

**TENTATIVE AGENDA**  
**RAYTOWN BOARD OF ALDERMEN**  
**DECEMBER 5, 2023**  
REGULAR SESSION NO. 16  
RAYTOWN CITY HALL  
10000 EAST 59<sup>TH</sup> STREET  
RAYTOWN, MISSOURI 64133  
AND  
ONLINE ZOOM WEBINAR  
7:00 P.M.

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

Public comments can be made in-person by signing in before the meeting using the sign-in sheet available in the City Hall Council Chamber. To make public comments remotely, please use the Zoom Webinar ID and Passcode below and notify the Clerk, using the contact information above, of your intent to give a Public Comment remotely during the live online meeting, or send your Public Comments to the City Clerk at the email address above by 12:00 p.m. (noon) on December 5, 2023 so that your comments can be presented in writing to the Board of Aldermen during the Public Comments section of the meeting agenda. All Public Comments received will be kept on file in the City Clerk's office.

zoom.us/join  
Webinar ID: 838 7181 7644  
Passcode: 723554

**OPENING SESSION**

Invocation/Pledge of Allegiance  
Roll Call

Public Comments

Comments from the Mayor  
Comments from the City Administrator  
Committee Reports

**LEGISLATIVE SESSION**

**1. CONSENT AGENDA**

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

**Minutes from the November 21, 2023 Board of Aldermen Meeting**

**R-3565-23: A RESOLUTION** AUTHORIZING AND APPROVING THE REAPPOINTMENT OF REGINALD GREEN TO THE TAX INCREMENT FINANCING COMMISSION. Point of Contact: Teresa Henry, City Clerk.

**R-3566-23: A RESOLUTION** AUTHORIZING AND APPROVING THE REAPPOINTMENT OF WENDY MCDERMOTT TO THE TAX INCREMENT FINANCING COMMISSION. Point of Contact: Teresa Henry, City Clerk.

**R-3567-23: A RESOLUTION** AUTHORIZING AND APPROVING THE REAPPOINTMENT OF ALLAN THOMPSON TO THE TAX INCREMENT FINANCING COMMISSION. Point of Contact: Teresa Henry, City Clerk.

## **NEW BUSINESS**

2. **FIRST READING: Bill No. 6651-23, Section XIII: AN ORDINANCE** AMENDING CHAPTER 50-ZONING, DIVISION 11-FLOODPLAIN OVERLAY DISTRICT, SECTION 50-285 OF THE CODE OF ORDINANCES UPDATING THE FLOODPLAIN OVERLAY DISTRICT. Point of Contact: Robinson Camp, Public Works Director.
3. **FIRST READING: Bill No. 6652-23, 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 \$33,122.56. Point of Contact: Damon Hodges, City Administrator.
4. **R-3568-23: A RESOLUTION** AUTHORIZING AND APPROVING EXECUTION OF A SUPPLEMENTAL PROFESSIONAL SERVICES AGREEMENT WITH LAMP RYNEARSON FOR ADDITIONAL DESIGN ENGINEERING SERVICES WHICH NEED TO BE PROVIDED FOR THE 59TH STREET AND RAYTOWN ROAD PROJECT IN AN AMOUNT NOT TO EXCEED \$61,912.00. Point of Contact: Robinson Camp, Public Works Director.

## **ADJOURNMENT**

**MINUTES  
TENTATIVE AGENDA  
RAYTOWN BOARD OF ALDERMEN  
NOVEMBER 21, 2023  
REGULAR SESSION NO. 15  
RAYTOWN CITY HALL  
10000 EAST 59<sup>TH</sup> STREET  
RAYTOWN, MISSOURI 64133  
AND  
ONLINE ZOOM WEBINAR  
7:00 P.M.**

Mayor Michael McDonough called the November 21, 2023, Board of Aldermen Regular meeting to order at 7:00 p.m. Brandon Smith, 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 Ian Scott, Alderman Jim Aziere, Alderman Loretha Hayden, Alderman Ryan Myers, Alderman Janet Emerson, Alderman Bill Van Buskirk, Alderman Bonnaye Mims, Alderman Diane Krizek

Absent: Alderman Theresa Garza

**Public Comments**

None.

**Communication from the Mayor**

Mayor McDonough spoke on recent events and City business.

**Communication from the City Administrator**

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

**Committee Reports**

Comments were made by Aldermen Aziere, Krizek, Hayden and Van Buskirk.

**LEGISLATIVE SESSION**

**1. CONSENT AGENDA**

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

**Minutes from the November 14, 2023 Board of Aldermen Meeting**

**R-3563-23: A RESOLUTION AUTHORIZING AND APPROVING THE PURCHASE OF TWO (2) 2024 FORD F-250 TRUCKS AND ONE (1) 2024 F-550 TRUCK FROM SHAWNEE MISSION FORD, INC. OFF THE MID-AMERICA COUNCIL OF PUBLIC PROCUREMENT JOINT BID IN AN AMOUNT NOT TO EXCEED \$171,804.00 FOR FISCAL YEAR 2023-2024. Point of Contact: Robinson Camp, Public Works Director.**

**R-3564-23: A RESOLUTION** AUTHORIZING AND APPROVING THE PURCHASE OF ONE (1) 2025 HV507 INTERNATIONAL AND NECESSARY EQUIPMENT FROM RUSH TRUCK CENTER OFF THE MISSOURI KANSAS COUNCIL OF PUBLIC PROCUREMENT COOPERATIVE BID IN AN AMOUNT NOT TO EXCEED \$120,000.00 FOR FISCAL YEAR 2023-2024. Point of Contact: Robinson Camp, Public Works Director.

Alderman Emerson, seconded by Alderman Mims, made a motion to adopt the Consent Agenda. The motion was approved by a vote of 9-0-1.

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

Nays: None

Absent: Alderman Garza

### **OLD BUSINESS**

2. **SECOND READING: Bill No. 6647-23, Section XIII: AN ORDINANCE** APPROVING A REZONING FROM R-P-3, HIGH DENSITY RESIDENTIAL TO R-P-3, HIGH DENSITY RESIDENTIAL FOR THE PROPERTIES AT 5811, 5813, 5815, 5817, 5819, 5821, 5823, 5825, 5827, 5829, AND 5831 HUNTER COURT, WITHIN THE CITY OF RAYTOWN, JACKSON COUNTY, MISSOURI. Point of Contact: Diane Egger, Community Development Director.

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

Alderman Myers, seconded by Alderman Emerson, made a motion to adopt. The motion was approved by a vote of 9-0-1.

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

Nays: None

Absent: Alderman Garza

#### **Became Ordinance 5739-23.**

3. **SECOND READING: Bill No. 6648-23, Section XIII: AN ORDINANCE** APPROVING ISSUANCE OF A CONDITIONAL USE PERMIT TO LAARK INVESTMENTS, LLC., TO OPERATE A VEHICLE SALES, NEW OR USED, USE AT 10012 AND 10016 E. MISSOURI 350 HIGHWAY IN AN HC, HIGHWAY COMMERCIAL, DISTRICT WITHIN THE CITY OF RAYTOWN, JACKSON COUNTY, MISSOURI. Point of Contact: Diane Egger, Community Development Director.

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

Alderman Van Buskirk, seconded by Alderman Mims, made a motion to adopt. The motion was approved by a vote of 9-0-1.

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

Nays: None

Absent: Alderman Garza

#### **Became Ordinance 5740-23.**

4. **SECOND READING: Bill No. 6649-23, Section XIII: AN ORDINANCE** APPROVING THE VACATION OF A PLATTED 10-FOOT-WIDE UTILITY EASEMENT LOCATED UPON LOT 1 OF H & H COLOR LAB, AT 8906 E. 67TH STREET IN AN HC-350, HIGHWAY COMMERCIAL-350 HIGHWAY CORRIDOR OVERLAY DISTRICT, WITHIN THE CITY OF RAYTOWN, JACKSON COUNTY, MISSOURI. Point of Contact: Diane Egger, Community Development Director.

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

Alderman Scott, seconded by Alderman Emerson, made a motion to adopt. The motion was approved by a vote of 9-0-1.

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

Nays: None

Absent: Alderman Garza

**Became Ordinance 5741-23.**

Aldermen Garza joined the meeting at 7:30 p.m.

**NEW BUSINESS**

5. **FIRST READING: Bill No. 6650-23, Section V-A: AN ORDINANCE** AUTHORIZING AND APPROVING A SIX-MONTH CONTRACT FOR TRANSIT SERVICE BY AND BETWEEN THE KANSAS CITY AREA TRANSPORTATION AUTHORITY AND THE CITY OF RAYTOWN, MISSOURI IN AN AMOUNT NOT TO EXCEED \$74,599.00 FOR FISCAL YEAR 2023-2024. Point of Contact: Missy Wilson, Assistant City Administrator/Economic Development Administrator Director.

- ★ Staff is requesting a suspension of the rules.

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

Alderman Emerson, seconded by Alderman Myers, made a motion to suspend the rules and hold an immediate second reading. The motion was approved by a vote of 8-2.

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

Nays: Aldermen Van Buskirk, Walters

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

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

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

Nays: None

**Became Ordinance 5742-23.**

**ADJOURNMENT**

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

The meeting adjourned at 7:56 p.m.

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Teresa M Henry, City Clerk, MRCC

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

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**DATE SUBMITTED:** 11/29/2023

**MEETING DATE:** December 5, 2023

**SUBMITTED BY:**

**DEPARTMENT:** Administration

**Document Type:** Resolution

**SUBJECT/REQUEST**

Reappointment of Reginald Green to the Tax Increment Financing Commission.

**BACKGROUND/JUSTIFICATION**

The Tax Increment Financing Commission (TIF) was established pursuant to Ordinance 4121-95, amended by Ordinance 4889-03, and provides for the appointment of six (6) TIF Commissioners appointed by the Mayor with the approval of the Board of Aldermen. The term of the members is for four (4) years and the terms are required to be staggered to provide consistent and experienced leadership.

Reginald Green is currently serving a 4-year term on the TIF Commission with such term expiring December 1, 2021 or until a successor is duly appointed, and the Mayor is recommending Reginald Green be reappointed for a 4-year term, expiring December 1, 2025.

**RECOMMENDED MOTION**

**PREVIOUS ACTION**

**COMMISSION/COMMITTEE REVIEW**

**FINANCIAL IMPACT**

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

**REVIEWED BY**

Teresa Henry

Damon Hodges  
Teresa Henry

### LIST OF REFERENCE DOCUMENTS ATTACHED

1. Reso Reappointing Reginald Green-TIF Commission 2023
2. Reso Reappointing Reginald Green-TIF Commission 2023-Application

### SUPPORTING DOCUMENTS (FOR CONTRACT ITEMS ONLY)

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

**A RESOLUTION AUTHORIZING AND APPROVING THE REAPPOINTMENT OF REGINALD GREEN TO THE TAX INCREMENT FINANCING COMMISSION**

**WHEREAS**, Ordinance 4121-95, as amended by Ordinance 4889-03, provides for the appointment of a Tax Increment Financing (TIF) Commission within the City of Raytown; and

**WHEREAS**, six (6) members of the TIF Commission are appointed by the Mayor with consent of a majority of the Board of Aldermen; and

**WHEREAS**, in addition to the members appointed by the City, such TIF Commission is comprised of two (2) members appointed by the Raytown Consolidated School District Number 2, two (20) members appointed by Jackson County, and one (1) member is appointed by the other taxing jurisdictions within the City who are all appointed at the time a Tax Increment Financing plan is submitted for consideration; and

**WHEREAS**, Reginald Green is currently serving a 4-year term on the TIF Commission with such term expiring in December 1, 2021 or until a successor is duly appointed, and the Mayor desires to reappoint Reginald Green to a 4-year term on the TIF Commission, expiring December 1, 2025; and

**WHEREAS**, the Board of Aldermen find it is in the best interest of the City to approve such reappointment as proposed by the Mayor;

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

**THAT** Reginald Green, 11571 E. 63rd Street, Raytown, Missouri is hereby reappointed as a member of the Tax Increment Financing Commission to a 4-year term expiring on December 1, 2025, or until a successor is duly appointed.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 5<sup>th</sup> day of December, 2023.

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

ATTEST:

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

Approved as to Form:

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



**From:** [donotreply@form.govoffice.com](mailto:donotreply@form.govoffice.com)  
**To:** [Teresa M. Henry](#)  
**Subject:** Apply to Serve of Boards, Commissions, and Committees (form) has been filled out on your site.  
**Date:** Tuesday, November 7, 2023 12:44:46 PM

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Your Site has received new information through a form.  
Form: Apply to Serve of Boards, Commissions, and Committees  
Site URL: [www.raytown.mo.us](http://www.raytown.mo.us)

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Date: 2023-11-07

Full Name: Reginald Green

Street Address: 11571 E 63rd Street

Address City, State, Zip: Raytown MO 64133

Phone: (816)356-1515

Fax:

Email: [reginald@reginaldgreen.com](mailto:reginald@reginaldgreen.com)

Which board would you like to serve on?: Tax Increment Finance Commission

I would like to serve on this Board or Commission because: Mayor McDonough asked me to serve again.

My strength(s) on this Board/Commission will be: I am a small business owner that understands the needs of small business owners and consumers.

Trade/College/University/Degree/Date: Oral Roberts University/Finance/May 2002

Current Employer/Address/Position: Reginald Green Ins Agency Inc/11571 E. 63rd Street, Raytown, MO 64133/Owner

Past Employers/Address/Position/Dates: State Farm Insurance/Management/May 2002-December 2011

Bank of Oklahoma/Tulsa, OK/Teller/June 2000-May 2002

Organization/Leadership Position(s)/Membership Date(s): REAP/Board Chairman/May 2019-Current

Do you have business or property interests that might place you in a conflict of interest situation should you be appointed to this Board/Commission? If so, please explain: No

Are your personal and real estate taxes current? If not, you can provide an explanation if you choose: Yes

Do you anticipate that there will be times when you will not be able to attend the Board/Commission meeting? If yes, how often to do you anticipate this would occur?: No

Do Not Click Reply - This e-mail has been generated from a SmartForm.

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

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**DATE SUBMITTED:** 11/29/2023

**MEETING DATE:** December 5, 2023

**SUBMITTED BY:**

**DEPARTMENT:** Administration

<b>Document Type:</b> Resolution
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**SUBJECT/REQUEST**

Reappointment of Wendy McDermott to the Tax Increment Financing Commission.
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**BACKGROUND/JUSTIFICATION**

<p>The Tax Increment Financing Commission (TIF) was established pursuant to Ordinance 4121-95, amended by Ordinance 4889-03, and provides for the appointment of six (6) TIF Commissioners appointed by the Mayor with the approval of the Board of Aldermen. The term of the members is for four (4) years and the terms are required to be staggered to provide consistent and experienced leadership.</p>
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<p>Wendy McDermott is currently serving a 4-year term on the TIF Commission with such term expiring November 1, 2023 or until a successor is duly appointed, and the Mayor is recommending Wendy McDermott be reappointed for a 4-year term, expiring November 1, 2027.</p>
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**RECOMMENDED MOTION**

**PREVIOUS ACTION**

**COMMISSION/COMMITTEE REVIEW**

**FINANCIAL IMPACT**

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

**REVIEWED BY**

Teresa Henry  
Damon Hodges  
Teresa Henry

### LIST OF REFERENCE DOCUMENTS ATTACHED

1. Reso Appointing Wendy McDermott TIF Commission 2023
2. Reso Appointing Wendy McDermott TIF Commission 2023-Application

### SUPPORTING DOCUMENTS (FOR CONTRACT ITEMS ONLY)

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

**A RESOLUTION AUTHORIZING AND APPROVING THE REAPPOINTMENT OF WENDY MCDERMOTT TO THE TAX INCREMENT FINANCING COMMISSION**

**WHEREAS**, Ordinance 4121-95, as amended by Ordinance 4889-03, provides for the appointment of a Tax Increment Financing (TIF) Commission within the City of Raytown; and

**WHEREAS**, six (6) members of the TIF Commission are appointed by the Mayor with consent of a majority of the Board of Aldermen; and

**WHEREAS**, in addition to the members appointed by the City, such TIF Commission is comprised of two (2) members appointed by the Raytown Consolidated School District Number 2, two (2) members appointed by Jackson County, and one (1) member is appointed by the other taxing jurisdictions within the City who are all appointed at the time a Tax Increment Financing plan is submitted for consideration; and

**WHEREAS**, Wendy McDermott is currently serving a 4-year term on the TIF Commission with such term expiring in November 1, 2023 or until a successor is duly appointed, and the Mayor desires to reappoint Wendy McDermott to a 4-year term on the TIF Commission, expiring November 1, 2027; and

**WHEREAS**, the Board of Aldermen find it is in the best interest of the City to approve such reappointment as proposed by the Mayor;

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

**THAT** Wendy McDermott, 8616 Ridgeway Court, Kansas City, Missouri is hereby reappointed as a member of the Tax Increment Financing Commission to a 4-year term expiring on November 1, 2027, or until a successor is duly appointed.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 5<sup>th</sup> day of December, 2023.

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

ATTEST:

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

Approved as to Form:

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

**From:** [donotreply@form.govoffice.com](mailto:donotreply@form.govoffice.com)  
**To:** [Teresa M. Henry](#)  
**Subject:** Apply to Serve of Boards, Commissions, and Committees (form) has been filled out on your site.  
**Date:** Saturday, November 4, 2023 2:30:05 PM

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Your Site has received new information through a form.  
Form: Apply to Serve of Boards, Commissions, and Committees  
Site URL: [www.raytown.mo.us](http://www.raytown.mo.us)

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Date: 2023-11-04

Full Name: Wendy A McDermott

Street Address: 8616 Ridgeway Ct, Raytown, MO 64138-5170

Address City, State, Zip: RAYTOWN MO 64138

Phone: (913)205-3403

Fax:

Email: [wmcdermott@s11.com](mailto:wmcdermott@s11.com)

Which board would you like to serve on?: Tax Increment Finance Commission

I would like to serve on this Board or Commission because: I enjoy serving the Raytown Community.

My strength(s) on this Board/Commission will be: I have over 21 years in Residential Mortgage Lending.

I am a small business owner in Raytown

Trade/College/University/Degree/Date: Iowa State University, Bachelor of Science in 2000

Current Employer/Address/Position: Synergy One Lending

10110 E 63rd

Raytown, MO 64133

Producing Branch Manager since November 2018

11/2018 - Current

Past Employers/Address/Position/Dates: 06/2017 - 11/2018

Producing Branch Manager, Academy Mortgage Corporation, Lee's Summit,  
MO

08/2015 - 05/2017

Senior Mortgage Loan Originator, Prospect Mortgage, Leawood, KS

05/2012 - 07/2015

Mortgage Loan Originator, HomeBridge Financial Services, Inc, Overland Park,  
KS

Organization/Leadership Position(s)/Membership Date(s): . 2014 Affiliate of the Year for Kansas City Regional  
Association of Realtors

2012-2023 Member of the KCRAR

2016-2017 Realtor's Political Action Committee Chair

2017-2018 UMKC REALTOR Leadership Academy Graduate

2012-2023 President's Club Achievement

2021-2023 Affiliate Member for LGBTQ Alliance

2023 Raytown Chamber Member

2020-2023 Board of Equalization for Jackson County

Do you have business or property interests that might place you in a conflict of interest situation should you be  
appointed to this Board/Commission? If so, please explain: none

Are your personal and real estate taxes current? If not, you can provide an explanation if you choose: yes always  
current

Do you anticipate that there will be times when you will not be able to attend the Board/Commission meeting? If  
yes, how often to do you anticipate this would occur?: Very seldom will I miss. My work schedule is quite flexible.

Do Not Click Reply - This e-mail has been generated from a SmartForm.

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

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**DATE SUBMITTED:** 11/29/2023

**MEETING DATE:** December 5, 2023

**SUBMITTED BY:**

**DEPARTMENT:** Administration

**Document Type:** Resolution

**SUBJECT/REQUEST**

Reappointment of Allan Thompson to the Tax Increment Financing Commission.

**BACKGROUND/JUSTIFICATION**

The Tax Increment Financing Commission (TIF) was established pursuant to Ordinance 4121-95, amended by Ordinance 4889-03, and provides for the appointment of six (6) TIF Commissioners appointed by the Mayor with the approval of the Board of Aldermen. The term of the members is for four (4) years and the terms are required to be staggered to provide consistent and experienced leadership.

Allan Thompson is currently serving a 4-year term on the TIF Commission with such term expiring November 1, 2022 or until a successor is duly appointed, and the Mayor is recommending Allan Thompson be reappointed for a 4-year term, expiring November 1, 2026.

**RECOMMENDED MOTION**

**PREVIOUS ACTION**

**COMMISSION/COMMITTEE REVIEW**

**FINANCIAL IMPACT**

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

**REVIEWED BY**

Teresa Henry

Damon Hodges  
Teresa Henry

### LIST OF REFERENCE DOCUMENTS ATTACHED

1. Reso Reappointing Allan Thompson-TIF Commission 2023
2. Reso Reappointing Allan Thompson-TIF Commission 2023-Application

### SUPPORTING DOCUMENTS (FOR CONTRACT ITEMS ONLY)

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



**A RESOLUTION AUTHORIZING AND APPROVING THE REAPPOINTMENT OF ALLAN THOMPSON TO THE TAX INCREMENT FINANCING COMMISSION**

**WHEREAS**, Ordinance 4121-95, as amended by Ordinance 4889-03, provides for the appointment of a Tax Increment Financing (TIF) Commission within the City of Raytown; and

**WHEREAS**, six (6) members of the TIF Commission are appointed by the Mayor with consent of a majority of the Board of Aldermen; and

**WHEREAS**, in addition to the members appointed by the City, such TIF Commission is comprised of two (2) members appointed by the Raytown Consolidated School District Number 2, two (2) members appointed by Jackson County and one (1) member is appointed by the other taxing jurisdictions within the City who are all appointed at the time a Tax Increment Financing Plan is submitted for consideration; and

**WHEREAS**, Allan Thompson is currently serving a 4-year term on the TIF Commission with such term expiring in November 1, 2022 or until a successor is duly appointed, and the Mayor desires to reappoint Allan Thompson to a 4-year term on the TIF Commission, expiring November 1, 2026; and

**WHEREAS**, the Board of Aldermen find it is in the best interest of the City to approve such reappointment as proposed by the Mayor;

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

**THAT** Allan Thompson, 7823 Ridgeway Avenue, Raytown, Missouri is hereby reappointed as a member of the Tax Increment Financing Commission to a 4-year term expiring on November 1, 2026, or until a successor is duly appointed.

**PASSED AND ADOPTED** by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 5<sup>th</sup> day of December, 2023.

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

ATTEST:

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

Approved as to Form:

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

**From:** [donotreply@form.govoffice.com](mailto:donotreply@form.govoffice.com)  
**To:** [Teresa M. Henry](#)  
**Subject:** Apply to Serve of Boards, Commissions, and Committees (form) has been filled out on your site.  
**Date:** Wednesday, November 8, 2023 1:59:17 PM

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Your Site has received new information through a form.  
Form: Apply to Serve of Boards, Commissions, and Committees  
Site URL: [www.raytown.mo.us](http://www.raytown.mo.us)

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Date: 2023-11-08

Full Name: Allan L. Thompson

Street Address: 7823 Ridgeway Ave

Address City, State, Zip: Raytown MO 64138

Phone: (816)260-6573

Fax:

Email: [athompson7823@gmail.com](mailto:athompson7823@gmail.com)

Which board would you like to serve on?: TIF Commission

I would like to serve on this Board or Commission because: I was asked to serve and have an interest in the ongoing financial situation of the City.

My strength(s) on this Board/Commission will be: Several years prior experience on this Commission.

Trade/College/University/Degree/Date: University of Central Missouri

BA in Economics with a Minor in Sociology. Graduated in 1967

Current Employer/Address/Position: Retired in 2012

Past Employers/Address/Position/Dates: Blue Ridge Bank and Trust Co. 6202 Raytown Trafficway, Raytown MO and 4240 Blue Ridge Blvd. Commercial lender 1993-2012

Westport Bank (Merchants Bank) ( FDIC), 331 Westport Rd. Kansas City MO. 1967-1993 various positions from audit clerk to President.

Organization/Leadership Position(s)/Membership Date(s): Westport Merchants Association, Westport Tomorrow, Raytown Chamber Past Chair, Rotary Club of Raytown Past President, REAP Vice President, Shepherd Center of Raytown past Board member, Truman Heartland Community Foundation Board member and various committees.

Do you have business or property interests that might place you in a conflict of interest situation should you be appointed to this Board/Commission? If so, please explain: No

Are your personal and real estate taxes current? If not, you can provide an explanation if you choose: Yes

Do you anticipate that there will be times when you will not be able to attend the Board/Commission meeting? If yes, how often to do you anticipate this would occur?: Possibly depending on life's circumstances. None anticipated at this time.

Do Not Click Reply - This e-mail has been generated from a SmartForm.

## **CITY OF RAYTOWN**

### **Request for Board Action**

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**DATE SUBMITTED:** 11/30/2023

**MEETING DATE:** December 5, 2023

**SUBMITTED BY:**

**DEPARTMENT:** Public Works

**Document Type:** Ordinance

#### **SUBJECT/REQUEST**

Board of Aldermen approval of the proposed floodplain ordinance update.

#### **BACKGROUND/JUSTIFICATION**

This ordinance adopts the new countywide Flood Insurance Study (FIS) that will become effective on December 7, 2023. This means that our community must adopt the new Flood Insurance Study by amending the community's current floodplain management ordinance with the new Flood Insurance Study effective date.

The Missouri State Emergency Management Agency (SEMA) has evaluated the proposed Raytown floodplain management ordinance revision, and it complies with their regulations.

The floodplain areas in Raytown will not change at this time, with this new Flood Insurance Study. Our FEMA map identification numbers will remain the same, and the FEMA floodplain maps will remain the same at this time. There will be no significant impact to City operations and definitions.

This item will be heard by the Planning & Zoning Commission on December 7, 2023 at 7:00 p.m. The public hearing on this item with the Board of Aldermen will be held on December 7, 2023 at 7:30 p.m. If this amendment is not approved, the ramifications will be that the City of Raytown will be suspended from the National Flood Insurance Program on December 7, 2023.

#### **RECOMMENDED MOTION**

Staff recommends that Section 50-285, in Division 11, Floodplain Overlay District (FP) have the county-wide flood insurance study date replaced with the new flood insurance study effective date of December 7, 2023 for approval.

#### **PREVIOUS ACTION**

Previously amended January 3, 2017.

#### **COMMISSION/COMMITTEE REVIEW**

Planning & Zoning Commission will hold a Public Hearing on this item on December 7, 2023 at 7:00 p.m.

**FINANCIAL IMPACT**

N/A

**REVIEWED BY**

Robinson Camp  
Jennifer Baird  
Damon Hodges  
Teresa Henry

**LIST OF REFERENCE DOCUMENTS ATTACHED**

1. Ord Floodplain Update 2023-FINAL-FINAL
2. Ord Floodplain Update 2023-EXHIBIT A
3. Ord Floodplain Update 2023-Affidavit of Publication

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

N/A

**AN ORDINANCE AMENDING CHAPTER 50-ZONING, DIVISION 11-FLOODPLAIN OVERLAY DISTRICT, SECTION 50-285 OF THE CODE OF ORDINANCES UPDATING THE FLOODPLAIN OVERLAY DISTRICT**

**WHEREAS**, Application PZ--2023-11, submitted by the City of Raytown ("Applicant"), requesting an amendment to the floodplain overlay district management regulations of the Comprehensive Zoning regulations, was referred to the Planning & Zoning Commission to hold a public hearing; and

**WHEREAS**, after due public notice in the manner prescribed by law, the Planning Commission held a public hearing on December 7, 2023, and rendered a report to the Board of Aldermen recommending that the application be approved; and

**WHEREAS**, after due public notice in the manner prescribed by law, the Board of Aldermen held a public hearing on December 7, 2023, and rendered a decision to amend the Floodplain Overlay District.

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

**SECTION 1 – APPROVAL OF AMENDMENT.** That Chapter 50, Section 50-285(b)(3)(a) commonly known as Floodplain Overlay District, Section 285-Statutory authorization, finding of fact, and purposes, (b) Findings of Fact., (3) Methods used to analyze flood hazards., of the Code of Ordinances of the City of Raytown, Missouri is hereby amended as provided in Section 2.

**SECTION 2 – AMENDMENT.** That Chapter 50, Section 50-285(b)(3)(a) commonly known as Floodplain Overlay District, of the Code of Ordinances of the City of Raytown, Missouri is hereby amended as provided in Exhibit "A".

**SECTION 3–REPEAL OF ORDINANCES 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.** That this ordinance shall be in full force and effect from and after the date of its passage and approval.

**BE IT REMEMBERED** that the above was read two times by heading only, **PASSED AND ADOPTED** by a majority of the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Jackson County, Missouri, this \_\_\_\_\_ day of December 2023.

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

ATTEST:

Approve as to Form:

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

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

**EXHIBIT A**  
CODE OF ORDINANCES  
Chapter 50 - ZONING  
ARTICLE IV. - DISTRICTS AND DISTRICT MAP  
DIVISION 11. FLOODPLAIN OVERLAY DISTRICT (FP)

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***DIVISION 11. FLOODPLAIN OVERLAY DISTRICT (FP)<sup>1</sup>***

**Sec. 50-285. Statutory authorization, findings of fact, and purposes.**

- (a) *Statutory authorization.* The Legislature of the State of Missouri has in RSMo 79.110 delegated the responsibility to local governmental units to adopt floodplain management regulations designed to protect the health, safety, and general welfare. Therefore, the Board of Aldermen of the City of Raytown, Missouri ordains as follows:
- (b) *Findings of fact.*
- (1) *Flood losses resulting from periodic inundation.* The special flood hazard areas of the City of Raytown, Missouri are subject to inundation which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base; all of which adversely affect the public health, safety and general welfare.
  - (2) *General causes of the flood losses.* These flood losses are caused by (1) the cumulative effect of development in any delineated floodplain causing increases in flood heights and velocities; and (2) the occupancy of flood hazard areas by uses vulnerable to floods, hazardous to others, inadequately elevated, or otherwise unprotected from flood damages.
  - (3) *Methods used to analyze flood hazards.* The flood insurance study (FIS) that is the basis of this division uses a standard engineering method of analyzing flood hazards which consist of a series of interrelated steps.
    - a. Selection of a base flood that is based upon engineering calculations which permit a consideration of such flood factors as its expected frequency of occurrence, the area inundated, and the depth of inundation. The base flood selected for this division is representative of large floods which are characteristic of what can be expected to occur on the particular streams subject to this division. It is in the general order of a flood which could be expected to have a one percent chance of occurrence in any one year as delineated on the Federal Insurance Administrator's FIS, and illustrative materials for Jackson County dated **January 20, 2017** **December 7, 2023**, as amended, and any future revisions thereto.
    - b. Calculation of water surface profiles are based on a standard hydraulic engineering analysis of the capacity of the stream channel and overbank areas to convey the regulatory flood.
    - c. Computation of a floodway required to convey this flood without increasing flood heights more than one foot at any point.

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<sup>1</sup>Editor's note(s)—Ord. No. 5565-17, §§ 1, 2(Exh. A), adopted January 3, 2017, repealed the former Div. 11, §§ 50-285-50-295 and enacted a new Div. 11 as set out herein. The former Div. 11 pertained to similar subject matter and derived from Comp. Ord. of 4-20-2010, § 14-1—14-9, 14-11.

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- d. Delineation of floodway encroachment lines within which no development is permitted that would cause any increase in flood height.
  - e. Delineation of flood fringe, i.e., that area outside the floodway encroachment lines, but still subject to inundation by the base flood.
- (c) *Statement of purpose.* It is the purpose of this division to promote the public health, safety, and general welfare; to minimize those losses described in subsection (b)(3)a of this section; to establish or maintain the community's eligibility for participation in the National Flood Insurance Program (NFIP) as defined in 44 Code of Federal Regulations (CFR) 59.22(a)(3); and to meet the requirements of 44 CFR 60.3(d) by applying the provisions of this division to:
- (1) Restrict or prohibit uses that are dangerous to health, safety, or property in times of flooding or cause undue increases in flood heights or velocities;
  - (2) Require uses vulnerable to floods, including public facilities that serve such uses, be provided with flood protection at the time of initial construction; and
  - (3) Protect individuals from buying lands that are unsuited for the intended development purposes due to the flood hazard.

(Ord. No. 5565-17, § 2(Exh. A), 1-3-2017)





## **CITY OF RAYTOWN**

### **Request for Board Action**

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**DATE SUBMITTED:** 11/29/2023

**MEETING DATE:** December 5, 2023

**SUBMITTED BY:**

**DEPARTMENT:** Administration

**Document Type:** Ordinance

#### **SUBJECT/REQUEST**

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

#### **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.

The 2024 participation fee will be \$1.13 per capita and will be applied to 2022 population estimates. The City of Raytown's community cost is \$33,122.56. The program is also supported with a grant from the Missouri Department of Natural Resources to assist with disposal costs.

With the adoption of the 2023-2024 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**

2023-2024 Fiscal Year Budget Approval

**COMMISSION/COMMITTEE REVIEW****FINANCIAL IMPACT**

Contractor:	MARC Solid Waste Management District
Amount of Request/Contract:	\$33,122.56
Amount Budgeted:	\$35,000.00
From Account Name and #:	Amount: 101-00-00-100-53999
To Account Name and #:	Amount:

**REVIEWED BY**

Teresa Henry Michael Graham Jennifer Baird Damon Hodges Teresa Henry
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**LIST OF REFERENCE DOCUMENTS ATTACHED**

1.	Ord HHW with MARC
2.	Ord MARC HHW-2024 Raytown-Agreement
3.	Ord MARC HHW-Community Costs

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

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

**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 \$33,122.56**

**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 \$33,122.56, 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 \_\_\_\_ day of December, 2023.

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

ATTEST:

Approved as to Form:

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

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

# 2024

## **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, 2024**.

### **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 **\$33,122.56** to participate in the 2024 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 \$1.13 applied to 2022 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, 2024. 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

<i>2024 Regional HHW Program Fees</i>	<b>2022 Population</b>	<b>\$1.13</b>	
<b>Community</b>	<b>Estimates</b>	<b>per capita</b>	
Archie	1,255	\$1,418.15	
Belton	25,420	\$28,724.60	
Blue Springs	59,518	\$67,255.34	
Buckner	2,898	\$3,274.74	
Claycomo Village	1,355	\$1,531.15	
Cleveland	641	\$724.33	
Drexel	949	\$1,072.37	
Edgerton	606	\$684.78	
Excelsior Springs	10,580	\$11,955.40	
Ferrelview	645	\$728.85	
Garden City	1,583	\$1,788.79	
Gladstone	26,907	\$30,404.91	
Glenaire	531	\$600.03	
Grain Valley	16,178	\$18,281.14	
Grandview	25,610	\$28,939.30	
Greenwood	6,088	\$6,879.44	
Hardin	562	\$635.06	
Harrisonville	9,854	\$11,135.02	
Independence	121,202	\$136,958.26	
Kearney	10,913	\$12,331.69	
Lake Lotawana	2,424	\$2,739.12	
Lake Tapawingo	783	\$884.79	
Lake Waukomis	929	\$1,049.77	
Lake Winnebago	1,657	\$1,872.41	
Lawson	2,525	\$2,853.25	
Liberty	30,775	\$34,775.75	
Loch Lloyd	936	\$1,057.68	
Lone Jack	1,666	\$1,882.58	
North Kansas City	4,622	\$5,222.86	
Oak Grove	8,492	\$9,595.96	
Orrick	739	\$835.07	
Parkville	8,541	\$9,651.33	
Peculiar	5,958	\$6,732.54	
Platte City	4,813	\$5,438.69	
Pleasant Hill	8,715	\$9,847.95	
Pleasant Valley	2,727	\$3,081.51	
Raymore	24,203	\$27,349.39	
Raytown	29,312	\$33,122.56	
Richmond	5,959	\$6,733.67	
Riverside	4,379	\$4,948.27	
Smithville	10,653	\$12,037.89	
Sugar Creek	3,184	\$3,597.92	
Weatherby Lake	2,100	\$2,373.00	
Weston	1,787	\$2,019.31	
Wood Heights	755	\$853.15	

Unincorporated Cass County	24,572	\$27,766.36	
Unincorporated Clay County	15,417	\$17,421.21	
Unincorporated Jackson Co.	23,712	\$26,794.56	
Unincorporated Platte County	29,817	\$33,693.21	
Unincorporated Ray County	11,137	\$12,584.81	
<i>Population Source:</i>			
<i><a href="https://www.marc.org/Data-Economy/Metrodataline/Population/Current-Population-Data">https://www.marc.org/Data-Economy/Metrodataline/Population/Current-Population-Data</a></i>			



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

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**DATE SUBMITTED:** 11/30/2023

**MEETING DATE:** December 5, 2023

**SUBMITTED BY:**

**DEPARTMENT:** Public Works

**Document Type:** Resolution Agreement/Contract

**SUBJECT/REQUEST**

Authorization to amend the agreement with Lamp Ryneerson for the design of the 59<sup>th</sup> Street Stormwater Project and fountain design at a cost not to exceed \$61,912.00.

**BACKGROUND/JUSTIFICATION**

On January 18, 2022, the Board of Aldermen approved a contract with Lamp Ryneerson for the design engineering services for the stormwater project located at 59<sup>th</sup> Street and Raytown Road in the amount of \$347,375.07. During the process of design, Public Works improved some amenities that improved the quality of the project and the assets around the project. Lamp Ryneerson designed as requested from the Public Works Department, which was outside the original scope of work. This work encompasses \$61,912.00 of Lamp Ryneerson's time and resources.

**RECOMMENDED MOTION**

Staff recommends approval as submitted.

**PREVIOUS ACTION**

Original Contract was approved on January 18, 2022 with Resolution R-3428-22.

**COMMISSION/COMMITTEE REVIEW**

**FINANCIAL IMPACT**

Contractor:	Lamp Ryneerson
Amount of Request/Contract:	\$61,912.00
Amount Budgeted:	\$6,164,660.00
Account Name and #:	Stormwater Fund 401-62-100-57000

**REVIEWED BY**

Robinson Camp  
Michael Graham  
Jennifer Baird  
Damon Hodges  
Teresa Henry

### LIST OF REFERENCE DOCUMENTS ATTACHED

1. Reso Lamp Rynearson 59th Street and Raytown Road Storm Water Replacement-Supplemental Agreement
2. Amendment to Contract
3. Additions to 59th Street Stormwater Map
4. Resolution R-3428-22

### SUPPORTING DOCUMENTS (FOR CONTRACT ITEMS ONLY)

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

**A RESOLUTION AUTHORIZING AND APPROVING EXECUTION OF A SUPPLEMENTAL PROFESSIONAL SERVICES AGREEMENT WITH LAMP RYNEARSON FOR ADDITIONAL DESIGN ENGINEERING SERVICES WHICH NEED TO BE PROVIDED FOR THE 59<sup>TH</sup> STREET AND RAYTOWN ROAD PROJECT IN AN AMOUNT NOT TO EXCEED \$61,912.00**

**WHEREAS**, the City desired to engage the services of Lamp Ryneerson to provide design engineering services relating to the 59<sup>th</sup> Street and Raytown Road Project; and

**WHEREAS**, on January 18, 2022, the Board of Aldermen approved Resolution No. R-3428-22 authorizing the execution of a Professional Services Agreement with Lamp Ryneerson related to the storm water maintenance projects within the City; and

**WHEREAS**, additional scoped items need to be included with the 59<sup>th</sup> Street and Raytown Road Project; and

**WHEREAS**, it is necessary to execute a Supplemental Professional Services Agreement attached hereto as Exhibit "A" for additional design engineering services to be provided; and

**WHEREAS**, the City Administrator is authorized and empowered by the City to execute contracts providing for professional services for the Public Works Department, upon approval by the Board of Aldermen; 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 a supplemental agreement with Lamp Ryneerson for additional design engineering services for the 59<sup>th</sup> Street and Raytown Road Project.;

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

**THAT** the Supplemental Professional Services Agreement by and between the City of Raytown, Missouri and Lamp Ryneerson, in an amount not to exceed \$61,912.00, in substantially the same form as attached hereto as Exhibit "A" is hereby authorized and approved; and

**FURTHER THAT** the City Administrator is hereby authorized to execute any and all documents necessary or incidental to the execution and performance of said 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 5<sup>th</sup> day of December, 2023.

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

ATTEST:

Approved as to Form:

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

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

November 7, 2023

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

Rob Camp  
Public Works Director  
City of Raytown, Missouri  
10000 East 59<sup>th</sup> Street  
Raytown, Missouri 64133

Re: 59<sup>th</sup> Street and Raytown Road Storm Sewer Replacement

Dear Mr. Camp:

Attached you will find the supplemental fee agreement including the additional scoped items for the 59<sup>th</sup> Street and Raytown Road Storm Sewer Replacement. The last item listed, additional engineering during construction, was specifically requested to be added to the supplemental fee agreement in our September meeting to discuss this agreement. Along with the other items, the \$12,000 would get our remaining fee back to the \$34,775.00 that was originally scoped for construction phase services. To showcase our good faith effort, the original scoped construction cost estimate was 4.4 million and to date the construction cost estimate is up to 6.3 million. That same ratio applied to our design fee would be an increase of \$139,000 but we are asking for \$61,912.00 for the designed out of scope items and engineering during construction of those same items. We appreciate your consideration of this supplemental fee. If you have any modifications or questions about the fee agreement, please do not hesitate to ask. We value the working relationship we have with you and your staff and want to make sure you are happy with the designed product.

Sincerely,

LAMP RYNEARSON



GREG VAN PATTEN, P.E.  
PROJECT MANAGER

CC: Project File

Email C: Jason Hanson, City Engineer  
Dan Miller, Civil Design Group Leader

## City of Raytown, Missouri – Project Task Order

Contract: On Call Contract Project Number 0322008.02

Ordinance or Resolution:

Task Agreement No: 2022-02

Funding Amount: \$61,912.00

Purchase Order No:

Project Title: 59<sup>th</sup> Street and Raytown Road Storm Sewer Replacement – Supplemental Agreement

Contractor/Consultant:  
Lamp Rynearson, Inc.  
9001 State Line Road, Suite 200  
Kansas City, MO 64114

Division and Staff Project Manager:  
Civil Design Group  
Daniel G. Miller, P.E. – Civil Design Group Leader

Project Management Manual reviewed:

Attachments (Gantt Chart, etc.): Breakdown of fees

PROJECT Scope (can be in the form of an attachment):

In order to preserve the construction administration budget at the previously contracted amount of \$34,775.42 we are asking for a supplemental fee agreement for the following additional design and survey items:

- Cedar Ave street reconstruction – additional survey and design plan sheets
- Concept to redesign intersection at 59<sup>th</sup> Street and Raytown Road for water fountain demolition
- Pavement marking plan sheets at Raytown Trafficway and Raytown Road for additional requested mill and overlay
- Field pick ups for additional repairs of sidewalk, sidewalk ramps, curbs and driveways in poor condition
- Structural design for large 5 sided storm structure at the downstream end of project
- Additional sidewalk ramps added to design
- Sanitary relocation plans
- Additional easements, survey and design at 5905 Raytown Road
- City Hall entrance redesign
- Addressing additional comments from City related to increased scope of construction
- Another sanitary sheet for utility bore repair
- Additional engineering during construction related to increased scope of construction
- Valbridge appraisal and easement acquisition for a maximum of 8 tracts at \$20,200.00

Supplemental fee agreement is an hourly not to exceed for **\$61,912.00**

### City Signatures

### Partner Signatures

**City Administrator:**

**Mayor:**

**Project Manager:**

**Company Principal (if different):**

Damon Hodges

Mike McDonough

Daniel G. Miller, P.E.

Tony O'Malley, P.E.

Signature:

Signature:

Signature:

Signature:

Date:

Date:

Date: 11/8/2023

Date:

Project Type: Design X Construction X Property Acquisition \_\_\_\_\_ Conceptual/Problem Solving \_\_\_\_\_ Surveying X

Project Discipline(s): Transportation \_\_\_\_\_ Facilities \_\_\_\_\_ Water \_\_\_\_\_ Wastewater \_\_\_\_\_ Stormwater X

Report(s) Received:

Work on File:

This Task Agreement is subject to all the provisions included in the On-Call Professional Services Agreement by and between the City of Raytown, MO and Lamp Rynearson, Inc. (Professional), dated 02/18/2020.

Attach scope of work, budget, and other supporting material

Cedar Ave Reconstruction	\$ 3,758.30
Concept Intersection Redesign	\$ 622.00
Field Pickups	\$ 2,182.56
Structural Design	\$ 3,640.00
Intersection Pavement Marking	\$ 500.00
Additional Sidewalk Ramps	\$ 1,010.60
Sanitary Design	\$ 5,542.50
Additional Easements	\$ 3,897.00
5905 Survey and Design	\$ 2,759.00
City Hall Entrance Redesign	\$ 2,320.00
Additional Comments from City related to increased scope of construction	\$ 2,320.00
Utility Bore - New Sanitary	\$ 1,160.00
Additional Engineering during construction related to increased scope of construction	\$ 12,000.00
Valbridge Appraisals and Easement Aquisition (Assumed 8)	\$ 20,200.00
Total	\$ 61,911.96



November 7, 2023

Dan Miller, P.E.  
Civil Design Group Leader  
Lamp Rynearson  
9001 State Line Road, Suite 200  
Kansas City, MO 64114

***Re: Proposed Scope and Fee – Appraisal and Acquisition Services  
Raytown, MO – Raytown Road & 59<sup>th</sup> Street Storm Improvements***

Dear Mr. Miller:

Based on the current information provided to us by you, there is a project in the City of Raytown that is requiring acquisitions. The proposed project will consist of approximately 8 properties or less depending on the City's ability to acquire property for the project. Our proposed fee schedule included on the following page shows the fee for each assignment based on the number of acquisitions, the anticipated difficulty for each tract, and considering the reports need to be completed in accordance with the Uniform Act. It is difficult to project the format that will be necessary for each tract prior to the valuation process. However, we will use a short form appraisal report for any acquisitions less than \$25,000 in just compensation (per MODOT), and an appropriate standard form reporting format for the acquisitions above this amount. Also included on the following page are the proposed fees for the appraisals and acquisitions.

Derek Shaner MAI will be the primary appraiser. Derek is General Certified by Kansas and Missouri and has been with Valbridge Property Advisors/Shaner Appraisals for eighteen years. This is the type of assignment that Derek specializes in, as he works almost exclusively on unimproved land, condemnation and land development appraisals. Derek has been the primary appraiser in more than half of the Federal appraisal projects that have been completed by the firm.

Allen Skeens works as an independent contractor for our firm. Allen would complete all of the acquisitions for this project. He is a licensed attorney and also holds his residential appraisal license. He has completed several large acquisition projects in Johnson and Jackson Counties in the past three years as well as several small to mid-sized projects for the Cities of Basehor, Olathe, Overland Park and Independence.

If a review appraiser is needed for any of the tracts, Kevin O'Brien, MAI would serve as our review appraiser. Kevin has completed review work for similar projects for many years and would be very familiar with the requirements for this assignment.

The fees for this project would be **\$1,750 per tract** for the first four appraisals needed. If additional tracts are necessary they will be completed at a fee of **\$1,600 per tract**. Allen Skeens would complete all of the acquisitions for this project and the acquisition fee is **\$850 per tract**. Please note, these fees exclude any review appraisals that may be necessary. Thank you for the opportunity.

Sincerely,

A handwritten signature in dark ink, appearing to read 'DShaner', with a long horizontal flourish extending to the right.

Derek Shaner, MAI  
Director, Land Valuation  
Valbridge Property Advisors



Qualifications of Derek Shaner, MAI  
Director – Land Valuation  
Valbridge Property Advisors | Shaner Appraisals, Inc.



## *Independent Valuations for a Variable World*

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### State Certifications

State of Kansas  
State of Missouri  
State of Arizona

### Education

BGS University of Kansas

### Contact Details

Valbridge Property Advisors |  
Shaner Appraisals, Inc.  
10990 Quivira Road, Ste. 100  
Overland Park, KS 66210  
(O) 913-451-1451  
(D) 913-647-4981

[www.valbridge.com](http://www.valbridge.com)  
dshaner@valbridge.com

### Membership/Affiliations:

Member: Appraisal Institute – MAI Designation  
Member: The International Right Of Way Association  
Member: Kansas City Regional Association of Realtors

### Appraisal Institute and Related Courses:

Real Estate Appraisal Principles  
Real Estate Appraisal Procedures  
Basic Income Approach  
Land Valuation  
USPAP  
Market Analysis and The Site To Do Business  
Real Estate Pre-license  
Real Estate Post-license  
Advanced Income Capitalization  
Highest and Best Use  
Report Writing and Valuation Analysis  
Advanced Sales Comparison and Cost Approaches  
Land and Site Valuation  
Subdivision Analysis  
Advanced Applications  
Business Practices and Ethics  
Commercial Land Valuation  
Introduction to Expert Witness Testimony for Appraisers  
Appraiser's Guide to Expert Witnessing  
Uniform Appraisal Standards for Federal Land Acquisitions (Yellow Book)

### Experience:

#### **Director – Land Valuation**

Valbridge Property Advisors | Shaner Appraisals, Inc. (2003-Present)

#### **Real Estate Agent**

Coldwell Banker (2002-2003)  
Reece Nichols (2018-Present)

Appraisal/valuation and consulting assignments include: estimates of just compensation; acquisition services, office buildings; all types of vacant land; restaurants; business parks; apartments; land leases; subsurface rights; market studies; commercial properties; residential and commercial subdivisions; special use properties; auto dealerships and industrial buildings. Assignments also include: new loans; ad valorem tax issues; estate planning and settlements; acquisitions; eminent domain, highest

and best use studies; proposed construction; financing decisions; rent studies; condemnation and class action lawsuits.

## Project Approach/ Procedure – Acquisitions – Allen Skeens

Allen Skeens has worked on both federally funded and municipally funded projects and is familiar with the compliance requirements, laws, rules, and regulation as they relate to the land acquisition process.

Allen Skeens would do all acquisitions. Allen is a licensed attorney and has his residential appraisal license. He has done three large acquisition projects in multiple Counties in Kansas and Missouri in the past few years and several small to mid-sized projects for the City of Olathe, Overland Park, Basehor, and others. Allen worked on the Switzer Road: 159th – 167th project for the City of Overland Park. He worked with our firm on the 91st Street Bike Pedestrian Trail Improvements, and both recent Switzer Road projects. He also did acquisitions for Affinis Corp on Overland Park's community improvement project that was located east of Antioch and south of 87th Street. Allen did approximately 85 acquisitions on this project. The other project was the Grant Street improvement project that Valbridge did for the city. He acquired approximately 60 easements for this project. These are just a few examples of projects Mr. Skeens has worked on with Valbridge Property Advisors.

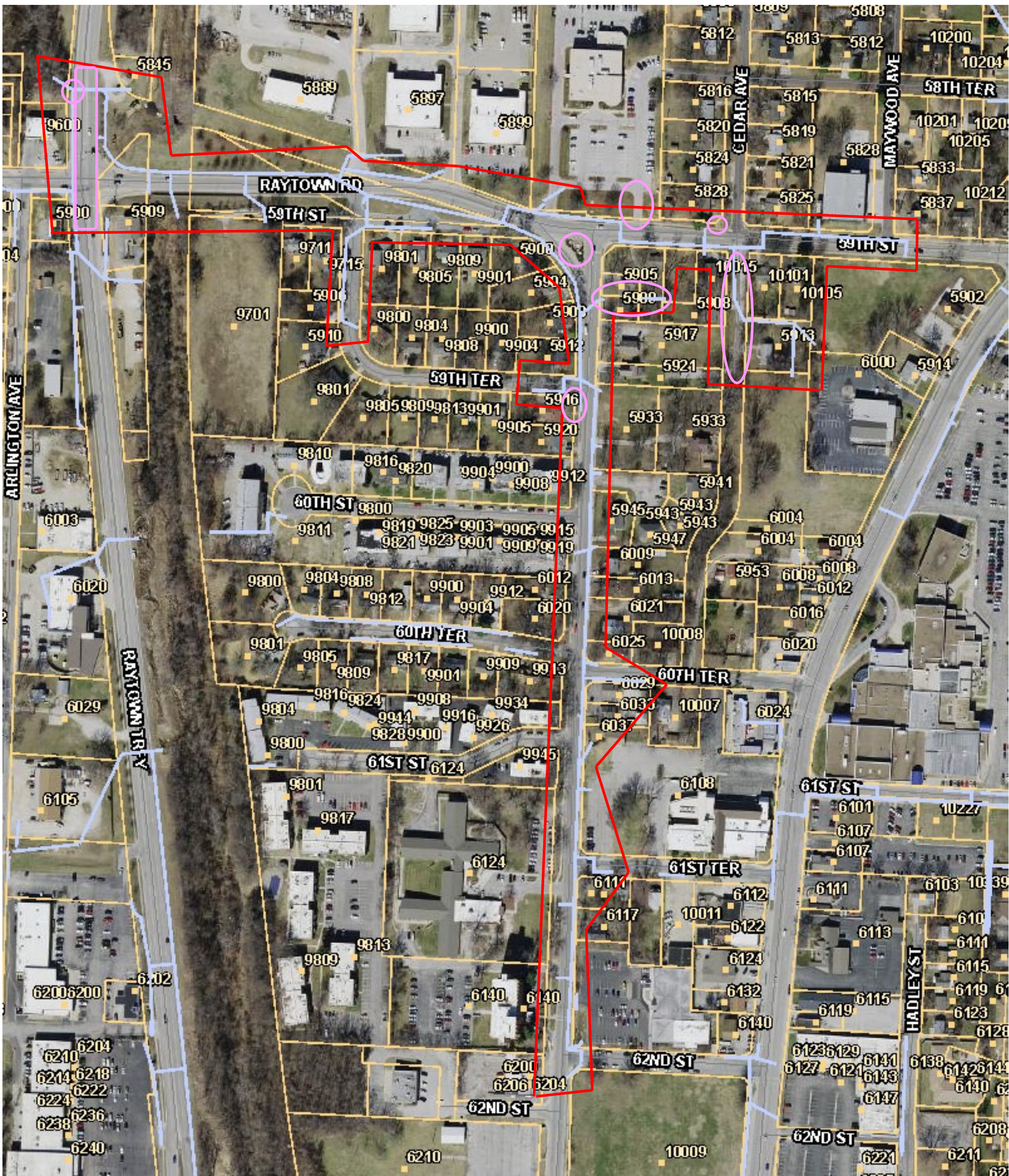
His general goal regarding acquisition work is to be involved in the process as early as possible. Before he contacts the landowner, he wants to be well informed as to all aspects of the proposed taking, not only as it relates to the specific tract, but also as it relates to the project. Mr. Skeens typically prefers to view the property on site with the project engineer to get a clear understanding of what is to take place and go over the construction drawings. The next step taken is to review the appraisal and become familiar with the comparable data utilized in that process. Lastly, he puts together all the appropriate documentation, including easements, purchase contracts and submits the formal offer letter. He will meet with the landowners as many times as necessary to finalize the agreement.

It is expected that the condemning authority will provide construction drawings, title work, appraisals and all necessary legal documents and exhibits (including individual tract maps and legal descriptions) required to convey the property rights required for the construction project.

The acquisition process is a very delicate situation and needs to be approached carefully. Every landowner has specific issues and needs to be treated as an individual. Mr. Skeen's undergraduate degrees in psychology and sociology, mediation training and the life skills acquired during years of negotiation provide him with necessary experience and tools to accurately assess each situation and determine the approach which will best lead to an amiable settlement. Although he is very careful in what is said as it relates to the area of condemnation, his legal background and experience as an attorney in eminent domain matters provides him a very solid understanding of the practical and legal consequences of each acquisition.

As a representative of your municipality Mr. Skeens would go out of his way to make sure that the entire procedure is made as comfortable as can be for your citizenship. He would let each person know that the City of Raytown wants to be a good neighbor to their constituency.







**A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH LAMP RYNEARSON FOR DESIGN ENGINEERING SERVICES FOR STORM WATER MAINTENANCE PROJECTS IN AN AMOUNT NOT TO EXCEED \$347,375.07 FOR FISCAL YEAR 2021-2022**

**WHEREAS**, the City desires to engage the services of a professional engineering firm to provide Design Engineering Services in connection with storm water maintenance projects; 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**, 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 Storm Water Maintenance Services in an amount not to exceed \$347,375.07 for fiscal year 2021-2022;

**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 Storm Water Maintenance Services in an amount not to exceed \$347,375.07 for fiscal year 2021-2022 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 18<sup>th</sup> day of January, 2022.

  
Michael McDonough, Mayor

ATTEST:

  
Teresa M. Henry, City Clerk

Approved as to Form:

  
Jennifer M. Baird, City Attorney