTERS VOTING THEREON. Point of Contact: Michael Graham, Finance Director.
5. **FIRST READING: Bill No. 6705-25, Section V-A: AN ORDINANCE** AUTHORIZING AND APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN MID-AMERICA REGIONAL COUNCIL SOLID WASTE MANAGEMENT DISTRICT AND THE CITY OF RAYTOWN, MISSOURI RELATING TO PARTICIPATION IN THE REGIONAL HOUSEHOLD HAZARDOUS WASTE COLLECTION PROGRAM IN AN AMOUNT NOT TO EXCEED \$33,338.16. Point of Contact: Diane Egger, City Administrator.  
  
★ Staff is requesting a suspension of the rules.
6. **R-3778-25: A RESOLUTION** AMENDING FISCAL YEAR 2025-2026 BUDGET TO REAPPROPRIATE VARIOUS EXPENDITURES INCOMPLETE FROM THE PREVIOUS YEAR. Point of Contact: Michael Graham, Finance Director.
7. **R-3779-25: A RESOLUTION** AUTHORIZING AND APPROVING PROFESSIONAL ENGINEERING SERVICES WITH GEORGE BUTLER ASSOCIATES FOR THE PARK LANE SANITARY SEWER INFLOW AND INFILTRATION REDUCTION PROGRAM PROJECT IN AN AMOUNT NOT TO EXCEED \$669,298.00 FOR FISCAL YEAR 2025-2026. Point of Contact: Joey Carley, Public Works Director.
8. **R-3780-25: A RESOLUTION** AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH LAMP RYNEARSON FOR DESIGN ENGINEERING SERVICES FOR THE 53RD STREET ROCK ISLAND TRAIL CONNECTOR PROJECT IN AN AMOUNT NOT TO EXCEED \$252,588.79 FOR FISCAL YEAR 2025-2026. Point of Contact: Joey Carley, Public Works Director.

## COMMUNICATIONS

9. Communication from the Mayor
10. Communication from the City Administrator
11. Communication from the Board of Aldermen

## ADJOURNMENT

**MINUTES**  
**RAYTOWN BOARD OF ALDERMEN**  
**DECEMBER 2, 2025**  
REGULAR SESSION NO. 16  
RAYTOWN CITY HALL  
10000 EAST 59<sup>TH</sup> STREET  
RAYTOWN, MISSOURI 64133  
7:00 P.M.  
AND  
ONLINE ZOOM WEBINAR

Mayor Michael McDonough called the December 2, 2025, Board of Aldermen Regular Meeting to order at 7:00 p.m. Brandon Smith, of Graceway Church, 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 Greg Walters, Alderman Jim Aziere, Alderman Janet Emerson, Alderman Theresa Garza, Alderman Josh Morales, Alderman Bonnaye Mims, Alderman Diane Krizek

Absent: Alderman Theresa Tush, Alderman Loretha Hayden

**Public Comments**

Morris Melloy, 5816 Manning Avenue

**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.

**1a. Approval of the November 18, 2025 Board of Aldermen meeting minutes.**

**1b. R-3775-25: A RESOLUTION** AUTHORIZING AND APPROVING THE PURCHASE OF MOBILE AND PORTABLE RADIOS AND ACCESSORIES FROM MOTOROLA SOLUTIONS, INCORPORATED OFF THE JOHNSON COUNTY, KANSAS RADIO AND ACCESSORIES CONTRACT IN AN AMOUNT NOT TO EXCEED \$156,061.48. Point of Contact: Robert Kuehl, Police Chief.

Alderman Mims, seconded by Alderman Aziere, made a motion to adopt. The motion was approved by a vote of 7-0-2.

Ayes: Aldermen Mims, Aziere, Emerson, Walters, Garza, Morales, Krizek

Nays: None

Absent: Aldermen Hayden, Tush

**REGULAR AGENDA**

**NEW BUSINESS**

- 2. Public Hearing:** A public hearing to consider an amendment to the Zoning of property located at 9808 E. 53<sup>rd</sup> Street.

**2a. FIRST READING: Bill No. 6700-25, Section XIII: AN ORDINANCE APPROVING AN AMENDMENT TO THE OFFICIAL ZONING MAP OF THE CITY OF RAYTOWN FROM M, INDUSTRIAL TO R-1, LOW-DENSITY RESIDENTIAL, FILED BY BRIAN CRITCHFIELD, BETTER PLACES, LLC, AFFECTING A 0.40-ACRE PARCEL OF LAND LOCATED AT 9808 E. 53RD STREET, WITHIN THE CITY OF RAYTOWN, JACKSON COUNTY, MISSOURI. Point of Contact: Ron Knisley, Interim Community Development Director.**

Mayor McDonough opened the public hearing.

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

Public comments were made by:

Morris Melloy  
Thomas Ballieu, applicant  
Brian Critchfield, applicant  
Danae Meurer, applicant

Mayor McDonough closed the public hearing.

Alderman Emerson, 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 7-0-2.

Ayes: Aldermen Emerson, Aziere, Krizek, Mims, Morales, Walters, Garza

Nays: None

Absent: Aldermen Hayden, Tush

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

Alderman Emerson, seconded by Alderman Mims, made a motion to adopt. The motion was approved by a vote of 7-0-2.

Ayes: Aldermen Emerson, Mims, Walters, Garza, Morales, Aziere, Krizek

Nays: None

Absent: Aldermen Tush, Hayden

**Became Ordinance 5792-25.**

- 3. Public Hearing:** A public hearing to consider an amendment to the Zoning of property located at 9800 E. 53<sup>rd</sup> Street.

**3a. FIRST READING: Bill No. 6701-25, Section XIII: AN ORDINANCE AN APPROVING AN AMENDMENT TO THE OFFICIAL ZONING MAP OF THE CITY OF RAYTOWN FROM M, INDUSTRIAL TO R-1, LOW-DENSITY RESIDENTIAL, FILED BY PROPERTY OWNER, DANA MEURER, AFFECTING A 0.38-ACRE PARCEL OF LAND LOCATED AT 9800 E. 53RD STREET, WITHIN THE CITY OF RAYTOWN, JACKSON COUNTY, MISSOURI. Point of Contact: Ron Knisley, Interim Community Development Director.**

Mayor McDonough opened the public hearing.

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

Public comments were made by:

Morris Melloy

Mayor McDonough closed the public hearing.

Alderman Morales, 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 7-0-2.

Ayes: Aldermen Morales, Emerson, Krizek, Mims, Aziere, Walters, Garza

Nays: None

Absent: Aldermen Hayden, Tush

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

Alderman Emerson, seconded by Alderman Garza, made a motion to adopt. The motion was approved by a vote of 7-0-2.

Ayes: Aldermen Emerson, Garza, Walters, Morales, Aziere, Krizek, Mims

Nays: None

Absent: Aldermen Tush, Hayden

#### **Became Ordinance 5793-25.**

- 4. Public Hearing:** A public hearing to consider an amendment to the Zoning of property located at 9704 E. 53<sup>rd</sup> Street.

**4a. FIRST READING: Bill No. 6702-25, Section XIII: AN ORDINANCE APPROVING AN AMENDMENT TO THE OFFICIAL ZONING MAP OF THE CITY OF RAYTOWN FROM M, INDUSTRIAL TO R-1, LOW-DENSITY RESIDENTIAL, FILED BY PROPERTY OWNER, TOM BALLIEU II, AFFECTING A 0.38-ACRE PARCEL OF LAND LOCATED AT 9704 E. 53RD STREET, WITHIN THE CITY OF RAYTOWN, JACKSON COUNTY, MISSOURI.** Point of Contact: Ron Knisley, Interim Community Development Director.

Mayor McDonough opened the public hearing.

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

There were no public comments.

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 7-0-2.

Ayes: Aldermen Mims, Aziere, Krizek, Emerson, Morales, Walters, Garza

Nays: None

Absent: Aldermen Hayden, Tush

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

Alderman Emerson, seconded by Alderman Mims, made a motion to adopt. The motion was approved by a vote of 7-0-2.

Ayes: Aldermen Emerson, Mims, Krizek, Morales, Walters, Aziere, Garza

Nays: None

Absent: Aldermen Tush, Hayden

#### **Became Ordinance 5794-25.**

### **COMMUNICATIONS**

#### **5. Communication from the Mayor**

Mayor McDonough spoke on recent events and City business.

#### **6. Communication from the City Administrator**

Diane Egger, City Administrator, provided an update on the City's current projects and plans.

#### **7. Communication from the Board of Aldermen**

Comments were made by Alderman Garza.

#### **ADJOURNMENT**

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

The meeting adjourned at 7:50 p.m.

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Teresa M Henry, City Clerk, MRCC

**CITY OF RAYTOWN**  
**Request for Board Action**

**DATE SUBMITTED:** 12/05/2025

**MEETING DATE:** December 16, 2025

**SUBMITTED BY:**

**DEPARTMENT:** Administration

**Document Type:** Resolution

**SUBJECT/REQUEST**

**R-3776-25:** Request for spending authority in an amount not to exceed \$95,000 for FY25-26 with MoTurf for nuisance abatement services

**BACKGROUND/JUSTIFICATION**

In May 2025, the Board of Aldermen approved a 2-year agreement with MoTurf for nuisance abatement services. This is the second year of the initial agreement.

MoTurf's nuisance abatement services include, but are not limited to, mowing residential and commercial properties; removing junk, trash, and debris from residential and commercial properties; boarding up abandoned properties, and removing stagnant water from abandoned pools, etc.

Pursuant to the City's purchasing policy, expenditures of funds with a single vendor in excess of \$30,000.00 annually must be approved by the Board of Aldermen. The Community Development Department budget anticipates that the costs of mowing residential and commercial properties; removing junk, trash, and debris from residential and commercial properties; boarding up abandoned properties, and removing stagnant water from abandoned pools, etc. will exceed \$30,000.00; therefore, staff is requesting Board approval for the FY25-26 expenditure of funds in an amount not to exceed \$95,000.

**RECOMMENDED MOTION**

**PREVIOUS ACTION**

R-3710-25 approved a 2-year agreement with MoTurf for nuisance abatement services and was approved by the Board of Aldermen during the May 20, 2025 regular meeting.

**COMMISSION/COMMITTEE REVIEW**

**FINANCIAL IMPACT**

Contractor:

MoTurf

|                             |          |
|-----------------------------|----------|
| Amount of Request/Contract: | \$95,000 |
| Amount Budgeted:            | \$95,000 |

REVIEWED BY

|                                                                 |
|-----------------------------------------------------------------|
| Michael Graham<br>Jennifer Baird<br>Diane Egger<br>Teresa Henry |
|-----------------------------------------------------------------|

LIST OF REFERENCE DOCUMENTS ATTACHED

|                                                                                 |
|---------------------------------------------------------------------------------|
| 1.     Reso MoTurf Nuisance Abatement Services Spending Authorization 2025-2026 |
|---------------------------------------------------------------------------------|

SUPPORTING DOCUMENTS  
(FOR CONTRACT ITEMS ONLY)

| Document         | Attached | If not attached, explain |
|------------------|----------|--------------------------|
| Other: agreement |          | on file                  |

**A RESOLUTION AUTHORIZING AND APPROVING THE EXPENDITURE OF FUNDS WITH  
MOTURF FOR NUISANCE ABATEMENT SERVICES IN AN AMOUNT NOT TO EXCEED  
\$95,000.00 FOR FISCAL YEAR 2025-2026**

**WHEREAS**, on March 10, 2025 the City of Raytown issued an invitation to bid for the provision of nuisance abatement services; and

**WHEREAS**, the Community Development Department received one (1) response to the invitation, submitted by MoTurf; and

**WHEREAS**, the purchasing policy adopted by the City of Raytown requires that any expenditure of funds with a single vendor in excess of \$30,000.00 annually be approved by the Board of Aldermen; and

**WHEREAS**, on March 10, 2025, the City entered into an agreement with MoTurf for a two-year term, with the option to extend for an additional two-year term, to provide nuisance abatement services; and

**WHEREAS**, the Board of Aldermen find it is in the best interest of the City to approve the expenditure of funds with MoTurf for nuisance abatement services in an amount not to exceed \$95,000.00 for fiscal year 2025-2026.

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

**THAT** the expenditure of funds with MoTurf for nuisance abatement services in an amount not to exceed \$95,000.00 for fiscal year 2025-2026 is hereby authorized and approved.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 16<sup>th</sup> day December, 2025.

\_\_\_\_\_  
Michael McDonough, Mayor

ATTEST:

Approved as to Form:

\_\_\_\_\_  
Teresa M. Henry, City Clerk

\_\_\_\_\_  
Jennifer M. Baird, City Attorney

**CITY OF RAYTOWN**  
**Request for Board Action**

**DATE SUBMITTED:** 12/05/2025

**MEETING DATE:** December 16, 2025

**SUBMITTED BY:**

**DEPARTMENT:** Administration

**Document Type:** Resolution

**SUBJECT/REQUEST**

**R-3777-25:** Board approval for FY25-26 ARPA Funds expenditures for the Minor Home Repair Program

**BACKGROUND/JUSTIFICATION**

On November 12, 2024, the Board of Aldermen approved an agreement with the Truman Heritage Habitat for Humanity organization to continue the small home repair program through December 2026, and to utilize ARPA funds in an amount not to exceed \$200,000. This was an expansion of the small home repair program which has allowed the program to serve more residents.

Of the \$200,000 in ARPA funds allotted to the program in FY24-25, we have a remaining \$80,607.94 which we would like to continue to utilize in FY25-26. This item is a request for spending authority to use the remaining funds in FY25-26 with the Truman Heritage Habitat for Humanity organization.

**RECOMMENDED MOTION**

**PREVIOUS ACTION**

R-3648-25, November 12, 2024.

**COMMISSION/COMMITTEE REVIEW**

**FINANCIAL IMPACT**

|                             |                                      |
|-----------------------------|--------------------------------------|
| Contractor:                 | Truman Heritage Habitat for Humanity |
| Amount of Request/Contract: | \$80,607.94                          |
| Amount Budgeted:            | \$80,607.94                          |

**REVIEWED BY**

Michael Graham  
Jennifer Baird

|              |
|--------------|
| Diane Egger  |
| Teresa Henry |

**LIST OF REFERENCE DOCUMENTS ATTACHED**

|    |                                                                 |
|----|-----------------------------------------------------------------|
| 1. | Reso Truman Heritage Habitat for Humanity 2025-2026 Expenditure |
|----|-----------------------------------------------------------------|

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

| Document         | Attached | If not attached, explain |
|------------------|----------|--------------------------|
| Other: agreement |          | On File                  |

**A RESOLUTION AUTHORIZING AND APPROVING THE CONTINUATION OF AN AGREEMENT WITH TRUMAN HERITAGE HABITAT FOR HUMANITY FOR THE OPERATION OF A MINOR HOME REPAIR PROGRAM IN AN AMOUNT NOT TO EXCEED \$80,607.94 FOR FISCAL YEAR 2025-2026**

**WHEREAS**, the City of Raytown entered into an agreement with Truman Heritage Habitat for Humanity on November 8, 2024; and

**WHEREAS**, the City desires to continue partnering with Truman Heritage Habitat for Humanity for a minor home repair program within the City; and

**WHEREAS**, the Board of Aldermen find that it is in the best interest of the City to continue the current agreement with Truman Heritage Habitat for Humanity for a minor home repair program within the City in an amount not to exceed \$80,607.94.

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

**THAT** the continuation of the current agreement with Truman Heritage Habitat for Humanity for a minor home repair program within the City in an amount not to exceed \$80,607.94 is hereby authorized and approved;

**FURTHER THAT** the City Administrator is authorized to execute all agreements or documents necessary to approve the expenditure of funds authorized herein 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 16<sup>th</sup> day of December, 2025.

\_\_\_\_\_  
Michael McDonough, Mayor

ATTEST:

Approved as to Form:

\_\_\_\_\_  
Teresa M. Henry, City Clerk

\_\_\_\_\_  
Jennifer M. Baird, City Attorney

**CITY OF RAYTOWN**  
**Request for Board Action**

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**DATE SUBMITTED:** 12/10/2025

**MEETING DATE:** December 16, 2025

**SUBMITTED BY:** **DEPARTMENT:** Administration

**Document Type:** Ordinance

**SUBJECT/REQUEST**

**FIRST READING: Bill No. 6703-25, Section III-A-9:** Approval of an ordinance to place the renewal of the existing Capital Sales Tax on the April 7, 2026 Ballot.

**BACKGROUND/JUSTIFICATION**

This sales tax was first approved by the voters in November, 2002 at one-eighth cent (1/8¢) for a term of five (5) years. The tax went back to the voters in November 2006 which approved at a new rate of three-eighths cent (3/8 cent) for a term of ten (10) years and again in April 2014 was renewed at three-eighths cent (3/8) for a term of 10 years which will expire March, 2027.

In 2024-2025, the Capital Sales Tax generated approximately \$1,497,712 in revenue and funded just over \$1,497,712 in Capital related projects. All expenditures from this fund are subject to review by the Special Sales Tax Oversight Committee.

Renewal of the existing sales tax will provide funding for Capital expenditures for City Departments. Elimination of this existing sales tax will remove a critical revenue source.

**RECOMMENDED MOTION**

**PREVIOUS ACTION**

Approved by the qualified voters of the City of Raytown in November 2002, November 2006 and renewed April 2014.

**COMMISSION/COMMITTEE REVIEW**

**FINANCIAL IMPACT**

**REVIEWED BY**

Michael Graham  
Jennifer Baird  
Diane Egger

Teresa Henry

**LIST OF REFERENCE DOCUMENTS ATTACHED**

1. Ord Capital Sales Tax Renewal - Ballot April 2026

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

**AN ORDINANCE AUTHORIZING AND DIRECTING SUBMISSION AT THE GENERAL MUNICIPAL ELECTION TO BE HELD APRIL 7, 2026 TO THE QUALIFIED VOTERS OF THE CITY OF RAYTOWN, MISSOURI, THE QUESTION OF WHETHER THE CITY SHALL CONTINUE TO IMPOSE A SALES TAX IN THE AMOUNT OF THREE-EIGHTHS (3/8) CENT FOR THE PURPOSE OF FUNDING CAPITAL IMPROVEMENTS AND IMPOSING SUCH TAXES IF APPROVED BY A MAJORITY OF THE QUALIFIED VOTERS VOTING THEREON**

**WHEREAS**, in accordance with the provisions of Chapter 94 and Section 94.577 of the Revised Statutes of the State of Missouri ("RSMo"), the City of Raytown ("City") is authorized to submit to the qualified voters of the City, the question of whether to impose by ordinance a sales tax for the purpose of funding capital improvements; and

**WHEREAS**, the term "capital improvements" is defined by Section 94.575 and 94.577 RSMo to include assets of a long-term character that are intended to continue to be held or used, including but not limited to land, buildings, machinery, furniture, and other equipment, including computer hardware and software or any capital or fixed asset having an estimated economic useful life of at least two years; and

**WHEREAS**, the City desires to submit to the qualified voters of the City at the General Municipal election to be held April 7, 2026, the question of whether to continue to impose an existing sales tax for capital improvement purposes in the amount of three-eighths cent (3/8¢) for a term of ten (10) years; and

**WHEREAS**, if a majority of the votes cast by qualified voters voting thereon are in favor of the proposal, the City desires to continue to impose an existing sales tax for capital improvement purposes in the amount of three-eighths cent (3/8¢) for a term of ten (10) years; and

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

**SECTION 1 – SUBMISSION TO THE VOTERS AUTHORIZED.** That there shall be submitted to the voters of the City at the General Municipal election to be held in the City on the 7<sup>th</sup> day of April, 2026, a proposal to authorize the City to continue to impose an existing sales tax for capital improvement purposes pursuant to the provisions of Section 94.577 RSMo for a period of ten (10) years.

**SECTION 2 – BALLOT FORM.** That the ballot of submission for the capital improvement sales tax shall be in substantially the following form:

Shall the City of Raytown, Missouri continue to impose an existing sales tax of three-eighths cent (3/8¢) for capital improvements for a term of ten (10) years, which may include the retirement of debt under previously authorized bonded indebtedness?

[ ] YES

[ ] NO

If you are in favor of the question, place an "X" in the box opposite "YES". If you are opposed to the question, place an "X" in the box opposite "NO".

**SECTION 3 – IMPOSITION OF TAX, IF APPROVED BY VOTERS.** That if a majority of the votes cast by qualified voters voting thereon are in favor of the proposal, then a city sales tax for capital improvements in the amount of three-eighths cent (3/8¢) shall be imposed for a term of ten (10) years upon the receipts for the sale at retail of all tangible personal property or taxable services at retail within the City, if such property and services are subject to taxation by the State of Missouri under the provisions of Sections 144.010 to 144.525 RSMo, as amended from time to time, including all sales of metered water services, electricity, electrical current and natural, artificial or propane gas, wood, coal or home heating oil for domestic use only.

**SECTION 4 – SPECIAL FUND ESTABLISHED.** That all moneys received by the City from a sales tax for capital improvements shall be deposited in a special fund to be known as the “City Capital Improvement Fund” and all moneys in such capital improvement trust fund shall be appropriated and disbursed only for capital improvement purposes as enumerated in sections 94.575 to 94.577 RSMo, as amended from time to time.

**SECTION 5 – ADMINISTRATION.** That any sales tax imposed pursuant to this ordinance shall be computed, imposed, reported, administered, collected, enforced and shall operate in all respects in accordance with the provisions of the Revised Statutes of the State of Missouri and upon such forms and under such administrative rules and regulations as may be prescribed by the Director of Revenue, any provision of this ordinance notwithstanding.

**SECTION 6 – NOTIFICATION OF DIRECTOR OF REVENUE.** That within ten (10) days after approval by the voters of the City of any of the sales tax pursuant to this ordinance, the City Clerk shall forward to the Director of Revenue of the State of Missouri by United States registered mail, a certified copy of this ordinance together with certifications of the election returns and accompanied by a map of the City clearly showing the boundaries of the City.

**SECTION 7 – EFFECTIVE DATE OF TAX.** The effective date for an extension of an existing tax is the first day of the calendar quarter after the Director of Revenue receives extension notification. Due to the fact this tax is a renewal, the effective date will automatically occur when the current sales tax sunsets.

**SECTION 8 – REPEAL OF ORDINANCES IN CONFLICT.** That all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**SECTION 9 – 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 10 – 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 APPROVED** by a majority of the Board of Aldermen and **APPROVED** by the Mayor City of Raytown, Jackson County, Missouri, this \_\_\_\_\_ day of December, 2025.

\_\_\_\_\_  
Michael McDonough, Mayor

ATTEST:

\_\_\_\_\_  
Teresa M. Henry, City Clerk

Approved as to Form:

\_\_\_\_\_  
Jennifer M. Baird, City Attorney

**CITY OF RAYTOWN**  
**Request for Board Action**

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**DATE SUBMITTED:** 12/10/2025

**MEETING DATE:** December 16, 2025

**SUBMITTED BY:**

**DEPARTMENT:** Administration

**Document Type:** Ordinance

**SUBJECT/REQUEST**

**FIRST READING: Bill No. 6704-25, Section III-A-9:** Approval of an ordinance to place the renewal of the existing Transportation Sales Tax on the April 7,2026 Ballot.

**BACKGROUND/JUSTIFICATION**

The Transportation Sales Tax was first approved by voters in November, 2002 at one-half cent (1/2¢) for a term of 5 years. The renewal of the tax went back to the voters in November 2006 and was renewed for a 10-year term and again in April 2014 for a term of 10 years which will expire March, 2027.

In 2024-2025, the Transportation Sales Tax generated approximately \$1,822,012 in revenue and funded just over \$1,718,956 in Transportation projects. All expenditures from this fund are subject to review by the Special Sales Tax Oversight Committee.

Renewal of the existing sales tax will provide funding for transportation expenditures for City Departments. Elimination of this existing sales tax will remove a critical revenue source.

**RECOMMENDED MOTION**

**PREVIOUS ACTION**

Approved by the qualified vote of the City of Raytown in November 2002, November 2006 and April 2014.

**COMMISSION/COMMITTEE REVIEW**

**FINANCIAL IMPACT**

|                             |  |
|-----------------------------|--|
| Contractor:                 |  |
| Amount of Request/Contract: |  |
| Amount Budgeted:            |  |

|                          |         |
|--------------------------|---------|
| From Account Name and #: | Amount: |
| To Account Name and #:   | Amount: |

**REVIEWED BY**

|                                                                 |
|-----------------------------------------------------------------|
| Michael Graham<br>Jennifer Baird<br>Diane Egger<br>Teresa Henry |
|-----------------------------------------------------------------|

**LIST OF REFERENCE DOCUMENTS ATTACHED**

|                                                           |
|-----------------------------------------------------------|
| 1. Ord Transportation Sales Tax Renewal-Ballot April 2026 |
|-----------------------------------------------------------|

**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<br>or less than three bids |          |                          |
| Contractor address and email:                      |          |                          |
| Project Exemption Certificate needed:              |          |                          |
| Other:                                             |          |                          |

**AN ORDINANCE AUTHORIZING AND DIRECTING SUBMISSION AT THE GENERAL MUNICIPAL ELECTION TO BE HELD APRIL 7, 2026 TO THE QUALIFIED VOTERS OF THE CITY OF RAYTOWN, MISSOURI, THE QUESTION OF WHETHER THE CITY SHALL CONTINUE TO IMPOSE A SALES TAX IN THE AMOUNT OF ONE-HALF (1/2) CENT FOR THE FUNDING OF TRANSPORTATION PURPOSES AND IMPOSING SUCH TAXES IF APPROVED BY A MAJORITY OF THE QUALIFIED VOTERS VOTING THEREON**

**WHEREAS**, in accordance with the provisions of Chapter 94 and Section 94.705 of the Revised Statutes of the State of Missouri ("RSMo"), the City of Raytown ("City") is authorized to submit to the qualified voters of the City, the question of whether to impose by ordinance a sales tax for the funding of transportation purposes; and

**WHEREAS**, the term "transportation purposes" is defined by Section 94.700 RSMo to include the financial support of a public mass transportation system; the construction, reconstruction, repair and maintenance of streets, roads, sidewalks, trails, community-owned parking lots, and bridges within a municipality; the construction, reconstruction, repair and maintenance of airports owned and operated by municipalities; the acquisition of lands and rights-of-way for streets, roads, sidewalks, trails, community-owned parking lots, bridges, and airports; and planning and feasibility studies for streets, roads, sidewalks, trails, community-owned parking lots, bridges, and airports. "Bridges" shall include bridges connecting a municipality with another municipality either within or without the state, with an unincorporated area of the state, or with another state or an unincorporated area thereof; and

**WHEREAS**, the City desires to submit to the qualified voters of the City at the General Municipal election to be held April 7, 2026, the question of whether to continue to impose an existing sales tax for transportation purposes in the amount of one-half cent (1/2¢) for a term of ten (10) years; and

**WHEREAS**, if a majority of the votes cast by qualified voters voting thereon are in favor of the proposal, the City desires to continue to impose an existing sales tax for transportation purposes in the amount of one-half cent (1/2¢) for a term of ten (10) years; and

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

**SECTION 1 – SUBMISSION TO THE VOTERS AUTHORIZED.** That there shall be submitted to the voters of the City at the General Municipal election to be held in the City on the 7<sup>th</sup> day of April, 2026, a proposal to authorize the City to continue to impose an existing sales tax for transportation purposes pursuant to the provisions of Section 94.705 RSMo for a period of ten (10) years.

**SECTION 2 – BALLOT FORM.** That the ballot of submission for the transportation sales tax shall be in substantially the following form:

Shall the City of Raytown, Missouri continue to impose an existing sales tax of one-half cent (1/2¢) for transportation purposes for a term of ten (10) years?

[ ] YES

[ ] NO

If you are in favor of the question, place an "X" in the box opposite "YES". If you are opposed to the question, place an "X" in the box opposite "NO".

**SECTION 3 – IMPOSITION OF TAX, IF APPROVED BY VOTERS.** That if a majority of the votes cast by qualified voters voting thereon are in favor of the proposal, then a city sales tax for transportation purposes in the amount of one-half cent (1/2¢) shall be imposed for a term of ten (10) years upon the receipts for the sale at retail of all tangible personal property or taxable services at retail within the City, if such property and services are subject to taxation by the State of Missouri under the provisions of Sections 144.010 to 144.525 RSMo, as amended from time to time, including all sales of metered water services, electricity, electrical current and natural, artificial or propane gas, wood, coal or home heating oil for domestic use only.

**SECTION 4 – SPECIAL FUND ESTABLISHED.** That all moneys received by the City from a sales tax for transportation purposes shall be deposited in a special fund to be known as the “City Transportation Trust Fund” and all moneys in such transportation trust fund shall be appropriated and disbursed only for transportation purposes as enumerated in sections 94.700 to 94.755 RSMo, as amended from time to time.

**SECTION 5 – ADMINISTRATION.** That any sales tax imposed pursuant to this ordinance shall be computed, imposed, reported, administered, collected, enforced and shall operate in all respects in accordance with the provisions of the Revised Statutes of the State of Missouri and upon such forms and under such administrative rules and regulations as may be prescribed by the Director of Revenue, any provision of this ordinance notwithstanding.

**SECTION 6 – NOTIFICATION OF DIRECTOR OF REVENUE.** That within ten (10) days after approval by the voters of the City of any of the sales tax pursuant to this ordinance, the City Clerk shall forward to the Director of Revenue of the State of Missouri by United States registered mail, a certified copy of this ordinance together with certifications of the election returns and accompanied by a map of the City clearly showing the boundaries of the City.

**SECTION 7 – EFFECTIVE DATE OF TAX.** The effective date for an extension of an existing tax is the first day of the calendar quarter after the Director of Revenue receives extension notification. Due to the fact this tax is a renewal, the effective date will automatically occur when the current sales tax sunsets.

**SECTION 8 – REPEAL OF ORDINANCES IN CONFLICT.** That all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**SECTION 9 – 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 10 – 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 APPROVED** by a majority of the Board of Aldermen and **APPROVED** by the Mayor City of Raytown, Jackson County, Missouri, this \_\_\_\_ day of December, 2025.

\_\_\_\_\_  
Michael McDonough, Mayor

ATTEST:

\_\_\_\_\_  
Teresa M. Henry, City Clerk

Approved as to Form:

\_\_\_\_\_  
Jennifer M. Baird, City Attorney

**CITY OF RAYTOWN**  
**Request for Board Action**

---

**DATE SUBMITTED:** 12/09/2025

**MEETING DATE:** December 16, 2025

**SUBMITTED BY:**

**DEPARTMENT:** Administration

**Document Type:** Ordinance

**SUBJECT/REQUEST**

**FIRST READING: Bill No. 6705-25, Section V-A:** An annual renewal for the City to participate in MARC's Household Hazardous Waste disposal program in 2026.

**BACKGROUND/JUSTIFICATION**

The Regional Household Hazardous Waste Collection Program provides residents the opportunity to safely dispose of household hazardous products that cannot be thrown away in the trash. The MARC Solid Waste Management District administers this program in partnership with the cities of Kansas City, MO and Lee's Summit.

Membership in the program provides residents year-round access to permanent facilities in Kansas City and Lee's Summit, and to multiple mobile collection events.

Materials accepted for safe disposal include paint and paint-related products, automotive fluids, batteries, lawn and garden chemicals, house cleaners, fluorescent bulbs, and other items such as nail polish, bug spray and oven cleaners, used oil, and photographic chemicals.

The 2026 participation fee will be \$1.14 per capita and will be applied to 2024 population estimates. The City of Raytown's community cost is \$33,338.16. With the adoption of the 2025-2026 fiscal year budget, the Board of Aldermen approved the funding for the City of Raytown to participate in the regional household hazardous waste program.

**RECOMMENDED MOTION**

Staff recommends approval of the Intergovernmental Agreement between the MARC Solid Waste Management District relating to the Regional Household Hazardous Waste Collection Program.

**PREVIOUS ACTION**

2025-2026 Fiscal Year Budget Approval, R-3750-25

**COMMISSION/COMMITTEE REVIEW**

**FINANCIAL IMPACT**

|                                                                          |                |
|--------------------------------------------------------------------------|----------------|
| Amount Budgeted:                                                         | 35,000         |
| From Account Name and #:City Wide - Misc<br>Contract 101-00-00-100-53999 | Amount: 35,000 |

**REVIEWED BY**

|                                                                 |
|-----------------------------------------------------------------|
| Michael Graham<br>Jennifer Baird<br>Diane Egger<br>Teresa Henry |
|-----------------------------------------------------------------|

**LIST OF REFERENCE DOCUMENTS ATTACHED**

|    |                             |
|----|-----------------------------|
| 1. | Ord HHW with MARC FY25      |
| 2. | Raytown 2026                |
| 3. | Letter for 2026 HHW Program |
| 4. | 2025 DATA                   |

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

**AN ORDINANCE AUTHORIZING AND APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN MID-AMERICA REGIONAL COUNCIL SOLID WASTE MANAGEMENT DISTRICT AND THE CITY OF RAYTOWN, MISSOURI RELATING TO PARTICIPATION IN THE REGIONAL HOUSEHOLD HAZARDOUS WASTE COLLECTION PROGRAM IN AN AMOUNT NOT TO EXCEED \$33,338.16**

**WHEREAS**, the City of Raytown desires to enter into an intergovernmental agreement with Mid-America Regional Council (MARC) Solid Waste Management Districts for the Regional Household Hazardous Waste Collection Program; and

**WHEREAS**, for participation in this Regional Household Hazardous Waste Collection Program, it is necessary to enter into an agreement with MARC Solid Waste Management District as set forth in Exhibit "A" attached hereto.

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

**SECTION 1 – APPROVAL OF AGREEMENT.** That the Intergovernmental Agreement by and between Mid-America Regional Council (MARC) Solid Waste Management District and the City of Raytown, Missouri for participation in the Regional Household Hazardous Waste Collection Program in substantially the same form as attached hereto in Exhibit "A" in an amount not to exceed \$33,338.16, is hereby authorized and approved.

**SECTION 2 – EXECUTION OF AGREEMENT.** That the City Administrator is hereby authorized to execute the Agreement, and all documents necessary to the Agreement, and the City Clerk is authorized to attest to the same.

**SECTION 3 – REPEAL OF ORDINANCE IN CONFLICT.** That 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 APPROVED** by a majority of the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Jackson County, Missouri, this 16<sup>th</sup> day of December, 2025.

\_\_\_\_\_  
Michael D. McDonough, Mayor

ATTEST:

Approved as to Form:

\_\_\_\_\_  
Teresa M. Henry, City Clerk

\_\_\_\_\_  
Jennifer M. Baird, City Attorney

2026

**Intergovernmental Agreement between the  
MARC Solid Waste Management District and  
Raytown, Missouri relating to the  
Regional Household Hazardous Waste Collection Program**

This Agreement is entered into pursuant to Missouri Revised Statutes Section 70.210 *et seq.*

Whereas, Cass, Clay, Jackson, Platte, and Ray Counties and the City of Kansas City have formed the MARC Solid Waste Management District (SWMD) pursuant to Sections 260.300 through 260.345 of the Revised Statutes of Missouri (1986 & Cum. Supp. 1990) and the members of the SWMD include most cities within the member counties; and

Whereas the City of Kansas City, Missouri (Kansas City) operates a permanent Household Hazardous Waste facility located at 4707 Deramus, Kansas City, Missouri, and operates outreach sites for collection of Household Hazardous Waste (HHW) at various locations and on various dates; and

Whereas, the City of Lee's Summit, Missouri operates a permanent Household Hazardous Waste Facility located at 2101 SE Hamblen Road, Lee's Summit; and

Whereas, Kansas City and Lee's Summit have made these HHW collection facilities available for use by members of the SWMD and the SWMD, Kansas City and Lee's Summit have agreed to create a regional household hazardous waste program for the benefit of all members of the SWMD; and

Whereas Raytown, Missouri (sometimes referred to in this Agreement as the "Participating Member") intends to participate in the Regional HHW Collection Program;

Therefore, the SWMD and the Participating Member agree that participation in the Regional HHW Collection Program shall be on the following terms and conditions:

**I**    *Definitions*

Household Hazardous Waste (HHW) shall mean waste that would be classified as hazardous waste by 40 CFR 261.20 through 261.35 but that is exempt under 40 CFR 261.4 (b) (1) (made applicable in Missouri by 10 CSR 25-4.261) because it is generated by households. Examples include paint products, household cleaners, automotive fluids, pesticides, batteries, and similar materials. A determination of whether any material meets this definition shall be made by Kansas City.

**II**    *Effective Date*

**Raytown, Missouri** agrees to participate in the Regional HHW Collection Program for a one-year period beginning on **January 1, 2026**.

**III**    *Termination*

*A. Budget Limitations.* This Agreement and all obligations of the Participating Member and the SWMD arising therefrom shall be subject to any limitation imposed by budget law. The parties represent that they have within their respective budgets sufficient funds to discharge the obligations and duties assumed and sufficient funds for the purpose of maintaining this Agreement. This Agreement shall be deemed to terminate by operation of law on the date of expiration of funding.

*B. Termination of regional program.* If the regional household hazardous waste program is terminated prior to the expiration of this Agreement, the SWMD shall refund the amount paid by the participating member, less the cost of services provided prior to termination of the regional program. The cost of services shall be assessed at seventy-five dollars (\$75.00) for each vehicle belonging to a resident of the participating

member that has been served prior to the termination of the program, not to exceed the amount paid by the participating member.

C. Each participating member will be required to notify the SWMD, Kansas City and Lee's Summit in writing of its intention to renew the annual agreement for the following year no later than December 15. In the event that notification is not provided in advance or the final decision is made to not rejoin the program for the upcoming year, the participating member is responsible for any costs incurred by Kansas City and/or Lee's Summit to serve residents after December 31. Kansas City and SWMD reserve the right to invoice the member city or county for any waste disposal costs incurred as a result of late notification.

#### *IV Duties of Participating Member*

A. **Fees.** **Raytown, Missouri** agrees to pay the sum of **\$33,338.16** to participate in the 2026 Regional HHW Collection Program for the period from January 1 to December 31. The program participation fee is based on a per capita rate of \$1.14 applied to 2024 U.S. Census and/or Population Estimate figures as shown in Attachment One. At least one-half of this amount shall be paid within thirty (30) days upon receiving the district invoice. Payment of any remaining balance shall be paid within the following six months.

B. **Payment.** The Participating Member shall be obligated for payment of the amount shown in Paragraph IV(A) irrespective of the participation of its citizens, or of any actual expenses incurred by the SWMD, Kansas City, or Lee's Summit attributable to the Participating Member, except in the event of termination of the regional program, as reflected in III(B) above. Payment by the Participating Member of the agreed upon amount shall not be contingent upon renewal of this Agreement or renewal of the Agreement between the SWMD and Kansas City or Lee's Summit.

*Annual Renewal.* The agreement between the SWMD and the Participating Member will be subject to renewal each year. To assure community information is included in the printed promotional material, agreements will be due no later than February 1, 2026. No pro ration of fees is applicable under this agreement.

C. **Contact Person.** The Participating Member agrees to notify the SWMD and Kansas City, on or before the date of this Agreement, of the name of an individual who will serve as its contact person with respect to the Regional HHW Collection Program.

#### *V Services Provided by the SWMD*

A. **Permanent Collection Facilities.** HHW collection services shall be provided by Kansas City and Lee's Summit pursuant to agreements entered into between the SWMD and Kansas City, and the SWMD and Lee's Summit. Pursuant to those agreements, residents of the Participating Member may deliver HHW, by appointment, if required, and during normal hours of operation, to the Kansas City permanent HHW facility and to the Lee's Summit permanent HHW facility.

B. **Outreach Collections.** Pursuant to the agreement between the SWMD and Kansas City, Kansas City has also agreed to provide contractor services for the collection of HHW at outreach collection sites throughout the SWMD area. Residents of the Participating Member will be able to deliver HHW to outreach collection sites, the dates and locations of which will be negotiated by the SWMD and Kansas City. If, at the request of a Participating Member, an outreach collection is held within its boundaries, the Participating Member agrees that Kansas City or the contractor shall have overall control of the collection activities but the Participating Member shall provide the following:

- adequate and safe sites with unobstructed public access;
- access to restroom facilities and drinking water
- adequate publicity of the date and location of the mobile collection;

- a means for the collection, removal and disposal of any wastes that do not meet the definition of hazardous waste;
- volunteers or workers to conduct traffic control, survey participating residents, stack latex paint and automotive batteries, and assist with non-hazardous waste removal and bulking of motor oil;
- means of limiting the vehicles to a number negotiated by Kansas City and the SWMD (estimated to be either 200, 300, or 400 vehicles per outreach collection);
- a forklift and forklift operator available at the opening and closing of the event; and
- access to residents of any city or county that is also a participating member.

## VI *Reports*

The SWMD will provide to the Participating Member quarterly reports on the operations of the Kansas City and Lee's Summit permanent facilities and on the operations of the outreach collections, based on information provided to the SWMD by Kansas City and Lee's Summit. The quarterly reports shall include the following information:

- Total number vehicles using each facility (permanent or mobile) on a quarterly basis;
- Number of vehicles from each participating member using the facility;
- An end-of-the-year summary report including waste composition and disposition.
- Each program year the district will provide brochures which include facility hours of operation, mobile event schedule, and contact information

## VII *Insurance*

A. *Insurance.* The SWMD agrees that, pursuant to the terms of its Agreement with Kansas City, Kansas City shall maintain liability insurance related to the outreach collection sites under which the community where the site is located shall be named as an additional insured.

## VIII *Legal Jurisdiction*

Nothing in this Agreement shall be construed as either limiting or extending the legal jurisdiction of the parties.

MARC Solid Waste Management District:

Participating Member:

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

Doug Wylie, Chair

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

October 7, 2025

**MARC Solid Waste  
Management District**

Serving local governments in  
Cass, Clay, Jackson, Platte and  
Ray Counties and working  
cooperatively with Johnson,  
Leavenworth, Miami and  
Wyandotte Counties

**Executive Board**

Appointed:

**Louis Cummings**  
City of Kansas City

**Bob Huston**  
Cass County

**Donna Koontz**  
Clay County

**Kourie Hunter (interim)**  
Jackson County

**Daniel Erickson**  
Platte County

**Ken Keller**  
Ray County

Elected:

**David Pavlich**  
City of Kearney

**Doug Wylie, Chair**  
City of Parkville

**Zan McKinney**  
City of Independence

**Chris Bussen**  
City of Lee's Summit

**Mike Larson, Vice Chair**  
City of Sugar Creek

**Trent Salsbury**  
City of Raymore

**Mike Mallon**  
City of Blue Springs

**Lauran Kurtz**  
City of Lake Lotawana

Ex Officio:

**Dianna Bryant**  
Secretary/Treasurer

**Re: 2026 Regional Household Hazardous Waste (HHW) Program**

Got old paint? Unsure how to properly dispose of pesticides? Since 1997 the Regional Household Hazardous Waste Collection Program has offered residents the opportunity to safely dispose of household hazardous products that shouldn't be thrown away in the trash.

Membership in the program provides residents year-round access to collection facilities in Kansas City and Lee's Summit, and to multiple collection events.

Materials accepted for safe disposal include paint and paint-related products, automotive fluids, batteries, lawn and garden chemicals, housecleaners, fluorescent bulbs, and other items such as nail polish, bug spray and oven cleaners.

**The 2026 program fee is \$1.14 per capita and is applied to 2024 population estimates.** The cost for your community is included with the agreement attached. The MARC Solid Waste Management District also supports the program with Plan Implementation funds. The district collaborates with the cities of Kansas City, Mo and Lee's Summit to make this program possible.

If you are interested in providing this service to your residents in 2026, please sign and return the agreement by **Friday, December 12, 2025**. After both parties have signed the agreement, you will receive an invoice.

District staff are available to answer any questions and can attend a city council or county commissioner's meeting to provide more information. Please contact Nadja Karpilow at (816) 701-8226 or [karpilow@marc.org](mailto:karpilow@marc.org).

We look forward to serving your community.

Sincerely,



Doug Wylie  
Chair, MARC Solid Waste Management District



| Regional HHW Collection Program<br>2025                                                                                         | FIRST QUARTER  |                   |                |                         |                | SECOND QUARTER    |         |                   |                |                   | THIRD QUARTER |                   |                |                   |                | Q4 PENDING |            | 2024 TOTALS   |                |            |              |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------|----------------|-------------------------|----------------|-------------------|---------|-------------------|----------------|-------------------|---------------|-------------------|----------------|-------------------|----------------|------------|------------|---------------|----------------|------------|--------------|-----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|                                                                                                                                 | KC<br>Facility | lbs.<br>Collected | LS<br>Facility | LS<br>lbs.<br>Collected | KC<br>Facility | lbs.<br>Collected | Mobiles | lbs.<br>Collected | KC<br>Facility | lbs.<br>Collected | Mobiles       | lbs.<br>Collected | LS<br>Facility | lbs.<br>Collected | Mobile<br>Cars | KC<br>Cars | LS<br>Cars | Total<br>Cars | Mobile<br>lbs. | KC<br>lbs. | LS<br>Pounds | Total<br>Pounds |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|                                                                                                                                 |                |                   |                |                         |                |                   |         |                   |                |                   |               |                   |                |                   |                |            |            |               |                |            |              |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| BELTON                                                                                                                          | 9              | 578               | 22             | 1,387                   | 18             | 2,710             | 92      | 10,066            | 38             | 3,388             | 16            | 1,938             | 2              | 208               | 38             | 3,335      | 98         | 235           | 10,274         | 5,726      | 8,310        | 23,810          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| BLUE SPRINGS                                                                                                                    | 34             | 5,813             | 60             | 4,091                   | 56             | 7,628             | 245     | 31,285            | 115            | 7,674             | 35            | 4,074             | 36             | 5,122             | 117            | 12,130     | 292        | 698           | 36,407         | 17,515     | 23,895       | 77,817          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CLEVELAND                                                                                                                       | 2              | 107               | 2              | 107                     | 2              | 510               | 10      | 1,315             | 4              | 242               | 1             | 103               | 2              | 104               | 1              | 349        | 8          | 20            | 1,315          | 510        | 698          | 2,523           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| EXCELSIOR SPRINGS                                                                                                               | 10             | 2,616             | 15             | 1,257                   | 15             | 1,257             | 1       | 127               | 1              | 103               | 20            | 2,869             | 1              | 104               | 1              | 104        | 2          | 49            | 231            | 6,742      | 2,077        | 7,180           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| GLADSTONE                                                                                                                       | 56             | 4,601             | 8              | 892                     | 105            | 9,548             | 1       | 127               | 1              | 91                | 85            | 8,041             | 110            | 11,388            | 36             | 393        | 11,515     | 33,796        | 91             | 33,796     | 91           | 33,796          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| GRAIN VALLEY                                                                                                                    | 6              | 477               | 6              | 477                     | 8              | 892               | 8       | 1,022             | 36             | 3,072             | 9             | 1,114             | 56             | 7,990             | 25             | 2,545      | 96         | 183           | 9,012          | 2,564      | 6,094        | 17,670          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| GREENWOOD                                                                                                                       | 2              | 200               | 32             | 1,266                   | 3              | 564               | 8       | 892               | 65             | 3,853             | 1             | 104               | 56             | 7,990             | 44             | 4,036      | 86         | 92            | 143            | 764        | 9,155        | 10,062          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| HARRISONVILLE                                                                                                                   | 105            | 10,814            | 28             | 2,504                   | 182            | 21,341            | 336     | 39,837            | 66             | 5,138             | 168           | 21,075            | 20             | 2,664             | 72             | 6,560      | 174        | 985           | 42,501         | 53,230     | 14,202       | 109,933         |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| INDEPENDENCE                                                                                                                    | 1465           | 141,444           | 26             | 2,476                   | 2483           | 233,678           | 177     | 21,404            | 74             | 5,580             | 2,659         | 246,609           | 293            | 29,910            | 75             | 7,731      | 102        | 7,179         | 51,314         | 621,731    | 15,787       | 688,932         |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| KANSAS CITY                                                                                                                     | 35             | 4,740             | 1              | 15                      | 60             | 7,959             | 55      | 6,636             | 1              | 24                | 57            | 7,491             | 2              | 287               | 20             | 1,077      | 13         | 220           | 6,636          | 20,170     | 94           | 26,900          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| KEARNEY                                                                                                                         | 1              | 16                | 11             | 371                     | 3              | 594               | 3       | 594               | 11             | 621               | 2             | 153               | 7              | 1,004             | 5              | 167        | 4          | 44            | 661            | 610        | 2,069        | 3,340           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| LAKE TAPAWINGO                                                                                                                  | 1              | 22                | 2              | 148                     | 1              | 44                | 2       | 256               | 4              | 336               | 2             | 153               | 7              | 1,004             | 5              | 167        | 7          | 20            | 1,260          | 219        | 651          | 2,130           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| LAKE WAUKOMIS                                                                                                                   | 7              | 494               | 11             | 398                     | 16             | 1,078             | 1       | 127               | 1              | 104               | 5             | 344               | 1              | 104               | 15             | 1,158      | 26         | 44            | 2,029          | 276        | 2,481        | 4,786           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| LAKE WINNEBAGO                                                                                                                  | 1              | 28                | 11             | 398                     | 7              | 817               | 1       | 121               | 16             | 925               | 1             | 196               | 1              | 104               | 15             | 1,158      | 16         | 44            | 2,029          | 276        | 2,481        | 4,786           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| LAWSON                                                                                                                          | 1              | 28                | 11             | 398                     | 7              | 817               | 1       | 121               | 16             | 925               | 1             | 196               | 1              | 104               | 15             | 1,158      | 16         | 44            | 2,029          | 276        | 2,481        | 4,786           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| LEES SUMMIT                                                                                                                     | 14             | 1,340             | 483            | 25,599                  | 20             | 2,508             | 8       | 992               | 808            | 43,346            | 136           | 13,593            | 9              | 934               | 4              | 397        | 11         | 416           | 1,658          | 39,551     | 727          | 41,936          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| LIBERTY                                                                                                                         | 86             | 10,624            | 2              | 212                     | 168            | 15,334            | 6       | 724               | 3              | 118               | 10            | 1,136             | 1              | 104               | 63             | 5,725      | 3          | 23            | 428            | 159        | 814          | 1,401           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| LOCH LLOYD                                                                                                                      | 1              | 81                | 4              | 326                     | 2              | 78                | 4       | 428               | 5              | 228               | 4             | 260               | 4              | 260               | 10             | 616        | 16         | 25            | 143            | 96         | 1,770        | 2,009           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| LONE JACK                                                                                                                       | 12             | 641               | 2              | 96                      | 2              | 96                | 1       | 127               | 8              | 513               | 1             | 143               | 1              | 104               | 1              | 104        | 2          | 25            | 23             | 428        | 159          | 814             |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| NORTH KANSAS CITY                                                                                                               | 15             | 1,301             | 12             | 641                     | 9              | 556               | 1       | 127               | 12             | 699               | 1             | 104               | 1              | 104               | 1              | 104        | 36         | 50            | 231            | 2,556      | 2,787        | 2,787           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| OAK GROVE                                                                                                                       | 6              | 280               | 11             | 1,442                   | 4              | 213               | 4       | 511               | 12             | 992               | 5             | 315               | 37             | 5,305             | 16             | 1,664      | 15         | 83            | 5,816          | 808        | 4,098        | 10,722          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| ORRICK                                                                                                                          | 61             | 5,377             | 119            | 10,322                  | 9              | 1,144             | 9       | 1,144             | 9              | 1,144             | 112           | 11,508            | 11             | 1,142             | 1              | 104        | 20         | 313           | 2,286          | 27,207     | 2,278        | 29,693          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| PARKVILLE                                                                                                                       | 31             | 3,829             | 45             | 4,057                   | 77             | 9,772             | 1       | 82                | 51             | 5,939             | 3             | 305               | 3              | 305               | 35             | 2,196      | 80         | 242           | 10,077         | 13,825     | 2,278        | 26,180          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| PLEASANT HILL                                                                                                                   | 5              | 685               | 1              | 42                      | 10             | 482               | 10      | 874               | 1              | 104               | 10            | 874               | 1              | 104               | 0              | 25         | 73         | 98            | 2,041          | 2,041      | 77           | 2,118           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| PLEASANT VALLEY                                                                                                                 | 10             | 850               | 26             | 1,222                   | 7              | 1,451             | 219     | 23,670            | 71             | 5,180             | 10            | 1,136             | 1              | 104               | 63             | 5,725      | 220        | 377           | 23,774         | 3,437      | 12,127       | 39,338          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| RAYMORE                                                                                                                         | 17             | 2,199             | 17             | 995                     | 24             | 2,398             | 14      | 1,667             | 41             | 2,936             | 16            | 2,551             | 33             | 3,474             | 28             | 1,882      | 45         | 149           | 5,141          | 7,148      | 5,813        | 18,102          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| RICHMOND                                                                                                                        | 3              | 204               | 1              | 1080                    | 4              | 1,080             | 2       | 248               | 2              | 185               | 8             | 834               | 1              | 104               | 1              | 104        | 9          | 9             | 104            | 1,284      | 50           | 1,438           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| RIVERSIDE                                                                                                                       | 9              | 1,037             | 20             | 1,536                   | 20             | 1,536             | 2       | 248               | 2              | 185               | 8             | 834               | 1              | 104               | 3              | 305        | 2          | 42            | 352            | 3,407      | 3,759        | 3,759           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| SMITHVILLE                                                                                                                      | 25             | 2,363             | 1              | 21                      | 50             | 5,553             | 198     | 23,917            | 2              | 185               | 33            | 4,214             | 3              | 305               | 1              | 104        | 23         | 311           | 24,222         | 12,130     | 210          | 36,562          |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| SUGAR CREEK                                                                                                                     | 5              | 1,026             | 8              | 642                     | 8              | 642               | 3       | 355               | 6              | 1,294             | 6             | 1,294             | 3              | 311               | 1              | 104        | 1          | 23            | 352            | 2,962      | 90           | 3,407           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WEATHERBY LAKE                                                                                                                  | 7              | 1,340             | 17             | 1,745                   | 8              | 1,017             | 8       | 1,017             | 7              | 528               | 7             | 528               | 3              | 311               | 1              | 104        | 42         | 42            | 1,328          | 3,113      | 4,441        | 4,441           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WESTON                                                                                                                          | 6              | 341               | 2              | 296                     | 8              | 811               | 18      | 2,282             | 1              | 104               | 1             | 104               | 3              | 311               | 1              | 104        | 33         | 33            | 2,282          | 1,514      | 3,796        | 3,796           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| WOOD HEIGHTS                                                                                                                    | 10             | 1,456             | 15             | 1,009                   | 7              | 858               | 7       | 858               | 12             | 1,464             | 10            | 1,136             | 2              | 296               | 2              | 296        | 45         | 45            | 858            | 3,929      | 296          | 4,787           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| UNINCORPORATED CLAY CO                                                                                                          | 2              | 420               | 7              | 707                     | 121            | 15,387            | 1       | 128               | 1              | 50                | 3             | 359               | 10             | 1,434             | 2              | 165        | 1          | 18            | 1,562          | 779        | 215          | 2,556           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| UNINCORPORATED JACKSON CO                                                                                                       | 4              | 601               | 7              | 707                     | 121            | 15,387            | 1       | 128               | 1              | 50                | 3             | 359               | 10             | 1,434             | 2              | 165        | 2          | 18            | 1,562          | 779        | 215          | 2,556           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| UNINCORPORATED PLATTE CO                                                                                                        | 2,049          | 207,278           | 762            | 44,328                  | 3,503          | 339,289           | 1803    | 218,783           | 1394           | 85,345            | 3,492         | 341,327           | 644            | 72,797            | 1,424          | 93,714     | 0          | 1,529         | 15,387         | 1,544      | 233,387      | 1,402,861       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Total*                                                                                                                          | 570            | 64,494            | 253            | 16,253                  | 1000           | 103,103           | 1,618   | 196,387           | 512            | 36,419            | 833           | 94,718            | 351            | 42,887            | 517            | 45,569     | 0          | 7,925         | 239,274        | 262,315    | 98,241       | 599,830         |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2025 Regional Participation                                                                                                     | 570            | 64,494            | 253            | 16,253                  | 1000           | 103,103           | 1,618   | 196,387           | 512            | 36,419            | 833           | 94,718            | 351            | 42,887            | 517            | 45,569     | 0          | 7,925         | 239,274        | 262,315    | 98,241       | 599,830         |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 2024 Regional Participation                                                                                                     | 636            | 84,377            | 220            | 24,233                  | 958            | 110,839           | 1,410   | 166,522           | 436            | 42,311            | 927           | 101,962           | 997            | 119,670           | 476            | 41,388     |            |               |                |            |              |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Total = "Regional Participation" refers to all participating communities except for the cities of Kansas City and Lee's Summit. |                |                   |                |                         |                |                   |         |                   |                |                   |               |                   |                |                   |                |            |            |               |                |            |              |                 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |



### Kansas City Facility and Mobiles

| Material          | 1st Q | 2nd Q | 3rd Q | 4th Q |
|-------------------|-------|-------|-------|-------|
| Latex Paint       | 66%   | 57%   | 53%   |       |
| Oil Based Paints  | 12%   | 16%   | 22%   |       |
| Motor Oil         | 1%    | 7%    | 9%    |       |
| Batteries         | 7%    | 7%    | 3%    |       |
| Pesticides        | 1%    | 1%    | 1%    |       |
| Flammable Liquids | 6%    | 5%    | 5%    |       |
| Antifreeze        | 1%    | 1%    | 1%    |       |
| Aerosols          | 2%    | 3%    | 3%    |       |
| Oxidizers         | 1%    | 1%    | 1%    |       |
| Corrosive         | 2%    | 1%    | 1%    |       |
| Flourescent Bulbs | 1%    | 1%    | 1%    |       |
|                   | 100%  | 100%  | 100%  | 0%    |

### Lee's Summit Facility

| Material          | 1st Q | 2nd Q | 3rd Q | 4th Q |
|-------------------|-------|-------|-------|-------|
| Latex Paint       | 84%   | 84%   | 88%   |       |
| Oil Based Paints  | 6%    | 6%    | 2%    |       |
| Motor Oil         | 1%    | 1%    | 2%    |       |
| Batteries         | 1%    | 1%    | 1%    |       |
| Pesticides        | 2%    | 1%    | 1%    |       |
| Flammable Liquids | 1%    | 2%    | 1%    |       |
| Antifreeze        | 1%    | 1%    | 1%    |       |
| Aerosols          | 1%    | 1%    | 1%    |       |
| Oxidizers         | 1%    | 1%    | 1%    |       |
| Corrosive         | 1%    | 1%    | 1%    |       |
| Flourescent Bulbs | 1%    | 1%    | 1%    |       |
|                   | 100%  | 100%  | 100%  | 0%    |

**CITY OF RAYTOWN**  
**Request for Board Action**

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**DATE SUBMITTED:** 12/05/2025

**MEETING DATE:** December 16, 2025

**SUBMITTED BY:**

**DEPARTMENT:** Administration

**Document Type:** Resolution

**SUBJECT/REQUEST**

**R-3778-25:** Staff requests approval of a resolution to the re-appropriation of Purchase Orders and amounts still outstanding from the previous fiscal year.

**BACKGROUND/JUSTIFICATION**

Attached, Exhibit A, lists all purchase orders and amounts that were previously approved in fiscal year 2024/2025 that still have outstanding amounts to be expended in fiscal year 2025/2026. In addition, the FY26 budget will be adjusted accordingly.

**RECOMMENDED MOTION**

**PREVIOUS ACTION**

**COMMISSION/COMMITTEE REVIEW**

**FINANCIAL IMPACT**

**REVIEWED BY**

Michael Graham  
Jennifer Baird  
Diane Egger  
Teresa Henry

**LIST OF REFERENCE DOCUMENTS ATTACHED**

1. Reso Budget Reappropriation FY2024-2025 to FY2025-2026
2. Current Rollover PO as of 12.9.2025

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

**A RESOLUTION AMENDING FISCAL YEAR 2025-2026 BUDGET TO REAPPROPRIATE  
VARIOUS EXPENDITURES INCOMPLETE FROM THE PREVIOUS YEAR**

**WHEREAS**, there is a need to reappropriate purchase orders from the Fiscal Year 2024-2025 Budget to Fiscal Year 2025-2026 Budget; and

**WHEREAS**, in order to implement the necessary budget adjustments, the Board of Aldermen find it is in the best interest of the City to amend Resolution R-3750-25, adopting the Budget for Fiscal Year 2025-2026 as set forth in Exhibit "A" attached hereto.

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

**THAT** the Fiscal Year 2025-2026 Budget approved by Resolution R-3750-25 is hereby amended as set forth in Exhibit "A" attached hereto and incorporated herein by reference.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 16<sup>th</sup> day of December, 2025.

\_\_\_\_\_  
Michael McDonough, Mayor

ATTEST:

\_\_\_\_\_  
Teresa M. Henry, City Clerk

Approved as to Form:

\_\_\_\_\_  
Jennifer M. Baird, City Attorney

**FY2025 Purchase Order Rollover to FY2026**

| Purchase Order | Project Name                                              | Vendor                          | Carry Over Money    | Account             |
|----------------|-----------------------------------------------------------|---------------------------------|---------------------|---------------------|
| 25-01090       | Traffic Calming Study                                     | CFS Engineering                 | \$ 5,020            | 204-62-00-100-52250 |
|                |                                                           |                                 | <b>\$ 5,020</b>     |                     |
| 25-01040       | Salt Spreader Racks                                       | Unified Visual Products Company | \$ 119,916          | 205-62-00-100-57000 |
|                |                                                           |                                 | <b>\$ 119,916</b>   |                     |
| 25-00597       | Sink Hole Project - Design                                | GBA                             | \$ 6,158            | 401-62-00-100-53999 |
| 25-00946       | Little Blue River Storm Water Project                     | MARC                            | \$ 20,885           | 401-62-00-100-53999 |
| 25-00207       | Go Bond Design                                            | GBA                             | \$ 120,000          | 401-62-00-100-57000 |
| 25-00205       | Design for 59th Street & Raytown Road                     | Lamp Rynearson                  | \$ 13,305           | 401-62-00-100-57000 |
| 25-00385       | MDNR Storm Wwater Improvement Project 59th & Raytown Road | VF Anderson                     | \$ 523,044          | 401-62-00-100-57000 |
|                |                                                           |                                 | <b>\$ 683,392</b>   |                     |
| 25-00597       | Sink Hole Evaluation                                      | GBA                             | \$ 6,159            | 501-62-00-100-52250 |
|                | Root Treatment                                            | Duke's Root Control             | \$ 19,525           | 501-62-00-100-53600 |
| 25-00528       | white Oak West - Design                                   | GBA                             | \$ 96,455           | 501-62-00-100-57000 |
| 24-20126-R1    | Sanitary Sewer Improvement Wildwood North                 | Kissick Construction            | \$ 78,988           | 501-62-00-100-57000 |
|                |                                                           |                                 | <b>\$ 201,126</b>   |                     |
| 25-01224       | Truman Heartland Grant Holiday Tree                       | Rigdon                          | \$ 3,069            | 101-11-00-100-53241 |
|                |                                                           |                                 | <b>\$ 3,069</b>     |                     |
|                | Total                                                     |                                 | <b>\$ 1,012,523</b> |                     |

Revised 12/9/2025

Go Bond Funds

MDNR \$ 418,435 ARPA \$ 104,609

**CITY OF RAYTOWN**  
**Request for Board Action**

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**DATE SUBMITTED:** 12/05/2025

**MEETING DATE:** December 16, 2025

**SUBMITTED BY:** **DEPARTMENT:** Public Works

**Document Type:** Resolution

**SUBJECT/REQUEST**

**R-3779-25:** Approve design contract with George Butler Associates, Inc. to not exceed the amount of \$669,298.00 for the Park Lane sewershed Sanitary Sewer Evaluation Study.

**BACKGROUND/JUSTIFICATION**

In August 2025, the City of Raytown agreed in writing to work together with the City of Kansas City MO to formulate a corrective action plan for excessive inflow & infiltration in the Round Grove creek and Park Lane watershed.

The first step of this project will be for the City of Raytown to hire a design firm for scope of services that will include the project management and administration, field investigations, GIS database preparation and data entry, data analysis and recommendations. GBA's scope of services document is attached, with their SSES work to take 6 months to complete.

The first map attached depicts the Raytown Park Lane sewershed area divided into 3 project areas. The top right purple area was included in a previous Raytown sewer project in 2021-22, and this SSES investigation will only check a small amount of this area for I&I. The yellow area is considered the Park Lane phase 1 area of the SSES investigation, and the red area is considered the Park Lane phase 2 area of the SSES investigation. The yellow and red areas will be our primary focus of this study to find ways to reduce inflow & infiltration from entering the sanitary sewer system.

The Sanitary Sewer Fund FY 2026 has \$670,000 budgeted in capital expenditures.

**RECOMMENDED MOTION**

Staff recommends approval as submitted.

**PREVIOUS ACTION**

none

**COMMISSION/COMMITTEE REVIEW**

none

**FINANCIAL IMPACT**

|                             |                                            |
|-----------------------------|--------------------------------------------|
| Consultant:                 | George Butler Associates, Inc.             |
| Amount of Request/Contract: | \$669,298.00                               |
| Amount Budgeted:            | \$670,000.00                               |
| From Account Name:          | Sanitary Sewer Fund – Capital Expenditures |
| From Account #:             | 501-62-00-100-57000                        |
| Amount                      | Not to exceed \$669,298.00                 |

**REVIEWED BY**

Joey Carley  
Michael Graham  
Jennifer Baird  
Diane Egger  
Teresa Henry

**LIST OF REFERENCE DOCUMENTS ATTACHED**

1. Reso GBA Design-SSES Park Lane
2. 1b PKL GBA SSES Scope of Services
3. 1c Park Lane SSES Map
4. 1d Round Grove Creek Watershed Map

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

| Document                      | Attached | If not attached, explain |
|-------------------------------|----------|--------------------------|
| Secretary of State:           | no       | on file in PW            |
| Certificate of Insurance:     | no       | on file in PW            |
| E-Verify Affidavits:          | no       | on file in PW            |
| E-Verify proof of enrollment: | no       | on file in PW            |
| Bond:                         | no       | on file in PW            |
| IRS Form W-9:                 | no       | on file in PW            |
| Contractor address and email: | no       | on file in PW            |

**A RESOLUTION AUTHORIZING AND APPROVING PROFESSIONAL ENGINEERING SERVICES WITH GEORGE BUTLER ASSOCIATES FOR THE PARK LANE SANITARY SEWER INFLOW AND INFILTRATION REDUCTION PROGRAM PROJECT IN AN AMOUNT NOT TO EXCEED \$669,298.00 FOR FISCAL YEAR 2025-2026**

**WHEREAS**, the City of Raytown, Missouri (City) has identified the need to remove sources of Inflow and Infiltration from the sanitary sewer system; and

**WHEREAS**, specifically in the Park Lane area, this project will: provide project management and administration, public involvement and coordination, permitting and right-of-way, utility coordination, field data evaluations and rehabilitation recommendations, development of construction contract documents, development of final construction contracts, GIS updates and bid phase services; and

**WHEREAS**, the Scope of Services provided by George Butler Associates is set forth in the attached Exhibit "A" which addresses the tasks associated with this project; and

**WHEREAS**, the Board of Aldermen find that it is in the best interest of the citizens of the City of Raytown that the City authorize and approve the Scope of Services for Professional Engineering Services with George Butler Associates for the Park Lane Sanitary Sewer Inflow and Infiltration Reduction Program Project in an amount not to exceed \$669,298.00 for fiscal year 2025-2026.

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

**THAT** the Scope of Services for Professional Engineering Services with George Butler Associates for the Park Lane Sanitary Sewer Inflow and Infiltration Reduction Program Project in an amount not to exceed \$669,298.00 for fiscal year 2025-2026 in substantially the same form as attached hereto as Exhibit "A" and incorporated herein, is hereby authorized and approved; and

**FURTHER THAT** the City Administrator is hereby authorized to execute any and all documents necessary in connection with such Scope of Services 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 16<sup>th</sup> day of December, 2025.

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Michael McDonough, Mayor

ATTEST:

Approved as to Form:

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Teresa M. Henry, City Clerk

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Jennifer M. Baird, City Attorney

## EXHIBIT A

### SCOPE OF SERVICES

It is expressly understood and agreed by the parties hereto that it is the intention of this Agreement to provide for furnishing engineering services for the subject project:

#### RAYTOWN, MISSOURI Park Lane SSES Investigations

The City of Raytown, Missouri (CITY) has identified the need to remove sources of Inflow and Infiltration from the sanitary sewer system. As such, CITY has contracted with George Butler Associates, Inc. (ENGINEER) to perform the tasks included herein.

The project will: inventory, inspect, and evaluate existing sanitary sewer lines and structures for both structural condition and inflow and infiltration (I&I) defects; analyze the extent of I&I in the project area through the use of flow monitoring; and provide rehabilitation recommendations for the studied assets.

Future phases of the project will provide engineering plans for rehabilitation design and follow-up inspections and monitoring.

The Scope of Services for this Project is organized into FOUR (4) major Task Series:

Task Series 100 – Project Management and Administration  
Task Series 200 – Field Investigations  
Task Series 300 – GIS Database Preparation and Data Entry  
Task Series 400 – Data Analysis and Recommendations

#### TASK SERIES 100 – PROJECT MANAGEMENT AND ADMINISTRATION

100. Project Management and Administration. Provide the management functions required to successfully complete the project, including all project correspondence with the CITY; a virtual Kick-off meeting consultation with the CITY's staff that will include the Project Manager and Project Engineer from ENGINEER and is anticipated to take one (1) hour; supervision and coordination of services, and a quality control/assurance; scheduling and assignment of personnel resources, continuous monitoring of work progress, and monthly invoicing for the work performed. ENGINEER shall prepare and distribute minutes of progress meetings with the CITY with action items.

This project is anticipated to take 180 days to complete. A total of FOUR (4) virtual progress meetings are anticipated as part of this project. Progress meetings will be attended by ENGINEER's Project Manager and are anticipated to last up to one (1) hour.

#### TASK SERIES 200 – FIELD INVESTIGATIONS

200. Field Investigations. The ENGINEER shall collect, compile, and evaluate pertinent and available data from the CITY.

Field investigations will be completed which include:

- Simple manhole condition assessments of up to 540 sanitary sewer manholes.
  - Each inspection will include at least THREE (3) photos: General Location Photo, Topside Photo, and Channel Photo.

- Internal condition assessments of up to 25 sanitary sewer manholes, as deemed necessary by the ENGINEER.
  - Internal condition assessments will include manned entry into the structure to collect manhole dimensions, lamping photos, defect photos, and other pertinent information as needed.
- Review of CCTV data collected by Ace Pipe Cleaning of up to 90,000 LF. Review will include ensuring that sewer line defects were coded properly, and rehabilitation needs are tabulated and included in the rehabilitation plans.
- Smoke testing of up to 90,000 LF of sanitary sewers. Smoke testing will include distribution of informational door hangers to residents in the smoke testing area at least 48 hours prior to commencement of smoke testing.
- Dyed water testing of up to 25 suspect sources, as deemed necessary by ENGINEER.

Manhole condition assessments, smoke testing, and dyed water testing (if needed) will be performed using ESRI Field Maps forms developed by the ENGINEER. Data will be stored electronically and provided to the CITY in the form of a GIS geodatabase.

Internal condition assessments, if needed, will be performed using Survey 123 forms developed by the ENGINEER. Data will be stored electronically and provided to the CITY in the form of a GIS geodatabase.

#### TASK SERIES 300 – GIS DATABASE PREPARATION AND DATA ENTRY

300. GIS Database Preparation and Data Entry. Based on the results of Task 200 ENGINEER shall develop, or modify the existing, GIS database structures and shapefiles for the purpose of mapping the data. Data to be mapped shall include:

- CCTV locations and data
- manhole inspection data
- smoke testing results and source locations
- dyed water testing results and source locations

ENGINEER shall meet with representatives of the CITY to review the completed mapping and databases.

ENGINEER shall provide electronic files in shapefile or file geodatabase formats for the CITY's use in updating their GIS.

#### TASK SERIES 400 – DATA ANALYSIS AND RECOMMENDATIONS

400. Data Analysis and Recommendations. Based on work completed in Tasks 200 and 300 ENGINEER shall perform analysis of the existing data to identify locations of inflow and infiltration; quantify inflow and infiltration volumes and flows; identify assets based on condition assessment information that are candidates for rehabilitation or replacement. The results will be used to develop a rehabilitation plan that reduces I&I and aligns with the CITY's capital improvements budget in future phases.

ENGINEER shall deliver ONE (1) copy of a draft report to the CITY in pdf format summarizing the available data as provided by the CITY, the results of the data analysis, the recommendations for rehabilitation or replacement, identification of data gaps and recommendations for additional data acquisition.

ENGINEER shall meet with representatives from the CITY to discuss the draft report and CITY comments. ENGINEER shall deliver a final report to the CITY in THREE (3) hardcopy and ONE (1) pdf formats.

## ASSUMPTIONS

All assets selected for inspection will be made accessible to the ENGINEER.  
A Notice to Proceed will be received by the ENGINEER no later than June 1, 2025.

## ADDITIONAL SERVICES

Field investigations to resolve data discrepancies or acquire additional data beyond the hours provided for in Task 200.

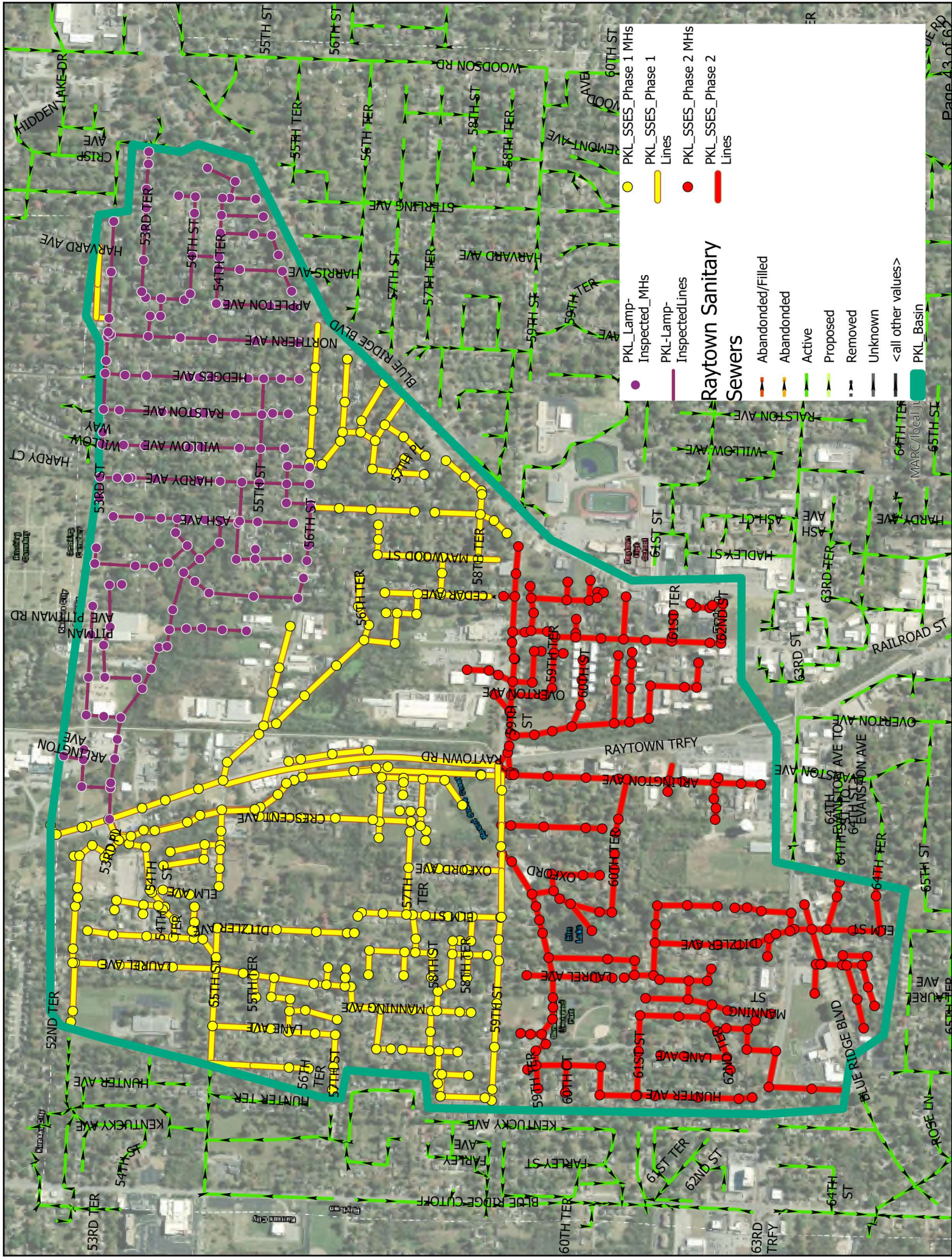
Survey services for acquisition of location and elevation information.

Design services related to recommended improvements identified in Task 200 and/or Task 400.

Services related to the modification of existing databases and/or creation of new databases for the purpose of future data collection.

**EXHIBIT "C"**  
**FEE SCHEDULE**

| FIRMS                                              | TASK<br>TOTAL<br>\$                                        | TASK<br>TOTAL<br>HRS | GBA         |              | Principal<br>\$298 | Lead<br>AES<br>\$224 | Project<br>Engineer<br>\$178 | Senior<br>Technician<br>\$172 | Senior Field<br>Technician<br>\$158 | Field<br>Tech 3<br>\$124 | Field<br>Tech 4<br>\$142 | Field Tech<br>2<br>\$110 | Admin,<br>Assistant<br>\$110 | Direct<br>Expense | GBA<br>Direct<br>Expenses<br>(Total) | Mileage<br>(\$/mi)<br>\$1 | Traffic<br>Control<br>(\$/day)<br>\$200 | CCTV<br>(\$/F)<br>\$4 | Heavy<br>Cleaning<br>(\$/hr)<br>\$236 | Root<br>Cutting<br>(\$/hr)<br>\$236 | Manhole<br>Equip.<br>(\$/day)<br>\$100 | Smoke<br>Equip.<br>(\$/day)<br>\$200 | Dye Tank<br>(\$/day)<br>\$100 |
|----------------------------------------------------|------------------------------------------------------------|----------------------|-------------|--------------|--------------------|----------------------|------------------------------|-------------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|------------------------------|-------------------|--------------------------------------|---------------------------|-----------------------------------------|-----------------------|---------------------------------------|-------------------------------------|----------------------------------------|--------------------------------------|-------------------------------|
|                                                    |                                                            |                      | TOTAL<br>\$ | TOTAL<br>HRS |                    |                      |                              |                               |                                     |                          |                          |                          |                              |                   |                                      |                           |                                         |                       |                                       |                                     |                                        |                                      |                               |
| TASK 100 - PROJECT MANAGEMENT AND ADMINISTRATION   |                                                            |                      |             |              |                    |                      |                              |                               |                                     |                          |                          |                          |                              |                   |                                      |                           |                                         |                       |                                       |                                     |                                        |                                      |                               |
|                                                    | 1.1 Project Kickoff Meeting                                | 5                    | \$1,028     | 5            | 0                  | 3                    | 2                            | 0                             | 0                                   | 0                        | 0                        | 0                        | 0                            | 0                 | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | 1.2 Progress Meetings (4 Meetings)                         | 16                   | \$3,124     | 16           | 0                  | 6                    | 10                           | 0                             | 0                                   | 0                        | 0                        | 0                        | 0                            | 0                 | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | 1.3 Monthly Invoicing and Progress Reports                 | 12                   | \$2,004     | 12           | 0                  | 6                    | 0                            | 0                             | 0                                   | 0                        | 0                        | 0                        | 6                            | \$0               | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | 1.4 Project Management and Administration (6 Months)       | 51                   | \$11,814    | 51           | 9                  | 36                   | 6                            | 0                             | 0                                   | 0                        | 0                        | 0                        | 0                            | \$0               | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
| TASK 200 - FIELD INVESTIGATIONS                    |                                                            |                      |             |              |                    |                      |                              |                               |                                     |                          |                          |                          |                              |                   |                                      |                           |                                         |                       |                                       |                                     |                                        |                                      |                               |
|                                                    | 2.1 Review Existing Data, Prepare for Field Investigations | 8                    | \$1,400     | 8            | 0                  | 0                    | 4                            | 4                             | 0                                   | 0                        | 0                        | 0                        | 0                            | 0                 | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | 2.2 Simple Manhole Condition Assessment (540 MHs)          | 400                  | \$64,392    | 400          | 0                  | 16                   | 32                           | 4                             | 172.80                              | 0.00                     | 174.80                   | 0                        | 0                            | 0                 | \$2,300                              | 1,700                     | 3                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | 2.3 Internal (Manhole Condition Assessment (25 MHs)        | 61                   | \$9,892     | 61           | 0                  | 1                    | 8                            | 2                             | 25                                  | 0                        | 25                       | 0                        | 0                            | 0                 | \$400                                | 200                       | 0                                       | 0                     | 0                                     | 0                                   | 2                                      | 0                                    | 0                             |
|                                                    | 2.4 CCTV Inspections(90,000 LF)                            | 154                  | \$397,944   | 154          | 0                  | 24                   | 128                          | 2                             | 0                                   | 0                        | 0                        | 0                        | 0                            | \$369,440         | \$369,440                            | 0                         | 0                                       | 90,000                | 24                                    | 16                                  | 0                                      | 0                                    | 0                             |
| TASK 300 - GIS DATABASE PREPARATION AND DATA ENTRY |                                                            |                      |             |              |                    |                      |                              |                               |                                     |                          |                          |                          |                              |                   |                                      |                           |                                         |                       |                                       |                                     |                                        |                                      |                               |
|                                                    | 2.5 Smoke Testing (90,000 LF)                              | 608                  | \$93,320    | 608          | 0                  | 8                    | 90                           | 6                             | 168                                 | 24                       | 168                      | 144                      | 0                            | \$5,260           | \$5,260                              | 1,260                     | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 20                                   | 0                             |
|                                                    | 2.6 Dyed Water Testing (25 Tests)                          | 63                   | \$10,652    | 63           | 0                  | 4.5                  | 2                            | 4                             | 26                                  | 0                        | 26                       | 0                        | 0                            | \$900             | \$800                                | 500                       | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 3                             |
|                                                    | Task 2 Hours                                               | 1,293                | \$577,600   | 1,293        | 0                  | 53.5                 | 264                          | 22                            | 391.8                               | 24                       | 393.8                    | 144                      | 0                            | \$0               | \$378,200                            | 3,660                     | 3                                       | 90,000                | 24                                    | 16                                  | 2                                      | 20                                   | 3                             |
|                                                    | Task 2 Fee                                                 |                      |             |              | \$0                | \$11,984             | \$46,992                     | \$3,784                       | \$61,904                            | \$2,976                  | \$55,920                 | \$15,840                 | \$0                          | \$0               | \$378,200                            | \$3,660                   | \$600                                   | \$360,000             | \$5,664                               | \$3,776                             | \$200                                  | \$4,000                              | \$300                         |
| TASK 400 - DATA ANALYSIS AND RECOMMENDATIONS       |                                                            |                      |             |              |                    |                      |                              |                               |                                     |                          |                          |                          |                              |                   |                                      |                           |                                         |                       |                                       |                                     |                                        |                                      |                               |
|                                                    | 3.1 Develop GIS Database and Shapefiles                    | 36                   | \$6,408     | 36           | 0                  | 0                    | 36                           | 0                             | 0                                   | 0                        | 0                        | 0                        | 0                            | \$0               | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | Task 3 Hours                                               | 36                   | \$6,408     | 36           | 0                  | 0                    | 36                           | 0                             | 0                                   | 0                        | 0                        | 0                        | 0                            | \$0               | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | Task 3 Fee                                                 |                      |             |              | \$0                | \$0                  | \$6,408                      | \$0                           | \$0                                 | \$0                      | \$0                      | \$0                      | \$0                          | \$0               | \$0                                  | \$0                       | \$0                                     | \$0                   | \$0                                   | \$0                                 | \$0                                    | \$0                                  | \$0                           |
|                                                    | 4.1 Flow and Rainfall Data Analysis                        | 44                   | \$8,292     | 44           | 0                  | 10                   | 34                           | 0                             | 0                                   | 0                        | 0                        | 0                        | 0                            | \$0               | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
| TASK 400 - DATA ANALYSIS AND RECOMMENDATIONS       |                                                            |                      |             |              |                    |                      |                              |                               |                                     |                          |                          |                          |                              |                   |                                      |                           |                                         |                       |                                       |                                     |                                        |                                      |                               |
|                                                    | 4.2 Inflow and Infiltration Evaluation                     | 63                   | \$12,126    | 63           | 3                  | 12                   | 48                           | 0                             | 0                                   | 0                        | 0                        | 0                        | 0                            | \$0               | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | 4.3 Manhole Inspection and CCTV Data Analysis              | 92                   | \$17,728    | 92           | 0                  | 32                   | 40                           | 20                            | 0                                   | 0                        | 0                        | 0                        | 0                            | \$0               | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | 4.4 Develop Draft Report and Submit                        | 102                  | \$20,384    | 102          | 4                  | 38                   | 60                           | 0                             | 0                                   | 0                        | 0                        | 0                        | 0                            | \$0               | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | 4.5 Draft Report Review Meeting                            | 4                    | \$798       | 4            | 0                  | 2                    | 1                            | 1                             | 0                                   | 0                        | 0                        | 0                        | 0                            | \$0               | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
| TASK 400 - DATA ANALYSIS AND RECOMMENDATIONS       |                                                            |                      |             |              |                    |                      |                              |                               |                                     |                          |                          |                          |                              |                   |                                      |                           |                                         |                       |                                       |                                     |                                        |                                      |                               |
|                                                    | 4.5 Develop Final Report and Submit                        | 40                   | \$7,992     | 40           | 4                  | 12                   | 16                           | 0                             | 8                                   | 0                        | 0                        | 0                        | 0                            | \$0               | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | Task 4 Hours                                               | 345                  | \$67,320    | 345          | 11                 | 106                  | 199                          | 21                            | 8                                   | 0                        | 0                        | 0                        | 0                            | \$0               | \$0                                  | 0                         | 0                                       | 0                     | 0                                     | 0                                   | 0                                      | 0                                    | 0                             |
|                                                    | Task 4 Fee                                                 |                      |             |              | \$3,278            | \$23,744             | \$35,422                     | \$3,612                       | \$1,264                             | \$0                      | \$0                      | \$0                      | \$0                          | \$0               | \$0                                  | \$0                       | \$0                                     | \$0                   | \$0                                   | \$0                                 | \$0                                    | \$0                                  | \$0                           |
|                                                    | TOTAL LABOR HOURS                                          | 1,758                | \$669,298   | 1,758        | 20                 | 211                  | 517                          | 43                            | 400                                 | 24                       | 384                      | 144                      | 6                            | \$0               | \$378,200                            | 3,660                     | 3                                       | 90,000                | 24                                    | 16                                  | 2                                      | 20                                   | 3                             |
| TOTAL FEE                                          |                                                            |                      |             |              | \$5,960            | \$47,152             | \$92,026                     | \$7,396                       | \$63,188                            | \$2,976                  | \$55,920                 | \$15,840                 | \$660                        | \$378,200         | \$378,200                            | \$3,660                   | \$600                                   | \$360,000             | \$5,664                               | \$3,776                             | \$200                                  | \$4,000                              | \$300                         |
|                                                    | TOTAL FEE                                                  |                      |             |              | \$5,960            | \$47,152             | \$92,026                     | \$7,396                       | \$63,188                            | \$2,976                  | \$55,920                 | \$15,840                 | \$660                        | \$378,200         | \$378,200                            | \$3,660                   | \$600                                   | \$360,000             | \$5,664                               | \$3,776                             | \$200                                  | \$4,000                              | \$300                         |

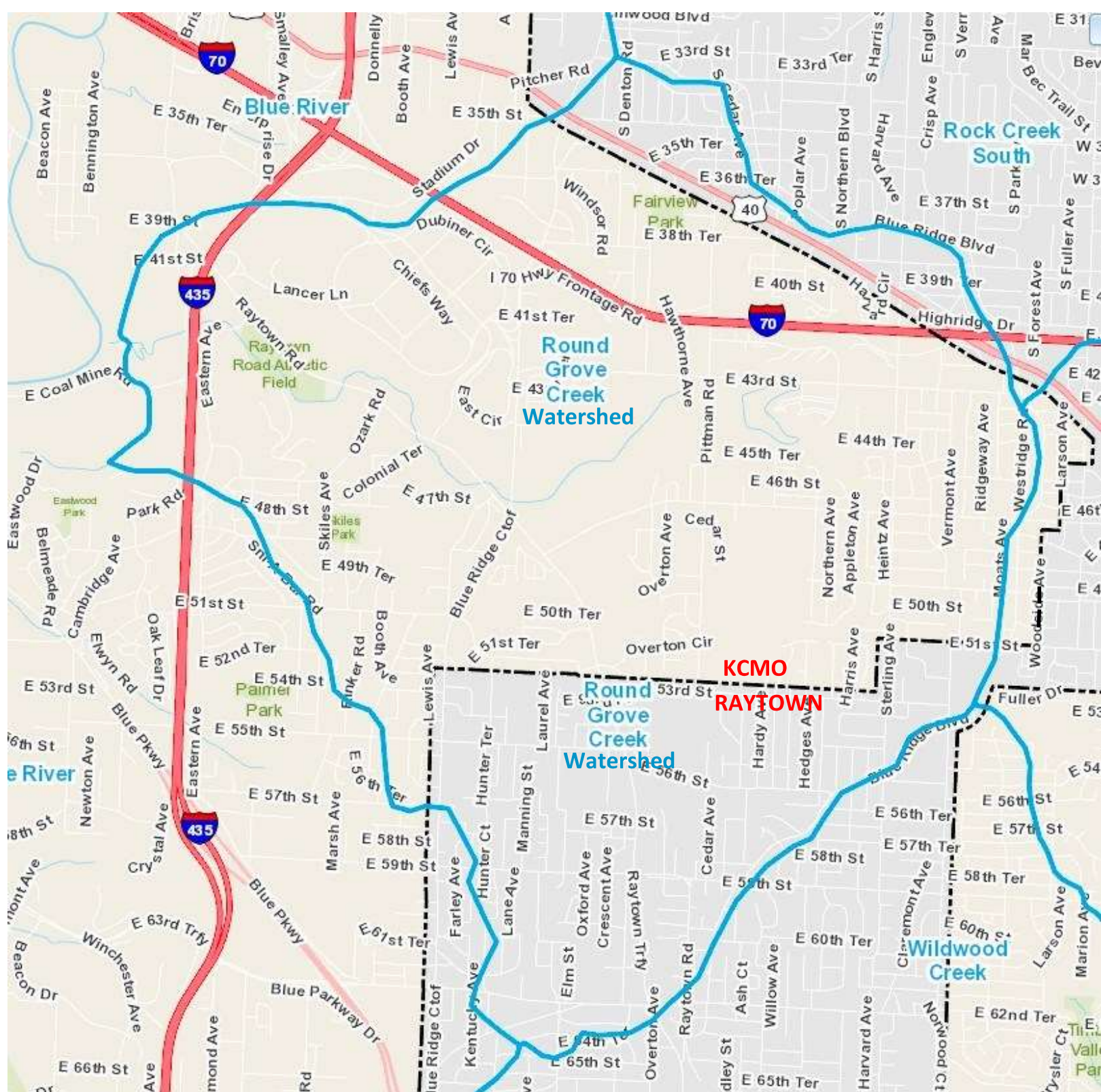


- PKL\_SSES\_Phase 1 MHs
- PKL\_SSES\_Phase 1 Lines
- PKL\_SSES\_Phase 2 MHs
- PKL\_SSES\_Phase 2 Lines

### Raytown Sanitary Sewers

- Abandoned/Filled
- Abandoned
- Active
- Proposed
- Removed
- Unknown
- <all other values>
- PKL\_Basin

## The Round Grove Creek Watershed within Kansas City and Raytown



**CITY OF RAYTOWN**  
**Request for Board Action**

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**DATE SUBMITTED:** 12/05/2025

**MEETING DATE:** December 16, 2025

**SUBMITTED BY:**

**DEPARTMENT:** Public Works

**Document Type:** Resolution

**SUBJECT/REQUEST**

**R-3780-25:** Approve design contract with Lamp Rynearson, Inc. to not exceed the amount of \$252,588.79 for the 53<sup>rd</sup> Street Rock Island Trail Connector Design.

**BACKGROUND/JUSTIFICATION**

On July 1, 2025, the BOA approved acceptance of grant funds to connect the new Terry Copeland Park to the Jackson County Rock Island Trail with a new trail connector along 53<sup>rd</sup> Street.

The first step of this project will be to hire a design firm for scope of services that will include the topographic and boundary survey, design of the plans, environmental Categorical Exclusion approval, Uniform Act Land Acquisition documents, project manual and specifications, estimates, bid and Local Public Authority (LPA) construction services for the project. The City will perform the necessary actions to administer this federally funded project with oversight from MoDOT. The project is scheduled to meet the 2028 STBG funding requirements. This includes submittals of the preliminary plans, environmental approval requirements, land acquisition documents, as well as the Plans, Specification and Estimate (PS&E) information.

The Transportation Sales Tax Fund FY 2026 has \$250,000 budgeted in the professional services area, and \$9,800 budgeted in the capital expenditures area.

**RECOMMENDED MOTION**

Staff recommends approval as submitted.

**PREVIOUS ACTION**

June 17 and July 1, 2025 the BOA approved the City to accept a Missouri Surface Transportation Block Grant, and for the grant funds to not exceed \$980,000 for construction.

**COMMISSION/COMMITTEE REVIEW**

n/a

**FINANCIAL IMPACT**

|                             |                                                                                 |
|-----------------------------|---------------------------------------------------------------------------------|
| Consultant:                 | Lamp Rynearson, Inc.                                                            |
| Amount of Request/Contract: | \$252,588.79                                                                    |
| Amount Budgeted:            | \$259,800.00                                                                    |
| From Account Names:         | Transportation Sales Tax Fund – Professional Services, and Capital Expenditures |
| From Account Name #s:       | 204-62-00-100-52250 & 204-62-00-100-57000                                       |
| Amount:                     | Not to exceed \$252,588.79                                                      |

**REVIEWED BY**

Joey Carley  
Michael Graham  
Jennifer Baird  
Diane Egger  
Teresa Henry

**LIST OF REFERENCE DOCUMENTS ATTACHED**

1. Reso 53rd Street Rock Island Trail Connector Design-Lamp Rynearson
2. 2b 53rd Street Rock Island Connector Trail - Agreement 11.11.2025
3. 2c Location Map - 53rd St Trail Connector

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

| Document                      | Attached | If not attached, explain |
|-------------------------------|----------|--------------------------|
| Secretary of State:           | no       | on file in PW            |
| Certificate of Insurance:     | no       | on file in PW            |
| E-Verify Affidavits:          | no       | on file in PW            |
| E-Verify proof of enrollment: | no       | on file in PW            |
| Bond:                         | no       | on file in PW            |
| IRS Form W-9:                 | no       | on file in PW            |
| Contractor address and email: | no       | on file in PW            |

**A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH LAMP RYNEARSON FOR DESIGN ENGINEERING SERVICES FOR THE 53<sup>RD</sup> STREET ROCK ISLAND TRAIL CONNECTOR PROJECT IN AN AMOUNT NOT TO EXCEED \$252,588.79 FOR FISCAL YEAR 2025-2026**

**WHEREAS**, the City desires to engage the services of a professional engineering firm to provide Design Engineering Services for the 53<sup>rd</sup> Street Rock Island Trail Connector Project; and

**WHEREAS**, the Scope of Basic Services to be provided by Lamp Ryneerson as described in the Professional Engineering Services Agreement are set forth in the attached Exhibit "A", and the time periods for the performance of specific services in the contract are stipulated therein; and

**WHEREAS**, funds for such purpose are budgeted from the Transportation Sales Tax and such expenditure has been reviewed and on October 29, 2025, and was recommended by the Special Sales Tax Review Committee as being consistent with voter intent; and

**WHEREAS**, the City desires to enter into an agreement with Lamp Ryneerson for Design Engineering Services related to such improvements; and

**WHEREAS**, the Board of Aldermen find that it is in the best interest of the citizens of the City of Raytown that the City enter into an agreement with Lamp Ryneerson for Design Engineering Services for the 53<sup>rd</sup> Street Rock Island Trail Connector Project in an amount not to exceed \$252,588.79 for fiscal year 2025-2026.

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

**THAT** an agreement with Lamp Ryneerson for Design Engineering Services for the 53<sup>rd</sup> Street Rock Island Trail Connector Project in an amount not to exceed \$252,588.79 for fiscal year 2025-2026 in substantially the same form as attached hereto as Exhibit "A" and incorporated herein, is hereby authorized and approved; and

**FURTHER THAT** the City Administrator is hereby authorized to execute any and all documents necessary in connection with such agreement 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 16<sup>th</sup> day of December, 2025.

\_\_\_\_\_  
Michael McDonough, Mayor

ATTEST:

Approved as to Form:

\_\_\_\_\_  
Teresa M. Henry, City Clerk

\_\_\_\_\_  
Jennifer M. Baird, City Attorney

## **SHORT FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES**

This is an Agreement between **Raytown, Missouri** (Owner) and **Lamp Rynearson, Inc.** (Engineer). Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as **53rd Street Rock Island Connector Trail - STBG-3301(538)** (Project). Engineer's services under this Agreement (Services), and the terms and conditions of those services are identified in the attached Exhibit A. Conflicts between this agreement document and Exhibit A will be resolved in favor of Exhibit A.

Owner and Engineer further agree as follows:

### **1.01 Services of Engineer**

- A. Engineer shall provide or furnish the Services set forth in this Agreement, and any Additional Services authorized by Owner and consented to by Engineer.

### **2.01 Owner's Responsibilities**

- A. Owner shall provide Engineer with existing Project-related information and data in Owner's possession and needed by Engineer for performance of Engineer's Services. Owner will advise the Engineer of Project-related information and data known to Owner but not in Owner's possession. Engineer may use and rely upon Owner-furnished information and data in performing its Services, subject to any express limitations applicable to the furnished items.
  - 1. Following Engineer's assessment of initially-available Project information and data, and upon Engineer's request, Owner shall obtain, furnish, or otherwise make available (if necessary through retention of specialists or consultants) such additional Project-related information and data as is reasonably required to enable Engineer to complete its Services; or, with consent of Engineer, Owner may authorize the Engineer to obtain or provide all or part of such additional information and data as Additional Services.
- B. Owner shall provide necessary direction and make decisions, including prompt review of Engineer's submittals, and carry out its other responsibilities in a timely manner so as not to delay Engineer's performance. Owner shall give prompt notice to Engineer whenever Owner observes or otherwise becomes aware of (1) any relevant, material defect or nonconformance in Engineer's Services, or (2) any development that affects the scope or time of performance of Engineer's Services.

### **3.01 Schedule for Rendering Services**

- A. Engineer shall complete its Services within the time period(s) listed in the attached Exhibit A.
- B. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's Services is impaired, or Engineer's Services are delayed or suspended, then the time for completion of Engineer's Services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably. Engineer's fees are based on a charge rate schedule that is updated on approximately April 1<sup>st</sup> of each year.

- C. This Agreement is valid if acceptance of the Agreement and work authorization for Engineer's services are both received within ninety (90) days from the date of this Agreement. After this deadline, Engineer's scope of services and fees may be re-evaluated.

#### 4.01 Invoices and Payments

- A. Invoices: Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable upon receipt.
- B. Payment: As compensation for Engineer providing or furnishing Services and Additional Services, Owner shall pay Engineer as set forth in this Paragraph 4.01, Invoices and Payments. If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.
- C. Failure to Pay: If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 60 days after receipt of Engineer's invoice, then (1) the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) computed from the thirtieth day after the date of the Engineer's invoice; (2) in addition Engineer may, after giving 7 days' written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges, and in such case Owner waives any and all claims against Engineer for any such suspension; and (3) if any payment due Engineer remains unpaid after 90 days, Engineer may terminate the Agreement for cause pursuant to Paragraph 5.01.A.2.
- D. Reimbursable Expenses: Engineer is entitled to reimbursement of expenses only if so indicated in Paragraph 4.01.E or 4.01.F. If so entitled, and unless expressly specified otherwise, the amounts payable to Engineer for reimbursement of expenses will be the Project-related internal expenses actually incurred or allocated by Engineer, plus all invoiced external expenses allocable to the Project, including Engineer's subcontractor and subconsultant charges, with the external expenses multiplied by a factor of **1.0**.
- E. Basis of Payment
  - 1. Hourly Rates. Owner shall pay Engineer for Services as follows:
    - a. An amount equal to the cumulative hours charged to the Project by Engineer's employees times standard hourly rates for each applicable billing class, plus reimbursement of expenses incurred in connection with providing the Services.
    - b. Engineer's Standard Hourly Rates are attached as Appendix 1.
    - c. The total compensation for Services and reimbursement of expenses is estimated to be **\$252,588.79**.
- F. Additional Services: Compensation for services outside the scope of the Agreement will be via a negotiated amount.

#### 5.01 Termination

- A. Termination for Cause

1. Either party may terminate the Agreement for cause upon 30 days' written notice in the event of substantial failure by the other party to perform in accordance with the terms of the Agreement, through no fault of the terminating party.
    - a. Notwithstanding the foregoing, this Agreement will not terminate under Paragraph 5.01.A.1 if the party receiving such notice begins, within 7 days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30-day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein will extend up to, but in no case more than, 60 days after the date of receipt of the notice.
  2. In addition to its termination rights in Paragraph 5.01.A.1, Engineer may terminate this Agreement for cause upon 7 days' written notice (a) if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional, (b) if Engineer's services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer's control, (c) if payment due Engineer remains unpaid for 90 days, as set forth in Paragraph 4.01.C, or (d) as the result of the presence at the Site of undisclosed Constituents of Concern as set forth in Paragraph 6.01.I.
  3. Engineer will have no liability to Owner on account of any termination by Engineer for cause.
- B. Termination for Convenience: Owner may terminate this Agreement for convenience, effective upon Engineer's receipt of notice from Owner.
- C. Payments Upon Termination: In the event of any termination under Paragraph 5.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement, and to reimbursement of expenses incurred through the effective date of termination. Upon making such payment, Owner will have the limited right to the use of all deliverable documents, whether completed or under preparation, subject to the provisions of Paragraph 6.01.F, at Owner's sole risk.
1. If Owner has terminated the Agreement for cause and disputes Engineer's entitlement to compensation for services and reimbursement of expenses, then Engineer's entitlement to payment and Owner's rights to the use of the deliverable documents will be resolved in accordance with the dispute resolution provisions of this Agreement or as otherwise agreed in writing.
  2. If Owner has terminated the Agreement for convenience, or if Engineer has terminated the Agreement for cause, then Engineer will be entitled, in addition to the payments identified above, to invoice Owner and receive payment of a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of terminating contracts with Engineer's subcontractors or subconsultants, and other related close-out costs, using methods and rates for Additional Services as set forth in Paragraph 4.01.F.

## 6.01 General Considerations

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer. Subject to the foregoing standard of care, Engineer may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor will Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to that Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.
- C. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Engineer's opinions of probable construction cost (if any) are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.
- E. Engineer shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents, other than those made by Engineer.
- F. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Engineer grants to Owner a limited license to use the deliverable documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all Services and Additional Services relating to preparation of the deliverable documents, and subject to the following limitations:
  - 1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;
  - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific

purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and subconsultants;

3. Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and subconsultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and
  4. such limited license to Owner shall not create any rights in third parties.
- G. Owner and Engineer agree to transmit, and accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
  - H. Waiver of Damages: To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's officers, directors, members, partners, agents, employees, subconsultants, and insurers, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, from any cause or causes.
  - I. Limitation of Liability: To the fullest extent permitted by law, Owner agrees that Engineer's total liability to Owner under this Agreement shall be limited to \$0 or the total amount of compensation received by Engineer, whichever is greater
  - J. The parties acknowledge that Engineer's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.
  - K. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute will be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
  - L. This Agreement is to be governed by the laws of the state or jurisdiction in which the Project is located.
  - M. Engineer's Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.

## 7.01 Definitions

- A. Constructor—Any person or entity (not including the Engineer, its employees, agents, representatives, subcontractors, and subconsultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- B. Constituent of Concern—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), lead based paint (as defined by the HUD/EPA standard), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to laws and regulations regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

## 8.01 Successors, Assigns, and Beneficiaries

- A. Successors and Assigns
  - 1. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 8.01.A.2 the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
  - 2. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- B. Beneficiaries: Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

## 9.01 Total Agreement

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

Attachments: Exhibit A, Engineer's Scope of Services, fee estimate and Appendix 1, Engineer's Standard Hourly Rates

This Agreement's Effective Date is \_\_\_\_\_.

Owner:

Raytown, Missouri

(name of organization)

By:

(authorized individual's signature)

Date:

(date signed)

Name:

(typed or printed)

Title:

(typed or printed)

Address for giving notices:

\_\_\_\_\_

\_\_\_\_\_

Designated Representative:

Name:

(typed or printed)

Title:

(typed or printed)

Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone:

Email:

\_\_\_\_\_

Engineer:

Lamp Ryneearson, Inc.

(name of organization)

By:

(authorized individual's signature)

Date:

(date signed)

Name:

Regan Pence

(typed or printed)

Title:

Office Manager

(typed or printed)

Address for giving notices:

Lamp Ryneearson, Inc.

9001 State Line Road, Suite 200

Kansas City, Missouri 64114

Designated Representative:

Name:

Chad Thompson, PE

(typed or printed)

Title:

Sr. Project Manager

(typed or printed)

Address:

Lamp Ryneearson, Inc.

9001 State Line Road, Suite 200

Kansas City, Missouri 64114

Phone:

(816) 361-0440

Email:

Chad.Thompson@LampRyneearson.com

## **EXHIBIT A**

### **Engineer's Services**

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Engineer shall provide Basic and Additional Services as set forth below and in accordance with the schedule included at the end of this Exhibit A.

#### **BASIC SERVICES**

The following scope supports the federal funded Local Public Authority (LPA) project management process of the Surface Transportation Block Grant (STBG) funded **53rd Street Rock Island Connector Trail - STBG-3301(538)**. This will include the topographic and boundary survey, design of the plans, environmental Categorical Exclusion approval, Uniform Act Land Acquisition documents, project manual and specifications, estimates, bid and Local Public Authority (LPA) construction services for the project. The City will perform the necessary actions to administer this federally funded project with oversight from MoDOT.

The project is scheduled to meet the 2028 STBG funding requirements. This includes submittals of the preliminary plans, environmental approval requirements, land acquisition documents, as well as the Plans, Specification and Estimate (PS&E) information

The City will be responsible for all Local Public Authority (LPA) submittals to MoDOT as well as the LPA review requirements. The City is also responsible for all land acquisition negotiations and acquisitions.

Provide services to design a new pedestrian trail, including:

- 1. Review and finalize trail alignment (2 options)**
  - a. Meet onsite to review potential trail options (North or South of 53<sup>rd</sup> Street).
- 2. Topographic and boundary survey of proposed trail route along the selected route.**
  - a. Complete title work on up to 9 properties
  - b. Provide easement descriptions and tract maps for up to 9 properties
- 3. Preliminary Design**
  - a. Attend the pre-design kickoff meeting
  - b. Complete monthly update meetings (virtually)
  - c. Complete a field review and existing conditions photos
  - d. Initial utility coordination
  - e. Develop a base map and utility information from the survey information
  - f. Complete adjacent plan, alignment ownership and encumbrance reviews
  - g. Complete information for a basic website that can be linked by the city
  - h. Preliminary plan development
    - i. Cover Sheet
    - ii. General Notes
    - iii. Site Plan
    - iv. Plan and Profile
    - v. Drainage Crossings Details
    - vi. Rectangular Rapid Flashing Beacons (RRFB) Design
    - vii. General Details

- i. Preliminary Plan Estimate
- 4. Field Check Plans/Land Acquisition Documents/Environmental Review (CE2) Submittals**
  - a. Complete monthly update meetings (virtually)
  - b. Complete Categorical Exclusion 2 Environmental Review Management and Documents for City Submittal
    - i. Assumes only a basic Categorical Exclusion without individual historic, floodplain or other environmental studies.
    - ii. Assumes a no-rise permit for the trail and does not include floodplain modelling or FEMA LOMR or CLOMR submittals.
  - c. Complete utility coordination
  - d. Field check review of the plans
  - e. Complete the required LPA Public Meeting
  - f. Begin the project manual and technical specifications
  - g. Land acquisition plan development
    - i. Cover Sheet
    - ii. General Notes
    - iii. Site Plan
    - iv. Plan and Profile
    - v. Drainage Crossings Details
      - 1. Assumes a no-rise permit for the trial
    - vi. Land acquisition legal descriptions and exhibits
      - 1. City to complete the LPA submittals and certifications
  - h. Land Acquisition Plan Estimate
- 5. Final Plan Development**
  - a. Complete monthly update meetings (virtually)
  - b. Complete utility coordination
  - c. Office check review of the plans
  - d. Complete the project manual, special provisions and technical specifications
  - e. Final plan development
    - i. Cover Sheet
    - ii. General Notes
    - iii. Site Plan
    - iv. Plan and Profile
    - v. Drainage Crossings Details
    - vi. Land acquisition legal descriptions and exhibits
  - f. Final Plan Estimate
  - g. Submit Plans, Specification and Estimate (P,S&E) submittal
- 6. Bidding**
  - a. Attend the pre-bid meeting
  - b. Answer pre-bid questions and draft addendum's as necessary
  - c. Attend bid opening
  - d. Tabulate the bids, review the bids and make a bid recommendation
  - e. Prepare documentation for MoDOT Bid Concurrence and Obligation Authority
- 7. Construction Phase Services**

- a. Attend the Pre-Construction Meeting and complete notes
- b. Shop drawing review
- c. Review and make recommendations on construction issues
- d. Attend, make agenda and complete minutes of the progress meetings
- e. Part-time LPA Certified Construction Observation Services
  - i. LPA certified field notes
  - ii. Workforce interviews
  - iii. Buy America Certification Reviews
  - iv. MoDOT Pay Application forms, reviews and submittals
  - v. MoDOT Material Certifications
  - vi. Coordinate third party field testing
  - vii. MoDOT Change Order Documentation and Reviews
  - viii. Wage Rate interviews
  - ix. MoDOT Close Out Process and Documentation
- f. As-Constructed Record Drawings

The services attached will be provided for an hourly rate not to exceed \$252,588.79 including direct expenses.

This is **Appendix 1, Engineer's Standard Hourly Rates**, referred to in and part of the Short Form of Agreement between Owner and Engineer for Professional Services dated **5/14/2025**.

## **ENGINEER'S STANDARD HOURLY RATES**

A. Standard Hourly Rates:

1. Standard Hourly Rates are set forth in this Appendix 1 and include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
2. The Standard Hourly Rates apply only as specified in Paragraph 4.01 and are subject to annual review and adjustment.

B. Schedule of Hourly Rates:



9001 State Line Rd., Ste. 200  
Kansas City, MO 64114  
[P] 816.361.0440  
[F] 816.361.0045  
LampRynearson.com

## APPENDIX A: CIVIL DESIGN GROUP FEE ESTIMATE

PROJECT TITLE Raytown Mo - 53rd Street Rock Island Connector Trail - STBG-3301(538)  
LOCATION 53rd Street from 500' West of Raytown Road to the Rock Island Trail  
DATE 7/9/2025

PROJECT # #0325XXX  
BY Chad Thompson

### Classification:

|              | Civil Design<br>Group Leader | Project<br>Manager          | Project<br>Engineer    | Project<br>Designer             | Construction<br>Observer   | Admin. Assit.<br>Sr.           | Hourly NTE<br>Survey Fee |                             |                             |
|--------------|------------------------------|-----------------------------|------------------------|---------------------------------|----------------------------|--------------------------------|--------------------------|-----------------------------|-----------------------------|
| Associate:   | Miller                       | Thompson                    | Van Patten             | Archer                          | Bruemmer                   | Nichols                        |                          |                             |                             |
|              | Group Leader<br>Senior III   | Project Manager<br>Senior V | Project Manager<br>III | Project<br>Designer Senior<br>I | Construction<br>Observer V | Project<br>Administrator<br>IV |                          | Subtotal of<br>Hrs per Item | Subtotal of Fee<br>per Item |
| Hourly Rate: | \$307.00                     | \$245.00                    | \$187.00               | \$154.00                        | \$126.00                   | \$119.00                       |                          |                             |                             |

| Survey and Land Acquisition                                                  |            |            |             |             |            |            |  |                                |             |
|------------------------------------------------------------------------------|------------|------------|-------------|-------------|------------|------------|--|--------------------------------|-------------|
| Topographic and Boundary Survey                                              |            |            |             |             |            |            |  | \$ 24,738.00                   | \$24,738.00 |
| Title Work (assumed 9)                                                       |            |            |             |             |            |            |  | \$ 3,150.00                    | \$3,150.00  |
| Easement Descriptions and Exhibits (assumed 9)                               |            |            | I           | 9           |            |            |  | \$ 7,920.00                    | \$8,107.00  |
| Appraisals and Acquisition (assumed 9)                                       |            |            |             |             |            |            |  | \$ 14,400.00                   | \$14,400.00 |
| Subtotal of Hours per Associate                                              |            |            | I           | 9           |            |            |  | \$ 50,208.00                   |             |
| Subtotal of Fee per Associate                                                |            |            |             | \$187.00    | \$1,386.00 |            |  |                                |             |
|                                                                              |            |            |             |             |            |            |  | Labor Fee                      | \$50,395.00 |
|                                                                              |            |            |             |             |            |            |  | Reimbursables 5%               | \$2,519.75  |
|                                                                              |            |            |             |             |            |            |  | Contingency 10%                | \$5,039.50  |
|                                                                              |            |            |             |             |            |            |  | Subtotal of Surveying Services | \$57,954.25 |
| Preliminary Design                                                           |            |            |             |             |            |            |  |                                |             |
| Project Management and Project Meetings                                      | 3          | 3          | 3           |             |            |            |  | 9                              | \$2,217.00  |
| Attend Pre-Design Meeting (Virtual Kickoff meeting)                          |            | I          | I           | I           |            |            |  | 3                              | \$586.00    |
| Develop Detailed Design Schedule                                             |            |            |             | 2           |            |            |  | 2                              | \$374.00    |
| Field Review/Existing Conditions/Trail Option and Site Photo                 | I          | I          | 2           | 2           |            |            |  | 6                              | \$1,234.00  |
| Coordinate Utilities                                                         |            |            | I           | 4           |            |            |  | 5                              | \$803.00    |
| Coordinate and Survey Pothole Information                                    |            |            | I           |             |            |            |  | I                              | \$187.00    |
| Ownership and Abutting Property Information                                  |            |            |             | 2           |            |            |  | 2                              | \$308.00    |
| Show City Supplied Plat Information on Plans                                 |            |            |             | 2           |            |            |  | 2                              | \$308.00    |
| Obtain Ownership Information (Through Title Company)                         |            |            | 2           |             |            |            |  | 2                              | \$374.00    |
| Review Record Drawings on Abutting Projects and Subdivisions                 |            |            | I           | 2           |            |            |  | 3                              | \$495.00    |
| Website Development and Upkeep                                               |            |            | 8           | 6           |            | 8          |  | 22                             | \$3,372.00  |
| Pedestrian Signal/Rectangular Rapid Flashing Beacons (RRFB) by Merge Midwest |            |            | I           |             |            |            |  | I                              | \$22,187.00 |
| Preliminary Plan Development                                                 |            | 2          | 10          | 56          |            |            |  | 68                             | \$10,984.00 |
| Additional Project Options & Design Contingency                              | I          | 4          | 10          | 50          |            |            |  | 65                             | \$10,857.00 |
| Develop a Base Map from Survey / Utility Information                         |            |            | I           | 4           |            |            |  | 5                              | \$803.00    |
| Subtotal of Hours per Associate                                              | 2          | 11         | 43          | 129         |            | 8          |  | 196                            |             |
| Subtotal of Fee per Associate                                                | \$614.00   | \$2,695.00 | \$8,041.00  | \$19,866.00 |            | \$952.00   |  |                                |             |
|                                                                              |            |            |             |             |            |            |  | Labor Fee                      | \$55,089.00 |
|                                                                              |            |            |             |             |            |            |  | Reimbursables 2%               | \$1,101.78  |
|                                                                              |            |            |             |             |            |            |  | Contingency 5%                 | \$2,754.45  |
|                                                                              |            |            |             |             |            |            |  | Subtotal of Design             | \$58,945.23 |
| Field Check/Land Acquisition/Environmental Review (CE2)                      |            |            |             |             |            |            |  |                                |             |
| Project Management and Project Meetings                                      | 3          | 3          | 3           |             |            |            |  | 9                              | \$2,217.00  |
| Environmental Review (CE2)                                                   |            | 4          | 24          |             |            |            |  | 28                             | \$5,468.00  |
| Coordinate Utilities                                                         |            | I          | 4           | 8           |            |            |  |                                | \$2,225.00  |
| ROW Plan Development                                                         |            |            | 4           | 24          |            |            |  | 28                             | \$4,444.00  |
| Additional Project Options & Design Contingency                              | I          | 4          | 10          | 50          |            |            |  | 65                             | \$10,857.00 |
| Field Check Review, Prep, Minutes                                            |            | 2          | 2           | 2           |            |            |  | 6                              | \$1,172.00  |
| Public Meeting and Exhibits (3 assumed)                                      | 2          | 2          | 4           | 8           |            |            |  | 16                             | \$3,084.00  |
| Project Manual and Technical Specifications                                  |            | I          | 3           |             |            | 12         |  | 16                             | \$2,234.00  |
| Engineer's Estimate of Probable Construction Costs                           |            |            | I           | 4           |            |            |  | 5                              | \$803.00    |
| Subtotal of Hours per Associate                                              | 6          | 17         | 55          | 96          |            | 12         |  | 173                            |             |
| Subtotal of Fee per Associate                                                | \$1,842.00 | \$4,165.00 | \$10,285.00 | \$14,784.00 |            | \$1,428.00 |  |                                |             |



9001 State Line Rd., Ste. 200  
Kansas City, MO 64114  
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## APPENDIX A: CIVIL DESIGN GROUP FEE ESTIMATE

PROJECT TITLE Raytown Mo - 53rd Street Rock Island Connector Trail - STBG-3301 (538)  
LOCATION 53rd Street from 500' West of Raytown Road to the Rock Island Trail  
DATE 7/9/2025

PROJECT # #0325XXX  
BY Chad Thompson

### Classification:

|              | Civil Design<br>Group Leader | Project<br>Manager          | Project<br>Engineer    | Project<br>Designer             | Construction<br>Observer   | Admin. Assit.<br>Sr.           | Hourly NTE<br>Survey Fee |                             |                             |
|--------------|------------------------------|-----------------------------|------------------------|---------------------------------|----------------------------|--------------------------------|--------------------------|-----------------------------|-----------------------------|
| Associate:   | Miller                       | Thompson                    | Van Patten             | Archer                          | Bruemmer                   | Nichols                        |                          |                             |                             |
|              | Group Leader<br>Senior III   | Project Manager<br>Senior V | Project Manager<br>III | Project<br>Designer Senior<br>I | Construction<br>Observer V | Project<br>Administrator<br>IV |                          | Subtotal of<br>Hrs per Item | Subtotal of Fee<br>per Item |
| Hourly Rate: | \$307.00                     | \$245.00                    | \$187.00               | \$154.00                        | \$126.00                   | \$119.00                       |                          |                             |                             |

|               |    |             |
|---------------|----|-------------|
| Labor Fee     |    | \$32,504.00 |
| Reimbursables | 2% | \$650.08    |
| Contingency   | 5% | \$1,625.20  |

Subtotal of Design \$34,779.28

### Final Design

|                                                   |   |   |   |    |  |   |    |            |
|---------------------------------------------------|---|---|---|----|--|---|----|------------|
| Project Management and Project Meetings           | 3 | 3 | 3 |    |  |   | 9  | \$2,217.00 |
| Coordinate Utilities                              |   |   | 1 | 4  |  |   | 5  | \$803.00   |
| Final Plan Development                            |   |   | 4 | 28 |  |   | 32 | \$5,060.00 |
| Office Check Submittal                            | 2 | 2 | 2 | 2  |  |   | 8  | \$1,786.00 |
| Special Provisions in Project Manual              |   | 1 | 2 |    |  | 2 | 5  | \$857.00   |
| Additional Project Options & Design Contingency   | 1 | 2 | 4 | 20 |  |   | 27 | \$4,625.00 |
| Project Manual and Technical Specifications       |   |   | 2 |    |  | 6 | 8  | \$1,088.00 |
| Engineer's Estimate of Probable Construction Cost |   |   | 1 | 4  |  |   | 5  | \$803.00   |
| PS&E Submittal                                    |   |   |   |    |  |   |    |            |

Subtotal of Hours per Associate 6 8 19 58 8 99

Subtotal of Fee per Associate \$1,842.00 \$1,960.00 \$3,553.00 \$8,932.00 \$952.00

|                      |    |             |
|----------------------|----|-------------|
| Labor Fee            |    | \$17,239.00 |
| Reimbursables        | 2% | \$344.78    |
| Contingency          | 5% | \$861.95    |
| 2026 Rate Adjustment | 5% | \$861.95    |

Subtotal of Bidding \$19,307.68

## APPENDIX A: CIVIL DESIGN GROUP FEE ESTIMATE

PROJECT TITLE Raytown Mo - 53rd Street Rock Island Connector Trail - STBG-3301(538)  
LOCATION 53rd Street from 500' West of Raytown Road to the Rock Island Trail  
DATE 7/9/2025

PROJECT # #0325XXX  
BY Chad Thompson

**Classification:**

|              | Civil Design<br>Group Leader | Project<br>Manager          | Project<br>Engineer    | Project<br>Designer             | Construction<br>Observer   | Admin. Assit.<br>Sr.           | Hourly NTE<br>Survey Fee |                             |                             |
|--------------|------------------------------|-----------------------------|------------------------|---------------------------------|----------------------------|--------------------------------|--------------------------|-----------------------------|-----------------------------|
| Associate:   | Miller                       | Thompson                    | Van Patten             | Archer                          | Bruemmer                   | Nichols                        |                          |                             |                             |
|              | Group Leader<br>Senior III   | Project Manager<br>Senior V | Project Manager<br>III | Project<br>Designer Senior<br>I | Construction<br>Observer V | Project<br>Administrator<br>IV |                          | Subtotal of<br>Hrs per Item | Subtotal of Fee<br>per Item |
| Hourly Rate: | \$307.00                     | \$245.00                    | \$187.00               | \$154.00                        | \$126.00                   | \$119.00                       |                          |                             |                             |

| Bidding                                              |          |            |            |            |             |                      |     |     |              |
|------------------------------------------------------|----------|------------|------------|------------|-------------|----------------------|-----|-----|--------------|
| Obligation Authority                                 |          |            |            |            |             |                      |     |     |              |
| Attend Pre-Bid Meeting & Prep                        |          | 2          | 3          |            |             |                      |     | 5   | \$1,051.00   |
| Answer Questions During Bidding                      |          | 1          | 2          | 1          |             |                      |     | 4   | \$773.00     |
| Issue Addendum (if warranted)                        |          |            | 2          |            |             |                      |     | 2   | \$374.00     |
| Attend Bid Opening                                   |          |            | 2          |            |             |                      |     | 2   | \$374.00     |
| Tabulate and Review Bids, Provide Recommendation     |          |            | 1          |            |             | 2                    |     | 3   | \$425.00     |
| Submit Contracts, Letting Summary and Paid Item List |          |            | 2          |            |             | 4                    |     | 6   | \$850.00     |
| Subtotal of Hours per Associate                      |          | 3          | 12         | 1          |             | 6                    |     | 22  |              |
| Subtotal of Fee per Associate                        |          | \$735.00   | \$2,244.00 | \$154.00   |             | \$714.00             |     |     |              |
|                                                      |          |            |            |            |             | Labor Fee            |     |     | \$3,847.00   |
|                                                      |          |            |            |            |             | Reimbursables        | 2%  |     | \$76.94      |
|                                                      |          |            |            |            |             | Contingency          | 5%  |     | \$192.35     |
|                                                      |          |            |            |            |             | 2026 Rate Adjustment | 5%  |     | \$192.35     |
| Subtotal of Bidding                                  |          |            |            |            |             |                      |     |     | \$4,308.64   |
| Designer Services During Construction                |          |            |            |            |             |                      |     |     |              |
| Pre-Construction Meeting, Prep, Minutes              |          | 3          | 3          |            |             |                      |     | 6   | \$1,296.00   |
| Shop Drawing Review/ Submittals                      |          | 1          | 4          |            |             |                      |     | 5   | \$993.00     |
| Construction Issues and Question Resolution          |          | 2          | 4          |            |             |                      |     | 6   | \$1,238.00   |
| Additional Project Options & Design Contingency      | 1        | 4          | 8          | 40         |             |                      |     | 53  | \$8,943.00   |
| Progress Meetings, Agenda and Minutes                | 1        | 10         | 10         |            |             |                      |     | 21  | \$4,627.00   |
| Review Pay Requests                                  |          | 4          |            |            |             |                      |     | 4   | \$980.00     |
| Perform Final Walkthrough, Punch List, Follow-up     |          | 4          | 4          |            |             |                      |     | 8   | \$1,728.00   |
| Part-Time Construction Observation (43.75 days)      |          |            |            |            | 350         |                      |     | 350 | \$44,100.00  |
| As-Constructed Record Drawings                       | 1        | 1          | 2          | 8          |             |                      |     | 12  | \$2,158.00   |
| Subtotal of Hours per Associate                      | 3        | 29         | 35         | 48         | 350         |                      |     | 465 |              |
| Subtotal of Fee per Associate                        | \$921.00 | \$7,105.00 | \$6,545.00 | \$7,392.00 | \$44,100.00 |                      |     |     |              |
|                                                      |          |            |            |            |             | Labor Fee            |     |     | \$66,063.00  |
|                                                      |          |            |            |            |             | Reimbursables        | 2%  |     | \$1,321.26   |
|                                                      |          |            |            |            |             | Contingency          | 5%  |     | \$3,303.15   |
|                                                      |          |            |            |            |             | 2027 Rate Adjustment | 10% |     | \$6,606.30   |
| Subtotal of Construction Services                    |          |            |            |            |             |                      |     |     | \$77,293.71  |
| Project Fee Summary                                  |          |            |            |            |             |                      |     |     |              |
| Survey, Design, Bidding, Construction Services Fee   |          |            |            |            |             |                      |     |     | \$252,588.79 |
| PROJECT TOTAL                                        |          |            |            |            |             |                      |     |     | \$252,588.79 |

