



**CITY COUNCIL MEETING
GLADSTONE, MISSOURI
TUESDAY, MAY 26, 2020**

The City Council will meet in Closed Executive Session at 6:30 pm Tuesday, May 26, 2020, in the North and South Conference Rooms, Gladstone City Hall, 7010 North Holmes, Gladstone, Missouri. The Closed Executive Session is closed pursuant to RSMo. Open Meeting Act Exemption 610.021(1) for Litigation and Confidential or Privileged Communications with Legal Counsel, and 610.021(2) Real Estate Acquisition Discussion.

OPEN STUDY SESSION: 6:45 PM

1. New Ambulance-the City's new ambulance will be available outside for the City Council to view and tour.
2. Cybersecurity-Finance Director Dominic Accurso will discuss cybersecurity, common cyber-attacks, and how the City protects citizen and stakeholder information.

REGULAR MEETING: 7:30 PM

TENTATIVE AGENDA

1. Meeting Called to Order.
2. Roll Call.
3. Pledge of Allegiance to the Flag of the United States of America.
4. Approval of Agenda.
5. Approval of the May 11, 2020, Regular City Council Meeting Minutes.
6. PROCLAMATION: World Elder Abuse Day
7. CONSENT AGENDA

APPROVE OUTDOOR SPECIAL EVENTS:

Children's Garden Day-Saturday, July 11, 2020
Sounds on the Square-Friday, July 10, Friday August 7, 2020
Cutie Pie Tri/Kids Fest-Saturday, July 25, 2020
Fiesta on the Square-Saturday, September 12, 2020
Big Shoal Country Fair-Saturday, September 12, 2020
Scarecrow 5K Run/Walk-Sunday, October 4, 2020
Whiskey Fest-Saturday, October 10, 2020
Mayor's Christmas Tree Lighting-Tuesday, November 24, 2020
Cookies with Santa and Holiday Night-Saturday, December 12, 2020

APPROVE FINANCIAL REPORT FOR 10 MONTHS ENDING APRIL 30, 2020.

REGULAR AGENDA

- 8. Communications from the Audience.**
- 9. Communications from the City Council.**
- 10. Communications from the City Manager.**
- 11. FIRST READING BILL NO. 20-15** An Ordinance directing the City Manager to execute a Cooperative Agreement with the North Kansas City School District No. 74 for providing a School Resource Officer at Antioch Middle School.
- 12. FIRST READING BILL NO. 20-16** An Ordinance amending Title V, Chapter 110, Article 3, Section 5.110.3900, of the City of Gladstone, Missouri, Municipal Code regarding the issuance of permits for persons employed in the retail sale by the drink of alcoholic beverages.
- 13. Other Business.**
- 14. Adjournment.**

Representatives of the News Media may obtain copies of this notice by contacting:
City Clerk Ruth Bocchino
7010 N. Holmes
Gladstone MO
POSTED: May 20, 2020, 11:45 am



Department of Finance
Memorandum

DATE: May 20, 2020
TO: Scott Wingerson – City Manager
FROM: Dominic Accurso – Director of Finance
RE: Cybersecurity

With more communication, information gathering, services, and commerce conducted online, the City of Gladstone is at risk for cyberattacks. Municipalities are being targeted by cybercriminals because of the types of services offered online and the amount and types of information stored.

Over the years, the malicious attacks have been evolving from embedding a virus on an email to ransomware and malware costing municipalities in the thousands and sometimes millions of dollars. City staff has been proactive at keeping the valuable information safe by following industry best practices, continuous education, research, and testing.

During the open study session at the May 26th City Council meeting, staff will discuss some of the common threats are and how we are protecting stakeholders information. If there are any questions, please contact me at your convenience.



What is Cybersecurity

- The practice of protecting systems, networks, and programs from digital attack (Cisco)
- State of being protected against the criminal or unauthorized use of electronic data, or the measures taken to achieve this (Google)
- The techniques of protecting computers, networks, programs and data from unauthorized access or attacks that are aimed for exploration (Economic Times)

Types of Cybersecurity Threats

- Phishing
 - The practice of sending fraudulent emails that resemble emails from reputable sources.

[Home](#) > [Cybercrime](#)



SECURITYWEEK
INTERNET AND ENTERPRISE SECURITY NEWS, INSIGHTS & ANALYSIS

Canadian City Loses \$500,000 to Phishing Attack

By Kevin Townsend on June 14, 2019



Tweet



The City of Burlington, Ontario, revealed Thursday that it fell prey to "a complex phishing email" that cost the City CAD \$503,000 (around USD \$375,000). Few details have yet been released. "To maintain the integrity of ongoing investigations, the City will not be commenting further at this time," it [announced](#).

Types of Cybersecurity Threats

- Ransomware
 - Type of malicious software that is designed to extort money by blocking access to files or the computer system until the ransom is paid.

Baltimore transfers \$6 million to pay for ransomware attack; city considers... <https://www.baltimoresun.com/politics/bs-md-ci-ransomware-expenses->

Baltimore transfers \$6 million to pay for ransomware attack; city considers insurance against hacks



By LUKE BROADWATER
BALTIMORE SUN | AUG 28, 2019 | 12:32 PM



Types of Cybersecurity Threats

- Malware
 - Software designed to gain unauthorized access or to cause damage to a computer

CHARLESTON COUNTY NEWS

Isle of Palms Officials investigate malware attack on city servers

Posted Oct 10, 2019

Why Local Governments Are a Hot Target for Cyberattacks

- Recent ransomware and other attacks underscore the value attackers see in the data stored in city and regional government systems.
 - Difficult to hide
 - Internet delivered city services present more opportunities for attackers
 - Data stored in city systems is an attractive target
 - Financial constraint put a squeeze on security

<https://www.csoonline.com/article/3391589/why-local-governments-are-a-hot-target-for-cyberattacks.html>

How we are Protecting Stakeholders

- Network & Data Security
 - Sophos anti-virus software on all user workstations
 - User restrictions (read only access/no access)
 - Lockout policies to limit login attempt
 - Vital data is backed up to offsite server and stored
 - Monitor VPN connections (how long and how often)

How we are Protecting Stakeholders

- Network Security
 - Block malicious IP addresses with firewalls
 - Secure VPN connections with outside organizations to allow only needed traffic in and out of the network (Coplogic, Rejis, Etc.)
 - Continuous research, training, and updating
 - Keep equipment updated (Windows 10 workstations)

How we are Protecting Stakeholders

- Financial Data Security
 - Payments are not taken over the phone
 - Credit card numbers are never written down or entered into software
 - Use EMV chip card terminals at City Hall

Education & Awareness



How we are Protecting Stakeholders

- Cyber Insurance Policy

Coverage	Per Claim Sublimit of Liability
Privacy Liability	\$1,000,000
Privacy Regulatory Claims Coverage	\$1,000,000
Security Breach Response Coverage	\$1,000,000
Security Liability	\$1,000,000
Multimedia Liability	\$1,000,000
Cyber Extortion	\$1,000,000
Business Income and Digital Asset Restoration	\$1,000,000

How we are Protecting Stakeholders

- Cyber Insurance Policy

Coverage	Per Claim Sublimit of Liability
PCI DSS Assessment	\$1,000,000
Electronic Fraud	
Telephone Hacking	\$100,000
Funds Transfer Fraud	\$100,000





**MINUTES
REGULAR CITY COUNCIL MEETING
GLADSTONE, MISSOURI
MONDAY, MAY 11, 2020**

PRESENT: Mayor Carol Suter
Mayor Pro Tem Jean Moore
Councilman Bill Garnos
Councilman R.D. Mallams
Councilman Kyle Yarber

ALL COUNCILMEMBERS ATTENDED VIA ZOOM

City Manager Scott Wingerson
Assistant City Manager Bob Baer
City Clerk Ruth Bocchino
Attorney Chris Williams-via Zoom

Item No. 1. On the Agenda. Meeting Called to Order.

Mayor Suter opened the Regular City Council Meeting Monday, May 11, 2020, at 7:30 pm.

Item No. 2. On the Agenda. ROLL CALL

All Councilmembers were present via Zoom. The City Manager, Scott Wingerson, the Assistant City Manager, Bob Baer, and the City Clerk, Ruth Bocchino, were present at 7010 North Holmes, Gladstone, Missouri.

Item No. 3. On the Agenda. Approval of the April 27, 2020, Regular City Council Meeting Minutes.

Councilman Mallams moved to approve the minutes of the April 27, 2020, Regular City Council meeting as presented. **Mayor Pro Tem Moore** seconded. The Vote: "aye", Councilman Kyle Yarber, Councilman R.D. Mallams, Councilman Bill Garnos, Mayor Pro Tem Jean Moore, and Mayor Carol Suter. (5-0)

REGULAR AGENDA.

Item No. 4. On the Agenda. Communications from the City Council.

Councilman Yarber stated: "*Just a couple of things. We reopened at the Theater last Friday for an open mic. It's the first one we've had since March. We got a little bit of backlash before we*

did from people that are in Kansas City who are still under the Stay at Home Order. We exceeded the guidelines suggested by the Clay County Public Health Center. It was a little bit different; we had pretty extreme social distancing. We've got 30 seats set up in a theater that is designed for 200 people. We have both people in the audience and performers wearing masks. This may be the new normal for a while. We were interested to see how it would go and everybody understood the procedure, everybody followed all the rules; and we are looking forward to having some things again this Friday. What was interesting was the split. Some people said we went too far, and as we have heard from some people about the backlash against masks, the virus is still out there, the masks are still very important. Ultimately, after we had the event, it was about 19-1 in favor of the fact that we are trying to figure out what the new normal is for live performances. The other thing I wanted to mention was, and this is a sad note, CD Warehouse has been here in Gladstone for 25 years. They were celebrating their 25th year. They were planning to close but they weren't planning to close until later this summer. They did close a week or so ago. Certainly it was shortened when they were going to close because of the quarantine period, but we wish Randy Ringer luck with whatever he moves onto and thank you for being a great Gladstone business for a quarter of a century."

Councilman Garnos stated: "Thank you, Mayor. Just a couple of things I figure you or the City Manager will probably cover. Just a couple of things I want to make sure I'm clear on. The first one is the PPP, the Payroll Protection Program. As I understand it, that program is not for government employees so that does nothing for offsetting any costs for city staff. The second thing is that I understand this Coronavirus relief funds that Clay County is so adeptly handling; as I understand it that is only for extra direct costs due to the pandemic and that does not, you cannot use those funds to supplant lost revenues that we will be realizing in the months ahead; as I understand it. So none of that does us any good, from what I understand from the brief materials that were sent out. That's all I've got is just a couple of questions that I hope you all can answer. Thank you."

Mayor Suter stated: "I just have a short update. The last two weeks have been as busy as all the previous two months have been in terms of meetings and coordination and frustration with the absolute chaos that has been created in the region around rolling off of restrictions. I don't think we could have made it more complicated if we set out to try to do it. Already some jurisdictions, like Kansas City, are already backing off of the complicated rules and the 10-10-10 plan is down to the 10 plan as I understand today because they have eliminated the last two 10's that were way too complicated and too difficult for businesses to cope with. I really appreciate that our Clay County Health Director was very common-sensed about his approach to the restrictions in Clay County; he kept it simple so people could understand it, emphasized personal protection and distancing and those basics and didn't get into extremely technical little rules that were difficult and so I think things have gone really quite well in Clay County as we have been rolling off. The other conversations around the roll off and of course it has transitioned this past week to the conversations and negotiations around the COVID financial relief and in those two instances, both the time that we have been working with the Clay County Health Department and this last couple of weeks as our staff has been working with the staff of Clay County, we've had extraordinary opportunities to work together as a County in ways that we have not had, in my experience anyway in office, and that is that Mayors were with the Health Department every step before the Health Department made decisions, the Mayors were all consulted, we often had

group meetings so that we knew what was going on and what was going to happen and had opportunities to give input and then before the agreement was reached on the distribution of the funds the city staff had been meeting with the County staff and again, I can't remember a time when we had that kind of coordinated effort and communication among all of the cities. At the end of the day, that is at least one good thing that has come out of this, is a stronger network in the County and where people know each other and now have experience at working together to come to consensus. Among both the staff and the elected officials, we really were able to come up with consensus and not really have too many who were outliers who were totally opposed to anything that was finally decided. I have appreciated that. It takes a lot of energy but I think it will serve us well going forward if we can maintain some of these connections and relationships among the Clay County citizens and cities. On that, I'll let the City Manager update you on how the roll out is going and things like that."

Item No. 5. On the Agenda. Communications from the City Manager.

City Manager Scott Wingerson stated: "Thank you, Mayor. Starting with Councilman Garnos' questions about the PPP, the majority of that is not eligible for city use. There are some social security taxes that the employer pays that can be deferred. So far we have chosen just to go ahead and pay those instead of defer them and make double payments at some point in the future to pay them over time. Really, it doesn't apply to Gladstone although that small portion could benefit some cities that have a cash flow concern. For the CARES Act, currently direct costs are only eligible to be reimbursed with that funding that we will talk about in a few minutes. However, there are two Bills pending in Congress now. One on each part of the Chambers, to allow direct reimbursement of lost revenue. If that comes through that will be very helpful for our funds, like the Community Center, outdoor pool, General Fund, etc. Does that answer your question?"

Councilman Garnos stated: "Yes, sir, thank you."

City Manager Wingerson stated: "A quick virus update. Just a few things from me tonight. The last report just a few minutes ago: 270 confirmed cases in Clay County with three deaths in the County. Wal Mart is testing about 50 people a day. They are going to change their hours on Wednesday to try to condense the time that they are out there since they are only seeing about 50-60 people, something like that, a day. We will get social media out on that. It will be Monday, Wednesday, and Friday from 7:00 am to 9:00 am for the next few weeks. Echoing the Mayor's comment, I'd really like to extend my thank you to the Clay County Commission who's allocating the CARES funding to the cities, school districts, and Health Department. I think it will help all three of those types of entities and a special thank you to the Clay County staff who really brought the City Managers and Assistant City Managers and Economic Developers from all of the cities in Clay County together to have a conversation and that conversation led to the Resolution and Exhibit that is in your packet tonight. Thank you to all involved in that. Non-virus related news: our census response rate is about 68% which is well above the national average at this point. We will continue to push that information out and make the job as easy as possible on the door-to-door census takers to make that as not necessary as possible. We will also start focusing on the June 2 election. We will get absentee ballot information out which, just for your information, the ballot must be requested by the voter by May 20. From that point, if the form is

properly filled out, a ballot will be mailed to the voter's household and that ballot needs to be mailed back to the Election Board or hand delivered to the Election Board by June 2 at 7:00 pm. So that is the gist of how it will work. I'm thinking that absentee balloting may be a little bit more popular than in past elections because of what is going on in the world. That is up on our website if you want to take a look at that as well as some other support information for the election. Your next meeting falls on Memorial Day, the 25th of May, so your next meeting will be the 26th on Tuesday, time to be announced. The regular meeting will start at 7:30 as always and good news for all of us, we are going to try very, very, hard under social distancing standards, to do that in person. Hopefully we can do that. That's all I have, Mayor. Thank you."

Item No. 6. On the Agenda. APPROVE SPECIAL EVENT PERMITS: Gladstone Farmers Market, Drive in at the Square, and Sounds on the Square.

Mayor Pro Tem Moore moved to **APPROVE SPECIAL EVENT PERMITS:** Gladstone Farmers Market, Drive in at the Square, Sounds on the Square. **Councilman Mallams** seconded. The Vote: "aye", Councilman Kyle Yarber, Councilman R.D. Mallams, Councilman Bill Garnos, Mayor Pro Tem Jean Moore, and Mayor Carol Suter. (5-0)

Item No. 7. On the Agenda. RESOLUTION R-20-19 A Resolution authorizing the City Manager to execute documents related to disbursements of Coronavirus Relief Fund Allocations from Clay County, Missouri.

Councilman Yarber moved to approve **RESOLUTION R-20-19** A Resolution authorizing the City Manager to execute documents related to disbursements of Coronavirus Relief Fund Allocations from Clay County, Missouri. **Mayor Pro Tem Moore** seconded. The Vote: "aye", Councilman Kyle Yarber, Councilman R.D. Mallams, Councilman Bill Garnos, Mayor Pro Tem Jean Moore, and Mayor Carol Suter. (5-0)

Item No. 8. On the Agenda. FIRST READING BILL NO. 20-14 An Ordinance of the City of Gladstone, Missouri, to establish a procedure to disclose potential conflicts of interest and substantial interests for certain municipal officials pursuant to the State of Missouri Ethics Law.

Councilman Garnos moved Bill No. 20-14 be placed on its First Reading. **Councilman Mallams** seconded. The Vote: "aye", Councilman Kyle Yarber, Councilman R.D. Mallams, Councilman Bill Garnos, Mayor Pro Tem Jean Moore, and Mayor Carol Suter. (5-0). The Clerk read the Bill.

Councilman Garnos moved to accept the First Reading of Bill No. 20-14, waive the rule, and place the Bill on its Second and Final Reading. **Councilman Mallams** seconded. The Vote: "aye", Councilman Kyle Yarber, Councilman R.D. Mallams, Councilman Bill Garnos, Mayor Pro Tem Jean Moore, and Mayor Carol Suter. (5-0). The Clerk read the Bill.

Councilman Garnos moved to accept the Second and Final Reading of Bill No. 20-14, and enact the Bill as **Ordinance 4.514**. **Councilman Mallams** seconded. The Vote: "aye", Councilman Kyle Yarber, Councilman R.D. Mallams, Councilman Bill Garnos, Mayor Pro Tem Jean Moore, and Mayor Carol Suter. (5-0).

Item No. 9. On the Agenda. Other Business.

There was none.

Item No. 10. On the Agenda. Adjournment.

Mayor Suter adjourned the May 11, 2020, Regular City Council meeting at 7:46 pm.

Respectfully submitted:

Ruth E. Bocchino, City Clerk

Approved as presented: ____

Approved as modified: ____

Mayor Carol J. Suter

PROCLAMATION OF THE MAYOR

WHEREAS, Older adults deserve to be treated with respect and dignity to enable them to serve as leaders, mentors, volunteers and vital participating members of our communities; and

WHEREAS, In 2006, the International Network for the Prevention of Elder Abuse, in support of the United Nations International Plan of Action, proclaimed a day to recognize the significance of elder abuse as a public health and human rights issue; and

WHEREAS, 2020 marks the 15th Annual World Elder Abuse Awareness Day. Its recognition will promote a better understanding of abuse and neglect of older adults; and

WHEREAS, The National Center on Elder Abuse (NCEA) and the City of Gladstone recognize the importance of taking action to raise awareness, prevent and address elder abuse; and

WHEREAS, As our population lives longer, we are presented with an opportunity to think about our collective needs and future as a nation, as ageism and social isolation are major causes of elder abuse in the United States; and

WHEREAS, Recognizing that it is up to all of us to ensure that proper social structures exist so people can retain community and societal connections, reducing the likelihood of abuse; and

WHEREAS, Preventing abuse of older adults through maintaining and improving social supports like senior centers, human services and transportation will allow everyone to continue to live as independently as possible and contribute to the life and vibrancy of our communities, and where there is justice there can be no abuse; therefore, NCEA urges all people to restore justice by honoring older adults; and

WHEREAS, Join us in our engaging and empowering movement, and putting an end to abuse.

NOW, THEREFORE, I, Carol Suter, Mayor of the City of Gladstone, Missouri, on behalf of the City Council and the residents of the City of Gladstone, Missouri, do hereby proclaim June 15, 2020, as

WORLD ELDER ABUSE AWARENESS DAY

in Gladstone and encourage all of our communities to recognize and celebrate older adults and their ongoing contributions to the success and vitality of our country.

Signed this 26th day of May 2020

LETTER OF TRANSMITTAL



CITY OF GLADSTONE
Community Development Department
P.O. Box 10719
Gladstone, Missouri 64188-0719
Tel. (816) 436-2200 Fax (816) 436-2228



TO: CITY COUNCIL
FROM: COMMUNITY DEVELOPMENT
DATE: MAY 4, 2020
PERMIT NO.: 20-00155
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: CHILDREN'S GARDEN DAY
LOCATION OF EVENT: 4109 NE PLEASANT VALLEY ROAD
ATKINS-JOHNSON FARM & MUSEUM
DATE OF EVENT: SATURDAY, JULY 11, 2020
TIME OF EVENT: 9:00AM – 12:00PM
EST. ATTENDANCE: 120

REQUESTED TEMPORARY VARIANCE:

- ☐ Section 2.120.050 Noise prohibited.
- ☐ Section 2.130.010(2) Park rules and regulations (hours).
- ☐ Section 2.130.010(13) Park rules and regulations (alcoholic beverages).
- ☐ Section 2.135.040 Prohibition of smoking on or within all public park grounds.
- ☐ Section 2.140.040 Public fireworks display prohibited, exceptions.
- ☐ Section 5.110.1800 Drinking in public.
- ☐ Section 5.160.230(a) Street use permit (street use permit allowed).
- ☒ Section 9.1600.110 Temporary signs.
- ☐ Other – Section _____
- ☐ Other – Section _____

REMARKS: Parks, Recreation and Cultural Arts will be hosting the City's annual Children's Garden Day. City staff has reviewed the application and find that the requested variance(s) are appropriate for this venue.

NOTE: APPROVAL IS SUBJECT TO LARGE GATHERINGS AND SOCIAL DISTANCE ORDER BEING OFFICIALLY LIFTED.

Signed: _____

Alan D. Napoli, C.B.O.

Community Development Administrator / Building Official

ATTACHMENT(S):

- ☒ Map
- ☐ Other _____



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 5/13/2020

Department: Community Development

Meeting Date Requested: 5/26/2020

Public Hearing: Yes ☐ Date: [Click here to enter a date.](#)

Subject: Special Event Permit

Background: The Parks, Recreation and Cultural Arts Department will be hosting the Annual Children's Garden Day at the Atkins-Johnson Farm and Museum on Saturday, July 11, 2020 from 9:00am – 12:00pm. The event is for children of all ages whether they have an interest in gardening or not. They will learn about gardening and be involved with some hands on gardening activities. There will also be garden tours.

Budget Discussion: Funds are budgeted in the amount of \$ 0.00 from the N/A Fund. Ongoing costs are estimated to be \$ 0.00 annually. Previous years' funding was \$0.00

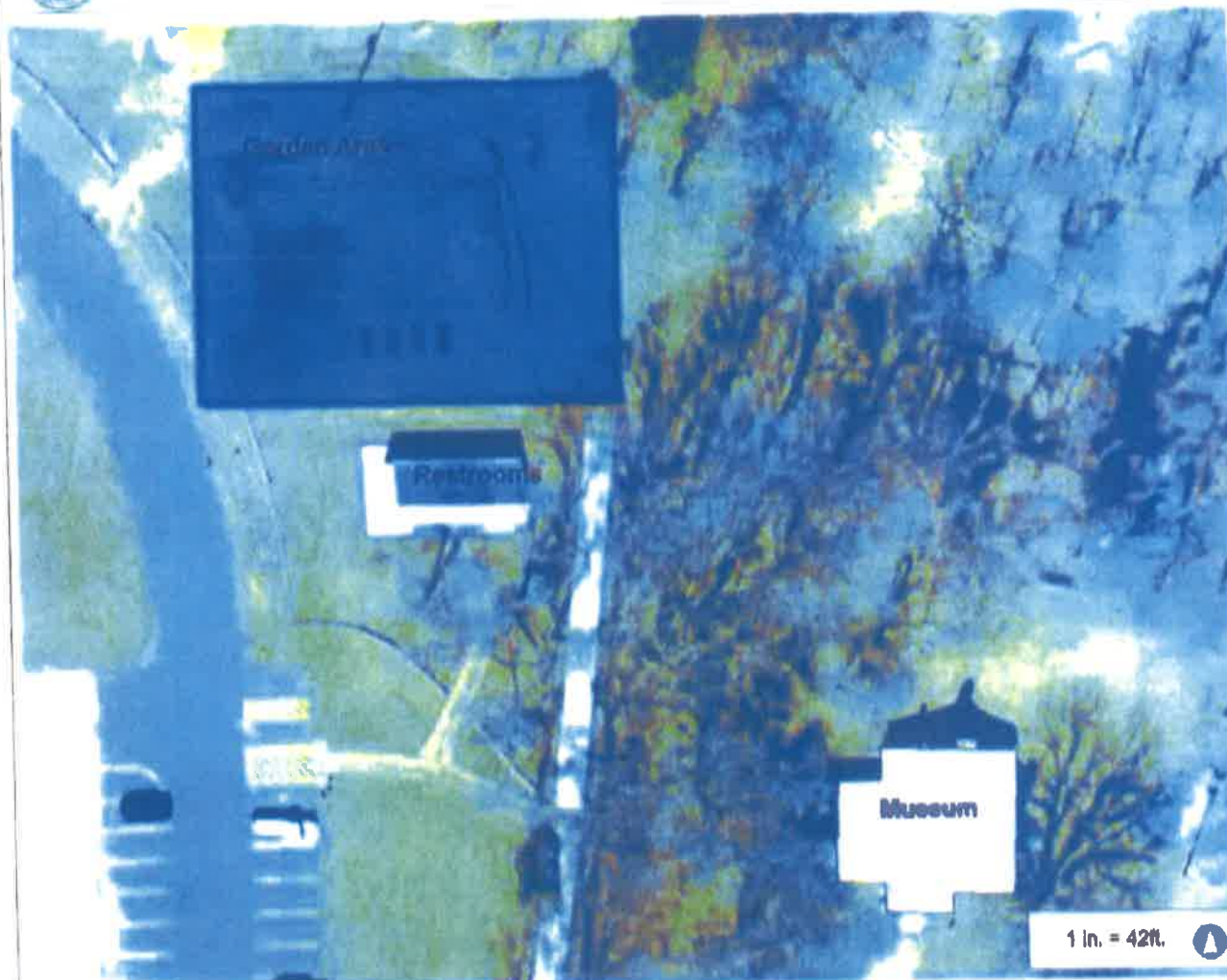
Public/Board/Staff Input: See attached letter of transmittal

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Alan Napoli
Community Development Administrator / Building Official



Gladstone, MO



Legend

- Edge Of Pavement
- City Limits
- Parcel
- Building Footprint

1 in. = 42ft.



Notes

83.3

0

41.67

83.3 Feet

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

LETTER OF TRANSMITTAL



CITY OF GLADSTONE
Community Development Department
P.O. Box 10719
Gladstone, Missouri 64188-0719
Tel. (816) 436-2200 Fax (816) 436-2228



TO: CITY COUNCIL
FROM: COMMUNITY DEVELOPMENT
DATE: MAY 16, 2020
PERMIT NO.: BP-20-00150-01
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: SOUNDS ON THE SQUARE
LOCATION OF EVENT: 602 NE 70TH STREET
LINDEN SQUARE
DATE OF EVENT: FRIDAY, JULY 10, 2020
FRIDAY, AUGUST 7, 2020
TIME OF EVENT: 5:00PM – 10:00PM
EST. ATTENDANCE: 400+

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.120.050 Noise prohibited.
☒ Section 2.130.010(2) Park rules and regulations (hours).
☒ Section 2.130.010(13) Park rules and regulations (alcoholic beverages).
☒ Section 2.135.040 Prohibition of smoking on or within all public park grounds.
☐ Section 2.140.040 Public fireworks display prohibited, exceptions.
☒ Section 5.110.1800 Drinking in public.
☒ Section 5.160.230(a) Street use permit (street use permit allowed).
☒ Section 9.1600.110 Temporary signs.
☐ Other – Section _____
☐ Other – Section _____

REMARKS: Parks, Recreation and Cultural Arts have added a two (2) new dates and removed one (1) approved date. City staff has reviews the applications and finds that the requested variances are appropriate for this venue.

NOTE: APPROVAL IS SUBJECT TO LARGE GATHERINGS AND SOCIAL DISTANCE ORDERS BEING OFFICIALLY LIFTED.

Signed:

Alan D. Napoli, C.B.O.

Community Development Administrator / Building Official

ATTACHMENT(S):

- ☒ Map
☐ Other _____



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 5/16/2020

Department: Community Development

Meeting Date Requested: 5/26/2020

Public Hearing: Yes ☐ Date: 5/26/2020 10:00 AM - 12:00 PM

Subject: Special Event Permit

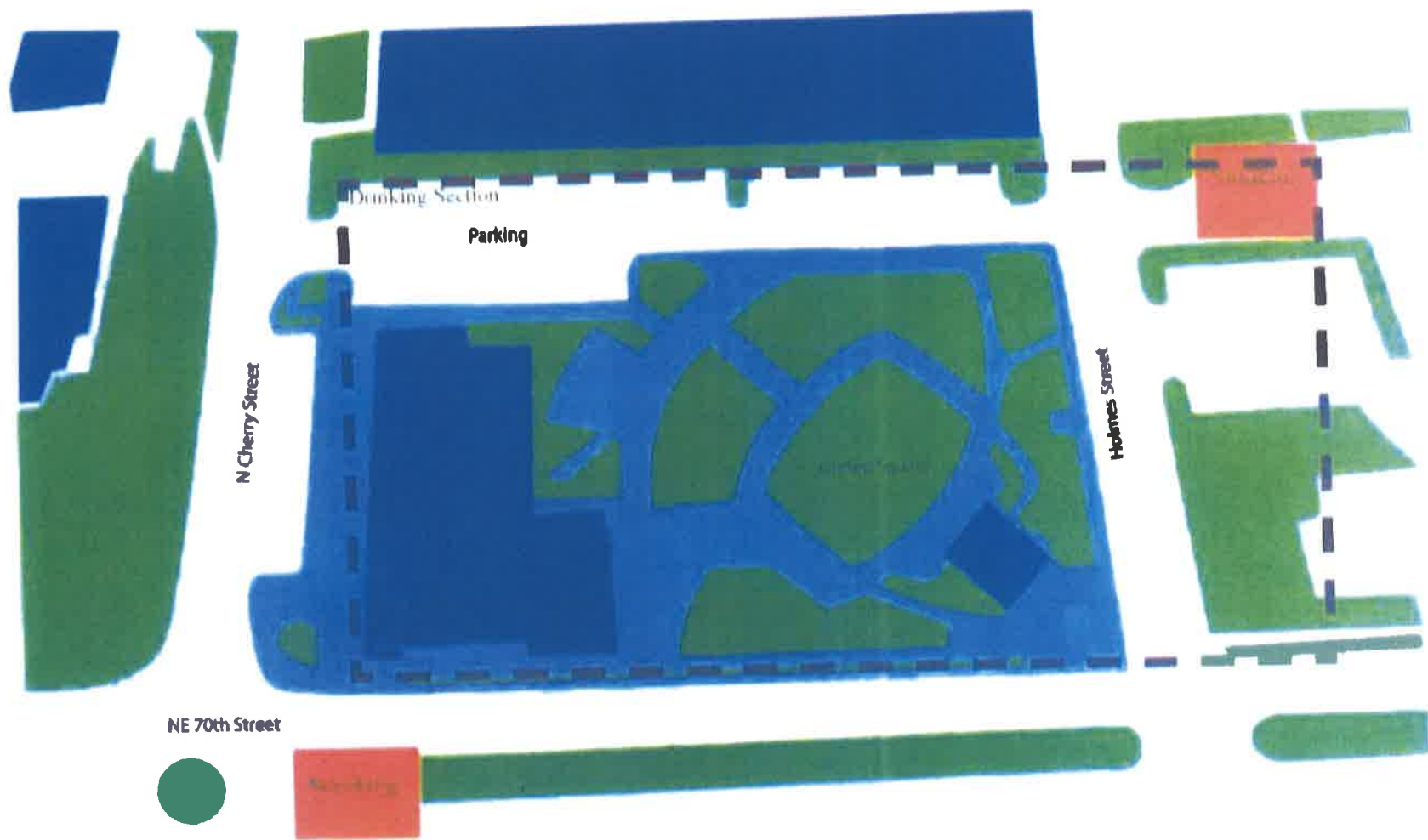
Background: The Parks, Recreation and Cultural Arts Department have made changes to the approved Special Event Permit BP-20-00152. They have added two (2) new dates Friday, July 10, 2020 and Friday, August 7, 2020 and removed one (1) approved date Friday, September 25, 2020.

Budget Discussion: Funds are budgeted in the amount of \$ 0.00 from the N/A Fund. Ongoing costs are estimated to be \$ 0.00 annually. Previous years' funding was \$0.00

Public/Board/Staff Input: See attached letter of transmittal

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Alan Napoli
Community Development Administrator / Building Official



LETTER OF TRANSMITTAL



CITY OF GLADSTONE
Community Development Department
P.O. Box 10719
Gladstone, Missouri 64188-0719
Tel. (816) 436-2200 Fax (816) 436-2228



TO: CITY COUNCIL
FROM: COMMUNITY DEVELOPMENT
DATE: MAY 13, 2020
PERMIT NO.: 20-00234
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: CUTIE PIE TRI/KIDS FEST
LOCATION OF EVENT: 602 NE 70TH STREET
LINDEN SQUARE
DATE OF EVENT: SATURDAY, JULY 25, 2020
TIME OF EVENT: 8:00AM – 1:00PM
EST. ATTENDANCE: 400+

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.120.050 Noise prohibited.
- ☐ Section 2.130.010(2) Park rules and regulations (hours).
- ☒ Section 2.130.010(13) Park rules and regulations (alcoholic beverages).
- ☒ Section 2.135.040 Prohibition of smoking on or within all public park grounds.
- ☐ Section 2.140.040 Public fireworks display prohibited, exceptions.
- ☐ Section 5.110.1800 Drinking in public.
- ☒ Section 5.160.230(a) Street use permit (street use permit allowed).
- ☒ Section 9.1600.110 Temporary signs.
- ☐ Other – Section _____
- ☐ Other – Section _____

REMARKS: Parks, Recreation and Cultural Arts Department will be hosting the City's Annual Cutie Pie Tri/Kids Fest. City staff has reviewed the application and find that the requested variances are appropriate for this venue.

NOTE: APPROVAL IS SUBJECT TO LARGE GATHERINGS AND SOCIAL DISTANCE ORDERS BEING OFFICIALLY LIFTED.

Signed: _____

Alan D. Napoli, C.B.O.

Community Development Administrator / Building Official

ATTACHMENT(S):

☒ Map

☐ Other _____



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 5/13/2020

Department: Community Development

Meeting Date Requested: 5/26/2020

Public Hearing: Yes ☐ Date: here to enter a date.

Subject: Special Event Permit

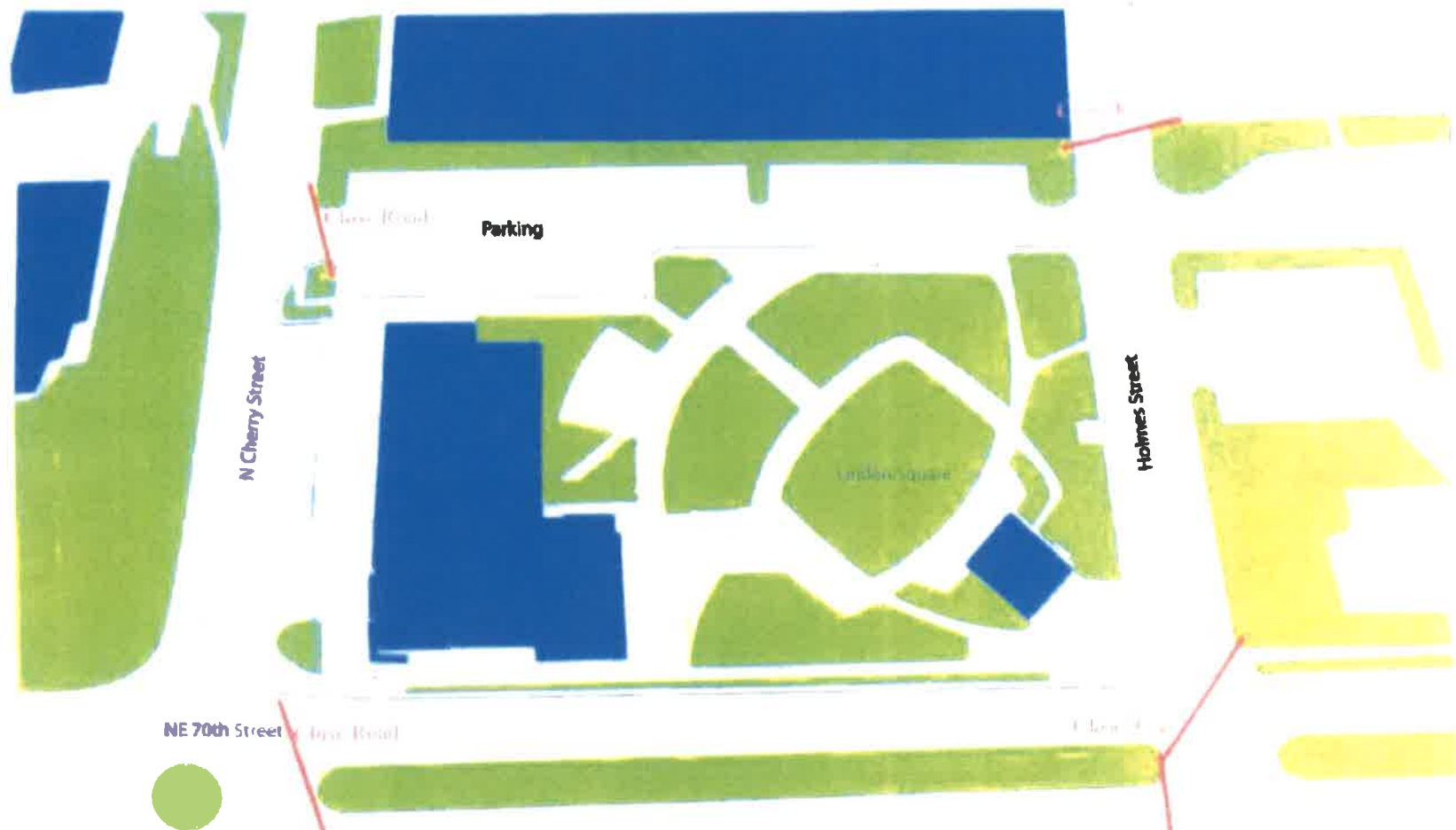
Background: Parks, Recreation and Cultural Arts Department will be hosting the City's annual Cutie Pie Tri/Kids Fest at Linden Square. The event will take place on Saturday, July 25, 2020 from 8:00am – 1:00pm. The Cutie Pie Tri is a min triathlon for kid's ages 3-5 years. Following the Cutie Pie Tri will be the Kids Fest, which is for children of all ages to enjoy games, activities and more with the vendors that will present. The estimated attendance is 400+.

Budget Discussion: Funds are budgeted in the amount of \$ 0.00 from the N/A Fund. Ongoing costs are estimated to be \$ 0.00 annually. Previous years' funding was \$0.00

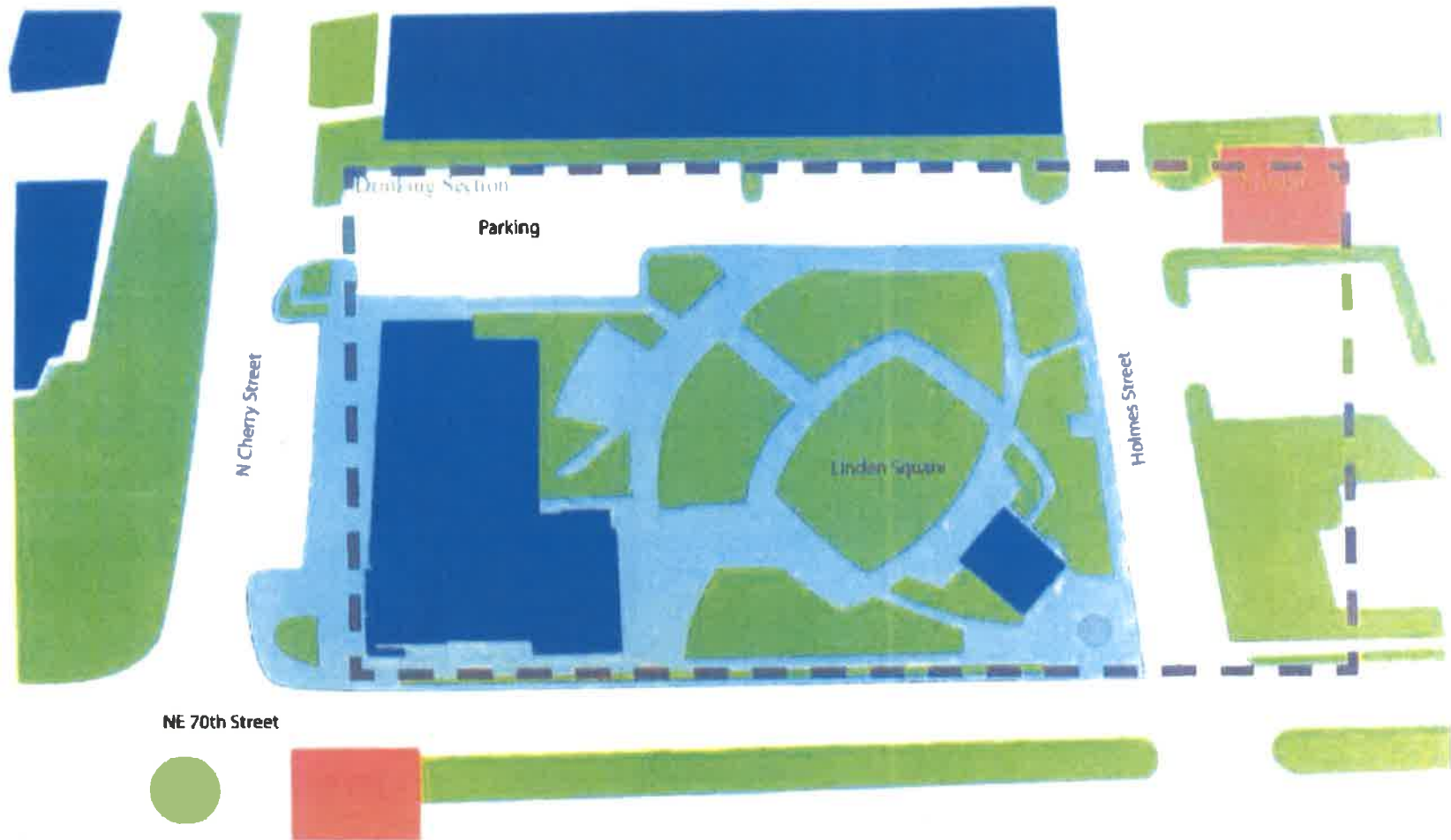
Public/Board/Staff Input: See attached letter of transmittal

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Alan Napoli
Community Development Administrator / Building Official



Linden Square Festival Map



LETTER OF TRANSMITTAL



CITY OF GLADSTONE
Community Development Department
P.O. Box 10719
Gladstone, Missouri 64188-0719
Tel. (816) 436-2200 Fax (816) 436-2228



TO: CITY COUNCIL
FROM: COMMUNITY DEVELOPMENT
DATE: MAY 16, 2020
PERMIT NO.: BP-20-00245
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: FIESTA ON THE SQUARE
LOCATION OF EVENT: 602 NE 70TH STREET
LINDEN SQUARE
DATE OF EVENT: SATURDAY, SEPTEMBER 12, 2020
TIME OF EVENT: 6:00PM – 10:00PM
EST. ATTENDANCE: 250+

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.120.050 Noise prohibited.
- ☒ Section 2.130.010(2) Park rules and regulations (hours).
- ☒ Section 2.130.010(13) Park rules and regulations (alcoholic beverages).
- ☒ Section 2.135.040 Prohibition of smoking on or within all public park grounds.
- ☐ Section 2.140.040 Public fireworks display prohibited, exceptions.
- ☒ Section 5.110.1800 Drinking in public.
- ☒ Section 5.160.230(a) Street use permit (street use permit allowed).
- ☒ Section 9.1600.110 Temporary signs.
- ☐ Other – Section _____
- ☐ Other – Section _____

REMARKS: Parks, Recreation and Cultural Arts will be hosting Gladstone's Annual Fiesta on the Square at Linden Square. City staff has reviewed the application and finds that the variances are appropriate for this venue.

NOTE: APPROVAL IS SUBJECT TO LARGE GATHERINGS AND SOCIAL DISTANCE ORDERS BEING OFFICIALLY LIFTED.

Signed: _____

Alan D. Napoli, C.B.O.

Community Development Administrator / Building Official

ATTACHMENT(S):

- ☒ Map
- ☐ Other _____



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 5/16/2020

Department: Community Development

Meeting Date Requested: 5/26/2020

Public Hearing: Yes ☐ Date: [Click here to enter a date.](#)

Subject: Special Event Permit

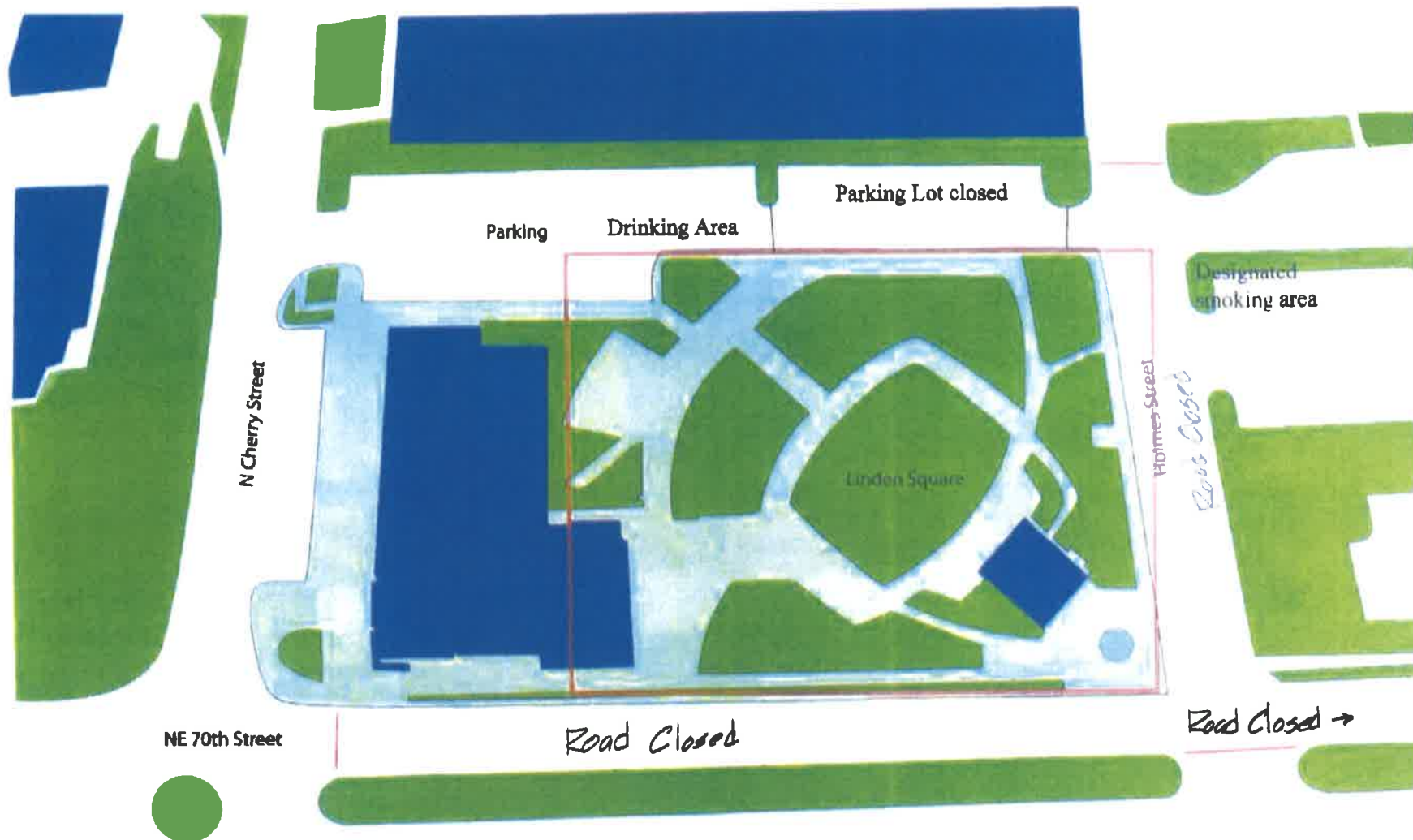
Background: The Parks, Recreation and Cultural Arts Department will be hosting the City's annual Fiesta on the Square at Linden Square on Saturday, September 12, 2020. This is Gladstone's Downtown Premier Hispanic heritage celebration featuring authentic drinks, music, cuisine and activities.

Budget Discussion: Funds are budgeted in the amount of \$ 0.00 from the N/A Fund. Ongoing costs are estimated to be \$ 0.00 annually. Previous years' funding was \$0.00

Public/Board/Staff Input: See attached letter of transmittal

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Alan Napoli
Community Development Administrator / Building Official



LETTER OF TRANSMITTAL



CITY OF GLADSTONE
Community Development Department
P.O. Box 10719
Gladstone, Missouri 64188-0719
Tel. (816) 436-2200 Fax (816) 436-2228



TO: CITY COUNCIL
FROM: COMMUNITY DEVELOPMENT
DATE: MAY 13, 2020
PERMIT NO.: 20-00235
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: BIG SHOAL COUNTRY FAIR
LOCATION OF EVENT: 4109 NE PLEASANT VALLEY ROAD
ATKINS-JOHNSON FARM & MUSEUM
DATE OF EVENT: SATURDAY, SEPTEMBER 12, 2020
TIME OF EVENT: 10:00AM – 5:00PM
EST. ATTENDANCE: 1,200

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.120.050 Noise prohibited.
☐ Section 2.130.010(2) Park rules and regulations (hours).
☐ Section 2.130.010(13) Park rules and regulations (alcoholic beverages).
☐ Section 2.135.040 Prohibition of smoking on or within all public park grounds.
☐ Section 2.140.040 Public fireworks display prohibited, exceptions.
☐ Section 5.110.1800 Drinking in public.
☐ Section 5.160.230(a) Street use permit (street use permit allowed).
☒ Section 9.1600.110 Temporary signs.
☐ Other – Section _____
☐ Other – Section _____

REMARKS: The Parks, Recreation and Cultural Arts Department will be hosting the City's annual Big Shoal Country Fair. City staff has reviewed the application and finds that the requested variances are appropriate for this venue.

NOTE: APPROVAL IS SUBJECT TO LARGE GATHERING AND SOCIAL DISTANCING ORDERS BEING OFFICIALLY LIFTED.

Signed: _____

Alan D. Napoli, C.B.O.

Community Development Administrator / Building Official

ATTACHMENT(S):

- ☒ Map
☐ Other _____



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 5/13/2020

Department: Community Development

Meeting Date Requested: 5/26/2020

Public Hearing: Yes ☐ Date: [Click here to enter a date.](#)

Subject: Special Event Permit

Background: The Parks, Recreation and Cultural Arts Department will be hosting the City's annual Big Shoal Country Fair at the Atkins-Johnson Farm & Museum on Saturday, September 12, 2020. The event will have several activities, vendors, and music. Participants will be able to view the pumpkin patch and the City's own Bee Hives.

Budget Discussion: Funds are budgeted in the amount of \$ 0.00 from the N/A Fund. Ongoing costs are estimated to be \$ 0.00 annually. Previous years' funding was \$0.00

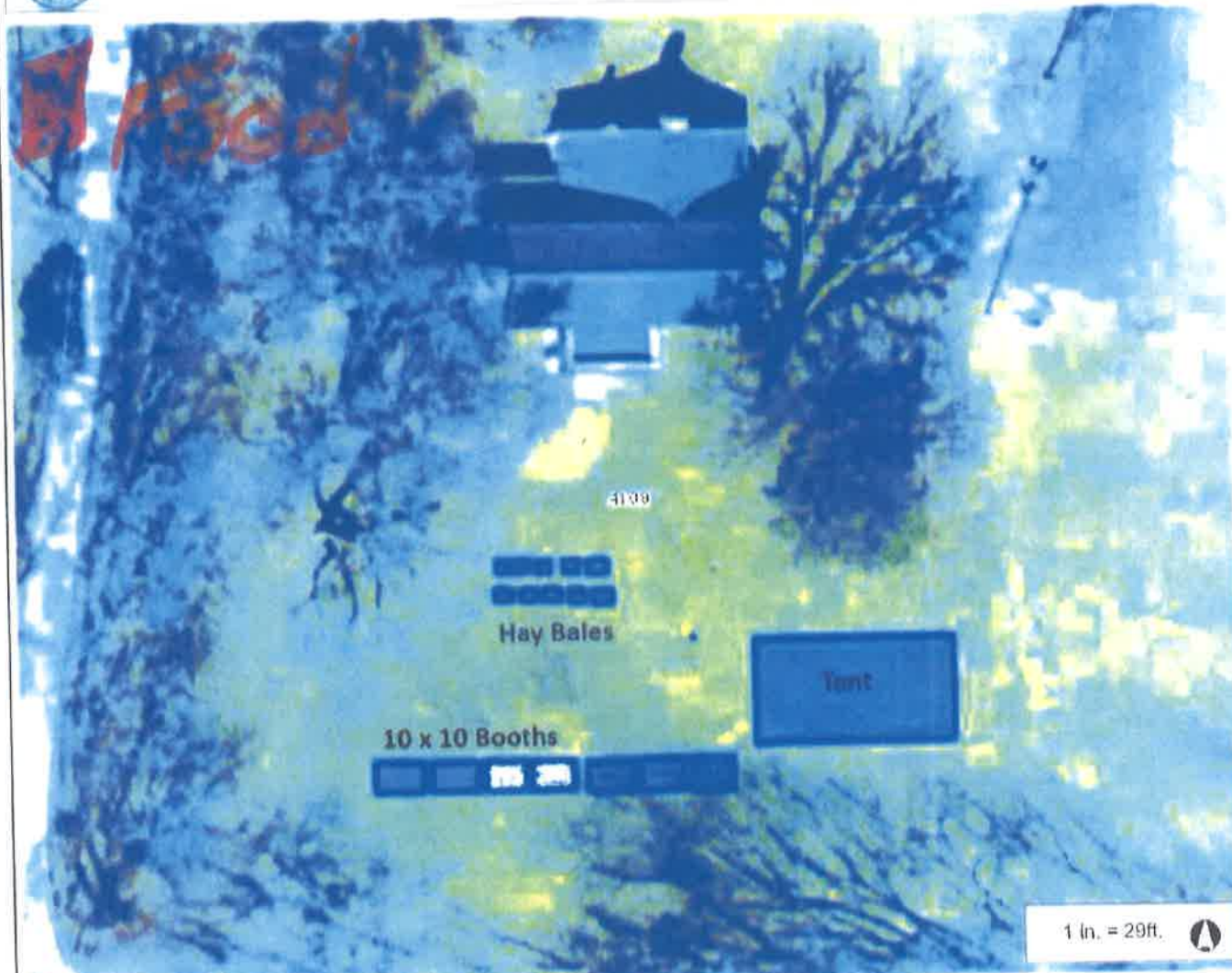
Public/Board/Staff Input: See attached letter of transmittal

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Alan Napoli
Community Development Administrator / Building Official



Gladstone, MO



Legend

- Stop Sign
- KCPL Lights
- Gladstone Lights
- School Point
- Bike Parking
- Bus Stop
- Point of Interest
- Church
- Apartment Point
- Street Centerline
- Edge Of Pavement
- Driveway
- City Limits
- Parcel
- House Number
- Villages
- Apartment Polygon

Notes

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

LETTER OF TRANSMITTAL



CITY OF GLADSTONE
Community Development Department
P.O. Box 10719
Gladstone, Missouri 64188-0719
Tel. (816) 436-2200 Fax (816) 436-2228



TO: CITY COUNCIL
FROM: COMMUNITY DEVELOPMENT
DATE: MAY 13, 2020
PERMIT NO.: 20-00236
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: SCARECROW 5K RUN/WALK
LOCATION OF EVENT: 602 NE 70TH STREET
LINDEN SQUARE (START/FINISH)
- SEE ATTACHED MAP FOR ROUTE -
DATE OF EVENT: SUNDAY, OCTOBER 4, 2020
TIME OF EVENT: 5:30AM – 9:30AM
RUN/WALK STARTS AT 7:30AM (1-MILE AND 5K)
EST. ATTENDANCE: 200

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.120.050 Noise prohibited.
☒ Section 2.130.010(2) Park rules and regulations (hours).
☐ Section 2.130.010(13) Park rules and regulations (alcoholic beverages).
☐ Section 2.135.040 Prohibition of smoking on or within all public park grounds.
☐ Section 2.140.040 Public fireworks display prohibited, exceptions.
☐ Section 5.110.1800 Drinking in public.
☒ Section 5.160.230(a) Street use permit (street use permit allowed).
☒ Section 9.1600.110 Temporary signs.
☐ Other – Section _____
☐ Other – Section _____

REMARKS: Parks, Recreation and Cultural Arts Department will host the City's annual Scarecrow 5K Run/Walk event in conjunction with Gladfest. City staff has reviewed the application and find that the requested variances are appropriate for this venue.

NOTE: APPROVAL IS SUBJECT TO LARGE GATHERINGS AND SOCIAL DISTANCE ORDERS BEING OFFICIALLY LIFTED.

Signed:

Alan D. Napoli, C.B.O.

Community Development Administrator / Building Official

ATTACHMENT(S):

- ☒ Map
☐ Other _____



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date:

Department: Community Development

Meeting Date Requested:

Public Hearing: Yes ☐ Date: ~~October 10, 2020~~ ~~10/10/20~~ ~~10/10/20~~ ~~10/10/20~~ ~~10/10/20~~

Subject: Special Event Permit

Background: Parks, Recreation and Cultural Arts Department will be hosting the City's annual Scarecrow 5K Run/Walk event on Sunday, October 10, 2020 in conjunction with Gladfest. The 1-mile walk and 5K Run will begin at 7:30am at Linden Square and both events will end at Linden Square. This event brings families and friends together in a healthy environment while exercising. Fund from this event will benefit the Northland Christmas Store. Please see attached map for the full route.

Budget Discussion: Funds are budgeted in the amount of \$ 0.00 from the N/A Fund. Ongoing costs are estimated to be \$ 0.00 annually. Previous years' funding was \$0.00

Public/Board/Staff Input: See attached letter of transmittal

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Alan Napoli
Community Development Administrator / Building Official

LETTER OF TRANSMITTAL



CITY OF GLADSTONE
Community Development Department
P.O. Box 10719
Gladstone, Missouri 64188-0719
Tel. (816) 436-2200 Fax (816) 436-2228



TO: CITY COUNCIL
FROM: COMMUNITY DEVELOPMENT
DATE: MAY 14, 2020
PERMIT NO.: 20-00237
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: WHISKEY FEST
LOCATION OF EVENT: 602 NE 70TH STREET
LINDEN SQUARE
DATE OF EVENT: SATURDAY, OCTOBER 10, 2020
TIME OF EVENT: 4:00PM – 10:00PM
EST. ATTENDANCE: 1,600+

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.120.050 Noise prohibited.
- ☒ Section 2.130.010(2) Park rules and regulations (hours).
- ☒ Section 2.130.010(13) Park rules and regulations (alcoholic beverages).
- ☒ Section 2.135.040 Prohibition of smoking on or within all public park grounds.
- ☐ Section 2.140.040 Public fireworks display prohibited, exceptions.
- ☒ Section 5.110.1800 Drinking in public.
- ☒ Section 5.160.230(a) Street use permit (street use permit allowed).
- ☒ Section 9.1600.110 Temporary signs.
- ☐ Other – Section _____
- ☐ Other – Section _____

REMARKS: Parks, Recreation and Cultural Arts Department will be hosting the City's annual Whiskey Fest at Linden Square. City staff has reviewed the application and find that the requested variances are appropriate for this venue.

NOTE: APPROVAL IS SUBJECT TO LARGE GATHERING AND SOCIAL DISTANCE BEING OFFICIALLY LIFTED.

Signed: _____

Alan D. Napoli, C.B.O.

Community Development Administrator / Building Official

ATTACHMENT(S):

- ☒ Map
- ☐ Other _____



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 5/14/2020

Department: Community Development

Meeting Date Requested: 5/26/2020

Public Hearing: Yes ☐ Date: [Click here to enter a date.](#)

Subject: Special Event Permit

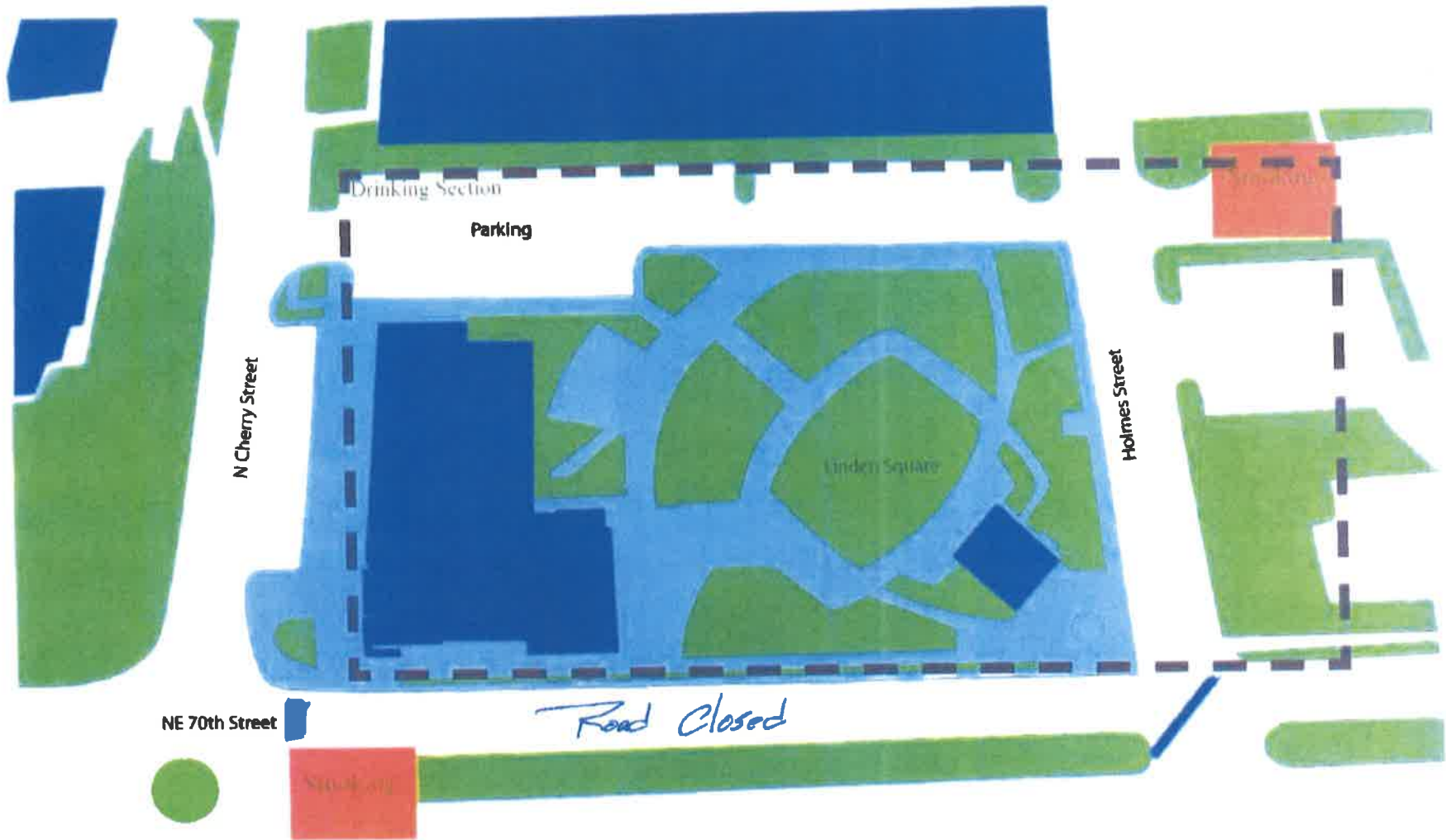
Background: The Parks, Recreation and Cultural Arts Department will be hosting the City's annual Whiskey Fest at Linden Square on Saturday, October 10, 2020 from 4:00pm – 10:00pm. The event will have several local vendors offering samples of their products. In addition there will be food trucks and the guests experience will be augmented by Sounds on the Square concert.

Budget Discussion: Funds are budgeted in the amount of \$ 0.00 from the N/A Fund. Ongoing costs are estimated to be \$ 0.00 annually. Previous years' funding was \$0.00

Public/Board/Staff Input: See attached letter of transmittal

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Alan Napoli
Community Development Administrator / Building Official



LETTER OF TRANSMITTAL



CITY OF GLADSTONE
Community Development Department
P.O. Box 10719
Gladstone, Missouri 64188-0719
Tel. (816) 436-2200 Fax (816) 436-2228



TO: CITY COUNCIL
FROM: COMMUNITY DEVELOPMENT
DATE: MAY 16, 2020
PERMIT NO.: BP-20-00239
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: MAYOR'S CHRISTMAS TREE LIGHTING
LOCATION OF EVENT: 602 NE 70TH STREET
LINDEN SQUARE
DATE OF EVENT: TUESDAY, NOVEMBER 24, 2020
TIME OF EVENT: 6:00PM – 9:00PM
EST. ATTENDANCE: 1,000

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.120.050 Noise prohibited.
- ☒ Section 2.130.010(2) Park rules and regulations (hours).
- ☐ Section 2.130.010(13) Park rules and regulations (alcoholic beverages).
- ☐ Section 2.135.040 Prohibition of smoking on or within all public park grounds.
- ☐ Section 2.140.040 Public fireworks display prohibited, exceptions.
- ☐ Section 5.110.1800 Drinking in public.
- ☒ Section 5.160.230(a) Street use permit (street use permit allowed).
- ☒ Section 9.1600.110 Temporary signs.
- ☐ Other – Section _____
- ☐ Other – Section _____

REMARKS: Parks, Recreation and Cultural Arts Department will be hosting Gladstone Mayor's Christmas Tree Lighting Ceremony at Linden Square. City staff has reviewed the application and find that the requested variances are appropriate for this venue.

NOTE: APPROVAL IS SUBJECT TO LARGE GATHERING AND SOCIAL DISTANCE BEING OFFICIALLY LIFTED.

Signed:

Alan D. Napoli, C.B.O.

Community Development Administrator / Building Official

ATTACHMENT(S):

- ☒ Map
- ☐ Other _____



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 5/16/2020

Department: Community Development

Meeting Date Requested: 5/26/2020

Public Hearing: Yes ☐ Date: ☐ None to be held or date.

Subject: Special Event Permit

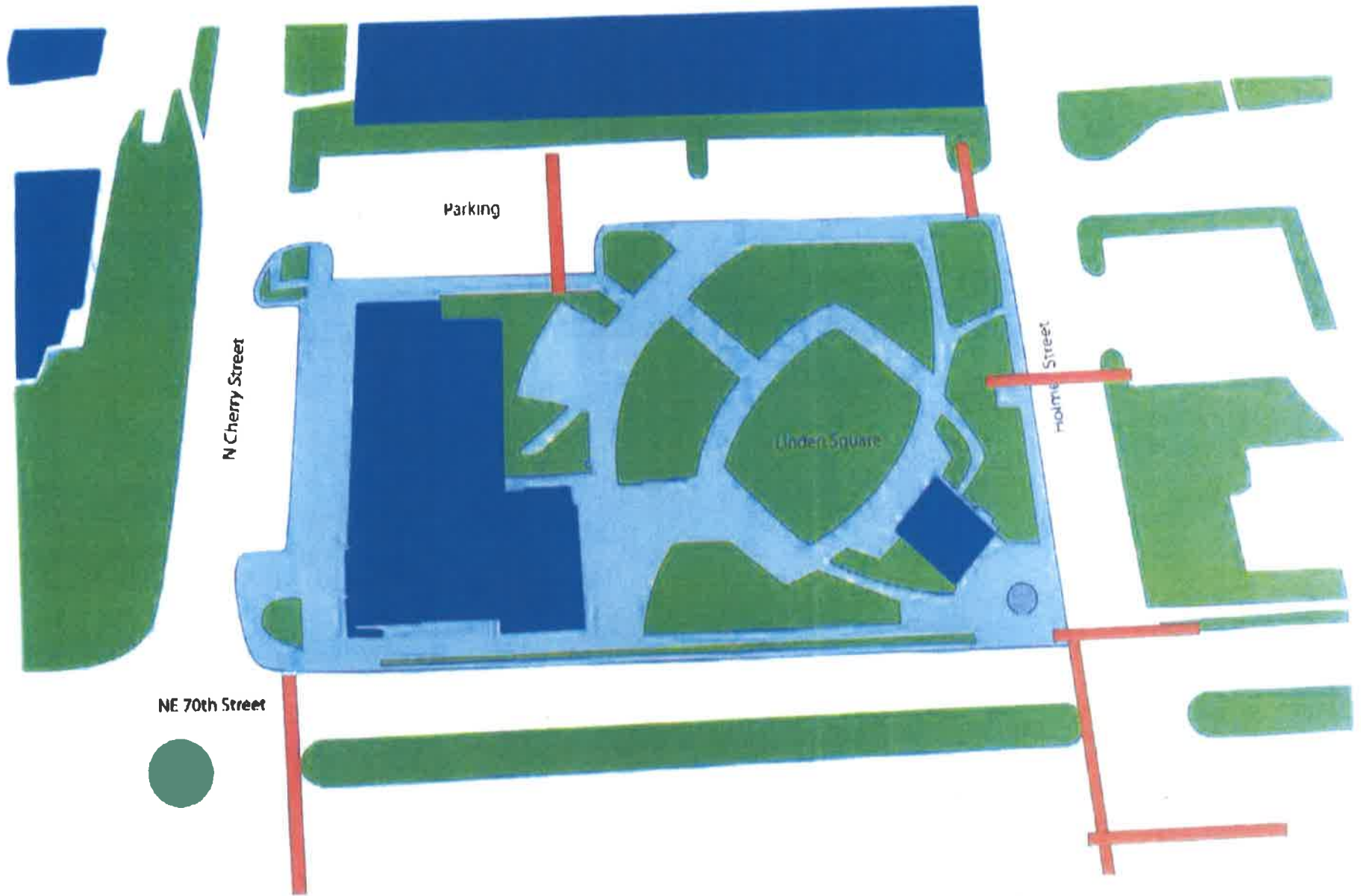
Background: The Parks, Recreation and Cultural Art Department will be hosting the City's Annual Mayor's Christmas Tree Lighting Ceremony. There will be a speech from the City's illustrious Mayor. There will be a variety of activities leading up to the lighting of the Mayor's Christmas Tree and Downtown Gladstone. The main event will take place at Linden Square on Tuesday, November 24, 2020 from 6:00pm to 9:00pm. This event will kick off the Holiday Season including the opening of the skating rink.

Budget Discussion: Funds are budgeted in the amount of \$ 0.00 from the N/A Fund. Ongoing costs are estimated to be \$ 0.00 annually. Previous years' funding was \$0.00

Public/Board/Staff Input: See attached letter of transmittal

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Alan Napoli
Community Development Administrator / Building Official



LETTER OF TRANSMITTAL



CITY OF GLADSTONE
Community Development Department
P.O. Box 10719
Gladstone, Missouri 64188-0719
Tel. (816) 436-2200 Fax (816) 436-2228



TO: CITY COUNCIL
FROM: COMMUNITY DEVELOPMENT
DATE: MAY 16, 2020
PERMIT NO.: BP-20-00240
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: COOKIES WITH SANTA AND HOLIDAY NIGHT
LOCATION OF EVENT: 4109 NE PLEASANT VALLEY ROAD
ATKINS-JOHNSON FARM & MUSEUM
DATE OF EVENT: SATURDAY, DECEMBER 12, 2020
TIME OF EVENT: 11:00AM – 9:00PM
EST. ATTENDANCE: 860

REQUESTED TEMPORARY VARIANCE:

- ☐ Section 2.120.050 Noise prohibited.
- ☐ Section 2.130.010(2) Park rules and regulations (hours).
- ☐ Section 2.130.010(13) Park rules and regulations (alcoholic beverages).
- ☐ Section 2.135.040 Prohibition of smoking on or within all public park grounds.
- ☐ Section 2.140.040 Public fireworks display prohibited, exceptions.
- ☐ Section 5.110.1800 Drinking in public.
- ☐ Section 5.160.230(a) Street use permit (street use permit allowed).
- ☒ Section 9.1600.110 Temporary signs.
- ☒ Section 3.100.060 Burning Prohibited generally; exceptions
- ☐ Other – Section _____

REMARKS: Parks, Recreation and Cultural Arts Department will be hosting the Gladstone's annual Cookies with Santa and Holiday Night. City staff has reviewed the application and finds that the requested variances are appropriate for this venue.

NOTE: APPROVAL IS SUBJECT TO GATHERING AND SOCIAL DISTANCE ORDERS BEING OFFICIALLY LIFTED.

Signed: _____

Alan D. Napoli, C.B.O.

Community Development Administrator / Building Official

ATTACHMENT(S):

- ☒ Map
- ☐ Other _____



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 5/16/2020

Department: Community Development

Meeting Date Requested: 5/26/2020

Public Hearing: Yes ☐ Date: Click here to enter a date.

Subject: Special Event Permit

Background: The Parks, Recreation and Cultural Arts Department will be hosting the annual Cookies with Santa and Holiday Night. The event will take place that at the Atkins-Johnson Farm & Museum on Saturday, December 12, 2020 from 11:00am and conclude at 9:00pm. There will be photos with Santa and Mrs. Clause along with Christmas themed activities, music and a bon-fire.

Budget Discussion: Funds are budgeted in the amount of \$ 0.00 from the N/A Fund. Ongoing costs are estimated to be \$ 0.00 annually. Previous years' funding was \$0.00

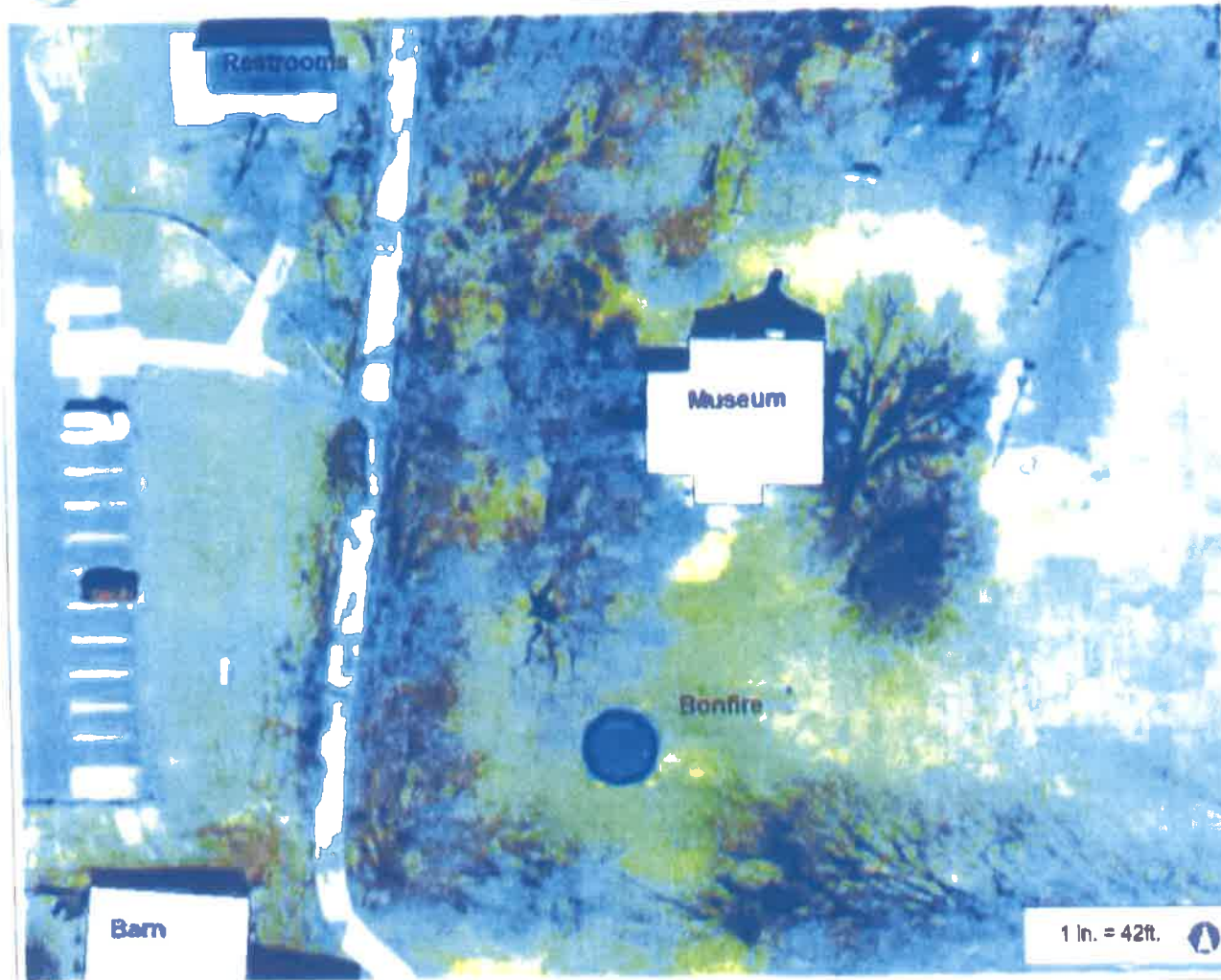
Public/Board/Staff Input: See attached letter of transmittal

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Alan Napoli
Community Development Administrator / Building Official



Gladstone, MO



Legend

- Edge Of Pavement
- City Limits
- Parcel
- Building Footprint

Notes

This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION



CITY OF GLADSTONE MISSOURI

Financial Report for 10 Months Ending April 30, 2020

Preface

At the midyear budget review, staff reported that multiple revenue streams for the City of Gladstone, could be adversely affected by COVID-19. Assumptions were made that we would see decreases in sales tax, charges for services, and fines and forfeitures during the months of March, April, May, and June.

Staff has had an opportunity to analyze the sales tax information data in from April and May (February and March sales tax) to identify any patterns that may emerge. Sales tax received in April and May was significantly less than amounts received during the same time last year. However, staff was able to identify several businesses that did not remit sales tax information to the Department of Revenue in time for disbursement to the Cities. These amounts will be made up in future months.

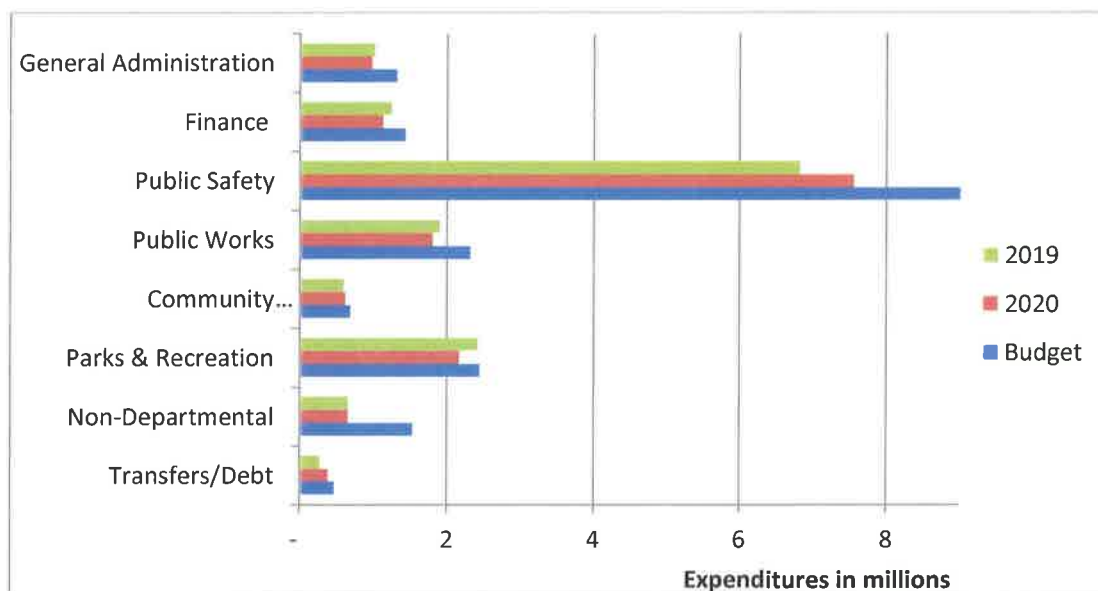
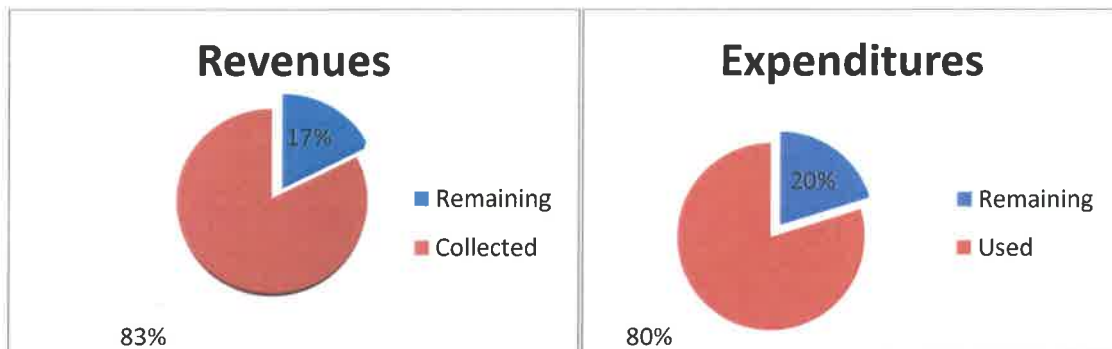
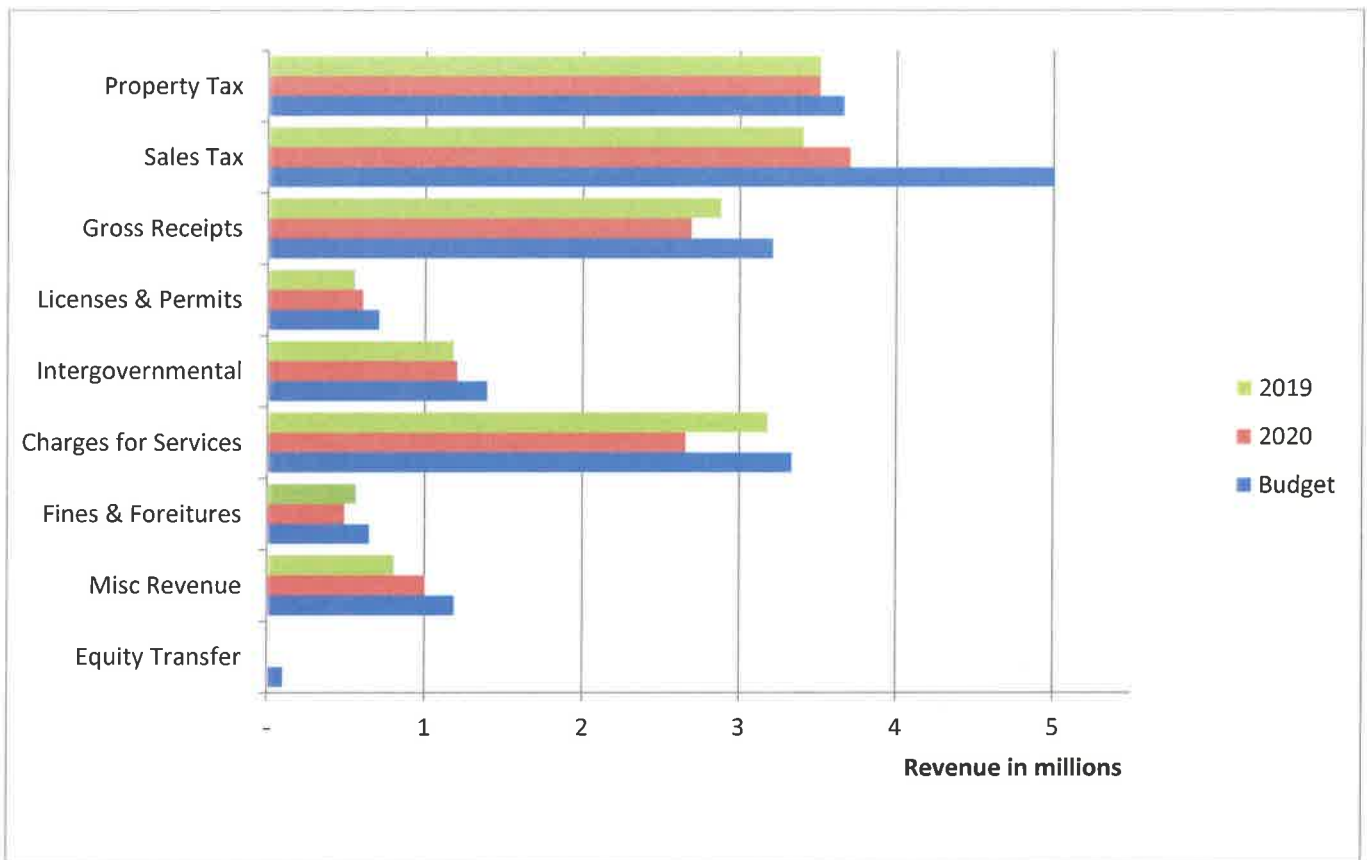
Charges for services have also been greatly affected. Social distancing requirements have put a temporary halt to athletic leagues, group activities, classes, and the use of the community center. The negative financial effect has been partially mitigated by postponing or closing many of these activities and locations.

On March 16th the Missouri Supreme Court suspended in person court proceedings until further notice. Court appearances have been continued if an appearance is necessary. Staff has been able to conduct some business online and by phone, but the reduced capacity is noticeable in the financial statements. We have received limited guidance from the state and county to reconvene in person court proceedings later in May. Staff is working together to re-open the courts with a focus on safety for the public and our employees.

GENERAL FUND

General Fund Revenues

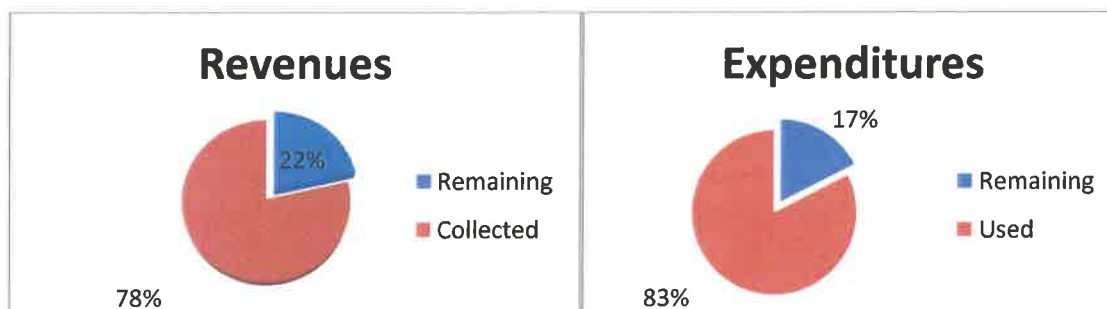
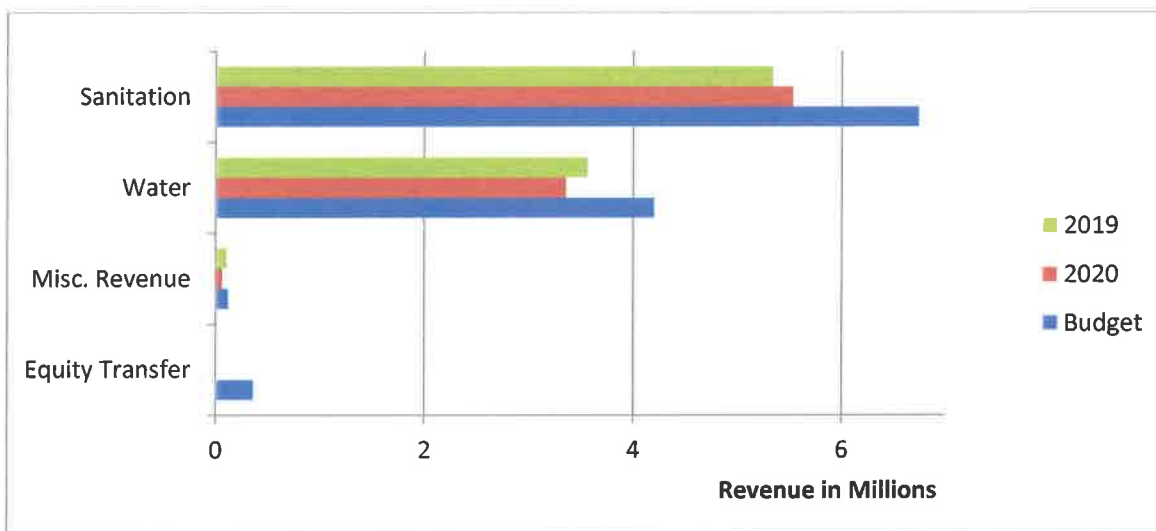
Total revenues for the General Fund through 10 months or 83% of this fiscal year are \$15,895,915 compared to total budgeted revenues for the year of \$19,266,600 or 83% of budgeted revenue. Property tax receipts are \$3,511,952, a decrease of \$937 from the same time last year. Sales tax on a cash basis is \$3,511,952 or \$304,823 over last year. Gross receipts taxes are \$2,694,407, down 6% from last year, mainly due to a decrease in electric, telecom, and wireless gross receipts. License and Permits revenues are \$610,315, up 10% or \$55,237 from the same time as last year due to building and right of way permits being issued. Intergovernmental revenue has increased by \$28,009 from the previous year to \$1,208,975. Charges for Services are \$2,674,171, down 11% or \$339,096 compared to the previous year due to multiple large overnight senior trips in the 2019 fiscal year. Fines and Forfeitures have decreased 4% from the same time last year to \$478,001. Miscellaneous Revenue is \$936,782, up 37% due to inter-fund transfers.

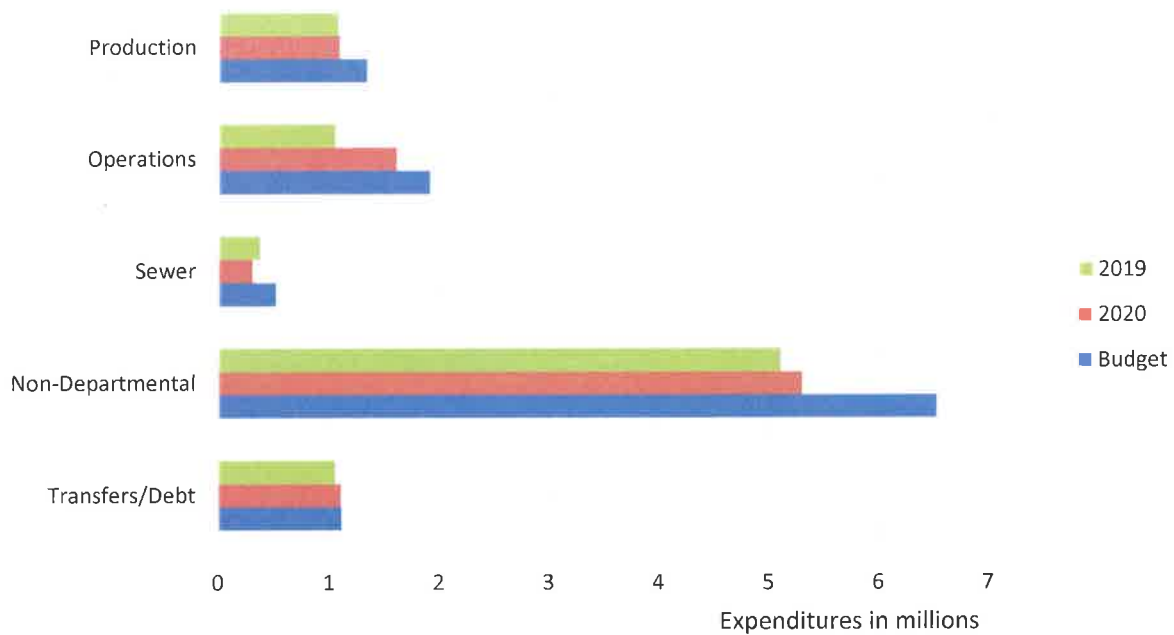


Expenditures through 10 months or 83% of this fiscal year amounted to \$15,344,848 or 80% of FY20 budgeted expenditures of \$19,232,570. This indicates that actual expenditures are 3% or \$384,131 more than last year's expenditures of \$14,960,717. General Administration expenditures decreased \$37,958 or 4% from last year for a total of \$984,186 due to contractual payments and changes in personnel. Finance expenditures are down \$114,611 to \$1,135,198 due to vacant positions and purchase of equipment during the previous fiscal year. Public Safety expenditures are \$7,558,627, up \$739,476 or 11% due to positions being filled and increased personnel costs. Public Works expenditures are \$1,811,647 or 5% less than the prior year due to vacant positions, changes in personnel and capital purchases in the prior year. Community Development expenditures are \$623,123, an increase of 4% or \$25,496 due to changes in personnel and property abatement. Parks & Recreation expenditures are \$2,173,645, down 11% or \$255,256 from the same time last year due to decreases in Senior Activities. Non-Departmental expenses are comparable to the previous year at \$665,901. Transfers and debt have increased to a total of \$392,520 from the prior year due to the new lease purchase for software and an ambulance. Current revenues are greater than current expenditures in the amount of \$551,068.

COMBINED WATER AND SEWERAGE SYSTEM FUND

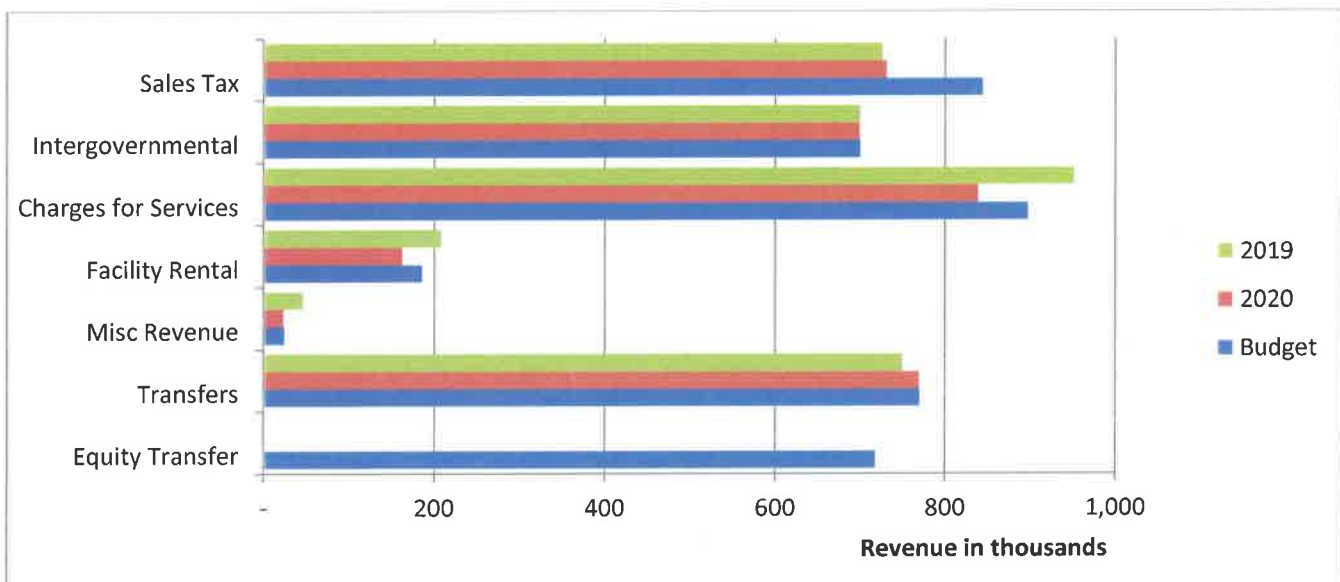
Total budgeted revenues for the fiscal year are \$11,422,243. Total revenues through 10 months or 83% of this fiscal year, amounted to \$8,965,098 or 78% of FY20 budgeted revenues. Revenues are down less than 1% or \$40,935 from last year due to decreased water and sewer consumption.



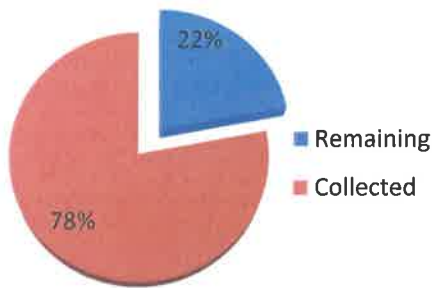


Total budgeted expenses for the fiscal year are \$11,422,243. Total expenses through 10 months or 83% of this fiscal year amounted to \$9,427,820 or 83% of FY20 budgeted expenses. Production expenditures are up \$13,481 to \$1,341,617 due to additional lime sludge maintenance. Operations division expenditures are \$1,610,380, up \$561,757 due to accelerated water line replacements. Sewer division expenditures have decreased to \$309,950 due to changes in personnel. Non-departmental expenditures are \$5,308,569, up 4% due to the increase in sewer charges paid to Kansas City. Transfers and debt are up \$53,592 due to a transfer to assist with street repairs. Current expenditures exceed current revenues by \$462,721 (does not include equity transfer of \$362,338).

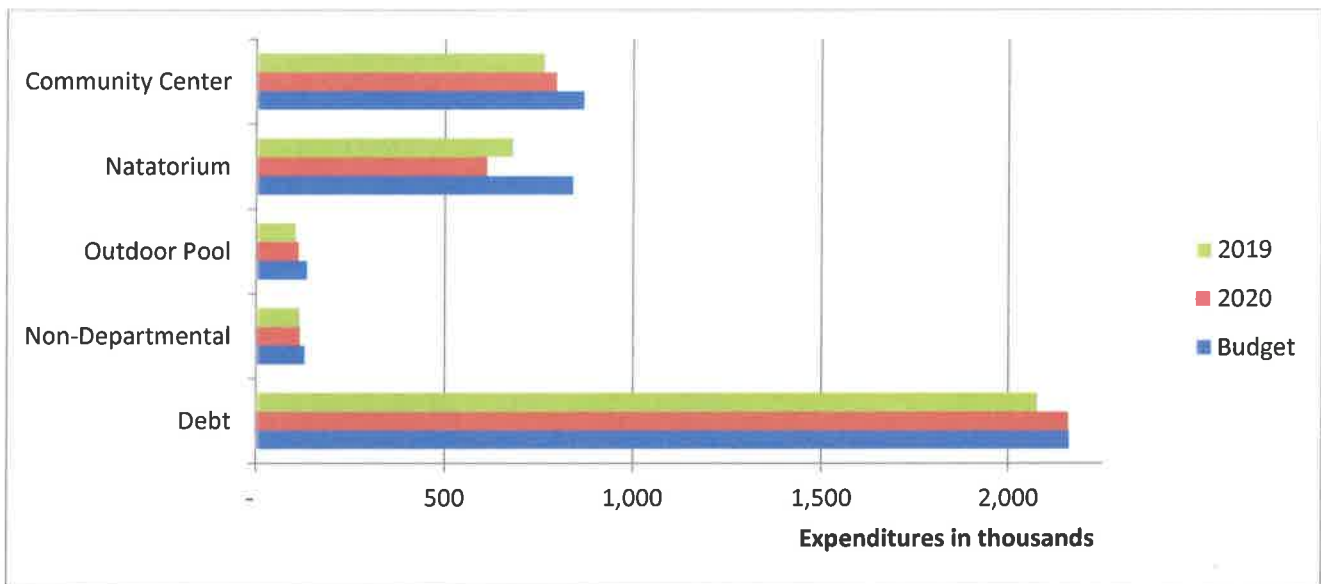
COMMUNITY CENTER AND PARKS TAX FUND



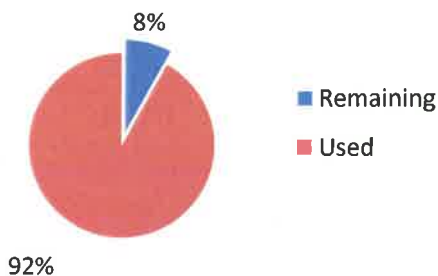
Revenues



Total budgeted revenues for the fiscal year are \$4,139,891. Total revenues through 10 months or 83% of this fiscal year, amounted to \$3,228,067 or 78% of FY20 budgeted revenues. Sales tax received is \$731,408, up 1% from the previous year. Intergovernmental revenue is \$700,000. Charges for Service are \$839,539, down 12% or \$111,735. Revenue from facility rental is down 22% or \$44,818 to \$163,474. Miscellaneous revenue is \$23,746, down \$22,772 from prior year. Transfers are \$769,900, an increase of \$20,400 or 3% over the previous year. Equity transfer was increased to \$718,330 to offset the anticipated decrease in revenue.

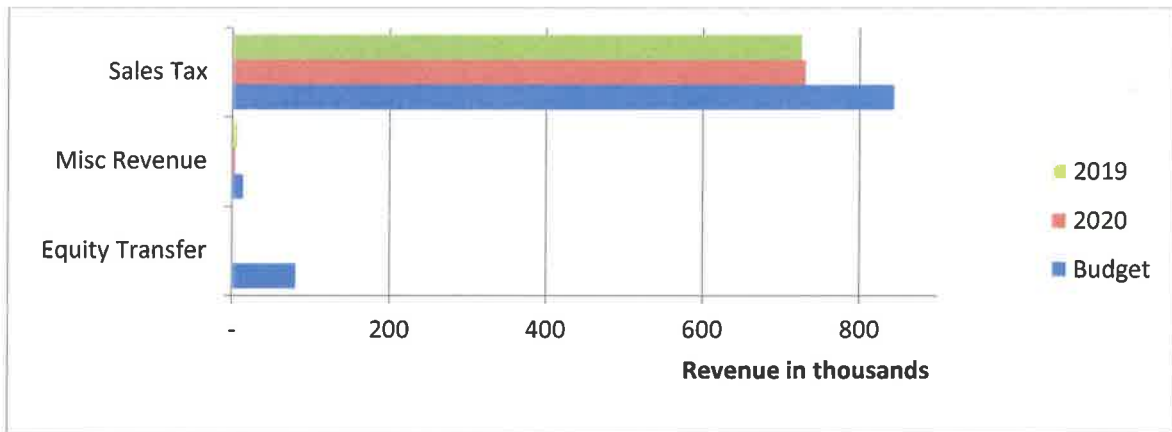


Expenditures

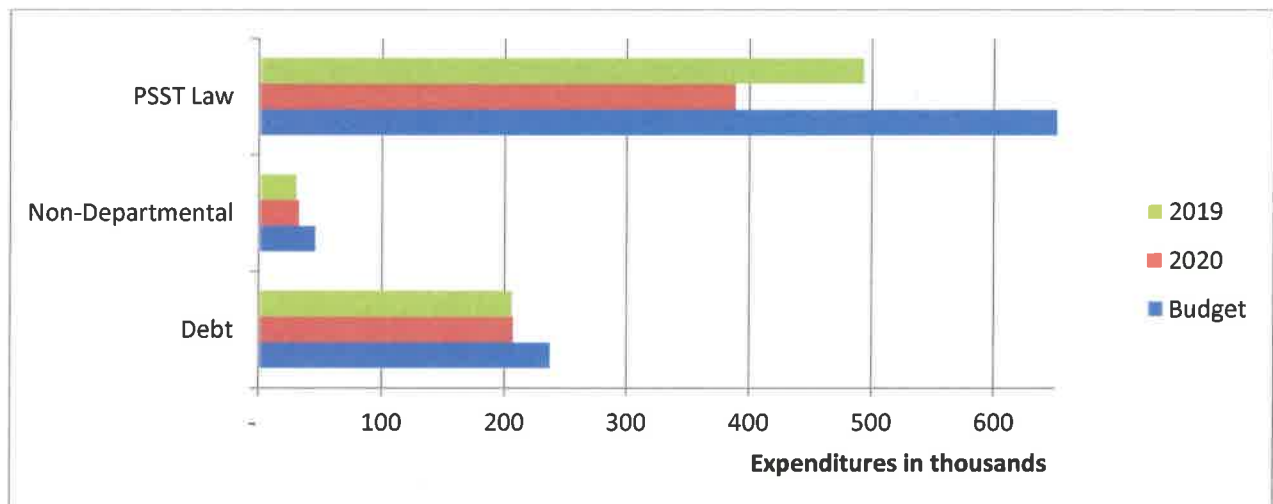
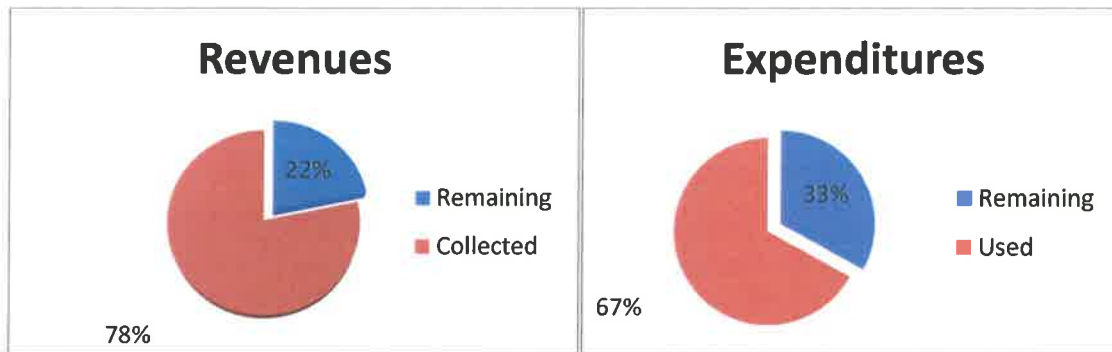


Total budgeted expenditures for the fiscal year are \$4,133,628. Total expenses through 10 months or 83% of this fiscal year, amounted to \$3,801,785 or 92% of FY20 budgeted expenses. Community Center expenses have increased 4% from the same time last year to \$796,894 due to personnel, purchase of new fitness equipment, and professional services. The Natatorium expenses are \$613,120, down \$66,890 from the same time last year due to capital purchases and HVAC repairs. Outdoor Pool expenses are \$117,133, 8% over the previous year. Non-departmental and debt are comparable to the prior year. Current expenses exceed current revenues by \$573,716.

PUBLIC SAFETY SALES TAX FUND



Total budgeted revenues for the fiscal year are \$940,228. Total revenues through 10 months or 83% of this fiscal year amounted to \$735,833 or 78% of FY20 budgeted revenues. Sales tax on a cash basis is up 1%. Miscellaneous revenue has decreased over the prior year due to the sale of assets and interest income.



Total budgeted expenditures for the fiscal year are \$940,228. Total expenses through 10 months or 83% of this fiscal year are \$629,518 or 67% of the FY20 budgeted expenses. Law division is down 14% due to open positions and the timing of capital purchases. Non-Departmental is \$32,971, compared to \$30,4645 during the previous year. Payments for debt are comparable to the prior year. Current revenues exceed current expenditures by \$106,315.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Dominic Accurso". The signature is written in a cursive, flowing style.

Dominic Accurso
Director of Finance

BILL NO. 20-15

ORDINANCE NO. 4.515

AN ORDINANCE DIRECTING THE CITY MANAGER TO EXECUTE A COOPERATIVE AGREEMENT WITH THE NORTH KANSAS CITY SCHOOL DISTRICT NO. 74 FOR PROVIDING A SCHOOL RESOURCE OFFICER AT ANTIOCH MIDDLE SCHOOL.

LEGISLATIVE FINDINGS

1. The City of Gladstone and the North Kansas City School District seek to continue a full-time School Resource Officer (SRO) program at Antioch Middle School.
2. The SRO program serves to reduce incidents of delinquency in school by combining law enforcement with educational professionals to address drug and alcohol abuse, youth violence, truancy and other youth issues in an educational environment.
3. The SRO fulfills three valuable roles as Educator, Counselor or Problem Solver, and Law Enforcement Officer.
4. The Cooperative Agreement is in the best interests of the residents of the City of Gladstone.

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

1. The City of Gladstone hereby enters into a Cooperative Agreement with the North Kansas City School District No. 74 to provide a School Resource Officer at Antioch Middle School; and
2. The City Manager is directed to execute the Cooperative Agreement in substantially the form presented to the City Council.

INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI THIS 26TH DAY OF MAY, 2020.

Mayor Carol J. Suter

ATTEST:

Ruth E. Bocchino, City Clerk

FIRST READING: May 26, 2020

SECOND READING: May 26, 2020



Request for Council Action

RES ☐ # City Clerk Only

BILL ☒ # 20-15

ORD # 4.515

Date: 5/12/2020

Department: Public Safety

Meeting Date Requested: 5/26/2020

Public Hearing: Yes ☐ Date: Click here to enter a date.

Subject: Memorandum of Understanding with North Kansas City School District #74 for School Resource Officer services at Antioch Middle School with the Public Safety Department

Background: The Public Safety Department has provided a School Resource Officer at Antioch Middle School for several years which serves the best interests of students, staff, and visitors at the school.

Budget Discussion: Funds are budgeted in the amount of \$ from the Fund. Ongoing costs are estimated to be \$ annually. Previous years' funding was \$

Public/Board/Staff Input: N/A

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Department Director/Administrator
Chief Michael J. Hasty
Director of Public Safety

City Attorney

SW
City Manager

SCHOOL RESOURCE OFFICER PROGRAM MEMORANDUM OF UNDERSTANDING

CITY OF GLADSTONE, MISSOURI
Gladstone, Missouri

NORTH KANSAS CITY SCHOOLS
District #74

This Memorandum of Understanding is entered into, this ____ day of _____, 2020, by and between the City of Gladstone, Missouri (hereinafter referred to as the "City" or "Police Department") and the North Kansas City School District #74, a state accredited, school district located within Clay County, Missouri (hereinafter referred to as the "District")

WITNESSETH:

- A. The City, by and through its Police Department, agrees to provide the School District one or more Gladstone Police Department officers to serve in the School Resources Officer Program in one or more of the District's schools as a School Resource Officer ("SRO"); and
- B. The District and the City desire for this Agreement to guide and direct the School Resource Officer Program.

NOW, THEREFORE, in consideration of the agreements and undertakings hereinafter set forth, and for other good and valuable consideration, the receipt and adequacy therefor being hereby acknowledged, the District and the City agree as follows

II. MISSION AND GOALS:

- A. The mission of the School Resource Officer Program is to reduce incidents of delinquency in or around school by combining law enforcement with educational professionals to address drug and alcohol abuse, youth violence, truancy and other youth issues in an educational environment.
- B. The following goals are shared between the District and the City with regard to the School Resource Officer Program:
 - 1. Provide a safe and respectful school;
 - 2. Enhance the relationship between law enforcement officers and students in middle school; and

3. Foster educational programs, which will address tobacco, alcohol, and other drug issues, violence diffusion and prevention, and other safety issues as needed.
4. Provide DARE education to all fifth graders in the District at the District's four elementary schools located in Gladstone, Missouri: Meadowbrook Elementary School, Chapel Hill Elementary School, Oakwood Manor Elementary School, Linden West Elementary School, and the Northland Innovations Center.

III. EMPLOYMENT AND ASSIGNMENT OF THE SCHOOL RESOURCE OFFICER:

- A. Collaboration of the selection of an SRO shall be achieved through the School District's Safety & Security Director, in conjunction with the City. Upon agreeance of such selection, the City shall provide one (1) SRO to Antioch Middle School, 2100 NE 65th Street Gladstone, Missouri.
- B. Regular Duty Hours of the School Resource Officer
 1. The SRO shall be assigned to the school on a full-time basis during those days and hours the school is in regular session. The SRO shall be on campus from one-half hour prior to the start of classes until one-half hour after the end of the regularly scheduled school day.
 2. On early release days, the SRO may be required to attend District meetings or training during the remainder of the day.
 3. During the SRO's daily tour of duty, the SRO may be off campus performing such tasks that may be required by their assignments.
 4. The SRO may be temporarily reassigned by the City during school holidays and vacations, and/or during the periods of police emergency.
 5. Regular working hours may be adjusted on situational basis with the consent of the SRO's supervisor. These adjustments should be approved prior to their being required and should be utilized to cover scheduled school related activity requiring the presence of a law enforcement officer.
- C. EXTRA DUTY HOURS OF THE SCHOOL RESOURCE OFFICER
 1. The District may request the City to provide a School Resource Officer for summer programs, not to exceed thirty (30) days beyond the normal academic calendar.

2. The District may request the City to provide a School Resource Officer for Before- and After-School Programs, not to exceed three (3) hours per day.
3. The SRO will participate in training related to their SRO duties on one professional development day in the first semester and one professional development day in the second semester. The SRO will work with the District Safety & Security Director to establish and set up the training.

D. The Role of the School Resource Officer

The role of the School Resource Officer is based on a "triad" approach adopted from training developed and presented by the National Association of School Resource Officers (NASRO) and/or the Missouri School Resource Officers Association (MSROA). The triad philosophy defines a School Resource Officer as fulfilling three main roles: Educator, Counselor or Problem Solver, and Law Enforcement Officer.

1. Educator - The School Resource Officer shall provide educational information in the form of classroom presentations, parent or public presentations, or in-service school staff presentations. Formal presentations shall be made available to these groups on any topic concerning public safety, law related issues, crime prevention, drug abuse prevention, gang prevention, or other topics as appropriate. The School Resource Officer will act as an instructor, or arrange for another SRO or certified public safety instructor, for these respective presentations when invited to do so by the principal or member of the faculty. These presentations shall be conducted in a professional manner and shall be pre-approved by the District's Director of Safety & Security with input from the respective school administrator.
2. Counselor/Problem Solver - The School Resource Officer is not a substitute for school counselors. The SRO may give advice or guidance to students and the education staff within the context of the officer's knowledge, training and experience. The SRO counsels students on a variety of issues, which may range from dealing with anger, personal conflicts, drug and alcohol issues, abuse and neglect, and other issues related to public safety or the law.

The School Resource Officer shall work closely with the District's Director of Safety & Security, school administrators and counselors, social workers, juvenile officers, and other organizations, which service youth in order to provide support to students in need.

3. Law Enforcement Officer - The School Resource Officer shall conduct criminal investigations and make arrests utilizing the same criteria as any other certified law enforcement officer of the City. However, the effective SRO will often work with the District's Director of Safety & Security, school administrators, parents, social service agencies, and perhaps the Clay County Juvenile Office to explore effective ways to hold juvenile offenders accountable for their actions.

The School Resource Officer shall also gather intelligence information regarding criminal activities involving school aged or juvenile offenders. This information is then shared with the appropriate resources.

E. Additional Duties of the School Resource Officer

1. The SRO shall coordinate all of his/her activities with the City, the District's Director of Safety & Security, the principal and staff members concerned, and will seek permission, advice, and guidance prior to enacting any programs within the School.
2. The SRO shall develop expertise in presenting various subjects to the students. Such subjects shall include a basic understanding of the laws, the role of the police, and the police mission.
3. The SRO shall encourage individual and small group discussions with students based on material presented in class to further establish rapport with the students.
4. When requested by the District's Director of Safety & Security or by the respective principal, the SRO shall attend parent/faculty meetings to solicit support and understanding of the SRO program. Each year, the SRO will provide faculty members, especially new members, an overview of the SRO program.
5. The SRO shall make himself/herself available for conferences with students, parents, and faculty members in order to assist them with problems of law enforcement, crime prevention, or violence prevention topics. Confidential information shall not be disclosed except as provided by law or court order.
6. The SRO shall become familiar with all community agencies that offer assistance to youth and their families such as mental health clinics, drug treatment centers, etc. The SRO shall make referrals to such agencies and liaise when necessary, thereby acting as a resource person to the students, faculty and staff of the school.

7. The SRO shall assist the District's Director of Safety & Security and principal(s) in developing plans and strategies to prevent and/or minimize dangerous situations that may occur on campus or during school sponsored events.
8. The SRO shall adhere to School Board policy, City policy and legal requirements should it become necessary to conduct formal police activities with the students.
9. If the SRO becomes aware of any criminal investigation at the SRO's respective school(s), the SRO should help coordinate that investigation, even though the SRO may not be the lead investigator. For example, when the SRO becomes aware of a child abuse case, they may not be the lead investigator; however, the SRO will make the necessary contacts with the appropriate investigating agency to facilitate the investigation.
10. The SRO shall take law enforcement action as required. As soon as practical, the SRO shall make the District's Director of Safety & Security, along with the respective principal, aware of such action. At the request of District's Director of Safety & Security or the respective school principal, the SRO shall take appropriate law enforcement action for violations of the law on school property or at related school functions as allowed by Missouri Statutes.
11. The SRO shall give assistance to other law enforcement officers and/or other local law enforcement departments in matters regarding his/her school assignment, whenever necessary.
12. The SRO shall, whenever possible, and in accordance with established overtime procedures, participate in and/or attend school functions.
13. The SRO may be assigned non-campus investigations relating to runaways or truant students that attend the school to which the SRO is assigned.
14. The SRO shall maintain detailed and accurate records of the operation of the School Resource Officer Program, and shall make them available to the City, the District's Director of Safety & Security, principal, or superintendent as required by law.
15. The SRO shall not act as a school disciplinarian or conduct searches or frisks on behalf of an administrator for issues only related to school discipline. However, if there is a safety risk; or the District's Director of Safety & Security or the principal believes a violation of

law has occurred, and the school district intends to pursue the matter criminally; then the SRO shall be contacted. The SRO shall determine whether law enforcement action is appropriate. If the District's Director of Safety & Security disagrees, then the SRO's supervisor at the City shall be consulted.

16. The SRO is not to be used for regularly assigned lunchroom duties, hall monitor, bus monitor, in school suspension monitor, or any other regularly assigned duties that are filled by a School or District employee. If there is a problem in one of these areas, the SRO should be actively involved and help the school solve the problem. These solutions will vary, but may include the presence of the SRO in these areas. Even though the SRO is not to be assigned regular duties of another School or District member in these high traffic areas, the SRO should make a consistent and regular practice to be visible in these areas. The SRO's presence will provide great opportunities to make positive contacts with students and to help deter negative issues from occurring.
17. The SRO or City should ensure the respective principal and the District's Director of Safety & Security are notified when the SRO is sick or injured prior to the start of the school day.

F. Access to Education Records

1. School officials shall allow the SRO to inspect any public records maintained by the School District to the extent allowed by state and federal law. However, law enforcement officials may not inspect and/or copy confidential student education records except in accordance with Board of Education Policy and Regulations.
2. If some information in a student's cumulative record is needed in an emergency to protect the health or safety of the student or other individuals, school officials may disclose to the SRO that information which is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety.
3. A full explanation as to the need of the information to handle the emergency and the extent to which time is of the essence shall be articulated in the SRO's official policy report.
4. If confidential student record information is needed, but no emergency exists, the information may be released only upon the issuance of a search warrant or subpoena to produce the records,

or with consent of the student's parent or guardian as required by Board Policy or as otherwise allowed by state and federal law.

5. The City, the Police Department and the SRO will comply with the Family Educational Rights and Privacy Act, 20 U.S.C.A. § 1232g, and will indemnify the District, to the extent permitted by law, for any damages suffered by it by reason of its failure to do so.

IV. RIGHTS, DUTIES AND RESPONSIBILITIES OF THE DISTRICT

- A. District Administration shall provide to all the full-time SRO's the following materials and facilities, which are deemed necessary to the performance of the SRO duties:

1. Access to an air-conditioned and properly lighted private office, which shall contain a telephone to be used for general business purposes. This office may be shared by another SRO, but shall be for SRO use only.
2. A location for files and records, which can be properly locked and secured.
3. A desk with drawers, a desk chair, additional guest chair(s), filing cabinet office supplies.
4. Access to a computer and/ or secretarial assistance.

V. FINANCING OF THE SCHOOL RESOURCE OFFICER PROGRAM

- A. The District agrees to pay Forty-five Thousand Dollars (\$45,000.00) to the City of Gladstone, Missouri as its share of the Officer's salary in the School Resource Officer Program for the term of the agreement, as described herein.

VI. TERM OF THE SCHOOL RESOURCE OFFICER PROGRAM

This program is effective for the twelve-month period beginning on July 1st, 2020, for the academic school year, and shall remain in effect until either June 30, 2021, or until a party provides written notice to the other party indicating a request for either amendment or termination as indicated in section IX, entitled TERMINATION OF AGREEMENT.

VII. EMPLOYMENT STATUS OF THE SCHOOL RESOURCE OFFICER

- A. The School Resource Officer shall remain an employee of the City of Gladstone, Missouri, and shall not be an employee of the District.
- B. The District and the City acknowledge that the School Resource Officer shall remain responsible to the chain of command of the Department. However, the School Resource Officer shall coordinate efforts and activities with the District's Director of Safety & Security and respective school principal.

VIII. DISMISSAL OF SCHOOL RESOURCE OFFICER; REPLACEMENT

- A. In the event the principal of the school to which the SRO is assigned feels that the particular SRO is not effectively performing his or her duties and responsibilities, the principal shall discuss the matter with School District's Director of Safety & Security. The School District's Director of Safety & Security will try and resolve any issues. However, if the principal and the School District's Director of Safety & Security agree that the respective SRO should be removed from the program then the School District's Director of Safety & Security shall then give this written recommendation to the Executive Director for Support Services and Student Activity.
- B. The Executive Director for Support Services and Student Activity will exhaust all avenues in an attempt to resolve the situation. If resolution cannot be gained, the recommendation to remove the SRO from the program will be forwarded to the Superintendent of the District. Within a reasonable time after receiving the recommendation to remove the SRO from the program, the Superintendent or his/her designee shall advise the City of the request.
- C. If the City so desires, the Superintendent and the City Manager or his/her designees, shall meet with the SRO to mediate or resolve any problems, which may exist. At such a meeting, specific members of the respective school, along with the School District's Director of Safety & Security and Executive Director for Student Activities and Support Services may be required to be present. If, within a reasonable amount of time after commencement of such mediation, the problem cannot be resolved or mediated, or in the event the City does not seek mediation, then the SRO shall be removed from the program and the school. The City shall then provide a replacement SRO.
- D. The City may dismiss or reassign an SRO based upon City Rules, Regulations and/or General Orders and when it is in the best interest of the people of the City of Gladstone, Missouri, and the District.

- E. In the event of the resignation, dismissal, reassignment or long-term absence of an SRO, the City shall provide a temporary replacement for the SRO within thirty (30) calendar days of receiving notice of such resignation, dismissal, reassignment or long-term absence.

IX. TERMINATION OF AGREEMENT

- A. This agreement may be terminated by either party upon ninety (90) days written notice that any other party has failed to substantially perform in accordance with the terms and conditions of this Agreement.
- B. Either party upon one hundred eighty (180) days written notice may terminate this Agreement without cause.
- C. Termination of this Agreement may only be accomplished as provided herein.
- D. In the event this Agreement is terminated, compensation will be made to the Department for all services performed to the date of the termination and the School District shall be entitled to a pro-rated refund for that period of time when SRO services are not provided because of the termination of the Agreement.

X. EVALUATION OF PROGRAM

- A. It is mutually agreed that the City and the District shall annually evaluate the School Resource Officer Program and implement recommendations and changes as needed and agreed upon.

XI. NOTICES

Any and all notices or any other communication herein required or permitted shall be deemed to have been given when deposited in the United States postal service as regular mail, postage prepaid and addressed as follows:

Daniel Clemens, Superintendent
North Kansas City School District
2000 NE 46th Street
Kansas City, Missouri 64116

Scott Wingerson
City Manager
7010 North Holmes
Gladstone, Missouri 64118

XII. GOOD FAITH

- A. The District, the City, their agents and employees agree to cooperate in good faith in fulfilling the terms of this Agreement.
- B. Unforeseen difficulties or questions will be resolved by negotiation between the District Superintendent and the City Manager, or their designees.

XIII. MODIFICATION

This document constitutes the full understanding of the parties and not terms, conditions, understandings or agreement purporting to modify or vary the terms of this document shall be binding unless hereafter made in writing and signed by the party to be charged.

XIV. NON-ASSIGNMENT

This Agreement, and each and every covenant herein, shall not be capable of assignment, unless the express written consent of the District and the City is obtained.

XV. MERGER

This agreement constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

XVI. INSURANCE

It is understood that both the City and the School District are governmental bodies and maintain appropriate insurance coverage.

XVII. LEGAL CONTINGENCIES

It is understood and agreed that this agreement is entered into solely for the benefit of the parties hereto and gives no right to any other party. Without waiving any governmental immunity, sovereign immunity, or official immunity, each party agrees to be responsible and assumes liability for its own actions and omissions and those of its Officers, teachers, staff or any other agent for any incident arising out of or in connection with this agreement, to the fullest extent required by the law and agrees to save, indemnify, defend and hold the other party harmless from such liability for its own actions.

XVIII. NO WAIVER OF IMMUNITY

Nothing in this Agreement waives any governmental immunity including sovereign immunity or official immunity available to the parties or their agents. The parties hereby expressly reserve all immunities available under Missouri law.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duty-authorized officers.

NORTH KANSAS CITY SCHOOLS, DISTRICT #74

Janet Kauk, School Board President

Date

Daniel Clemens, Superintendent

Date

CITY OF GLADSTONE, MISSOURI

Scott Wingerson, City Manager

Date

AN ORDINANCE AMENDING TITLE V, CHAPTER 110, ARTICLE 3, SECTION 5.110.3900, OF THE CITY OF GLADSTONE, MISSOURI, MUNICIPAL CODE REGARDING THE ISSUANCE OF PERMITS FOR PERSONS EMPLOYED IN THE RETAIL SALE BY THE DRINK OF ALCOHOLIC BEVERAGES.

WHEREAS, Section 5.110.3900 of the Municipal Code (“Code”) of the City of Gladstone, Missouri, includes requirements regarding permits for persons employed in the retail sale by the drink of alcoholic beverages; and

WHEREAS, the City Council desires to amend said provisions of the Code to modify the requirements for the issuance and the usage of such permits.

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

Section 1. That Section 5.110.3900 of the Code be amended to read as follows:

Section 5.110.3900. – Employee Permits.

- (a) All persons employed in the retail sale by the drink of alcoholic beverages or packaged alcoholic beverages must procure a permit to do so. To procure such a permit, each applicant shall submit an “Intent to Hire” form, must be fingerprinted by the director or present a valid, Missouri state-issued identification with a Missouri Criminal History report dated within the last 30 days of application, submit to a photograph, complete an application form, and prove himself/herself to be a person of good moral character. On application, each applicant shall pay the sum of \$15.00 and shall be given a temporary card which will be good for a period not less than 30 days and may be extended to cover the period of time necessary for detailed investigation. On or before the expiration date of such temporary card, if the applicant meets the applicable requirements of the city and state, then such applicant will be given a permit card valid for three years from the date of the original application.
- (b) Upon the expiration of the permit card, the applicant may procure a new permit card in the same manner as before except no fingerprints will be required when and if a set of classified fingerprints of the applicant are in the files of the director. The applicant must produce a valid, Missouri state-issued identification with a Missouri Criminal History report dated within the last 30 days of application and submit to a photograph. All permit cards shall bear a description of the applicant, identifying information (Missouri identification number, date of birth, and address) and photograph and shall be laminated to prevent alteration.

- (c) If any permitted employee shall be found guilty of violating or contributing to the violation of any of the provisions of this chapter, or is convicted of any crime, such employee's permit card shall be subject to suspension or revocation; provided such permitted employee shall be given a hearing in the same manner as other license holders under this chapter.
- (d) It shall be unlawful for any licensee of any retail establishment to have in such licensee's employ, for the purpose of selling or assisting in the sale or delivery of alcoholic beverages, any person who does not have a permit card.
- (e) Individuals in possession of a valid permit to dispense alcohol may utilize the permit to sell alcohol by the drink or packaged alcohol at a different employer provided the employer has a valid license to sell alcohol by the drink or packaged alcohol, the individual submits the required "Intent to Hire" form from the new employer with a Missouri Criminal History report dated within the last 30 days of submission to the Director of Public Safety. No additional fee will be required.

Section 2. That this Ordinance shall be in full force and effect from and after the date of its passage and approval.

Section 3. That all ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

INTRODUCED, PASSED, SIGNED, AND MADE EFFECTIVE BY THE CITY COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, ON THIS 26th DAY OF MAY, 2020.

Mayor Carol J. Suter

ATTEST:

Ruth E. Bocchino, City Clerk

First Reading: May 26, 2020

Second Reading: May 26, 2020



Request for Council Action

RES ☐ # City Clerk Only

BILL ☒ # 20-16

ORD # 4.516

Date: 5/18/2020

Department: Public Safety

Meeting Date Requested: 5/26/2020

Public Hearing: Yes ☐ Date: [Click here to enter a date.](#)

Subject: Amending Section 5.110.3900 of City Ordinances regarding employee liquor permits

Background: City ordinance requires the Director of Public Safety to obtain fingerprints for criminal history background checks on applicants for liquor (server) permits. The proposed amendment removes this requirement in lieu of the applicant submitting a recent (within 30 days of application) criminal history report with application. The proposed amendment addresses permit requirements for applicants with more than one employer during the time the permit is valid as well as requiring permit for both sale of alcohol by the drink and packaged liquor.

Budget Discussion: Funds are budgeted in the amount of \$ from the Fund. Ongoing costs are estimated to be \$ annually. Previous years' funding was \$

Public/Board/Staff Input: N/A

Provide Original Contracts, Leases, Agreements, etc. to: City Clerk and Vendor

Department Director/Administrator
Chief Michael J. Hasty
Director of Public Safety

City Attorney

SW
City Manager

Additions of language to code sections shown below with underline; deletions of language shown in ~~strikethrough~~:

Sec. 5.110.3900. - Employee permits.

- (a) All persons employed in the retail sale by the drink of alcoholic beverages must procure a permit to do so. To procure such a permit, each applicant shall submit an "Intent to Hire" form, must be fingerprinted by the director; ~~and~~ or present a valid, Missouri state-issued identification with a Missouri Criminal History report dated within the last 30 days of application, ~~furnish to the director an identifying~~ submit to a photograph, in duplicate, complete an application form, and prove himself/herself to be a person of good moral character. On application, each applicant shall pay the sum of \$15.00 and shall be given a temporary card which will be good for a period of not less than 30 days and may be extended to cover the period of time necessary for detailed investigation. On or before the expiration date of such temporary card, if the applicant meets the applicable requirements of the city and state, then such applicant will be given a permit card ~~good~~ valid for three years from the date of the original application.
- (b) Upon the expiration of the permit card, the applicant may procure a new permit card in the same manner as before except no fingerprints will be required when and if a set of classified fingerprints of the applicant are in the files of the director. The applicant must produce a valid, Missouri state-issued identification with a Missouri Criminal History report dated within the last 30 days of application and submit to a photograph. All permit cards shall bear a description of the applicant, identifying information (Missouri identification number, date of birth, and address) ~~thumbprint~~ and photograph and shall be laminated to prevent alteration.
- (c) If any permitted employee shall be found guilty of violating or contributing to the violation of any of the provisions of this chapter, or is convicted of any crime, such employee's permit card shall be subject to suspension or revocation; provided such permitted employee shall be given a hearing in the same manner as other license holders under this chapter.
- (d) It shall be unlawful for any licensee of any retail establishment to have in such licensee's employ, for the purpose of selling or assisting in the sale or delivery of alcoholic beverages, any person who does not have a permit card.
- (e) Individuals in possession of a valid permit to dispense alcohol may utilize the permit to sell alcohol by the drink or packaged alcohol at a different employer provided the employer has a valid license to sell alcohol by the drink or packaged alcohol, the individual submits the required "Intent to Hire" form from the new employer with a Missouri Criminal History report dated within the last 30 days of submission to the Director of Public Safety. No additional fee will be required.