

**TENTATIVE AGENDA**  
**RAYTOWN BOARD OF ALDERMEN**  
**SEPTEMBER 22, 2020**  
**SPECIAL SESSION No.1**  
RAYTOWN CITY HALL  
10000 EAST 59<sup>TH</sup> STREET  
RAYTOWN, MISSOURI 64133  
**7:00 P.M.**

During Jackson County's Recovery Plan, the City of Raytown has chosen to continue to follow the County's social distancing guidelines and other recommendations. The public may attend under the following guidelines:

- All attendees (Board/Staff/Public) will use the main entrance door.
- Temperature will be taken prior to entrance into the building.
- Masks are required, per the modified Phase 2 guidelines of the Jackson County Recovery Plan. Masks will be provided to those without a personal mask to wear.
- Seating limited. Approximately six (6) seats will be available for the public to attend.
- Limited access to dais/table for Aldermen and Staff.

We are urging citizens to view the meeting via livestream as the meeting will be streamed on Google Ch. 145, Comcast Ch. 7 and online at [www.raytown.mo.us](http://www.raytown.mo.us)

Members of the public are invited to give public comments in-person in accordance with the City's procedures for public comments. Once the available seats in the Council Chamber are full, members of the public present to give public comments are asked to wait outside of the Council Chamber until called to the podium to give their public comment. City staff will be present to assist with the County's social distancing guidelines.

Public Comments can also be made remotely by sending comments to the City Clerk at [thenry@raytown.mo.us](mailto:thenry@raytown.mo.us) by 12:00 p.m. (noon) on Monday, September 21, so that the comments can be provided to the Board of Aldermen during the Public Comments section of the September 22, 2020 meeting agenda. All Public Comments received will be kept on file in the City Clerk's office.

**OPENING SESSION**

Invocation/Pledge of Allegiance  
Roll Call

Public Comments

**REGULAR AGENDA**

**OLD BUSINESS**

1. Public Hearing: A public hearing to establish the 2020 property tax levy rate for the city of Raytown.

- 1a. **SECOND READING: Bill No.: 6555-20, Section VIII. AN ORDINANCE**  
ESTABLISHING THE ANNUAL PROPERTY TAX LEVY RATE FOR THE CITY OF RAYTOWN GENERAL OPERATING FUND AND THE PARK FUND FOR THE YEAR 2020. Point of Contact: Russ Petry, Finance Director.

**NEW BUSINESS**

2. **R-3326-20: A RESOLUTION** ESTABLISHING THE RAYTOWN CARES ACT SMALL BUSINESS GRANT PROGRAM AND SETTING FORTH THE PRIORITIES AND ELIGIBILITY REQUIREMENTS OF THAT PROGRAM. Point of Contact: Missy Wilson, Assistant City Administrator.
3. **CARES Act Update** – Damon Hodges, City Administrator

**ADJOURNMENT**

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

**Date: September 16, 2019**  
**To: Mayor and Board of Aldermen**  
**From: Russ Petry, Finance Director**

**Bill No.: 6555-20**  
**Section No.: VIII**

**Department Head Approval:** \_\_\_\_\_

**City Administrator Approval:** \_\_\_\_\_

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**Action Requested:** Second Reading and Public Hearing to Establish the 2020 Property Tax Levies.

**Analysis:** There is a need to establish the Property Tax Levy rates prior to October 1, 2020.

The City has received its notice of 2020 Assessed Valuation from the County. Finance has recalculated the levy rates using the formula supplied by the State Auditor's Office. These calculations indicate the City could levy a rate of \$0.3196 per \$100.00 assessed valuation for general city operations and a rate of \$0.1595 per \$100.00 assessed valuation for park operations. The 2020 proposed combined rate represents an increase from the 2019 rate based on lower assessment totals. According to Zillow the median home value for Raytown is approximately \$133,128. The total taxes collected for the City and Parks on the median home would be \$637.82 for each year. An Assessed Value on a property of \$20,679 would collect \$99.07.

The Adjusted Assessed Valuation:

- Real Estate values decreased by \$12,883,831 or 4.15% from last year's amounts for a 2020 value of \$297,854,052
- Personal property value increased by \$1,820,090 or 2.86% from last year's amounts for a 2020 value of \$65,419,767;

Based on the assessed valuation and the proposed mill levy, staff is projecting that approximately \$1,155,133 will be generated for the General Fund and approximately \$576,480 will be generated for the Park Fund, which equates to a 0.01% increase for both General Fund and Parks Fund.

In accordance with State law, the City must hold a public hearing on the establishment of the levy rate prior to passage of the ordinance approving the 2020 rates. Notice for this public hearing must be published in the newspaper prior to the meeting date. The public hearing on this matter will take place on September 22, 2020

**Alternatives:** None. This is a calculation required by State Law.

**Additional Reports Attached:**

- 1) 2020 Final Assessed Valuation reports from the County
- 2) MO State Auditor's Office Tax Rate Pro Forma

**AN ORDINANCE ESTABLISHING THE ANNUAL PROPERTY TAX LEVY RATE FOR THE CITY OF RAYTOWN GENERAL OPERATING FUND AND THE PARK FUND FOR THE YEAR 2020**

**WHEREAS**, pursuant to the provisions of Chapters 67 and 94, Sections 67.110, 94.100, and 94.330 of the Revised Statutes of the State of Missouri, the rate for the levy of taxes must be established for the year 2020 on all taxable realty and tangible personal properties situated in the City of Raytown, Missouri, for the maintenance and operation of the City government and services to the citizens of Raytown; and

**WHEREAS**, the rate for the levy of taxes for the year 2020 has been calculated by the Director of Finance in accordance with the Missouri Constitution and Statutes; and

**WHEREAS**, a Public Hearing on the proposed tax levy required by Section 67.110 RSMo. was held on September 22, 2020, after publication of required notice; and

**WHEREAS**, the Board of Aldermen find it is in the best interest of the citizens of the City of Raytown to set the City of Raytown's 2020 Property Tax Levy at 31.96 cents (\$0.3196) per one hundred dollars (\$100.00) assessed valuation for general City Operations and at 15.95 cents (\$0.1595) per one hundred dollars (\$100.00) assessed valuation for Park Operations.

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

**SECTION 1 – GENERAL CITY OPERATING TAX RATE LEVY FOR 2020 ESTABLISHED.** That the rate of levy of tax for the year 2020 on all taxable realty and tangible personal property within the City of Raytown, Missouri, is hereby established at 31.96/100 cents (\$0.3196) per one hundred dollars (\$100.00) assessed valuation for general expenses incurred by the City.

**SECTION 2 – PARK TAX RATE LEVY FOR 2020 ESTABLISHED.** That the rate of levy of tax for the year 2020 on all tangible realty and tangible personal property within the City of Raytown, Missouri, is hereby established at 15.95/100 cents (\$0.1595) per one hundred dollars (\$100.00) valuation for the purpose of a park fund to keep, maintain and further develop a system of public parks.

**SECTION 3 – PROPERTY TAX LEVIED.** That the aforesaid taxes, hereinafter referred to are hereby levied on all taxable realty and tangible personal property within the City of Raytown, Missouri for the year 2020 the same being due and payable on November 1, 2020, and delinquent on January 1, 2021, pursuant to Section 94.300 of the Revised Statutes of the State of Missouri.

**SECTION 4 – REPEAL OF ORDINANCES IN CONFLICT.** All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**SECTION 5 – 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 6 – EFFECTIVE DATE.** This ordinance shall be in full force and effect from and after the date of its passage and approval.

**BE IT REMEMBERED** that the above was read two times by heading only, **PASSED AND ADOPTED** by a majority of the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Jackson County, Missouri this 22nd day of September, 2020.

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

ATTEST:

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

Approved as to Form:

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



**COUNTY LEGISLATURE  
JACKSON COUNTY, MISSOURI**

Jackson County  
Courthouse  
415 E. 12<sup>th</sup> Street  
Kansas City, MO  
64106  
816-881-3242

**NOTICE OF 2020  
AGGREGATE ASSESSED VALUATION  
FOR  
POLITICAL SUBDIVISIONS  
OTHER THAN SCHOOL DISTRICTS**

As required by Section 137.245.3 RSMo., I, Mary Jo Spino, County Clerk of Jackson County, State of Missouri, do hereby certify that the following is the aggregate assessed valuation in Jackson County of...

**City of Raytown**

a political subdivision, for the year 2020, as shown on the Jackson County Assessment Rolls, plus Railroad and Utility valuations as reported by the State Tax Commission.

**REAL PROPERTY** ..... \$ **294,512,167**

	<u>County Assessment Rolls</u>		<u>Locally Assessed RR &amp; Utility</u>		<u>Total</u>
Residential	\$ 239,780,572	+	N/A	=	\$ 239,780,572
Agricultural & Horticultural	\$ 28,612	+	N/A	=	\$ 28,612
Commercial	\$ <u>53,190,281</u>	+	\$ <u>1,512,702</u>	=	\$ <u>54,702,983</u>
	\$ 292,999,465	+	\$ 1,512,702	=	\$ <b>294,512,167</b>

**NEW CONSTRUCTION**

Residential	\$ 30,590
Ag & Hort	\$
<u>Commercial</u>	\$
<b>TOTAL</b>	\$ 30,590

Note: The Amount of "New Construction" Value(s) are included above

The Non-Taxable Amount of "Abatement and/or TIF" Value(s) are **not** included above

**PERSONAL PROPERTY** ..... \$ **63,933,961**

	<u>County Assessment Roll</u>		<u>Locally Assessed RR &amp; Utility</u>		<u>Total</u>
"PP-B" Personal Property – Business	\$ 18,804,525	+	\$ 292,561	=	\$ 19,097,086
"PP-I" Personal Property - Individual	\$ <u>44,836,875</u>	+	N/A	=	\$ <u>44,836,875</u>
	\$ 63,641,400	+	\$ 292,561	=	\$ <b>63,933,961</b>

**STATE ASSESSED – REAL PROPERTY** ..... \$ **8,967,736**

**STATE ASSESSED – PERSONAL PROPERTY** ..... \$ **1,485,806**

**TOTAL CURRENT VALUATION** ..... \$ **368,899,670**

This information is transmitted to assist you in complying with Section 67.110 RSMo., which requires that notice be given and public hearings held before tax rates are set.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the County of Jackson, at my Office in Kansas City, Missouri, this 2nd day of Sept, 2020.

*Mary Jo Spino*  
\_\_\_\_\_  
Mary Jo Spino Clerk



**ASSESSMENT DEPARTMENT  
JACKSON COUNTY, MISSOURI**

Jackson County  
Courthouse  
415 E. 12<sup>th</sup> Street  
Kansas City, MO  
64106  
816-881-3239

**NOTICE OF 2020  
AGGREGATE ASSESSED VALUATION  
OF TAX INCREMENT FINANCED PROPERTY**

**CITY - RAYTOWN**

For the year 2020, as shown on the Jackson County Assessment Rolls.

	<u>TIF VALUES</u>	
Residential	\$	893
Ag & Hort	\$	
Commercial	\$	5,624,958

**TOTAL TIF INCREMENT..... \$ 5,625,851**

<u>NEW CONSTRUCTION TIF</u>	
Residential	\$
Ag & Hort	\$
<u>Commercial</u>	\$ _____
<b>TOTAL</b>	<b>\$</b>

Note: The amount of "New Construction TIF" is included above.



**NICOLE GALLOWAY, CPA**  
Missouri State Auditor

**MEMORANDUM**

September 08, 2020

**TO:** 09-048-0015 City of Raytown  
**RE:** Setting of 2020 Property Tax Rates

The following are the tax rate computational forms that have been reviewed. Please follow the steps below to complete the process of setting your 2020 Property Tax Rate(s).

1. **Lines G - BB on the Summary Page should be completed** to show the actual tax rate(s) to levy.
2. Please **sign and date the Summary Page.**
3. Please **submit the finalized tax rate forms ready for certification to the County Clerk of each county** that your political subdivision resides in. The County Clerk must also sign the Summary Page and indicate the proposed tax rate to be entered on the tax books before submitting rate(s) to the State Auditor's Office for final review and certification.

If the attached pro forma calculation differs from the questionnaire submitted for review, please review the following line items for the reason(s) for the difference.

- **Form A, Line 2b - New Construction & Improvements - Personal Property**

Section 137.073.4, RSMo, states that the aggregate increase in valuation of personal property for the current year over that of the previous year is the equivalent of the new construction and improvements factor for personal property.

- **Form A, Line 5 - Prior Year Assessed Valuation**

If the 2020 questionnaire has a different amount on Form A, Line 5 than was previously submitted, we had to revise the 2019 calculation for this change. The revised 2019 tax rate ceiling is listed on the 2020 Summary Page, Line A. A copy of the revised 2019 calculation is available on your menu screen; please keep this form for your files.

- **(SCHOOL DISTRICTS ONLY) Form A, Line 14**

We revised the information the school district submitted on Line 14 to the amount computed by the Department of Elementary and Secondary Education (DESE).

If you have any questions about the enclosed forms, please contact the local government section at (573-751-4213.)



Summary Page

(2020)

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Raytown	09-048-0015	General Revenue
Name of Political Subdivision	Political Subdivision Code	Purpose of Levy

The final version of this form MUST be sent to the county clerk.

The information to complete the Summary Page is available from prior year forms, computed on the attached forms, or computed on this page. Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information in the Informational Data, at the end of these forms, provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political Subdivision Use in Calculating its Tax Rate

A. <b>Prior year tax rate ceiling</b> as defined in Chapter 137, RSMo, revised if the prior year data changed or a voluntary reduction was taken in a non-reassessment year (Prior year Summary Page, Line F minus Line H in odd numbered year or prior year Summary Page, Line F in even numbered year)	0.3090
B. <b>Current year rate computed</b> pursuant to Article X, Section 22, of the Missouri Constitution and Section 137.073, RSMo, if no voter approved increase (Form A, Line 18)	0.3196
C. <b>Amount of rate increase authorized by voters for current year</b> if same purpose, adjusted to provide the revenue available if applied to the prior year assessed value and increased by the percentage of CPI (Form B, Line 15)	
D. <b>Rate to compare to maximum authorized levy to determine tax rate ceiling</b> (Line B if no election, otherwise Line C)	0.3196
E. <b>Maximum authorized levy</b> the most recent voter approved rate	1.0000
F. <b>Current year tax rate ceiling</b> maximum legal rate to comply with Missouri laws Political subdivisions tax rate (Lower of Line D or E)	0.3196
G1. <b>Less required sales tax reduction</b> taken from tax rate ceiling (Line F), if applicable	
G2. <b>Less 20% required reduction 1st class charter county political subdivision NOT submitting an estimated non-binding tax rate to the county(ies)</b> taken from tax rate ceiling (Line F)	
H. <b>Less voluntary reduction by political subdivision</b> taken from the tax rate ceiling (Line F) WARNING: A voluntary reduction taken in an even numbered year will lower the tax rate ceiling for the following year.	
I. <b>Plus allowable recoument rate</b> added to tax rate ceiling (Line F) If applicable, attach Form G or H.	
J. <b>Tax rate to be levied</b> (Line F - Line G1 - Line G2 - Line H + Line I)	
AA. <b>Rate to be levied for debt service</b> , if applicable (Form C, Line 10)	
BB. <b>Additional special purpose rate authorized by voters</b> after the prior year tax rates were set, adjusted to provide the revenue available if applied to the prior year assessed value and increased by the percentage of CPI (Form B, Line 15 if a different purpose)	

Certification

I, the undersigned, \_\_\_\_\_ (Office) of \_\_\_\_\_ (Political Subdivision) levying a rate in \_\_\_\_\_ (County(ies)) do hereby certify that the data set forth above and on the accompanying forms is true and accurate to the best of my knowledge and belief.

Please complete Line G through BB, sign this form, and return to the county clerk(s) for final certification.

_____	_____	_____	_____
(Date)	(Signature)	(Print Name)	(Telephone)

Proposed rate to be entered on tax books by county clerk

based on certification from the political subdivision: Lines J \_\_\_\_\_ AA \_\_\_\_\_ BB \_\_\_\_\_

Section 137.073.7 RSMo, states that no tax rate shall be extended on the tax rolls by the county clerk unless the political subdivision has complied with the foregoing provisions of this section.

_____	_____	_____	_____
(Date)	(County Clerk's Signature)	(County)	(Telephone)



Form A

(2020)

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Raytown 09-048-0015 General Revenue
Name of Political Subdivision Political Subdivision Code Purpose of Levy

The final version of this form MUST be sent to the county clerk.

Computation of reassessment growth and rate for compliance with Article X, Section 22, and Section 137.073, RSMo.

1. (2020) Current year assessed valuation

Include the current state and locally assessed valuation obtained from the county clerk, county assessor, or comparable office finalized by the local board of equalization.

(a) 297,854,052 (Real Estate) + (b) 65,419,767 (Personal Property) = 363,273,819 (Total)

2. Assessed valuation of new construction & improvements

2(a) - Obtained from the county clerk or county assessor

2(b) - increase in personal property, use the formula listed under Line 2(b)

(a) 30,590 (Real Estate) + (b) 1,820,090 (Line 1(b) - 3(b) - 5(b) + 6(b) + 7(b) If Line 2b is negative, enter zero) = 1,850,680 (Total)

3. Assessed value of newly added territory

obtained from the county clerk or county assessor

(a) 0 (Real Estate) + (b) 0 (Personal Property) = 0 (Total)

4. Adjusted current year assessed valuation

(Line 1 total - Line 2 total - Line 3 total)

361,423,139

5. (2019) Prior year assessed valuation

Include prior year state and locally assessed valuation obtained from the county clerk, county assessor, or comparable office finalized by the local board of equalization.

NOTE: If this is different than the amount on the prior year Form A, Line 1, then revise the prior year tax rate form to recalculate the prior year tax rate ceiling. Enter the revised prior year tax rate ceiling on this year's Summary Page, Line A.

(a) 310,229,646 (Real Estate) + (b) 63,599,677 (Personal Property) = 373,829,323 (Total)

6. Assessed value of newly separated territory

obtained from the county clerk or county assessor

(a) 0 (Real Estate) + (b) 0 (Personal Property) = 0 (Total)

7. Assessed value of property locally assessed in prior year, but state assessed in current year

obtained from the county clerk or county assessor

(a) 0 (Real Estate) + (b) 0 (Personal Property) = 0 (Total)

8. Adjusted prior year assessed valuation

(Line 5 total - Line 6 total - Line 7 total)

373,829,323



Form A

(2020)

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Raytown	09-048-0015	General Revenue
Name of Political Subdivision	Political Subdivision Code	Purpose of Levy

The final version of this form MUST be sent to the county clerk.

Computation of reassessment growth and rate for compliance with Article X, Section 22, and Section 137.073, RSMo.

Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information in the Informational Data, at the end of these forms, provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political Subdivision Use in Calculating its Tax Rate

9. <b>Percentage increase in adjusted valuation</b> of existing property in the current year over the prior year's assessed valuation (Line 4 - Line 8 / Line 8 x 100)	-3.3187%
10. <b>Increase in Consumer Price Index (CPI)</b> certified by the State Tax Commission	2.3000%
11. <b>Adjusted prior year assessed valuation</b> (Line 8)	373,829,323
12. <b>(2019) Tax rate ceiling from prior year</b> (Summary Page, Line A)	0.3090
13. <b>Maximum prior year adjusted revenue</b> from property that existed in both years (Line 11 x Line 12 / 100)	1,155,133
14. <b>Permitted reassessment revenue growth</b> The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10) or 5%. A negative figure on Line 9 is treated as a 0 for Line 14 purposes. Do not enter less than 0 or more than 5%.	0.0000%
15. <b>Additional revenue permitted</b> (Line 13 x Line 14)	0
16. <b>Total revenue permitted in current year *</b> from property that existed in both years ( Line 13 + Line 15)	1,155,133
17. <b>Adjusted current year assessed valuation</b> (Line 4)	361,423,139
18. <b>Maximum tax rate permitted by Article X, Section 22, and Section 137.073, RSMo</b> (Line 16 / Line 17 x 100) Round a fraction to the nearest one/one hundredth of a cent. <b>Enter this rate on the Summary Page, Line B</b>	0.3196

\* To compute the total property tax revenues billed for the current year (including revenues from all new construction and improvements and annexed property), multiply Line 1 by the rate on Line 18 and divide by 100. The property tax revenues billed would be used in estimating budgeted revenues.



Summary Page

(2020)

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Raytown 09-048-0015 Parks & Recreation
Name of Political Subdivision Political Subdivision Code Purpose of Levy

The final version of this form MUST be sent to the county clerk.

The information to complete the Summary Page is available from prior year forms, computed on the attached forms, or computed on this page. Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s).

For Political Subdivision Use in Calculating its Tax Rate

- A. Prior year tax rate ceiling as defined in Chapter 137, RSMo, revised if the prior year data changed or a voluntary reduction was taken in a non-reassessment year... 0.1540
B. Current year rate computed pursuant to Article X, Section 22, of the Missouri Constitution and Section 137.073, RSMo, if no voter approved increase (Form A, Line 18) 0.1595
C. Amount of rate increase authorized by voters for current year if same purpose, adjusted to provide the revenue available if applied to the prior year assessed value and increased by the percentage of CPI (Form B, Line 15)
D. Rate to compare to maximum authorized levy to determine tax rate ceiling (Line B if no election, otherwise Line C) 0.1595
E. Maximum authorized levy the most recent voter approved rate 0.4000
F. Current year tax rate ceiling maximum legal rate to comply with Missouri laws Political subdivisions tax rate (Lower of Line D or E) 0.1595
G1. Less required sales tax reduction taken from tax rate ceiling (Line F), if applicable
G2. Less 20% required reduction 1st class charter county political subdivision NOT submitting an estimated non-binding tax rate to the county(ies) taken from tax rate ceiling (Line F)
H. Less voluntary reduction by political subdivision taken from the tax rate ceiling (Line F) WARNING: A voluntary reduction taken in an even numbered year will lower the tax rate ceiling for the following year.
I. Plus allowable recoupment rate added to tax rate ceiling (Line F) If applicable, attach Form G or H.
J. Tax rate to be levied (Line F - Line G1 - Line G2 - Line H + Line I)
AA. Rate to be levied for debt service, if applicable (Form C, Line 10)
BB. Additional special purpose rate authorized by voters after the prior year tax rates were set, adjusted to provide the revenue available if applied to the prior year assessed value and increased by the percentage of CPI (Form B, Line 15 if a different purpose)

Certification

I, the undersigned, (Office) of (Political Subdivision) levying a rate in (County(ies)) do hereby certify that the data set forth above and on the accompanying forms is true and accurate to the best of my knowledge and belief.

Please complete Line G through BB, sign this form, and return to the county clerk(s) for final certification.

Form with fields for Date, Signature, Print Name, and Telephone.

Proposed rate to be entered on tax books by county clerk

based on certification from the political subdivision: Lines J AA BB

Section 137.073.7 RSMo, states that no tax rate shall be extended on the tax rolls by the county clerk unless the political subdivision has complied with the foregoing provisions of this section.

Form with fields for Date, County Clerk's Signature, County, and Telephone.



Form A

(2020)

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Raytown 09-048-0015 Parks & Recreation
Name of Political Subdivision Political Subdivision Code Purpose of Levy

The final version of this form MUST be sent to the county clerk.

Computation of reassessment growth and rate for compliance with Article X, Section 22, and Section 137.073, RSMo.

1. (2020) Current year assessed valuation

Include the current state and locally assessed valuation obtained from the county clerk, county assessor, or comparable office finalized by the local board of equalization.

(a) 297,854,052 (Real Estate) + (b) 65,419,767 (Personal Property) = 363,273,819 (Total)

2. Assessed valuation of new construction & improvements

2(a) - Obtained from the county clerk or county assessor

2(b) - increase in personal property, use the formula listed under Line 2(b)

(a) 30,590 (Real Estate) + (b) 1,820,090 (Line 1(b) - 3(b) - 5(b) + 6(b) + 7(b) If Line 2b is negative, enter zero) = 1,850,680 (Total)

3. Assessed value of newly added territory

obtained from the county clerk or county assessor

(a) 0 (Real Estate) + (b) 0 (Personal Property) = 0 (Total)

4. Adjusted current year assessed valuation

(Line 1 total - Line 2 total - Line 3 total)

361,423,139

5. (2019) Prior year assessed valuation

Include prior year state and locally assessed valuation obtained from the county clerk, county assessor, or comparable office finalized by the local board of equalization.

NOTE: If this is different than the amount on the prior year Form A, Line 1, then revise the prior year tax rate form to recalculate the prior year tax rate ceiling. Enter the revised prior year tax rate ceiling on this year's Summary Page, Line A.

(a) 310,737,883 (Real Estate) + (b) 63,599,677 (Personal Property) = 374,337,560 (Total)

6. Assessed value of newly separated territory

obtained from the county clerk or county assessor

(a) 0 (Real Estate) + (b) 0 (Personal Property) = 0 (Total)

7. Assessed value of property locally assessed in prior year, but state assessed in current year

obtained from the county clerk or county assessor

(a) 0 (Real Estate) + (b) 0 (Personal Property) = 0 (Total)

8. Adjusted prior year assessed valuation

(Line 5 total - Line 6 total - Line 7 total)

374,337,560



Form A

(2020)

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

City of Raytown	09-048-0015	Parks & Recreation
Name of Political Subdivision	Political Subdivision Code	Purpose of Levy

The final version of this form MUST be sent to the county clerk.

Computation of reassessment growth and rate for compliance with Article X, Section 22, and Section 137.073, RSMo.

Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information in the Informational Data, at the end of these forms, provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political Subdivision Use in Calculating its Tax Rate

9. <b>Percentage increase in adjusted valuation</b> of existing property in the current year over the prior year's assessed valuation (Line 4 - Line 8 / Line 8 x 100)	-3.4499%
10. <b>Increase in Consumer Price Index (CPI)</b> certified by the State Tax Commission	2.3000%
11. <b>Adjusted prior year assessed valuation</b> (Line 8)	374,337,560
12. <b>(2019) Tax rate ceiling from prior year</b> (Summary Page, Line A)	0.1540
13. <b>Maximum prior year adjusted revenue</b> from property that existed in both years (Line 11 x Line 12 / 100)	576,480
14. <b>Permitted reassessment revenue growth</b> The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10) or 5%. A negative figure on Line 9 is treated as a 0 for Line 14 purposes. Do not enter less than 0 or more than 5%.	0.0000%
15. <b>Additional revenue permitted</b> (Line 13 x Line 14)	0
16. <b>Total revenue permitted in current year *</b> from property that existed in both years ( Line 13 + Line 15)	576,480
17. <b>Adjusted current year assessed valuation</b> (Line 4)	361,423,139
18. <b>Maximum tax rate permitted by Article X, Section 22, and Section 137.073, RSMo</b> (Line 16 / Line 17 x 100) Round a fraction to the nearest one/one hundredth of a cent. <b>Enter this rate on the Summary Page, Line B</b>	0.1595

\* To compute the total property tax revenues billed for the current year (including revenues from all new construction and improvements and annexed property), multiply Line 1 by the rate on Line 18 and divide by 100. The property tax revenues billed would be used in estimating budgeted revenues.



Informational Data

(2020)

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

Table with 3 columns: Name of Political Subdivision, Political Subdivision Code, Purpose of Levy. Row 1: City of Raytown, 09-048-0015, General Revenue

This page shows the information that would have been on the line items for the Summary Page, Form A, and/or Form B had no voluntary reduction(s) been taken in prior even numbered year(s).

Based on Prior Year Tax Rate Ceiling as if No Voluntary Reductions were Taken

- Step 1 The governing body should hold a public hearing and adopt a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate.
Step 2 Submit a copy of the resolution, policy statement, or ordinance to the State Auditor's Office for review.

Informational Summary Page

Table with 2 columns: Description, Value. Rows include Prior year tax rate ceiling (0.3090), Current year rate computed (0.3196), Amount of increase authorized by voters for current year, Rate to compare to maximum authorized levy (0.3196), Maximum authorized levy (1.0000), Tax rate ceiling if no voluntary reductions were taken in a prior even numbered year (0.3196).

Informational Form A

Table with 2 columns: Description, Value. Rows include Percentage increase in adjusted valuation (-3.3187%), Increase in Consumer Price Index (2.3000%), Adjusted prior year assessed valuation (373,829,323), (2019) Tax rate ceiling from prior year (0.3090), Maximum prior year adjusted revenue (1,155,133), Permitted reassessment revenue growth (0.0000%), Additional reassessment revenue permitted (0), Total revenue permitted in current year (1,155,133), Adjusted current year assessed valuation (361,423,139), Maximum tax rate permitted by Article X, Section 22, and Section 137.073, RSMo (0.3196).

Informational Form B

Table with 2 columns: Description, Value. Rows include Prior year tax rate ceiling to apply voter approved increase to, Voter approved increased tax rate to adjust, Adjusted prior year assessed valuation, Maximum prior year adjusted revenue, Consumer Price Index (CPI) certified by the State Tax Commission, Permitted revenue growth for CPI, Total revenue allowed from the additional voter approved increase, Adjusted current year assessed valuation, Adjusted voter approved increased tax rate, Amount of rate increase authorized by voters for the current year.



Informational Data

(2020)

For Political Subdivisions Other Than School Districts Levying a Single Rate on All Property

Table with 3 columns: Name of Political Subdivision, Political Subdivision Code, Purpose of Levy. Row 1: City of Raytown, 09-048-0015, Parks & Recreation

This page shows the information that would have been on the line items for the Summary Page, Form A, and/or Form B had no voluntary reduction(s) been taken in prior even numbered year(s). The information on this page should not be used in the current year unless the taxing authority wishes to reverse any voluntary reduction(s) taken in prior even numbered year(s) and follows the following steps in an even numbered year.

Based on Prior Year Tax Rate Ceiling as if No Voluntary Reductions were Taken

- Step 1 The governing body should hold a public hearing and adopt a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate.
Step 2 Submit a copy of the resolution, policy statement, or ordinance to the State Auditor's Office for review.

Informational Summary Page

Table with 2 columns: Description, Value. Rows include Prior year tax rate ceiling (0.1540), Current year rate computed (0.1595), Amount of increase authorized by voters for current year, Rate to compare to maximum authorized levy (0.1595), Maximum authorized levy (0.4000), Tax rate ceiling if no voluntary reductions were taken in a prior even numbered year (0.1595)

Informational Form A

Table with 2 columns: Description, Value. Rows include Percentage increase in adjusted valuation (-3.4499%), Increase in Consumer Price Index (CPI) (2.3000%), Adjusted prior year assessed valuation (374,337,560), (2019) Tax rate ceiling from prior year (0.1540), Maximum prior year adjusted revenue (576,480), Permitted reassessment revenue growth (0.0000%), Additional reassessment revenue permitted (0), Total revenue permitted in current year (576,480), Adjusted current year assessed valuation (361,423,139), Maximum tax rate permitted by Article X, Section 22, and Section 137.073, RSMo (0.1595)

Informational Form B

Table with 2 columns: Description, Value. Rows include Prior year tax rate ceiling to apply voter approved increase to, Voter approved increased tax rate to adjust, Adjusted prior year assessed valuation, Maximum prior year adjusted revenue, Consumer Price Index (CPI), Permitted revenue growth for CPI, Total revenue allowed from the additional voter approved increase, Adjusted current year assessed valuation, Adjusted voter approved increased tax rate, Amount of rate increase authorized by voters for the current year

# AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI  
COUNTY OF JACKSON

} S.S.

Page 1 of 2

Before the undersigned Notary Public personally appeared **Karie Clark** on behalf of **THE DAILY RECORD, KANSAS CITY** who, being duly sworn, attests that said newspaper is qualified under the provisions of Missouri law governing public notices to publish, and did so publish, the notice annexed hereto, starting with the **September 09, 2020** edition and ending with the **September 09, 2020** edition, for a total of 1 publications:

09/09/2020

*Karie Clark*

Karie Clark

Subscribed & sworn before me this 9<sup>th</sup> day of Sept, 2020  
(SEAL)

*Chanel Jones*

Notary Public

CHANEL JONES  
Notary Public - Notary Seal  
State of Missouri  
Commissioned for St Louis County  
My Commission Expires: August 08, 2022  
Commission Number: 14397721

# AFFIDAVIT OF PUBLICATION

### Notice of Public Hearing

City of Raytown Property/Real Estate Tax Levy

Date of Hearing: September 22, 2020

Time: Approximately 7:00 pm

Location: Raytown City Hall Council Chambers

10000 E 59th Street, Raytown MO 64133

<b>ASSESSED VALUATION</b>		2019		Preliminary 2020
Real Estate		\$295,747,755		\$290,192,773
Personal Property		62,279,349		62,870,681
Total Valuation		\$358,027,104		\$353,063,454
<b>TAX RATES</b>	<b>TAX RATE</b>	<b>ACTUAL</b>	<b>TAX RATE</b>	<b>PROPOSED TAX</b>
<b>(per \$100 assessed valuation)</b>	<b>CEILING</b>	<b>TAX RATE</b>	<b>CEILING</b>	<b>RATE</b>
		2019		2020
General Operating Fund	0.3090	0.3090	0.3272	0.3272
Parks & Recreation Fund	0.1541	0.1540	0.1631	0.1631
	\$0.34631	\$0.4630	\$0.4903	\$0.4903
<b>PROPERTY TAX BILLED</b>		<b>FISCAL YEAR</b>		<b>FISCAL YEAR</b>
		2019-20		2020-21
General Operating Fund		\$1,154,600		\$1,155,133
Parks & Recreation Fund		576,123		575,697
		<b>\$1,730,723</b>		<b>\$1,730,830</b>

*\*This notice was prepared utilizing the latest data available from Jackson County. The final tax levy amounts will be determined based on the final assessed valuations furnished by Jackson County.*

11916455 Jackson Sept. 9, 2020

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

**Date:** September 22, 2020 **Resolution No.:** R-3326-20  
**To:** Mayor and Board of Aldermen  
**From:** Damon Hodges, City Administrator  
Missy Wilson, Assistant City Administrator

**Department Head Approval:** \_\_\_\_\_

**Finance Director Approval:** \_\_\_\_\_ (only if funding is requested)

**City Administrator Approval:** \_\_\_\_\_

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**Action Requested:** Approve the Raytown CARES Act Business Grant Advisory Committee's priorities and eligibility requirements for the Raytown CARES Act Small Business Grant Program.

**Recommendation:** Staff recommends approving the recommendations.

**Analysis:** On August 18, 2020, the Board of Aldermen adopted Ordinance No. 5647-20 approving the County Agreement for Prepayment Distribution of CARES Act Funds ("Agreement") to help cover costs incurred due to the public health emergency with respect to the Coronavirus Disease 2019 ("COVID-19"), as set forth in a Spending Plan/Budget attached to the Agreement. The Spending Plan/Budget identified funds for a CARES Act Small Business Grant Program.

The United States Treasury specified CARES Act funds are to be used for "necessary expenditures", which include expenditures allowing governmental bodies to respond to indirect effects of the emergency "such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures". The Treasury also specified that economic support under the Act may include "the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures" and further state that "Governments have discretion to determine what payments are necessary", and that "a program that is aimed at assisting small businesses with the costs of business interruption caused by required closure" may be considered an eligible expenditure under the CARES Act.

Following the Board of Aldermen's approval of Ordinance No. 5647-20, the Mayor appointed the ad hoc Raytown CARES Business Grant Advisory Committee. The Raytown CARES Act Business Grant Advisory Committee met for the purpose of identifying specific priorities and eligibility requirements for a Raytown CARES Act Small Business Grant Program. The Committee is recommending for consideration of approval by the Board of Aldermen the following:

Priorities for grant awards:

- i. Raytown non-residential bricks and mortar business owned and operated by a Raytown resident and employing at least one (1) person and no more than fifty (50) full-time or full-time equivalent located at a Raytown location or documented on payroll at a Raytown location.
- ii. Business with principle physical business operation in Raytown, even if business has multiple locations.
- iii. Business that has not received any federal COVID-19-related relief funding, such as Payroll Protection Program funding or funding from other governmental programs.
- iv. Sole proprietor, home-based business or franchisee located in Raytown and employs at least one (1) person and no more than fifty (50) full-time or full-time equivalent located at a Raytown location or documented on payroll at a Raytown location. Full-time

employee is defined as a person working thirty (30) hours or greater in a forty (40) hours work week.

- v. Raytown for-profit or non-profit business that was negatively impacted by COVID-19 or was temporarily closed due to Jackson County order.
- vi. Non-Profit classified by the IRS as a 501 (c) (4) or (6) organization with a Raytown physical location that employs at least one (1) full-time employee at the Raytown location.

**Eligibility of businesses:**

- i. Raytown non-residential bricks and mortar business employing at least one (1) person and no more than fifty (50) full-time or full-time equivalent located at a Raytown location or documented on payroll at a Raytown location.
- ii. Raytown business with a current valid business license, as of October 1, 2020, from the City of Raytown, if not exempt by the State of Missouri pursuant to Section 71.620, RSMo.
- iii. Raytown business with a Raytown sewer account that does not have an outstanding balance as of October 15, 2020, if applicable.
- iv. Raytown Sole Proprietor and Raytown home-based business with a current valid business license, if applicable.
- v. Raytown Small Business negatively impacted by COVID-19 or was temporarily closed due to Jackson County order.
- vi. Raytown Franchise, if Franchise applies for one (1) location and can provide segregated financials showing only information for the location named in grant application.
- vii. A 501 (c) (3),(4),(6) Non-Profit with a current Raytown address and employs at least one (1) full-time employee.
- viii. Business established and operational prior to September 1, 2019.
- ix. Ineligible business to apply: adult entertainment, gambling, real estate operations (commercial and residential) and real estate investing firms, any business operation prohibited by the Federal government and Government owned businesses.

In addition to the priorities and eligibility requirements, the Committee proposes the following grant award program guidelines:

- i. Reimbursement of payroll, utility costs limited to water, sewer, electric and gas expenses, rent, mortgage interest, purchase of personal protective equipment, workplace improvements directly related to mitigating the spreading of COVID-19, remote access equipment to enable telecommuting to allow social distancing; loss of inventory due to spoilage of food incurred during the period that begins on April 1, 2020 and ends on October 16, 2020.
- ii. A maximum amount of \$5,000 for sole proprietors, non-profit or Raytown business employing one (1) person. Raytown businesses employing two (2) to fifty (50) employees may be approved up to a maximum amount of \$10,000.

**Alternatives:** The Board of Aldermen could modify the priorities and eligibility requirements.

**Budgetary Impact:**

- Not Applicable
- Budgeted item with available funds
- Non-Budgeted item with available funds through prioritization
- Non-Budgeted item with additional funds requested

**A RESOLUTION ESTABLISHING THE RAYTOWN CARES ACT SMALL BUSINESS GRANT PROGRAM AND SETTING FORTH THE PRIORITIES AND ELIGIBILITY REQUIREMENTS OF THAT PROGRAM**

**WHEREAS**, the United States government has allocated funds to Jackson County, Missouri (the "County") from the Coronavirus Relief Fund set forth under section 601(a) of the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"); and

**WHEREAS**, on August 18, 2020, the Board of Aldermen adopted Ordinance No. 5647-20 approving the County Agreement for Prepayment Distribution of CARES Act Funds ("Agreement") to help cover costs incurred due to the public health emergency with respect to the Coronavirus Disease 2019 ("COVID-19"), as set forth in a Spending Plan/Budget attached to the Agreement; and

**WHEREAS**, the United States Treasury has specified that the funds are to be used for "necessary expenditures", which include expenditures allowing governmental bodies to respond directly to the emergency as well as including expenditures incurred to respond to indirect effects of the emergency "such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures"; and

**WHEREAS**, the United States Treasury has specified that economic support under the CARES Act may include "the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures" and further state that "Governments have discretion to determine what payments are necessary", and that "a program that is aimed at assisting small businesses with the costs of business interruption caused by required closure" may be considered an eligible expenditure under the CARES Act; and

**WHEREAS**, the Board of Aldermen believes it is in the best interest of its citizens to establish the Raytown CARES Act Small Business Grant Program ("the Program") using a portion of the funds provided under the CARES Act to assist small businesses in Raytown, Missouri with the costs of business interruption caused by closure of those businesses pursuant to the various Orders entered by the State of Missouri, Jackson County, and Jackson County Health Department as a response to the COVID-19 public health emergency; and

**WHEREAS**, Mayor McDonough, pursuant to City Code Section 2-72, at his discretion appointed the ad hoc Raytown CARES Business Grant Advisory Committee for the purpose of providing administrative services to assist the City of Raytown in the implementation of the Raytown CARES Act Small Business Grant Program; and

**WHEREAS**, the Raytown CARES Act Business Grant Advisory Committee is recommending the approval of specific priorities and eligibility requirements for the purpose of assisting small businesses in Raytown.

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

**Section 1. ESTABLISHMENT OF RAYTOWN CARES ACT SMALL BUSINESS GRANT PROGRAM.**

The Raytown Board of Aldermen hereby establishes the Raytown CARES Act Small Business Grant Program in accordance with the priorities and eligibility requirements set forth herein for the purpose of assisting small business in Raytown with the costs of business interruptions due to COVID-19 related business closures pursuant to the various Orders entered by the State of Missouri, Jackson County, and Jackson County Health Department in response to the COVID-19 public health emergency. Any such grants shall be awarded at the discretion of the Board of Aldermen.

**Section 2. DECLARATION OF NECESSITY.** The Board of Aldermen hereby finds and declares that a program aimed at assisting small businesses in Raytown with the costs of business interruptions negatively impacted due to COVID-19 related business closures constitutes necessary expenditures incurred due to the public health emergency with respect to COVID-19 as defined in the CARES Act and the additional guidance issued by the United States Department of the Treasury for the use of funds distributed to Raytown pursuant to the CARES Act.

**Section 3. FINDING OF PUBLIC PURPOSE.** The use of the funds received by Raytown pursuant to the CARES Act to distribute grants to small businesses to reimburse those businesses for the costs of business interruptions due to COVID-19 related business closures constitutes a public purpose to promote the general welfare of the community through improved employment and stimulation of the economy and that such expenditures fall within the public purpose exception to the provisions of the Missouri Constitution which restrict the expenditure of public dollars to private entities.

**Section 4. PRIORITIES AND ELIGIBILITY REQUIREMENTS.** The Board of Aldermen establishes the following priorities and eligibility requirements in order to implement the Program for the purposes set forth herein:

- a. Funds shall be distributed to grant recipients to provide economic support to those negatively impacted by COVID-19 or that have experienced temporary COVID-19-related business closures by assisting small businesses with the costs of business interruption caused by COVID-19.
- b. Priorities for grant awards:
  - i. Raytown non-residential bricks and mortar business owned and operated by a Raytown resident and employing at least one (1) person and no more than fifty (50) full-time or full-time equivalent located at a Raytown location or documented on payroll at a Raytown location.
  - ii. Business with principle physical business operation in Raytown, even if business has multiple locations.
  - iii. Business that has not received any federal COVID-19-related relief funding, such as Payroll Protection Program funding or funding from other governmental programs.
  - iv. Sole proprietor, home-based business or franchisee located in Raytown and employs at least one (1) person and no more than fifty (50) full-time or full-time equivalent located at a Raytown location or documented on payroll at a Raytown location. Full-time employee is defined as a person working thirty (30) hours or greater in a forty (40) hours work week.
  - v. Raytown for-profit or non-profit business that was negatively impacted by COVID-19 or was temporarily closed due to Jackson County order.

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- vi. Non-Profit classified by the IRS as a 501 (c) (4) or (6) organization with a Raytown physical location that employs at least one (1) full-time employee at the Raytown location.
- c. Eligibility of businesses:
- i. Raytown non-residential bricks and mortar business employing at least one (1) person and no more than fifty (50) full-time or full-time equivalent located at a Raytown location or documented on payroll at a Raytown location.
  - ii. Raytown business with a current valid business license, as of October 1, 2020, from the City of Raytown, if not exempt by the State of Missouri pursuant to Section 71.620, RSMo.
  - iii. Raytown business with a Raytown sewer account that does not have an outstanding balance as of October 15, 2020, if applicable.
  - iv. Raytown Sole Proprietor and Raytown home-based business.
  - v. Raytown Small Business negatively impacted by COVID-19 or was temporarily closed due to Jackson County order.
  - vi. Raytown Franchise, if Franchise applies for one (1) location and can provide segregated financials showing only information for the location named in grant application.
  - vii. A 501 (c) (3),(4),(6) Non-Profit with a current Raytown address and employs at least one (1) full-time employee.
  - viii. Business established and operational prior to September 1, 2019.
  - ix. Ineligible Businesses include: adult entertainment, gambling, Real estate operations (commercial and residential) and real estate investing firms, any business operation prohibited by the Federal government and Government owned businesses.
- d. Grant awards shall be based upon reimbursement of payroll, utility costs limited to water, sewer, electric and gas expenses, rent, mortgage interest, purchase of personal protective equipment, workplace improvements directly related to mitigating the spreading of COVID-19, remote access equipment to enable telecommuting to allow social distancing, and loss of inventory due to spoilage of food incurred during the period that begins on April 1, 2020 and ends on October 16, 2020.
- e. Grant recipients shall provide a full accounting report to the City, including invoices and other documentation for all expenditures of grant awards as well as documentation for all expenditures of other grant funds received, on or before April 1, 2020.
- f. The Raytown CARES Business Grant Advisory Committee ("Committee") as described in Section 5 shall determine what documentation shall be required from applicants in order to fulfill the Committee's duties and responsibilities as described in Section 5.
- g. Subject to certain exceptions, documentation retained by City of Raytown may be subject to disclosure under the Missouri Sunshine Law and made available for inspection and copying by any members of the public or media. Information about approved grants, including the name of the recipient and the amount of the award, is considered to be public information which will be automatically available. Proprietary information supplied by an applicant during the application process which qualifies as a "confidential trade secret" under Missouri law will ordinarily be exempt from disclosure under the Missouri Sunshine Law. In addition, any income tax returns submitted by an applicant shall not be considered public records subject to examination. All applicants should specifically designate all information submitted which the applicant considers to be a "confidential trade secret".

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h. Grant applicants who do not disclose any material fact during the application process or who make a materially false or misleading representation during the application process will be disqualified from consideration for a grant award. In addition, if a determination is made after grant awards that the applicant has failed to disclose any material fact or has made a materially false or misleading representation, the grant applicant shall immediately return all grant funds to the City of Raytown.

i. All grant fund expenditures may be subject to audit by federal, state, county, or City officials at any time in the future. Grant applicants shall cooperate with any state, federal, county, or City requests for documentation or information.

j. Grant award amounts may be approved up to a maximum amount of \$5,000 for sole proprietors, non-profit or Raytown business employing one (1) person. Raytown businesses employing two (2) to fifty (50) employees may be approved up to a maximum amount of \$10,000.

**Section 5. RAYTOWN CARES BUSINESS GRANT ADVISORY COMMITTEE.**

The Committee shall review and evaluate all applications for grant awards under the Program. After evaluation, the Committee shall make specific recommendations to the Board of Aldermen as to grant award recipients and the amount of each grant. Upon receipt of the recommendations from the Committee, the Board of Aldermen shall evaluate the recommendations of the Committee and shall award such grants and such amounts as the Board of Aldermen may see fit in its discretion.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 22<sup>nd</sup> day of September, 2020.

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

ATTEST:

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

Approved as to Form:

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