



**CITY COUNCIL MEETING  
GLADSTONE, MISSOURI  
MONDAY, OCTOBER 12, 2020**

The City Council will meet in Closed Executive Session at 6:30 pm Monday, October 12, 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, 610.021(2) Real Estate Acquisition Discussion, 610.021(3) Personnel, and 610.021(13) Personnel Records.

**OPEN STUDY SESSION 7:00 PM**

1. City Council Goals Update-City Manager Wingerson will provide an update to the City Council's 2020 goals.

**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 September 28, 2020, Regular City Council Meeting Minutes.

**REGULAR AGENDA**

6. Communications from the Audience.

*Members of the public are invited to speak about any topic not listed on the agenda. When speaking, please state your name and address for the record and limit comments to 2 minutes.*

**7. Communications from the City Council.**

**8. Communications from the City Manager.**

**9. RESOLUTION R-20-48** A Resolution authorizing the City Manager to enter into an agreement with The Northland Assistance Center, a Missouri Nonprofit Corporation, for the distribution of CARES Act funds to Gladstone residents who have been directly impacted by the COVID-19 pandemic and qualify for financial assistance.

**10. RESOLUTION R-20-49** A Resolution directing city staff to delay the acceptance and processing of applications for extended-stay motels/hotels, transitional housing, homeless shelters, residential mental health treatment facilities, and alcohol and/or substance abuse rehabilitation housing within the City of Gladstone, Missouri.

**11. RESOLUTION R-20-50** A Resolution authorizing the City Manager to enter into a contract with Gould Evans for the purpose of creating a Community Productivity Analysis in the amount of \$20,380.00.

**12. CONSIDER SPECIAL EVENT PERMIT:** Clay County Economic Development Council Annual Meeting and Award Event, 602 NE 70<sup>th</sup> Street, Linden Square, Thursday, October 22, 2020, 4:00 pm-7:00 pm.

**13. FINANCIAL MONTH END AUGUST 31, 2020**

**14. Other Business.**

**15. Adjournment.**

Representatives of the News Media may obtain copies of this notice by contacting:

City Clerk Ruth Bocchino      Posted at 3:15 pm  
City of Gladstone              October 8, 2020  
7010 North Holmes  
Gladstone, MO 64118  
816-423-4096



***Department of General Administration***

***Memorandum SCW20-21***

**TO:** Mayor Jean Moore  
Mayor Pro Tem R.D. Mallams  
Councilman Bill Garnos  
Councilman Tom Frisby  
Councilmember Tina Spallo

**FROM:** Scott Wingerson, City Manager *SW*

**DATE:** October 8, 2020

**SUBJECT:** Progress Toward 2020 City Council Goals and Strategic Priorities

Mayor and City Council,

The purpose of this memorandum is to summarize the Gladstone response to COVID-19, summarize CARES Act Funding and to highlight progress toward the goals and strategic priorities established at the annual City Council retreat held in October 2019 and summarized by Resolution 19-63 attached for your convenience.

It goes without saying that 2020 has been a challenging year with every function being impacted by the COVID-19 global pandemic and additional functions stressed by national and regional social equity conversations and activities. Progress toward 2020 City Council Goals and Strategic Priorities should be viewed through these fundamental and unprecedented shifts in our business. We have come to accept that the new normal is that nothing is normal.

On March 13, 2020, President Trump declared a national emergency related to COVID-19. On the same day, Gladstone declared a state of emergency and established an Emergency Operations Center. Preparations began immediately to identify functions most impacted and how those functions must be managed significantly differently during this event. The EOC is composed of the Leadership Team and Emergency Managers. The group has met approximately 60 times to date and coordinated the City's response to the pandemic. The City Council has been provided with Public Health Updates on approximately 50 occasions.

Although we have made every effort to continue business as usual, for the residents and businesses of our community, the fact is, the pandemic has substantially changed our core functions.

The Finance Department is responsible for resource allocation and immediately created a process for departments to track COVID-19 related costs. Finance began to develop revenue projections and developed a cost savings plan that was immediately implemented. Finally, Finance is responsible for Municipal Court which ceased having in-person dockets in March and resumed under COVID-19 procedures in June.

No department has been functionally impacted more than Public Safety. Almost overnight, the Department was asked to reinvent policies and procedures for an emerging pandemic. As such, nearly every position was reallocated and repositioned to address COVID-19. Please consider the following examples.

- All patients encountered by Fire/EMS are considered COVID-19 positive until proven otherwise. Additional personal sanitizing and donning of PPE after EVERY patient contact is necessary.
- Fire/EMS personnel were diverted from their regular duties to act in the capacity of an advance team of first-responding to calls for service where patients were experiencing symptoms associated with COVID-19. These paramedics entered the scene and assessed patients for COVID-19 symptoms prior to allowing additional personnel into the area.
- Additional resources are being spent sanitizing both Ambulance and Fire equipment at the start of each shift and in between calls. Fire/EMS personnel spent additional time sanitizing the station and living quarters at the beginning of the shift and during the course of the shift.
- Fire/EMS personnel were separated in the station and the sleeping quarters at Station #2 were split up between the bunk room and the training room to accommodate social distancing.
- Fire inspections were suspended, tours cancelled, and training suspended. All outside training for Public Safety was cancelled. At the onset of the pandemic, all vacation requests were cancelled.
- Personnel in Fire/EMS were provided COVID-19 antibody testing.
- Police Officers are required to wear masks during contacts with the public and to sanitize the vehicle after transports.
- Police Officers are required to sanitize the booking area and jail cell area after each use. Officers are required to sanitize the patrol vehicles at the beginning of the shift. Police Officers are required to clean and sanitize the report writing room, offices, and roll call area in between uses.

- Dispatchers are required to clean and sanitize the dispatch area and radio and computer equipment at the beginning of each shift.
- Dispatch is required to screen all Law Enforcement, Fire/EMS, and Animal Control calls for service for COVID-19- related symptoms.
- Law Enforcement platoons were divided in half with group A of the platoon working from home and the group B providing street coverage. Mid-way through the 12-hour shift, they would switch and group B would work from home and group A would provide street coverage. Working from home entailed working on reports, making follow-up phone calls and completing online training and General Order reviews. This shift separation was done to limit the amount of exposure between our personnel. Shifts are currently back to normal schedules however that could change pending an outbreak of the virus.
- The Neighborhood Services Unit was temporarily reassigned to patrol operations.
- The Crime Analyst was cross-trained in dispatch and assigned to the Communications Unit.
- Animal Control was closed to the public with officers being placed on rotating schedule to respond to callouts and care for the animals.

The Parks, Recreation, and Cultural Arts Department was very heavily impacted by COVID-19.

- All Parks and Recreation activities were cancelled. The Community Center was closed to the public and basketball goals were removed to encourage social distancing.
- The playground equipment and shelters in the public parks were closed.
- All Parks and Recreation employees went to rotating schedules to limit the exposure between personnel.
- Part-time employees were furloughed.

The Public Works Department adjusted to COVID-19 changes by altering the way the Water Treatment Plant was staffed, and continuing to ensure our basic infrastructure is operational.

- Personnel were assigned to alternating schedules and street, and water crews were consolidated to provide rotating coverage and handle critical functions, while limiting exposure between personnel.
- Public Works department was closed to the public.

Community Development also transitioned with innovative approaches.

- Community Development went to alternating schedules to limit exposure between personnel.

- All in-person construction, building, and apartment inspections were suspended and transitioned to video-based.
- One Code Enforcement Officer from Community Development was cross-trained and assigned to the Water Plant to help provide a pool of personnel to perform essential duties.
- One Building Inspector served as a communications officer.

Finally, General Administration supported the efforts of all.

- All outside training was cancelled for City employees.
- At the onset, all travel outside of the immediate metropolitan area for all City employees was restricted.
- Personnel from GA were assigned to alternating schedules to limit exposure between personnel.
- Employees are required to wear masks in all common areas. All employees are required to log their temperatures coming into work.
- Hand sanitizing stations were added to all work areas and employees were required to clean their work area frequently. All common areas in City Hall were sanitized twice daily and at night by contracted cleaning personnel.
- City Council meetings were performed virtually. Once live meetings were scheduled, social distancing seating and chamber capacity restrictions were implemented.

Gladstone was fortunate to receive approximately \$2.52 million in CARES ACT funding. These funds have and will continue to be used in accordance with federally issued guidelines.

**Approximate Expenditures to date are:**

Personal Protective Equipment (sanitation)	\$100,000
COVID sick leave, unemployment	\$100,000
Small Business Grants	\$130,000

**Anticipated Future Expenditures**

Residents Grants	\$ 45,000
Not for Profit Grants	\$ 45,000
Additional PPE, Sanitation, etc.	\$100,000
FY2021 Qualified Payroll	\$1,000,000

FY2022 Qualified Payroll	<u>\$1,000,000</u>
Total	\$2,520,000

The above is a small sample of the activities undertaken related to COVID-19 by the organization. From all of these actions there have been learning opportunities and successes.

One learning opportunity has to do with how we communicate with our residents and businesses. Without a local newspaper and due to the frequency and urgency of communication we were forced to use social media and our website as the primary means of communication. While effective for some, these channels leave out segments of our population.

One success is that as an organization we were decisive at the beginning and adopted a philosophy of serving the public first and ourselves second. The ability to put others first is a testament to the men and women that work for our community in all departments and all positions.

In response to City Council Goals:

**Goal 1. Promote Gladstone as a safe place with a focus on crime reduction, traffic enforcement, and the recruitment and retention of high quality police officers.**

**Objective 1A. Crime Reduction. Based on weekly proactive crime analysis, and citizen concerns, direct limited resources to targeted areas.**

The crime analyst reviews all criminal incident reports in an effort to identify patterns in criminal activity. Resources were repositioned successfully arresting a catalytic convertor thief and closing two drug houses. Overall, felony robberies were down 64%.

A review of the data collected for 2020 reveals a 1.2% increase in felony offenses of crimes against persons (homicide, robbery, assaults, and rape/sexual assaults) over the same period in 2019.

Misdemeanor assaults declined 9% in 2020 when compared to the same period in 2019. Many misdemeanor assaults are domestic-related and most arrests are prosecuted in municipal court. Preventing these types of crimes is challenging and is primarily addressed through education (advocating early intervention and reporting) as well as aggressive investigation/arrests. It is widely reported that the pandemic has been a contributing factor in the increase of domestic-related assaults.

Narcotics offense reports are almost exclusively the result of self-initiated activity by uniformed officers in the field making arrests for illegal drug possession. Currently, undercover drug investigators are deputies employed by the Clay County Sheriff's Department. There is a 7% increase in narcotic offenses during 2020, due to the aggressive approach our officers have taken.

It is difficult to assess the impact of the COVID-19 pandemic on crime in general in Gladstone and the affect police have on reported crime. Directed enforcement and warrant sweep

operations were suspended in mid-March when police field deployment was modified in response to the pandemic. It is believed these operations were effective in producing high police visibility in specific areas, particularly apartment complexes, where “hot spots” of crime are identified. These operations have resumed.

The number of auto thefts is also consistently high in our community. For the past several years we have experienced an increase in auto theft during the fall and winter months that are related to people leaving their vehicles unattended; the cars are usually recovered a short time later. We employ an education campaign through both the local newspaper and social media, reminding people of the ordinance prohibiting leaving a vehicle running unattended and urging our residents to avoid this practice.

**Objective 1B. Traffic Enforcement. Review and analyze traffic data and citizen complaints related to enforcement of hazardous moving violations, DUI arrests, which lead to a 95% reduction in traffic accidents.**

The purpose of enforcing traffic laws is to address unsafe driving behavior and to reduce crashes. Issuing drivers warnings or a traffic violation summons is intended to deter illegal and/or unsafe behavior. All police officers are expected to enforce traffic laws; however, the Public Safety Department has established the *Accident Investigation/Traffic Safety Unit* staffed with police officers who receive advanced training on crash investigations and focus on ensuring traffic movement in Gladstone is safe. Determining the cause of traffic accidents is essential in developing effective strategies to reduce the number of accidents.

The analysis of the data indicates a 21% reduction in reported traffic accidents when compared to the same period in 2019. Injury accidents are 15.79% lower in 2020, while non-injury accidents are 22.29% lower.

The review of traffic enforcement indicates a 19.52% reduction of citations issued for hazardous moving violations when compared to the same period in 2019.

**Objective 1C. Recruitment. Aggressively recruit the highest quality public safety personnel resulting in staffing levels at 90%.**

In 2018, the City of Gladstone implemented incentives for current employees to recommend and/or recruit qualified candidates to open positions by offering a referral bonus in the amount of \$1,000.00. This program is also managed by the Human Resources Administrator and applies to the positions of police officer and paramedic/firefighter.

Officers in the Community Policing/Crime Prevention Unit lead the recruiting efforts for police officers in the department. Officers assigned to this unit make frequent contacts with staff at local and regional, POST-certified police academies.

The Department's ambulance service has functioned as a clinical field training site through agreements with paramedic training programs at the University of Iowa, Central Jackson County Fire Protection District, and the University of Missouri - Kansas City (UMKC). This has served to introduce paramedic students to our service and employment opportunities here. We have

expanded this program by engaging agreements with paramedic training programs at the Excelsior Springs Area Career Center and MCC Penn Valley Campus.

Last fall, we implemented a new approach to recruiting paramedic/firefighters by hiring students in accredited paramedic training programs who are in the clinical field training portion of their educational curriculum. This is very similar to sponsoring qualified police officer applicants in the police academy. We developed three levels of "Entrant Paramedic/Firefighters;"

- Level I (candidates who are in the clinical field training portion of their paramedic training who do not possess state Firefighter I & II certification);
- Level II (candidates who are in the clinical field training portion of their paramedic training program, but do possess state Firefighter I & II certification);
- Level III (a candidate who has a current/valid state paramedic license, but does not possess Firefighter I & II certification)

The department also officially adopted a "lateral entry" program for the positions of, police officer, paramedic/firefighter, and communications officer that recognizes the applicant's prior experience and places them at a point in the pay range above the starting salary. This program will recognize up to five years of experience and was implemented in the Fall of 2020.

We are struggling with developing a strategy to recruit qualified candidates for communications officer as there are no training academies or programs that exclusively serve those seeking a career as a 911/dispatcher. Plans were made to participate in career fairs at local high schools and MCC Maple Woods Campus; however, due to issues related to the pandemic this Spring all career fairs were canceled. We will continue to seek other strategies of recruiting for this important position in the Public Safety Department.

These steps, along with the implementation of a new pay plan, has made the Department very competitive among other public safety agencies in the region.

As of this date, the department staffing is as follows:

- Forty-seven out of forty-nine sworn police officers (96% of budgeted strength)
- Thirty-seven out of thirty-nine sworn firefighters (95% of budgeted strength)
- Fifteen out of sixteen civilian support positions (94% of budgeted strength)
- Six out of eight part-time civilian positions (75% of budgeted strength)

Overall, the Public Safety Department has 94% of the budgeted positions filled (105 out of 112); turnover rates have improved. Law enforcement turnover declined from 27% to 17% and Fire/EMS decreased from 11% to 5%.

**Objective 1D. Retention- Solicit feedback through employee engagement surveys by February, 2020. Develop and implement strategies to address key findings to enhance the overall department culture.**

The Department developed a ten-question survey soliciting responses from employees in the Public Safety Department that were designed to assess Department culture and job satisfaction. The survey was provided to all Public Safety personnel in early 2019 and 69 of 102 employees responded.

The results show there is a need to improve communication within the department. Public Safety is developing a format for an internal “newsletter” to implement. Also, Division Commanders are actively exploring technology, such as “Zoom,” to promote more frequent communication and interaction among staff. The purpose of these strategies are to provide regular updates to the team regarding issues such as personnel changes, training, budget, and other topics.

The implementation of a salary study last Fall will impact retention as the majority of police officers and paramedic/firefighters received compensation increases. A structured, proficiency-based salary structure was implemented in Fiscal Year 2020 and extended pay ranges were included for sworn police officers and sworn paramedic/firefighters, which offers more opportunities for staff to be compensated for demonstrated superior performance.

**Goal 2. Monitor and adjust as necessary the proactive residential code enforcement program established in 2019. Begin a new commercial code enforcement program focused on education and responsiveness.**

**2A. Objective: Residential Code Enforcement- Review and analyze residential code enforcement data and visual observation to implement strategies that result in a 5% increase in nuisance violation compliance.**

On review of the data in 2020, overall residential code enforcement cases are down 36% as compared to this same time in 2019. As expected, citations in 2020 have also been down by 49%. We firmly believe that the reduction in cases and citations is not totally attributed to COVID-19. Code Enforcement personnel are reporting an overall decrease of observed violations in many of the neighborhoods. Over the past two years, we have taken an aggressive approach to abatement, which seems to have sent a significant message. In 2019, we expended approximately \$18,545 to abate violations and so far in 2020, we have expended approximately \$27,555. Since the City Council passed the revised Nuisance Ordinance in 2019, which allowed the City to assign the cost of abatement to property taxes, we expect to recover nearly 100% of those abatement costs. The \$9,000 increase in abatement costs in 2020 can also be attributed to this new Ordinance because it created the ability for us to clean up trash and debris from property in addition to just mowing high grass and weeds.

Property maintenance violations, such as peeling paint, wood repairs, dead trees and damaged pavement are obviously more costly to abate, so we have taken a longer-term approach at mandating immediate abatement for those violations as we understand the pandemic has created extreme financial hardships for many of the residents of our community. Our approach will continue to be firm, fair, and with a willingness to work with the residents as much as possible to achieve compliance.

**2B. Objective: Commercial Code Enforcement- Develop a process for tracking and enforcing commercial nuisance violations and site plans.**

When a Site Plan is approved or a Special Use Permit is granted for a commercial property, there is typically a list of conditions the applicant agrees to prior to receiving final approval. Often times, these “conditions” are only attached to the Site Plan or Special Use Permit and not made available to the Code Enforcement personnel in a comprehensive or readily available format. This makes enforcement of these conditions a difficult task, especially when these conditions are often agreed to in perpetuity.

In early 2021, the City will be transitioning to new software, which will include a Community Development module with the ability to import data and assign it to a specific address. Staff will be able to review past violations, restrictions and agreed upon conditions for any given property and ensure compliance. Having this information readily available makes it possible for these conditions to be enforced.

An additional measure that was taken to help ensure code compliance on our commercial properties was the addition of “code compliance” as an eligibility factor for the Gladstone Small Business Grant Program. This was a measure not taken by any other community in Clay County that participated in the disbursement of CARES Act funds in the form of business grants.

The overall property maintenance function has been streamlined with adoption of new ordinances and will be further improved through new software. These factors will combine in 2021 to allow code personnel to begin addressing commercial nuisance violations.

**Goal 3. Research and develop an innovative housing strategy designed to meet the needs of our diverse residents, encourages residential density, investment, and variety that works to preserve and increase housing values.**

**3A. Objective: Housing Strategy- Overlay code enforcement, transportation, and infrastructure data for housing quality, crime analysis, and incorporate into the Comprehensive Plan process by November 2020.**

Staff has been working to prepare an RFQ that will update the City’s Comprehensive Plan. Included in this RFQ, will be the ability to incorporate data from all departments in order to develop a housing strategy that will address and forecast the long-term needs of our residents. One of the major components of this Comprehensive Plan will be the current Citizen Satisfaction and Engagement Survey, which is currently in-progress by the ETC Institute.

Staff has also been working with Gould Evans, a national planning and design firm, about incorporating a Community Productivity Analysis, which is a true cost benefit analysis of different development patterns as a component of our Comprehensive Plan. Understanding and demonstrating the costs and benefits of different planning and development patterns will provide important information to support city leaders as they make informed decisions regarding future growth and development of Gladstone. In summary, the productivity of development is measured by the amount of public revenue (tax dollars) generated by development against the public cost of supporting that development. It is anticipated that this analysis will start in winter 2020.

City Staff anticipates that the RFQ for the Comprehensive Plan will be completed in 2021.

**3B. Objective: Housing Strategy- Monitor residential foreclosure, evaluate opportunity to acquire dilapidated properties to remove blight and encourage redevelopment.**

City Staff has been closely monitoring foreclosures and homes for sale in the Gladstone area as we are always seeking opportunities to consider dilapidated properties located on large lots. Our vision is to identify and promote blighted properties that will eventually attract a housing developer to build new and denser housing in the form of row or pocket housing that is owner occupied.

This past summer, City staff was notified about a single family residence near the Community Center. Since that notification, negotiations between City staff and the property owners have been slow. This particular property is desirable due to the lot size and proximity to downtown.

**C. Objective: Housing Strategy - Market and engage potential developers to provide a pilot project that addresses density and diversity in our housing stock.**

Staff solicited and met with multiple housing developers who have expressed interest in Gladstone. The primary strategy for our discussions was aimed at increasing density with higher-end housing in key locations.

Stratford Park – Several years ago, a developer designed a concept for a small neighborhood of duplex and four-plex residences that would fill in the vacant property located north of NE 72<sup>nd</sup> Street and North Euclid (behind Marco’s Pizza). Although this project didn’t materialize at that time, the plans had been through the planning process. As a result of our discussions, a housing developer now has diligently sought out the owners of the property and is now working on the final terms of sale. The developer has met with staff several times and expressed an interest in requesting project incentives, which include Chapter 100 tax abatement. Knowing the difficulty in negotiating tax abatement for a residential project, especially with the NKCSO, we have made it clear the only way any type of incentive would be considered was at the higher-end of the quality spectrum for the area, and contain attractive amenities.

Downtown Area - Preliminary discussions have occurred with two housing developers regarding the large lots located near downtown. Although these discussions have been extremely preliminary, the vision is that town homes could create additional density and provide a better living experience for those wishing to live closer to the downtown amenities.

**City Council Goal 4. Continue commitment to Downtown Gladstone and commercial corridors through innovative strategies.**

**A. Objective: Downtown Corridors - Support the expansion of major projects and track key properties along the corridors.**

Downtown Hotel – Although this has been in the development stage for nearly two (2) years, this project began in the Spring of 2020. MAG Partners of Omaha and The Scarlett Group of

Chicago have now come to agreement for the construction phase of the project and have mutually selected Ronco Construction as the General Contractor. The site in the 6900 Block of North Oak, will be the home of a planned 110-room Fairfield Inn by Marriott. Total construction time is expected to be approximately one (1) year with an expected investment of 15 million dollars.

Taco Bell / Arby's - This parcel is presently owned by the city and has been a key topic when discussing future downtown development. Our bid for the new Clay County Annex fell short but we have had some discussion with area developers regarding future development on that site. Although there are absolutely no concrete plans at this time, the developers have engaged an architect to layout the property. Construction of the hotel will bring new interest in that location and the property should become easier to market.

Van Chevrolet Property - This property is located in the 4900 Block of Old Pike Road and has excellent potential for another meaningful development project. There are two large lots in that tract; however, one (1) lot has been sold and will be the future location of Woolf's, which has already been approved by the City Council and is set for construction. The second available lot has been the topic of multiple discussions with an area developer. Right now, any proposed project has been placed on temporary hold due to the COVID-19 crisis; however, we are very confident that there is an opportunity to work with a developer for a planned project on that site sometime in the next year.

Scola Property – This is the city-owned property in the 5700 block of NE Antioch. Due to the site being a former Midland Gas Station. We have been focused on the mitigation of the contamination. We believe we are within six (6) months from having a “No Further Action” letter from the MODNR and increasing our strategy to actively market this site. This cleanup effort has involved the City of Gladstone, Missouri Petroleum Tank Insurance Fund, Intertek PSI, and the Missouri Department of Natural Resources.

Old BP Gas Station – This property is the former site of a BP/Amoco Station and small strip-style retail building, which are presently in disrepair and a providing a visual blight to the area. Staff has engaged in several conversations with the owner/developer and their legal counsel, who have proposed a few options, all which include a new fuel station and convenience store concept. Public incentive has been requested by the developer; however, there has been no determination which type of incentive is realistic until the merit of the project has been assessed. This assessment would include site plans, renderings and a financial proforma. In the meantime, the recent passage of the new Dangerous Building Ordinance will assist staff with moving forward in the process of ensuring demolition of the buildings.

**Goal 5: Continue implementation of parks, cultural arts, facilities, streets, sidewalks, stormwater, and potable water master plans.**

**5A. Objective: Review and prioritize remaining master plan projects related to parks, cultural arts, facilities, streets, sidewalks and storm water. Present recommendations as part of the annual Capital Improvement Plan in May 2020.**

## **City Streets**

### Old Pike Road- Complete

NE 76<sup>th</sup> Street Reconstruction- Staff is working to acquire easements from the last property owner. The project is expected to bid this Fall with construction likely to begin in early 2021.

Annual Street Maintenance Program- Staff worked to rate all of the City's streets. Vance Brothers began the FY20 intermediate maintenance (micro-surface) in early May. Phase I of the City's FY21 concrete program was bid, which focuses on curb and gutter replacement and ADA ramps on 72<sup>nd</sup> Street between N. Broadway and N. Troost. Metro Asphalt has agreed to complete this year's mill and overlay program at last year's unit prices. All are nearing completion.

Accelerated Street Maintenance- Approximately \$500,000 of accelerated street maintenance work that was planned as a part of 2020 financing package is pending financing.

## **Sidewalk Master Plan**

NE 72<sup>nd</sup> Street Sidewalk from M-1 to N. Olive- Complete

Shoal Creek Trail Pedestrian Signal- Complete

NW 72<sup>nd</sup> Street/N. Broadway Pedestrian Signal- Complete

NW Englewood Road/N. Broadway Pedestrian Signal Upgrades- Complete

Old Pike Road/Home Depot Pedestrian Signal Upgrades- Complete

N. Oak/NE 72<sup>nd</sup> Street Pedestrian Signal Upgrades- FY21

## **Stormwater Master Plan**

NE 76<sup>th</sup> Street and N. Tracy Storm Project- Project was awarded \$80,000 in DNR stormwater grant funds. Design is 95% complete and staff is working through easement acquisition and the DNR approval process. Construction is anticipated to start in the winter.

Carriage Commons Box Culvert Modifications- Project was awarded \$52,362 in DNR stormwater grant funds. Design is 100% complete and staff is working through the DNR approval process. Construction is anticipated to start in the winter.

## **Water/Sewer Master Plan**

FY20 Water and Sewer Replacements- Approximately \$1M of improvements were completed this year.

Accelerated Water Main Replacements- Approximately \$2.5M of accelerated water main replacement work that was planned as part of 2020 financing package is being designed pending bond issuance.

## **Parks and Recreation Master Plan**

Rock Creek Greenway Phase 2- Staff is working with MoDot to finalize the trail design and to acquire one easement. Construction is tentatively scheduled to begin this winter.

Disc Golf Course- Tee pads, benches, and sleeves for baskets have been installed.

## **Cultural Arts Master Plan**

Happy Rock Park- Two archways titled “Double Flutter” by Jim Galluci were installed in Happy Rock Park.

Temporary Art- The 2019 temporary artwork titled “Catch the Breeze” by Stacey Sharp was purchased and will remain in place on the western most downtown island located on NE 70<sup>th</sup> Street. A second temporary art piece titled “Hoodoos” by Joan Benefiel of Brooklyn, NY was also installed this Spring. This piece was installed on the NE 70<sup>th</sup> Street island- south of City Hall and will remain in place for two years.

### **5B. Objective: Engage a qualified engineer to analyze and recommend improvements to the water production and storage systems by July 2020.**

An RFQ was drafted and issued to the engineering community. RFQ responses are due in October and staff anticipates award in late 2020.

### **5C. Objective: Bond Project – Progress made toward Bond Projects such as the pool deck, NE 76th street, Oak Grove Park concessions/restroom, natatorium paint, fitness equipment, City Hall improvements, banquet room carpet, outdoor pool, AJ Farm, watermain replacements, downtown parking, and overlay program.**

The City is in the final stages of issuing approximately \$8 million in bonds to finance a variety of projects. Proceeds will be received in November.

Oak Grove Park Concessions / Restroom Project – Discussions continued with the North Kansas City School District regarding the concession and restroom partnership. A new design has been developed and construction is scheduled to commence this year.

Banquet Room Carpet – The banquet room carpet at the Community Center has been replaced and that project is now complete. This includes a new portable dance floor.

Outdoor Pool – An RFQ was advertised and SFS was selected as the architect for the design work for the renovation of the outdoor pool. The design / bid process for construction is in progress.

Water Main Replacement – Staff has developed a preliminary list of water main replacements for design by a consultant.

Downtown Parking – Confluence has been engaged to design the improvement for a planned Spring 2021 construction start.

**Goal 6: Continue the process of updating the Comprehensive Plan and develop an overall historic preservation structure and development plan for Atkins-Johnson Farm & Museum.**

**6A. Objective: Citizen Survey- Engage the ETC Institute to conduct a Citizen Survey to include basic service provisions and key issues such as sustainability and single-source trash by March 1, 2020.**

The Citizen Survey was developed by the ETC Institute. Survey results are expected in early 2021.

Additional topics of interest for this year's survey include:

- Enhancing the production of high-quality drinking water
- Pursuing the construction of a community dog park
- Pursuing discussions regarding the possibility of a single-source trash collection provider

**6B. Objective: Comprehensive Plan- Engage a qualified planning consultant to begin the process of updating the comprehensive plan and schedule a kick-off meeting by November 2020.**

Please see discussion of comprehensive plan process as part of Council Goal 3.

**6C. Objective: Develop a short term plan that includes governance mechanisms and a facility plan for the Atkins-Johnson Farm and Big Shoal Heritage area by July 2020.**

The governance model was placed on hold given changes to The Friends Board membership. Staff is working with area colleges and universities to develop a long range facilities plan for the property.

**6D. Objective: Comprehensive Plan- As part of the comprehensive plan process, create a long-term development and programming plan for the Big Shoal Heritage area. Progress will be reported as a component of the Comprehensive Plan.**

Again, please see City Council Goal 3 for progress toward the comprehensive plan.

**Goal 7: Implement Gladstone Shaping Our Future facilities recommendations.**

**7A. Objective: Facilities- Engage qualified firms to begin the process of designing and managing Fire Station #2 renovations and Public Safety Headquarters addition by March 2020.**

The design firm of Hoefer Wysocki Architects have been engaged to design both facilities. The fire station is under design while site analysis is being done for the Public Safety Headquarters Staff is currently interviewing construction managers to facilitate both projects.

**7B. Objective: Facilities- Complete financing that funds enhancements by March 2020.**

Financing is expected to be completed in early November.

**Goal 8: Continue developing a unified messaging strategy.**

**8A. Objective: Present and implement Phase 2 (Key Messaging) of Trozzolo's recommendations by March 2020.**

**8B. Objective: Begin Phase 3 (Branding & Graphics) of Trozzolo's perception study by April 2020.**

Phase 3 is underway and includes:

- 3 Logo Concepts & Testing: Trozzolo will create and present three logo concepts to choose from. Logo will be refined based on feedback (two rounds of edits) and built out final versions for print and web.
- 5 Tagline Concepts: Trozzolo will develop up to five tagline concepts for the city that complement the new logo and further express the brand platform.
- Fonts: Once a logo is chosen, Trozzolo will define specific style and sizes of font usage to complement the new logo.
- Colors: Primary and secondary color palettes will be outlined and appropriate for brand usage.
- Style Guide: Logo usage, font and colors will be included in a comprehensive set of graphic standards for the city.

**9. Objective: Investigate city-wide compensation levels and adjust to market practices. Report as part of the annual budget process.**

Please see discussion under City Council Goal 1.

**10. Objective: Work with the Gladstone Chamber to develop a vision and strategy related to the future of the business and major festivals.**

The Gladstone Chamber has created an internal strategic planning committee. The committee has engaged a third party facilitator and distributed a membership survey. The committee is currently participating in a SWOT analysis regarding membership value and major festivals.

These conversations have led to revisiting the overall mission of the Chamber in our community. The Chamber expects to complete this process in early 2021.

**11. Objective: Monitor national trends and strategically plan for local impacts related to the future of technology, transportation, environment, economics, retail, service delivery, criminal Justice, and legislation.**

COVID-19 required staff to become fluent in public health concepts and reporting. Primary legislative issues have focused on state and federal revenue replacement legislation.

**12. Objective: Build diverse language into basic operations through training and the creation of a resource guide by September 2020.**

Recent social justice conversations on the national, regional, and local level have helped us understand that we need to do more in this regard. Staff expects this to be a topic of conversation at the upcoming goal setting session.

Thank you for your consideration. If you should have any questions or desire additional information please advise.

## RESOLUTION R-19-63

### **A RESOLUTION ADOPTING A MISSION STATEMENT, VISION STATEMENT, AND GOALS FOR THE CITY OF GLADSTONE, MISSOURI FOR 2019-2020.**

**WHEREAS**, the Council of the City of Gladstone believes that developing and implementing goals is a critical component in successfully managing the municipal resources entrusted to them; and

**WHEREAS**, the Council of the City of Gladstone recognizes that clearly articulated goals provide a valuable communication tool between a City government and its constituents; and

**WHEREAS**, the Council of the City of Gladstone is committed to implementing policies and allocating resources to promote these goals.

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

**THAT**, the following Mission Statement, Vision Statement, and Goals are adopted for the City of Gladstone, Missouri:

#### **MISSION STATEMENT**

**“The City Council, Boards, Commissions, and City Staff are inspired and invested to enhance Gladstone’s quality of life and sense of community through innovative and effective leadership and inclusive citizen engagement.”**

#### **GLADSTONE VISION**

- Invested in becoming an even more welcoming and inclusive community.
- A vibrant commercial center with revitalized corridors at North Oak and Antioch Road and an innovative financial strategy that encourages economic development.
- A diverse quality housing stock that encourages community investment, provides opportunities to age in place, and becomes a destination to raise families.
- Innovative transportation alternatives that promote mobility in the community and the region.
- Stature and reputation of Gladstone strengthened and maintained. Gladstone is a recognized leader and provides innovative contribution to regional issues.
- A continued strong and innovative partnership with schools and other entities that help us ensure a high quality of life.
- An inspiring sense of place with a clear identity including an emphasis on arts and culture. You know you are in Gladstone.

- A strong commitment to public safety and City infrastructure investment.
- An inspired, innovative, and invested City staff.
- Cooperative relationships with citizens highlighted by inclusive citizen engagement and participation.

Based on the Mission and Vision, the City Council establishes the following goals:

### 2020 CITY COUNCIL GOALS

- Promote Gladstone as a safe place with a focus on crime reduction, traffic enforcement, and the recruitment and retention of high quality police officers.
- Monitor and adjust as necessary the proactive residential code enforcement program established in 2019. Begin a new commercial code enforcement program focused on education and responsiveness.
- Research and develop an innovative housing strategy designed to meet the needs of our diverse residents, encourage residential density, promote investment, and preserve and increase housing values.
- Continue commitment to downtown and commercial corridors through innovative strategies.
- Continue implementation of parks, cultural arts, facilities, streets, sidewalks, stormwater, and potable water master plans.
- Continue the process of updating the Comprehensive Plan and develop an overall historic preservation structure and development plan for Atkins-Johnson Farm and Museum.
- Implement Shaping Our Future facilities recommendations.
- Continue developing a unified messaging strategy.

**INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 11<sup>th</sup> DAY OF NOVEMBER 2019.**

  
 \_\_\_\_\_  
 Mayor Carol J. Suter

ATTEST:

  
 \_\_\_\_\_  
 Ruth E. Bocchino, City Clerk



**MINUTES  
REGULAR CITY COUNCIL MEETING  
GLADSTONE, MISSOURI  
MONDAY, SEPTEMBER 28, 2020**

**PRESENT:** Mayor Jean Moore  
Mayor Pro Tem R.D. Mallams  
Councilman Bill Garnos  
Councilman Tom Frisby  
Councilmember Tina Spallo

City Manager Scott Wingerson  
Assistant City Manager Bob Baer  
City Clerk Ruth Bocchino  
City Attorney John Mullane

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

**Mayor Moore** opened the Regular City Council Meeting Monday, September 28, 2020, at 7:30 pm.

**Item No. 2. On the Agenda.** ROLL CALL

City Clerk Ruth Bocchino called Roll. All Councilmembers were present.

**Item No. 3. On the Agenda.** Pledge of Allegiance to the Flag of the United States of America.

**Mayor Moore** asked all to join in the Pledge of Allegiance to the Flag of the United States of America and thanked VFW Post 10906, Stan Stoner and Joe Liles, for posting the Colors.

**Item No. 4. On the Agenda.** Approval of Agenda.

The agenda was approved as published.

**Item No. 5. On the Agenda.** Approval of the September 14, 2020, Closed City Council Meeting Minutes.

**Mayor Pro Tem Mallams** moved to approve the minutes of the September 14, 2020, Closed City Council meeting as presented. **Councilman Frisby** seconded. The Vote: "aye", Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0)

**Item No. 6. On the Agenda.** Approval of the September 14, 2020, Regular City Council Meeting Minutes.

**Mayor Pro Tem Mallams** moved to approve the minutes of the September 14, 2020, Regular City Council meeting as presented. **Councilmember Spallo** seconded. The Vote: “aye”, Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0)

**Item No. 7. On the Agenda. PROCLAMATION:** National Code Enforcement Month

**Mayor Moore** read the Proclamation and presented to Stephen Jackson and Eric Millsap.

**Item No. 8. On the Agenda. CONSENT AGENDA.**

Following the Clerk’s reading:

**Councilmember Spallo** moved to approve the Consent Agenda as published. **Mayor Pro Tem Mallams** seconded. The Vote: “aye”, Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0)

**Councilmember Spallo** moved to approve **RESOLUTION R-20-45** A Resolution accepting easements from certain property owners in conjunction with the Northeast 76<sup>th</sup> Street and North Tracy Avenue Storm Drainage Improvements Project CP2131. **Mayor Pro Tem Mallams** seconded. The Vote: “aye”, Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0)

**Councilmember Spallo** moved to approve the **SPECIAL EVENT PERMIT:** Good Shepard WMC Worship Experience, 602 Northeast 70<sup>th</sup> Street, Linden Square, Sunday, October 4, 2020, 12:00-12:45 pm. **Mayor Pro Tem Mallams** seconded. The Vote: “aye”, Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0)

**REGULAR AGENDA.**

**Item No. 9. On the Agenda.** Communications from the audience.

Bob Oakes approached Council and stated: *“My name is Bob Oakes and I live in Carriage Hills (4008 NE 62<sup>nd</sup> Terrace) and I’m here to oppose one of your Resolutions that you say that you are in favor of the Clay County proposed Constitution and I would guess that, have any of you read the Constitution, the proposed Constitution? Are you aware that five of the elected officeholders in Clay County would no longer be elected? That they would be appointed by the County Administrator. The Commissioners won’t even vote for approval of it and those people will have a lifetime term, not elected, lifetime term. Do you realize that in that Constitution that they made some grave mistakes? One of them is the Assessor, you will have no Assessor in Clay County for nine months. The Constitution says in Article 4, Section 404, that after the election in November that the County Assessor cannot take office until September following the election which would*

*be 9-1-21. No Assessor for nine months. The Constitution also says it cannot be amended for two years. The people of Clay County will not put up with this. Anyone, I made another statement here, I'd like to give these to you also; my last statement here it says, please read all these poison pills. I have eight in red, and another 22 or 23 after that. It looks like I'm missing one page; no there it is. And I'm saying these are all the highlights. This Constitution is written like fifth grade work. It couldn't get more than a D- in a high school paper. It is so bad, there is no index. There is no addendum. There is no definition of terms; it is the lousiest thing I've ever seen. It says words like 'continue', this is the very first Constitution; continue what? You can't be continuing if it is the very first one. It is terrible, terrible, terrible. And I'll say this, anybody, any group that stands behind this is going to be harshly graded by the voters, harshly, because it is a pile of you know what, OK? Can I give this to you?"*

**Mayor Moore** asked if there was anyone else to speak to the Council.

Jim Oldebeken approached City Council.

Mayor Moore stated: *"I would like to remind you that we need to be speaking on items not on the agenda and that Resolution is on the agenda this evening."*

Mr. Oldebeken stated: *"My name is Jim Oldebeken, 7402 North Highland. Is it permissible to discuss the, something related to the last meeting that I have concerns about?"*

**Mayor Moore** stated: *"Certainly."*

Mr. Oldebeken stated: *"May I take my mask off?"*

**Mayor Moore** stated: *"Whatever works best for you, you are at a social distance."*

Mr. Oldebeken stated: *"Thank you, I'll try not to spray. OK. I will be as concise as I can. At the last meeting I made some comments about my opposition to the proposed Constitution. It related to significant lapses, violations of the Missouri Sunshine Law, which is a great concern for two reasons. One is, this document starts with trust. Government is a trust and the officers of the government are trustees. That's from Henry Clay. I provided to the city a document that I sent to the Attorney General with my concerns which is my duty as a citizen. You have that. Since then, after last week's, the meeting two weeks ago, I heard some statements made that I considered willfully false, like 'the minutes are done.' They are not done. I made a Sunshine Request, multiple; I don't have the first meeting, I don't have the second meeting. The first time I asked for minutes was on August 17<sup>th</sup>. If this is Sunshine, that's twilight. Things here have been wonderful, according to Sunshine. It gives me great comfort. Other statements that I have to bring up because if a false statement is made, we can't let that go. The statement: 'We complied with our records requirement with the Circuit Court Records Policies, I believe.' Well, I've already asked the Circuit Court what those policies are before this meeting. They are identical to the Sunshine Law and the Sunshine Law definitions don't provide exceptions for the courts. That's a concern. Also, it was stated that 'Wendy Bridges on our Commission was the Custodian of those records.' I had asked that for quite a while. Multiple times. In the document I'll provide you, you will see where that took place. I could go on; I'm not. That really disturbed me to hear*

*willful false statements; after they got a letter that I received and they received alerting them that they were under investigation by the Attorney General for complaints about failure to comply. I wish you'd cover the rest of this in another format, or privately; but it's really sad. That's all I have, thanks."*

**Item No. 10. On the Agenda.** Communications from the City Council.

**Councilmember Spallo** stated: *"Thank you. First and foremost, I'd like to say thank you to the Public Works Department and all the other city associates that assisted with the trash disposal weekend. It was fantastic. Tons of trash gotten rid of. All of the cooperation between residents and staff was good. I was out there several times making use of the event to myself and it was very well organized. From what I saw, there was a lot more people participating than had been in the past. It was very organized and staff was very friendly and helpful. Hats off to all them and a big thank you. Also, I wanted to remind all of our residents that if you haven't filled out your Census, that is due September 30. I was able to get some statistics from Scott Wingerson, and right now in regard to returns, Gladstone is at 75.2%, which is outstanding. I just really encourage everyone to complete that. It will help us in the future with funding and whatnot. Send them in! Have them postmarked by the 30<sup>th</sup>. Thank you."*

**Councilman Frisby** stated: *"Mayor Moore, just a couple of thank you's. Parks and Rec and to Public Safety, especially Animal Control. I went over this past Saturday and I heard Dunkin' Dogs; I didn't know if it was a combination of donuts and hot dogs or what I was expecting, but it was an event that was well run. I talked to a lot of residents who had their dogs there. They appreciated the event. They appreciated the Animal Control folks there keeping the peace as much as possible between the participants; and the Parks Department for putting that on. It was a well-run event and thank you."*

**Mayor Pro Tem Mallams** stated: *"Again, just pats on the back to Director Nebergall for the trash disposal weekend. It was very good."*

**Mayor Moore** stated: *"I would echo the same thing. We were there two times and it was great service all the time. I know we had a record amount of debris accepted by the city. It was great. I also had the opportunity on Saturday to go to the Car Stravaganza, which our former colleague was in charge of here at Linden Square. They had a lot of cars and it was good and the proceeds from that event will benefit the Mayor's Christmas Tree so I appreciated that."*

**Item No. 11. On the Agenda.** Communications from the City Manager.

City Manager Scott Wingerson stated: *"Mayor, thank you. I'd like to deviate a little bit and just respond to the public that spoke at the meeting tonight. I just wanted to say, I'm sure that Council realizes this, but the Resolution that is pending on your agenda tonight simply encourages residents of Gladstone and Clay County to become informed about the Clay County Constitution; it's an important issue facing our future and we want to make sure that everybody A) knows about it; B) has time to process it and listen to both sides of the argument and make an informed decision. If the Council considers and chooses to pass the Resolution, it's simply encouragement to the voters of Gladstone to educate themselves on the topic. It doesn't endorse*

*or detract from the effort in one way or the other so I just wanted to clarify that for the two speakers tonight. 2020 Fright Night, as with everything else in 2020, has a little bit of a twist. Users are asked to wear their costumes and drive through Happy Rock Park where vendors will be handing out treats to all the ghosts and goblins; \$2.00 or donate two cans of goods per child. Proceeds will benefit the Northland Christmas Store. That is on October 23 from 6:00 to 7:30 pm at Happy Rock Park. A few months ago, the Council established a Small Business Grant through CARES Funding that the city received from Clay County, State of Missouri, and the Federal Government. The deadline is fast approaching, so any small businesses that are interested in that should get with the Clay County EDC or city staff immediately. The deadline is September 30. We continue to work on the street maintenance program all over town but probably most people understand 72<sup>nd</sup> Street between Troost and Holmes, basically, is the current segment that they are working on so I appreciate everybody's patience there as we make adjustments to try to make the commute to and from work easier on everybody and ultimately end up with a better street. Two more things, Mayor, if I could. One is I had the opportunity over the weekend to walk the Rock Creek Greenway Trail from Brooktree to 64<sup>th</sup> Street. It is absolutely stunning. It is well maintained. It is wide, it is beautiful, the houses are well maintained. It's just a perfect example of Fall foliage and I'd put it up against any view shed in the state right now. It's just absolutely stunning. So if you get a chance, drive, huh, drive, your mobility scooter, take a walk through there. Finally, I can't get away from a Council meeting without a COVID update: 4,017 cases confirmed in Clay County; 54 deaths; approximately 300 of those cases in Gladstone. Thank you, Mayor."*

**Mayor Moore** stated: *"Thank you, and I appreciate you clarifying our Resolution, that is a segue into Item No. 12 on our agenda."*

**Item No. 12. On the Agenda.** **RESOLUTION R-20-46** A Resolution encouraging the residents of Gladstone to become informed on the proposed Clay County, Missouri, Constitution and to vote on November 3, 2020.

**Councilman Garnos** moved to approve **RESOLUTION R-20-46** A Resolution encouraging the residents of Gladstone to become informed on the proposed Clay County, Missouri, Constitution and to vote on November 3, 2020. **Mayor Pro Tem Mallams** seconded. The Vote: "aye", Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0)

**Item No. 13. On the Agenda.** **RESOLUTION R-20-47** A Resolution authorizing the City Manager to enter into an Agreement with Enterprise Fleet Management for acquisition and disposal of vehicles.

**Mayor Pro Tem Mallams** moved to approve **RESOLUTION R-20-47** A Resolution authorizing the City Manager to enter into an Agreement with Enterprise Fleet Management for acquisition and disposal of vehicles. **Councilmember Spallo** seconded.

**Mayor Moore** stated: *"I would like to make a comment here. I would just like to give KUDOS to Director Accurso and Director Nebergall. I know they have worked on this idea for a very long time and I know research like this and recommendations like this to the City Council for action*

*go a long way towards saving money for the city and so I'm just really grateful for their ingenuity and their stick-to-it-iveness to staying with this to try to get this through."*

The Vote: "aye", Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0)

**Item N. 14. On the Agenda. FIRST READING BILL NO. 20-30** An Ordinance authorizing the City of Gladstone, Missouri, to enter into a Lease Purchase Agreement with Security Bank of Kansas City whereby the City will lease certain property from the bank; approving a Declaration of Trust between Security Bank of Kansas City and the City pursuant to which certain Certificates of Participation will be executed and delivered for the purpose of financing certain project costs for the City; and approving certain other documents and the taking of certain actions necessary to deliver the Certificates of Participation.

**Mayor Pro Tem Mallams** moved **Bill No. 20-30** be placed on its First Reading. **Councilman Garnos** seconded. The Vote: "aye", Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0). The Clerk read the Bill.

**Mayor Pro Tem Mallams** moved to accept the First Reading of **Bill No. 20-30**, waive the rule, and place the Bill on its Second and Final Reading. **Councilman Garnos** seconded. The Vote: "aye", Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0). The Clerk read the Bill.

**Mayor Pro Tem Mallams** moved to accept the Second and Final Reading of **Bill No. 20-30**, and enact the Bill as **Ordinance 4.529**. **Councilman Garnos** seconded.

City Manager Wingerson stated: *"Mayor, if I could just introduce and thank at the same time two very important individuals to this effort to finance these improvements. The first is Rick McConnell from Armstrong-Teasdale; he is our bond counsel; you've known Rick before. Second is Tom Kaleko with Baker-Tilly, he is our municipal financial advisor and we couldn't do this type of work without their efforts and expertise and we really appreciate their support."*

**Mayor Moore** stated: *"Thank you, we all cheer them on and thank you for your efforts, gentlemen. We appreciate it."*

The Vote: "aye", Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0)

**Item No. 15. On the Agenda. FIRST READING BILL NO. 20-31** An Ordinance amending Title IX of the City of Gladstone, Clay County, Missouri, Code of Ordinances by repealing certain provisions contained therein and enacting in lieu thereof new provisions designated as Title IX relating to the construction and maintenance of structures and property within the city and designated as the "Building and Construction Ordinance" for the City of Gladstone, Clay County, Missouri.

**Councilmember Spallo** moved **Bill No. 20-31** be placed on its First Reading. **Councilman Frisby** seconded. The Vote: “aye”, Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0). The Clerk read the Bill.

**Councilmember Spallo** moved to accept the First Reading of **Bill No. 20-31**, waive the rule, and place the Bill on its Second and Final Reading. **Councilman Frisby** seconded. The Vote: “aye”, Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0). The Clerk read the Bill.

**Councilmember Spallo** moved to accept the Second and Final Reading of **Bill No. 20-31**, and enact the Bill as **Ordinance 4.530**. **Councilman Frisby** seconded. The Vote: “aye”, Councilmember Tina Spallo, Councilman Tom Frisby, Councilman Bill Garnos, Mayor Pro Tem R.D. Mallams, and Mayor Jean Moore. (5-0)

**Item No. 16. On the Agenda.** Other Business.

There was none.

**Item No. 17. On the Agenda.** Adjournment.

**Mayor Moore** adjourned the September 28, 2020, Regular City Council meeting at 8:00 pm.

Respectfully submitted:

\_\_\_\_\_  
Ruth E. Bocchino, City Clerk

Approved as presented: \_\_\_\_

Approved as modified: \_\_\_\_

\_\_\_\_\_  
Jean B. Moore, Mayor

**RESOLUTION NO. R-20-48**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE NORTHLAND ASSISTANCE CENTER, A MISSOURI NONPROFIT CORPORATION, FOR THE DISTRIBUTION OF CARES ACT FUNDS TO GLADSTONE RESIDENTS WHO HAVE BEEN DIRECTLY IMPACTED BY THE COVID-19 PANDEMIC AND QUALIFY FOR FINANCIAL ASSISTANCE.**

**WHEREAS**, Congress passed and the President signed the Coronavirus Aid, Relief and Economic Security (CARES) Act on March 27, 2020; and

**WHEREAS**, the City received a portion of the CARES Act funds distributed to Clay County from the State of Missouri; and

**WHEREAS**, it has been determined that providing emergency financial assistance to Gladstone residents directly impacted by the loss of income due to the COVID-19 public health emergency is an authorized use of CARES Act funds; and

**WHEREAS**, The Northland Assistance Center has the qualifications, resources, and ability to review and approve applications from Gladstone residents in need of financial assistance for rent or mortgage payments, overdue utility bills, and/or other individual emergency needs; and

**WHEREAS**, The Northland Assistance Center has agreed to administer the grant program and distribute financial assistance to Gladstone residents who are in need; and

**WHEREAS**, the City desires to enter into a Memorandum of Understanding with The Northland Assistance Center to administer the grant program and distribute the available funds.

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

**THAT**, the City Manager of the City of Gladstone, Missouri, is hereby authorized to enter into the proposed Memorandum of Understanding with The Northland Assistance Center, on the terms and conditions set forth in the Memorandum of Understanding (MOU), and to take any other such measures as may be required to ensure the distribution of CARES Act Funds to assist Gladstone residents directly impacted by the COVID-19 pandemic.

**INTRODUCED, READ, PASSED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 12TH DAY OF OCTOBER, 2020.**

\_\_\_\_\_  
Jean B. Moore, Mayor

ATTEST:

\_\_\_\_\_  
Ruth E. Bocchino, City Clerk



## *Request for Council Action*

RES  # R-20-48

BILL  # City Clerk Only

ORD # City Clerk Only

Date: 10/5/2020

Department: General Administration

Meeting Date Requested: 10/12/2020

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

**Subject:** A Resolution authorizing the City Manager to enter into a Memorandum of Understanding with The Northland Assistance Center to administer a grant program that assists Gladstone residents directly impacted by the COVID-19 pandemic.

**Background:** On March 27, Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act, which established a funding source that was disbursed to individual States based on population. Missouri, in turn, distributed a certain amount of that funding to individual counties, also based on population. In May, Clay County divided up the funds allocated to them proportionally to each municipality but asked that each municipality be responsible for using their share in accordance to regulations set forth by the United States Treasury Department. It has been determined that the distribution of funds to qualified Gladstone residents impacted by the COVID-19 public health emergency is an authorized use of CARES Act funds. The City of Gladstone is proposing to provide up to \$45,000 (as distributed in up to three (3) \$15,000 disbursements) to The Northland Assistance Center to be used towards grants for Gladstone residents in need of emergency financial assistance due to the COVID-19 pandemic. Such assistance could include overdue rent or mortgage payments to avoid eviction or foreclosure, past due utility bills, or other emergency individual needs caused by a loss of income. The Northland Assistance Center has the resources and ability to review applications and distribute the funds to those truly in need of emergency assistance. This Resolution will allow the City Manager to enter into a Memorandum of Understanding with the Northland Assistance Center to administer the grant program in return for a 5% Administrative Fee of all funds distributed.

**Budget Discussion:** Funds are budgeted in the amount of \$ \$45,000 from the OTHER Fund. Ongoing costs are estimated to be \$ 0 annually. Previous years' funding was \$0

**Public/Board/Staff Input:** Staff recommends approval of the proposed Resolution.

**Provide Original Contracts, Leases, Memorandum of Understandings, etc. to:** City Clerk and Vendor

Bob Baer  
Department Director/Administrator

PC  
City Attorney

SW  
City Manager

RCA DUE TO CITY CLERK WEDNESDAY 12:00 PM

## Memorandum of Understanding

### Between The Northland Assistance Center and The City of Gladstone

This MEMORANDUM OF UNDERSTANDING (this “MOU”) is dated as of October 12, 2020, (“Effective Date”), by and between the City of Gladstone, a municipal corporation duly organized and existing under the laws of the State of Missouri, (the “City”) and The Northland Assistance Center, a Missouri nonprofit corporation (“NAC”).

#### Recitals

- A. Congress passed and the President signed the Coronavirus Aid, Relief and Economic Security (CARES) Act on March 27, 2020. The CARES Act provides for Federal Stimulus Funds to flow to the State by population and to Counties within the State also by population.
- B. Certain types of grants are indicated in the guidance as eligible, including expenditures related to emergency financial assistance to individuals and families directly impacted by a loss of income due to COVID-19 public health emergency. Such assistance could include, for example, a program to assist individuals with payment of overdue rent or mortgage payments to avoid eviction or foreclosure or unforeseen financial costs for funerals and other emergency individual needs caused by COVID-19. Such assistance should be structured in a manner to ensure as much as possible, within the realm of what is administratively feasible, that such assistance is necessary.
- C. The City staff has neither the capacity nor the qualifications to administer such a program; however, NAC does have the qualifications, capacity, and ability to administer such a program.

Accordingly, the following is agreed to between the City and the NAC:

1. The City commits to making up to three (3) separate contributions of fifteen thousand dollars (\$15,000.00) each. Such contributions shall be used to make grants to qualifying Gladstone families.
2. NAC shall review and approve applications from Gladstone residents for assistance with rent or utilities. All applicants will be required to provide proof of residency, picture identification for all household members over 18 years of age, social security cards for all household members, proof of income, when appropriate, and a letter from the landlord or mortgage company and/or a copy of the utility bill(s).
3. NAC will be responsible for the disbursement of funds directly to the purveyor.
4. NAC will enter all clients into the Mid-America Assistance Center (MAAC) database and will provide reports to the City staff on a monthly basis.

5. In consideration of the services of NAC, the City shall pay NAC an amount equivalent to five percent (5%) of the amount of grant funds that are disbursed to Gladstone individuals or families.
6. NAC shall comply with all federal, state and local laws, rules, regulations and guidelines in carrying out the services described herein.
7. The recitals set forth above are true and correct and are incorporated herein by reference and made a part of this MOU.
8. The persons executing this MOU on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this MOU on behalf of said party, (iii) by so executing this MOU, such party is formally bound to the provisions of this MOU, and (iv) the entering into this MOU does not violate any provisions of any other agreement to which said party is bound.
9. This Memorandum of Understanding will be in place from the Effective Date through December 30, 2020, or until grant funds are exhausted, whichever comes first.

Agreed to this 12th day of October, 2020.

City of Gladstone

The Northland Assistance Center

\_\_\_\_\_  
Scott Wingerson, City Manager

\_\_\_\_\_  
Rita Pearce, Executive Director

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

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

Approved as to Form:

\_\_\_\_\_  
City Counselor

Attest:

\_\_\_\_\_  
City Clerk

## RESOLUTION NO. R 20-49

**A RESOLUTION DIRECTING CITY STAFF TO DELAY THE ACCEPTANCE AND PROCESSING OF APPLICATIONS FOR EXTENDED-STAY MOTELS/HOTELS, TRANSITIONAL HOUSING, HOMELESS SHELTERS, RESIDENTIAL MENTAL HEALTH TREATMENT FACILITIES, AND ALCOHOL AND/OR SUBSTANCE ABUSE REHABILITATION HOUSING WITHIN THE CITY OF GLADSTONE, MISSOURI.**

**WHEREAS**, recently the number of companies and organizations seeking to provide extended-stay motels/hotels, transitional housing, homeless shelters, residential mental health treatment facilities, and alcohol and/or substance abuse rehabilitation housing within the City of Gladstone has increased; and

**WHEREAS**, the City Council is also concerned about accommodating those uses within the various commercial and residentially-zoned districts of the community and believes there may be a need to study and revise existing ordinances of the City; and

**WHEREAS**, to ensure the City Council successfully, fairly, and rationally fulfills its legislative duty regarding the regulation of extended-stay motels/hotels, transitional housing, homeless shelters, residential mental health treatment facilities, and alcohol and/or substance abuse rehabilitation housing, it is necessary to temporarily preserve the status quo by imposing a moratorium to administratively delay the acceptance and processing of applications, permits, and development approvals related to businesses and uses such as extended-stay motels/hotels, transitional housing, homeless shelters, residential mental health treatment facilities, and alcohol and/or substance abuse rehabilitation housing or the operation of other similar businesses and uses pending action by the City Council; and

**WHEREAS**, the Council also recognizes this is an extraordinary remedy that should be used judiciously and only after serious evaluation and analysis by staff and the City Council; and

**WHEREAS**, the City Council determines that a reasonable timeframe during which a moratorium of this type should be in effect is a period of six (6) months after the adoption of this Resolution, to provide the City Council with a reasonable opportunity to study possible legislative actions associated with the regulation of these businesses.

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

**THAT**, the Council hereby directs City staff to research issues related to the impact of facilities involving extended-stay motels/hotels, transitional housing, homeless shelters, residential mental health treatment facilities, and alcohol and/or substance abuse rehabilitation housing will have on neighboring commercial and residential properties.

**FURTHER, THAT,** the Council hereby directs that applications, development approvals, and permits for extended-stay motels/hotels, transitional housing, homeless shelters, residential mental health treatment facilities, and alcohol and/or substance abuse rehabilitation housing shall not be processed for a period of six (6) months to allow the Council an opportunity to study the impact of these type of businesses and uses within the City. The City Council shall consider amendments to the Zoning, Land and Development Ordinances, recommended by City staff, if any, that are needed to mitigate any adverse impacts that may be identified. The Council shall further adopt any revisions to the Zoning, Land and Development Ordinance that may be deemed necessary as a result of the Council's investigation. This moratorium shall not extend beyond April 12, 2021, unless the City Council extends the date by majority vote at a duly noticed meeting.

**FURTHER, THAT,** if an applicant believes the City's determination not to accept or process an application for new business or occupational licenses, permit, and/or development approval pursuant to the provisions of this Resolution is unreasonable, the applicant may file a written appeal of the determination with the City Clerk within five (5) days of the determination. If an appeal is timely and properly filed, the City Clerk shall schedule a hearing before the Council at its next regularly scheduled meeting. The applicant shall bear the burden of establishing, by clear and convincing evidence, that the acceptance or processing of the subject application will not undermine the spirit and intent of any pending revisions to the Zoning, Land, and Development Ordinance. If the Council determines that such action will not undermine the spirit and intent, it shall direct that the application be accepted for processing or processed as the case may be.

**FURTHER, THAT,** upon receipt of a written request for an appeal, the City shall establish guidelines for the Council to utilize in determining whether the application, if approved, will undermine the spirit and intent of the pending revisions to the Zoning, Land, and Development Ordinance pursuant to this Resolution.

**INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 12<sup>TH</sup> DAY OF OCTOBER 2020.**

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Jean B. Moore, Mayor

ATTEST:

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Ruth E. Bocchino, City Clerk



**RESOLUTION NO. R-20-50**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH GOULD EVANS FOR THE PURPOSE OF CREATING A COMMUNITY PRODUCTIVITY ANALYSIS IN THE AMOUNT OF \$20,380.00.**

**WHEREAS**, Gould Evans will work with city staff to create a Community Productivity Analysis in an effort to help our community plan for our future fiscal health as growth and development occur; and

**WHEREAS**, this analysis will be used in conjunction with the beginning phases of the Comprehensive Plan Update; and

**WHEREAS**, Gould Evans will provide a copy and present to City Council the overall results of the analysis; and

**WHEREAS**, the proposal received from Gould Evans in the amount of \$20,380.00, which includes all options of the Scope of Services, has been determined by the City Manager to be a fair proposal.

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

**THAT**, the City Manager of the City of Gladstone, Missouri, is hereby authorized to execute an agreement with Gould Evans for work as outlined in the attached proposal documents for a total amount not to exceed \$20,380.00.

**FURTHER, THAT**, funds for such purpose are authorized from the General Fund.

**INTRODUCED, READ, PASSED, AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 12<sup>TH</sup> DAY OF OCTOBER 2020.**

\_\_\_\_\_  
Jean B. Moore, Mayor

ATTEST:

\_\_\_\_\_  
Ruth E. Bocchino, City Clerk



## *Request for Council Action*

RES  # R-20-50

BILL  # City Clerk Only

ORD # City Clerk Only

Date: 10/6/2020

Department: Community Development

Meeting Date Requested: 10/12/2020

Public Hearing: Yes  Date:

Subject: Community Productivity Analysis – Gould Evans, Planning & Design Firm

Background: As City Staff prepares to kick-off the Comprehensive Plan update, we are seeking professional services from Gould Evans to conduct a Community Productivity Analysis. Gould Evans will work with City Staff to develop a true cost benefit analysis of different development patterns that will provide necessary information to support informed decisions regarding future growth and development of Gladstone.

Gould Evans will provide the following services:

- General Spatial Data Analysis
- Infrastructure Visualization
- 3D Taxable Value per Acre Visualization by parcel
- 3D Taxable Value per Acre Visualization by zip code or other
- Walkability Map
- Building Type Survey
- Regulatory Barrier Assessment
- ROI Analysis
- Productivity Opportunity Analysis
- Building A Stronger Gladstone Brochure
- Presentation (2)

For more detail of each service area, please see the attached Scope of Services.

Budget Discussion: Funds are budgeted in the amount of \$ 20,380 from the General Fund. Ongoing costs are estimated to be \$ 0 annually. Previous years' funding was \$0

Public/Staff Input/Commission: This open study presentation to City Council by Dennis Strait, Gould Evans, took place on Monday, September 28, 2020. The consensus from the City Council was to move forward with the project as a component of the Comprehensive Plan update.

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

Austin Greer, Assistant to the City Manager & Planning Administrator

PC  
City Attorney

SW  
City Manager

**AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES**

**THIS AGREEMENT** made this 12<sup>th</sup> day of October, 2020, by and between the City of Gladstone, Missouri, (“Client”) and Gould Evans, P.C., a Missouri Small Business Corporation, or S-Corporation (“Consultant”).

**WITNESSEH**

**WHEREAS**, the Client desires to engage the Consultant to render certain agreed upon professional planning services for preparation of a Community Productivity Analysis, and the Consultant is willing to provide such services, all upon the terms set forth below.

**NOW, THEREFORE**, in consideration of these premises, the parties hereto agree as follows:

1. **Scope of Services:** The Consultant will undertake work assigned by Client relating to *Attachment A: Scope of Services*.
2. **Time and Performance:** The Consultant’s services shall commence upon execution of this Agreement by both parties. Once approved by the Client, the Consultant shall complete the tasks described in the Scope of Services within 6 months from the date of execution of this Agreement, unless delayed by circumstances beyond Consultant’s control.

The Consultant will exercise reasonable skill, care and diligence in the performance of its services, and will carry out its responsibilities in accordance with the customarily accepted planning practices in Consultant’s community. The Client shall be responsible for the timely delivery of data and support information requested by the Consultant in a manner that will allow the Consultant the ability to perform its services within the time frame noted above.

**Compensation:** The Consultant shall be compensated, a fixed fee not-to-exceed **\$20,380.00 (Twenty Thousand Three Hundred Eighty Dollars)**, including reimbursable expenses. Consultant will bill based upon the percentage of work complete by Task, up to the maximum fees stated above. Consultant will not exceed the maximum fees stated above without written authorization from the Client.

3. **Payment:** The Client shall pay the amount due within 30 days after receipt of Consultant’s invoice. If the invoice is not paid within 30 days, the Consultant may suspend services upon written notice to the Client. If a portion of the Consultant’s statement is disputed, the Client shall pay the undisputed portion by the due date. Interests on amounts due and unpaid shall accrue at the rate of 1.5% per month from date due until paid. In any action to recover payment due, Consultant shall be entitled to recover its attorney’s fees costs. The Client shall advise the Consultant in writing of the basis for any disputed portions of the statement within 7 days of receipt of invoice. Undisputed portions of the invoice shall be timely paid by Client notwithstanding such disputed portions.
4. **Time and Expense Records:** The Consultant shall keep and maintain time and expense records relating to the scope of services described above, together with supporting receipts, vouchers, and appropriate documentation. As necessary, these records and other appropriate documentation may be required to support invoices submitted to the Client. The Client shall

have the right to examine such records as it deems necessary upon reasonable notice to the Consultant at Consultant's place of business during normal business hours.

5. **Authorization of Changes:** Any changes or additional tasks required for the performance of this Agreement and any compensation due for the provision of additional services shall only be authorized by the Client in writing, and the Consultant shall first request such changes in writing. The Consultant shall be compensated for any additional tasks so approved and authorized, based upon a fee determined by the Consultant and Client for such additional professional services.
6. **Liability:** To the extent permitted by applicable law, the Consultant agrees to indemnify and hold harmless the Client, its employees, officials, agents and representatives, from any and all losses of whatever kind to the extent caused by Consultant's negligent acts of failure to act in performance of this Agreement. To the extent permitted by applicable law, the Client agrees to indemnify and hold harmless the Consultant, its staff and employees and affiliates from any and all losses of whatever kind to the extent caused by Client's negligent acts or failure to act in performance of this Agreement.
7. **Disputes/Termination:** Each party may terminate this Agreement with ten (10) days' written notice to the other party. In the event of such termination, provided the consultant is not then in default under this Agreement, the Client shall pay the Consultant its compensation and expenses to and through the actual date of termination, upon documentation of those costs by written invoice to the Client.
8. **Ownership of Documents:** Upon receipt of final payment by Consultant, all original final documents, studies or graphic materials, drawings, plans and digital files prepared by the Consultant shall be deemed property of the Client except as to confidential matters or trade secrets of the Consultant (if identified as such in writing by the Consultant), but only after the final payment by the Client for the same. The Consultant shall be permitted to retain copies, including reproducible copies, of the Consultant's drawings, specifications and other documents. The Client's right of ownership in all such documents shall not prohibit the Consultant from future utilization of design or planning drawings or concepts in the ordinary course of Consultant's business and the Client hereby grants the unrestricted permission to use all such data contained in the Consultant's drawings, text and other documents.

The Client shall prohibit any Contractor and its subcontractors or suppliers from utilizing the Consultant's drawings or other documents on other projects not authorized by the Client. In the case of any future reuse of the documents by the Client without Consultant's direct professional involvement, the Consultant's and Consultant's consultants' names shall be removed from all such documents and the Consultant shall not be liable to the Client in any manner whatsoever for their reuse. Due to the potential exposure to liability when reused, the Client agrees to indemnify and hold harmless the Consultant, Consultant's consultants, their agents, and employees, from and against any claims, damages, losses and expenses including, but not limited to, attorney's fees, arising out of or resulting from the Client's reuse of any such drawings or documents other than for use in this Project with Consultant's direct involvement, including any claims brought by any third-parties, and including any claims relating to the Consultant's or its consultants' negligent preparation of any such drawings or other documents. The Client's obligations under this paragraph shall survive any termination of this Agreement and shall be binding upon the Client's successors and assigns.

9. **Confidentiality of Findings:** Any reports, information, data or intellectual property whatsoever given or prepared as assembled by the Consultant under this Agreement shall not be made available to any individual or organization by the Consultant without the prior written approval of the Client, except for those uses specified in Item 10, Public Relations.
10. **Public Relations:** Consultant shall have the right to retain and utilize copies of all work it produces on the Project for citation and dissemination in the Consultant's resume, brochures and other generally recognized forms of professional public relations.
11. **Extent of Agreement:** This Agreement represents the entire and integrated agreement between the Client and Consultant and supersedes all prior negotiations, representations or agreement, either written or oral. This Agreement may be amended only by written instrument signed by both the Client and Consultant.
12. **Severability:** Should any of the provisions of this Agreement be determined to violate any state law or City ordinance, that shall not affect the validity of the other terms of this Agreement and there shall be added to this Agreement a legal, valid or enforceable term or provision as similar as possible to the stricken provision.
13. **Applicable Law:** Parties agree that Missouri law is controlling in interpreting this Agreement. The venue for any disputes arising under the Agreement shall be the Circuit Court of Jackson County, Missouri.
14. **Insurance:** Consultant shall maintain, at its own expense, the following insurance with insurance companies reasonably acceptable to Client:
  - (a) Professional Liability Insurance in the amount of five hundred thousand Dollars (\$500,000.00) (per claim and aggregate, with all coverage retroactive to the earlier of the date of this Agreement and the commencement of Consultant's services under this Agreement) covering personal injury, bodily injury and property damages to the extent caused by consultant's negligent acts, errors or omissions, which coverage shall be maintained for a period of three (3) years after the date of final payment under this Agreement.
  - (b) Commercial General Liability Insurance, occurrence form, (including completed operations and broad-form contractual liability) in the amount of five hundred thousand Dollars (\$500,000.00) combined single limit per occurrence and aggregate covering personal injury, bodily injury and property damage, which insurance shall name the Client as an additional insured.
  - (c) Commercial Automobile Liability Insurance, including owned, hired and non-owned vehicles, if any, in the amount five hundred thousand Dollars (\$500,000.00) covering bodily injury and property damage, which insurance shall name the Client as an additional insured.
  - (d) Worker's Compensation Insurance, which shall fully comply with applicable law, and employer's liability insurance with limits of not less than one hundred thousand Dollars (\$100,000.00) per accident / \$1 Million disease policy limit / \$1 Million disease each employee. Consultant shall provide a valid waiver executed by its

worker's compensation and employer's liability insurance carrier of any right of subrogation against Client or its employees for any injury to a covered employee working on Client's premises.

Upon execution of this Agreement, Consultant shall provide to Client Certificates of Insurance reflecting the required coverages at their request. The certificates shall specify the date when such insurance expires. Each policy and each Certificates of Insurance shall provide that Client shall be given not less than thirty (30) days' written notice before cancellation, non-renewal of coverage of such insurance except for non-payment. A renewal certificate shall be furnished to Client prior to the expiration date of any coverage, and Consultant shall give Client written notice of any reduction or other material modification in such insurance no later than thirty (30) days prior to such change.

15. **Assignment:** Consultant shall not assign this Agreement or any part hereof, or the right to any payments to be received hereunder, without prior written consent of Client. However, Consultant may subcontract portions of the services the sub consultants without violating this provision.

16. **Mediation:** In the event that a dispute shall arise between the parties to this Agreement, then as a condition precedent to an arbitration or legal action by either party, the parties agree to participate in at least four hours of mediation, as needed, in an effort to resolve the dispute. The parties agree to split the mediator's fees equally. The mediation shall be administered by a mutually agreeable mediation service and shall be held in Kansas City, Missouri, unless another location of mutually agreed upon.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed as of the day and year first written above,

FOR:

FOR:

**CITY OF GLADSTONE, MISSOURI**

**GOULD EVANS**

Name: Scott Wingerson

Name: Graham Smith, AICP

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: City Administrator

Title: Associate Principal

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

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

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

*Attachment A: Scope of Services*

**COMMUNITY PRODUCTIVITY ANALYSIS  
Gladstone, MO**

10.02.2020

The future of a community is defined by the numerous variables that impact the physical, social and fiscal health of the city. Too often, as communities plan for the future their fiscal health is either not considered or assumed to be addressed as growth and development occurs. As the City of Gladstone embarks upon its Comprehensive Plan update, it is imperative that the community understands that the manner in which the city redevelops will impact its ability to provide the necessary infrastructure and services that support the quality of life expected by residents. The services identified will build an understanding of the current and potential productivity of development and its impact to the long-term fiscal health of Gladstone. We do this in a manner that provides necessary data for the community to make informed decision about the future.

1. General Spatial Data Analysis – Collect and document socio-economic data and trends for the community through meetings with city staff and review and analysis of census data and other city data sources:
  - a. What is the city worth? – Total taxable value
  - b. Percentage of change – population, land area, general fund employees, general fund expenditures (adjusted for inflation) by decade.
  - c. Infrastructure built before and after 1950 – streets, water, sewer and storm water.
  - d. Estimate cost of streets and other infrastructure with available data (annual liability vs. dedicated revenue)
  - e. Park acres per resident?
  - f. What pays for general services - % of property tax, sales tax, other
  - g. Upside-down Properties - where is the land more valuable or equal to the value of the improvements, including vacant property, as an indication of land appropriate for redevelopment.
2. Identify percentage of change in population, land area, and infrastructure pre- and post-1950. Prepare a visualization of infrastructure pre and post 1950.
3. Prepare 3-dimensional mapping of taxable value per acre by parcel.
4. Prepare 3-dimensional mapping of sales tax per acre by zip code or other available geographies.
5. Walkability Map – prepare an enhanced walkability map of Gladstone along with an explanation of the correlation between walkability and value and the features that make portions of the city more walkable than others.
6. Building-Type Survey – Identify the most economically potent building types (5 total) for Gladstone.

7. Regulatory Barriers Assessment – Identify barriers within the current development standards to creating and increasing productive properties and more economically productive building types within Gladstone.
8. Return on Investment Analysis - In order to support the long-term care of infrastructure, it is critical that planning policies and regulations anticipate financially sustainable development patterns, meaning that the total property tax generation for the city should be supportive of basic infrastructure. This task focuses on ROI for the City, identified through the total revenue generated versus the cost of infrastructure and services.
  - 8.1 Sub-district ROI - This exercise identifies the various development contexts within Gladstone and applies a return-on-investment analysis for each of those development contexts. This direction illustrates a greater level of detail and specificity to the various development contexts within the City of Gladstone.
    - a. Identification of Sub-Districts – The Community Development Department for the City of Gladstone will assist in identifying the distinct sub-districts in Gladstone, either by land-use, neighborhood/district, or development pattern. These sub-districts will allow us to compare and contrast the economic productivity of various contexts to identify development patterns that are valuable for the city.
    - b. Estimation of Annual Revenue – Annual property tax generation within each defined sub-district will be estimated.
    - c. Estimated Annual Liabilities – Annual cost for deferred maintenance and replacement for city infrastructure (streets, sewers, etc.) will be estimated for each sub-district.
    - d. Cost/Benefit Ratio – For each sub-district, a cost/benefit ratio will be created to identify and compare the performance of each defined geography.
    - e. Visualization – 3-dimensional mapping will be created to visualize the following:
      - a. Cost/Benefit Ratios by sub-district
      - b. Net gain or net loss by sub-district
9. Productivity Opportunity Analysis – provide examples of productivity enhancement through the application of different building typologies appropriate to Gladstone, as identified in Task 7, as redevelopment scenarios for underutilized properties, as identified in Task 1.g. Prepare a citywide opportunity analysis based on land available and the necessary redevelopment, median residential and commercial values, to create a breakeven or positive productivity scenario for Gladstone. Additionally, up to three areas will be studied for the application of specific building types to create positive productivity of the area.
10. Compile findings into a “Building A Stronger Gladstone” brochure
11. Present Productive City principles to Planning Commission / City Council and/or the Public

*All the above items are dependent on the availability and level of detail of data.*

As we've shared with you, we appreciate the way you are approaching the future of Gladstone. We would welcome the opportunity to assist you with strategies that will help guide that growth towards

financial sustainability. We've outlined the following costs for the above services to help you support the efforts of your comprehensive plan update.

**PROJECT SCHEDULE:**

We are proposing a 3-month project schedule from the receipt of a Notice-to-proceed. This timeline is reliant on timely delivery of data and review of draft analysis and documentation.

**ANTICIPATED DATA NEEDS:**

Gould Evans will make a data request for the information including documents, data and mapping that can inform the study. Gould Evans will communicate with the City of Gladstone to ensure any necessary available data (both historical and current) is utilized for this study, including but not limited to:

<b>DATA</b>	<b>FORMAT</b>
TAX PARCELS (sales and property - 2019 if available)	Spatial data
LAND USE PARCELS (and data fields – area, land use, assessed value, etc.)	Spatial data
BUILDING DATA	Year built, stories/height, building type, etc.
LAND AREA	Historical data, spatial or documentation
INFRASTRUCTURE (Streets, Sewer, Water & Storm Sewer)	Spatial data, date constructed
SALES TAX (by geography smaller than Zip Code)	Spatial data
MAINTANANCE CYCLE FOR INFRASTRUCTURE	Historical Data or documentation

*Attachment B: Fee Schedule*

	<b>Task</b>	<b>Cost</b>
1	General Spatial Data Analysis	\$ 1,840.00
2	Infrastructure Visualization	\$ 1,840.00
3	3D Taxable Value per Acre Visualization by parcel	\$ 920.00
4	3D Taxable Value per Acre Visualization by zip code or other	\$ 460.00
5	Walkability Map	\$ 460.00
6	Building Type Survey	\$ 1,380.00
7	Regulatory Barrier Assessment	\$ 3,360.00
8	ROI Analysis	\$ 1,380.00
	8.1 Sub-District ROI	\$ 3,220.00
9	Productivity Opportunity Analysis	\$ 2,760.00
10	<i>Building A Stronger Gladstone</i> Brochure	\$ 2,760.00
11	Presentation (2)	No Cost
	<b>TOTAL FEE</b>	<b>\$ 20,380.00</b>



September 21, 2020

City Council  
City of Gladstone  
7010 N Holmes Street  
Gladstone, MO 64118

Re: COMMUNITY PRODUCTIVITY ANALYSIS

Dear Councilors,

For the past 70 years, development practices across the United States have focused on accommodating the automobile. As communities have spread out and created more infrastructure, this practice has yielded fiscally unsustainable communities. Planners, citizens, and community leaders are beginning to recognize the impacts that different development patterns have on our community; physically, economically, and socially.

During the early decades of the 20th century, we built communities in a pattern that supported the activities of people, and supported the water, sewer, and roadways necessary to conduct daily life and the public safety services to create community. Additionally, the walkable nature of those development patterns yielded a sufficient return (taxes) to pay for the maintenance of the infrastructure required (public investment) to serve it. As communities of all shapes and sizes began spreading out, as further areas were reachable by the automobile, and a larger infrastructure system was necessary to provide services, the taxes needed to support development did not keep pace. Over the past several decades, these practices have led to communities that can no longer afford to maintain the public infrastructure systems that they have built. How do we begin to fix this situation?

Creating an understanding of the true costs and benefits of different development patterns will provide necessary information to support informed decisions regarding future growth and development. Gladstone has the opportunity to plan for a fiscally sustainable future—a future that prioritizes people, accommodates the automobile, and creates resiliency. As the city continues to evolve, assessing the productivity now and the future potential will assist in defining the most effective method to enhance and maintain the public systems and environment within Gladstone, for the residents, businesses, and the City.

4200 PENNSYLVANIA AVE  
KANSAS CITY, MO 64111  
816.931.6655

KANSAS CITY   LAWRENCE   PHOENIX   SAN FRANCISCO   NEW ORLEANS  
WWW.GOULDDEVANS.COM

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*Productivity Analysis*

The productivity of development is measured by the amount of public revenue generated by development against the public cost of supporting that development. Public revenue is realized through taxes generated to the City of Gladstone, and costs are realized through the construction, maintenance and eventual replacement of the public systems – roadways, infrastructure including water, sewer, and stormwater. The productivity analysis will focus on the productivity of Gladstone through the current tax revenues generated offset by the costs of development – roadways, water, and sewer.

This study will focus on defining the fiscal health of the community today, and as change continues to occur. Measuring the productivity of the community will help residents understand the true cost of development and how much infrastructure and public services are paid for through tax revenues generated by that development. We will also identify the disparity between the costs and revenues to illustrate how continued development practices may be affecting the affordability of your city. The information will also provide a fiscal understanding of the city's fiscal health and impact of development on the future as a foundation for the upcoming Comprehensive Plan update. As the community looks to the future, this information will inform decisions and guide policies.

We look forward to the opportunity to work with you and the community.

Sincerely,

A handwritten signature in black ink that reads "Graham Smith". The signature is written in a cursive, flowing style.

Graham Smith, AICP  
Associate Principal



## *Request for Council Action*

RES  # City Clerk Only

BILL  # City Clerk Only

ORD # City Clerk Only

Date: 10/6/2020

Department: Community Development

Meeting Date Requested: 10/12/2020

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

Subject: Special Event Permit

Background: The Clay County Economic Development Council is requesting to hold their Annual Meeting and Awards Event at Linden Square on Thursday, October 22, 2020 from 4:00 pm until 7:00 pm; this will include social networking, live music, light hors d'oeuvres and alcoholic beverages.

In the event of inclement weather, the event will be moved to the Gladstone Community Center.

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 D. Napoli, C.B.O.  
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: OCTOBER 6, 2020**  
**PERMIT NO.: BP-20-00728**  
**RE: TYPE 4 OUTDOOR SPECIAL EVENT**

**NAME OF EVENT: CLAY COUNTY ECONOMIC DEVELOPMENT COUNCIL'S ANNUAL MEETING & AWARDS EVENT**  
**LOCATION OF EVENT: 602 NE 70<sup>TH</sup> STREET  
LINDEN SQUARE**  
**DATE OF EVENT: THURSDAY, OCTOBER 22, 2020**  
**TIME OF EVENT: 4:00PM – 7:00PM**  
**EST. ATTENDANCE: 100**

**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:** City staff has reviewed the application and finds that the variance(s) are appropriate for this venue.

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

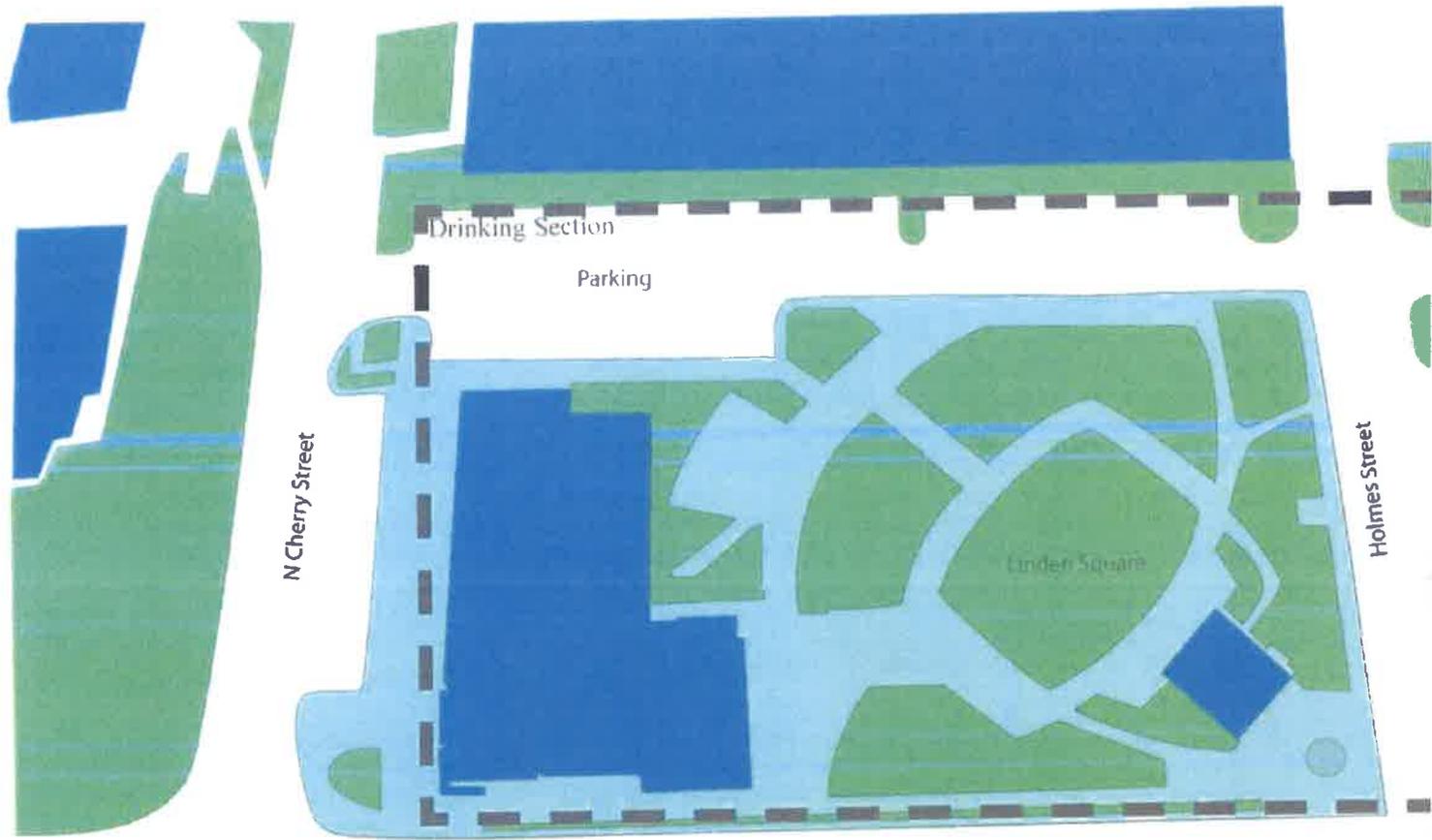
Signed: \_\_\_\_\_

Alan D. Napoli, C.B.O.

Community Development Administrator | Building Official

**ATTACHMENT(S):**

- Map
- Other \_\_\_\_\_



NE 70th Street



Smoking





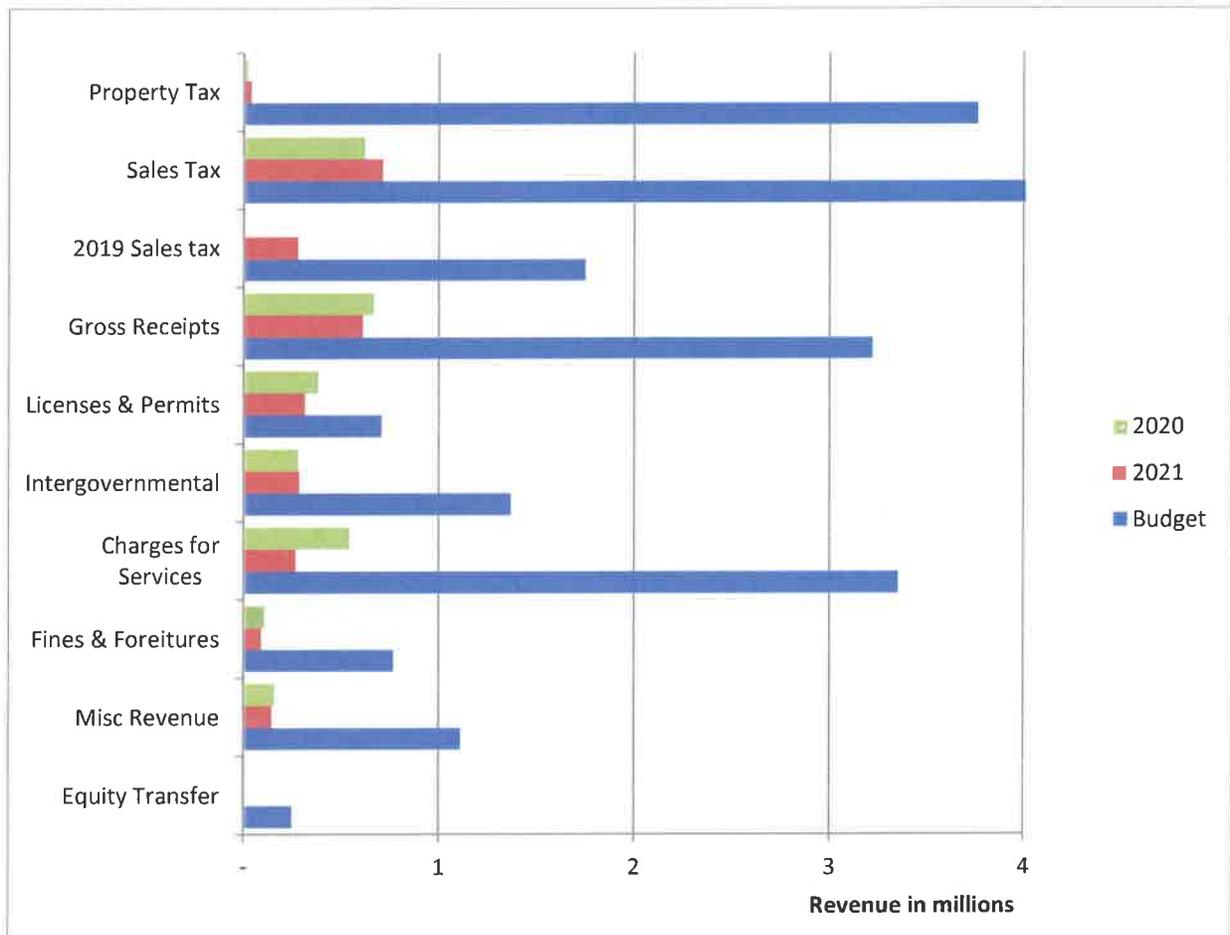
# CITY OF GLADSTONE MISSOURI

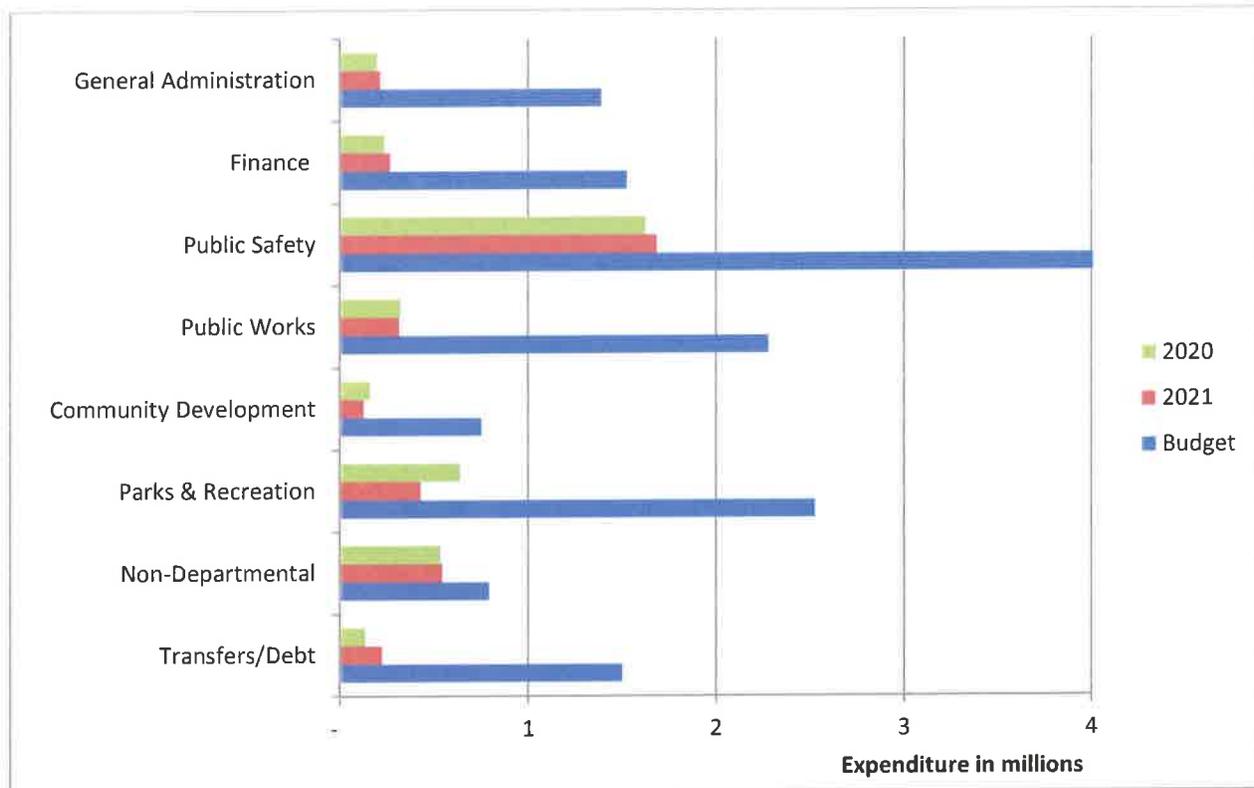
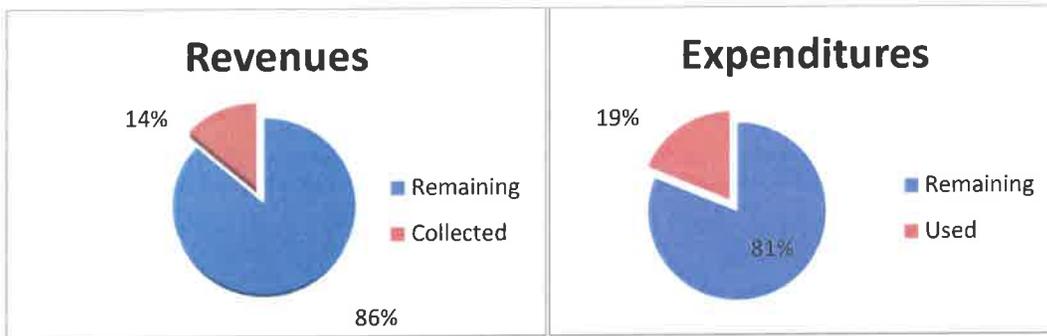
Financial Report for 1 Month Ending  
August 31, 2020

## GENERAL FUND

### General Fund Revenues

Total revenues for the General Fund through 2 months or 17% of this fiscal year are \$2,768,844 compared to total budgeted revenues for the year of \$20,423,596 or 14% of budgeted revenue. Property tax receipts are \$41,394. Sales tax on a cash basis is \$712,628 or \$92,966 (15%) over last year. The 2019 sales tax (1/2 cent sales tax passed in 2019) is \$282,767. Gross receipts taxes are \$610,722, down 8% from last year. License and Permits revenues are \$317,763, down 17% or \$65,643 due to deferring the due date of business licenses past June 30th. Intergovernmental revenue has increased by \$6,185 from the previous year to \$287,876. Charges for Services are \$270,277, down 50% or \$273,081 compared to the previous year due to senior and recreation activities. Fines and Forfeitures have decreased 12% from the same time last year to \$95,927. Miscellaneous Revenue is \$149,490, down 8% or 12,789 due to the timing of rent payments.

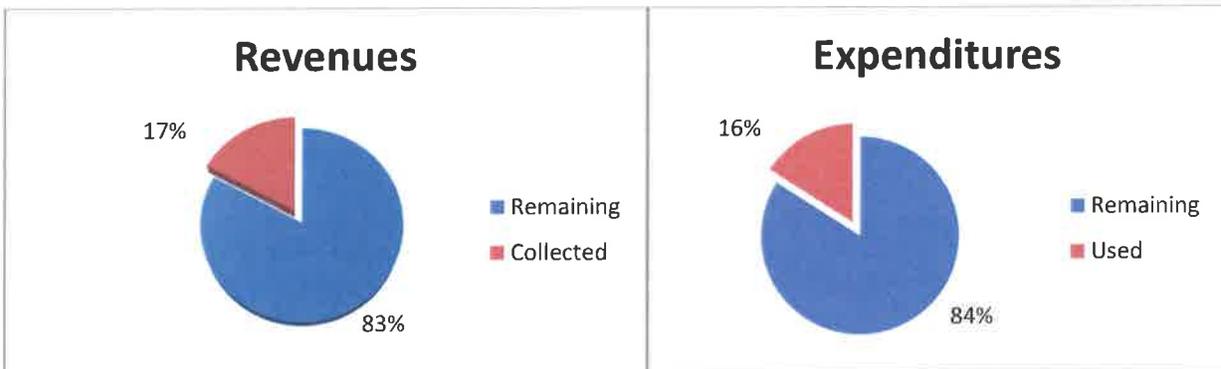
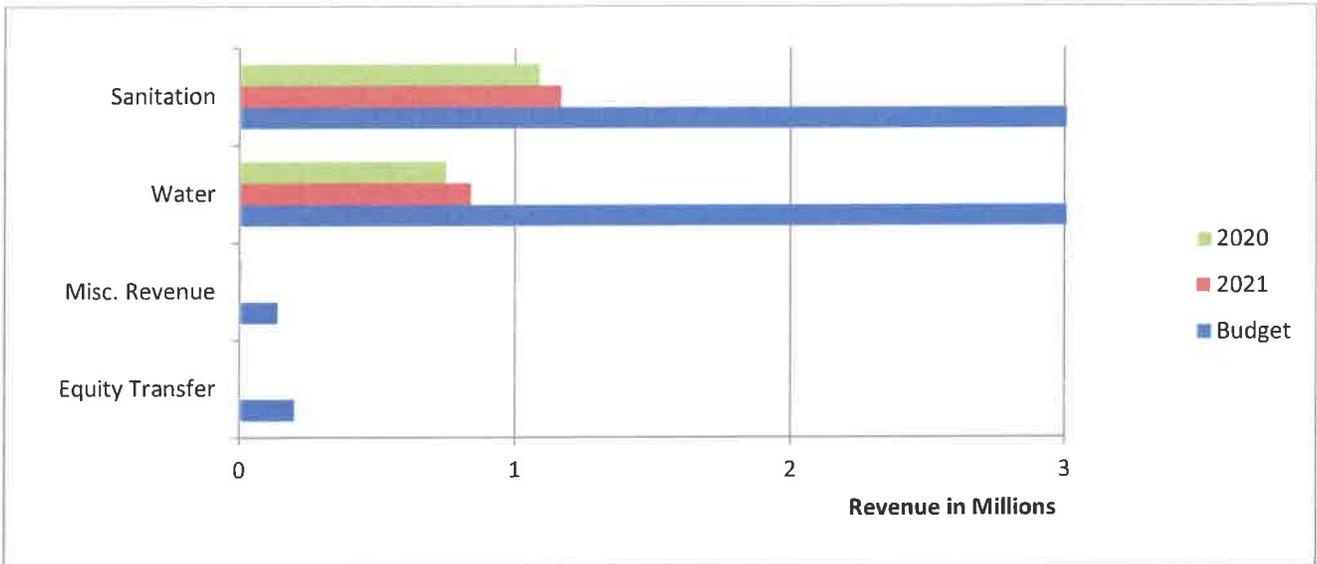




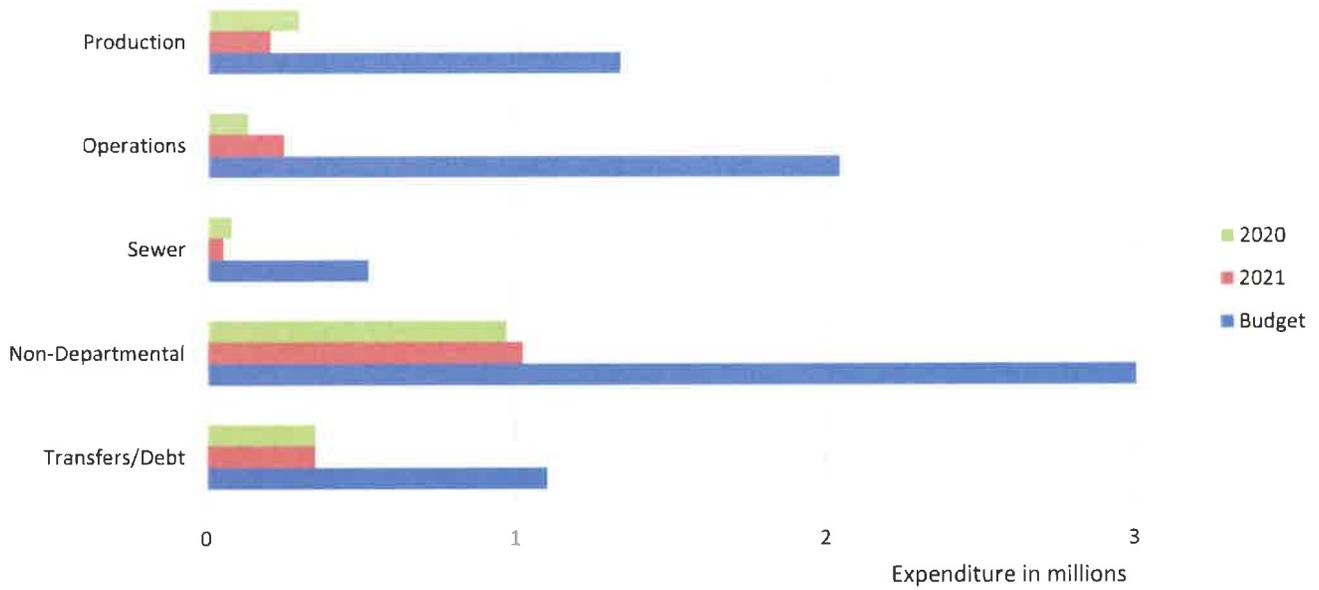
Expenditures through 2 months or 17% of this fiscal year amounted to \$3,834,766 or 19% of FY21 budgeted expenditures of \$20,373,273. This indicates that actual expenditures are 1% or \$25,127 less than last year's expenditures of \$3,859,893. General Administration expenditures increased \$18,827 or 16% from last year for a total of \$217,028 due to contractual payments. Finance expenditures have increased \$32,100 to \$270,599 due to the purchase of new tough books for the patrol vehicles. Public Safety expenditures are \$1,691,668, an increase of \$62,224 due to the purchase of a new battalion chief's vehicle. Public Works expenditures are \$317,406 or 1% less than the prior year. Community Development expenditures are \$131,031, a decrease of \$30,556 due to the timing of contractual obligations. Parks & Recreation expenditures are \$546,946, down 32% or \$206,067 from the same time last year due to decreases in Senior Activities and open part time positions. Non-Departmental expenses are 2% more than the previous year at \$546,964 due to increased insurance costs. Transfers and debt have increased \$91,635 to \$226,838 due to a lease purchase from the 2020 fiscal year (new ambulance and software). Current expenditures exceed current revenues in the amount of \$1,065,923. This is due to the City's full year insurance premium and debt payments being due in August, while the bulk of the property taxes will not come in until January.

## COMBINED WATER AND SEWERAGE SYSTEM FUND

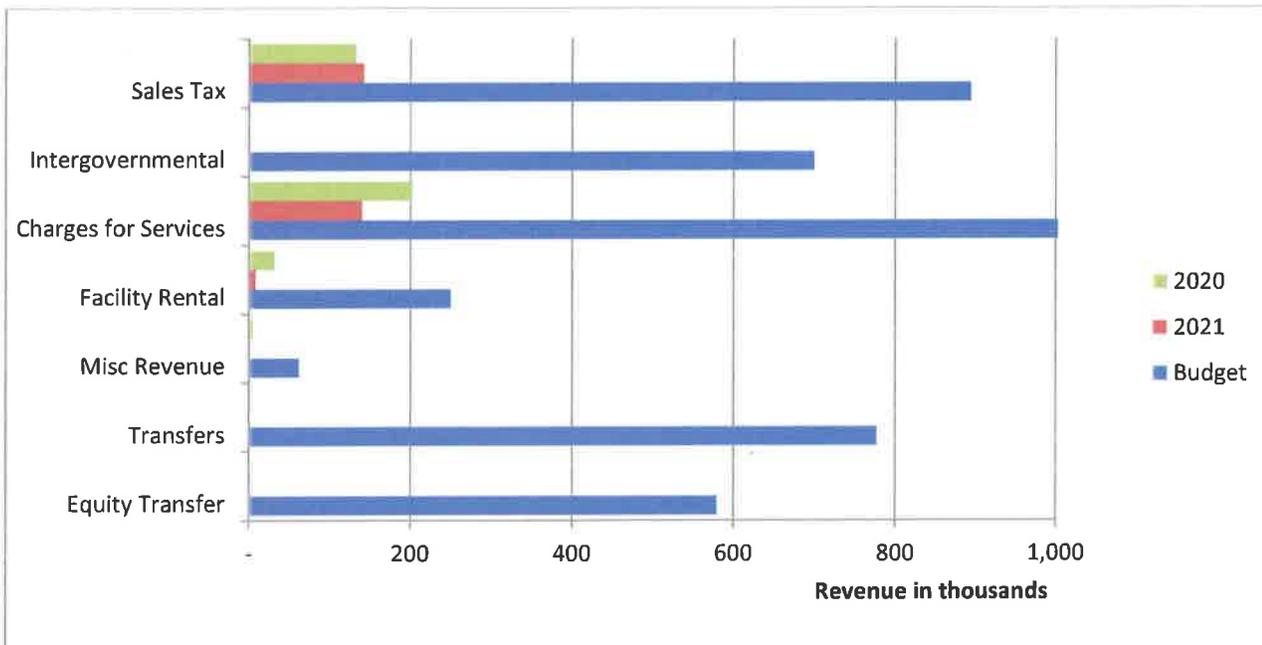
Total budgeted revenues for the fiscal year are \$11,845,216. Total revenues through 2 months or 17% of this fiscal year, amounted to \$2,019,886 or 17% of FY21 budgeted revenues. Revenues are up 17% or \$163,777 from last year due to increased water and sewer consumption.

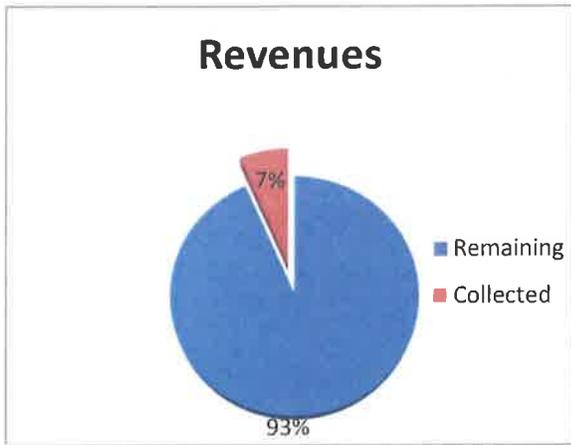


Total budgeted expenses for the fiscal year are \$11,839,095. Total expenses through 2 months or 17% of this fiscal year amounted to \$1,885,393 or 16% of FY21 budgeted expenses. Production expenditures are down \$93,341 to \$203,840 due to the additional maintenance of lime sludge lagoon in the previous year. Operations division expenditures are \$250,437, an increase of \$117,238 due to water line replacements. Sewer division expenditures have decreased \$25,778 to \$54,317 due to the timing of sewer line maintenance. Non-departmental expenditures are \$1,021,979, up 15% due to the increase in water and sewage consumption. Transfers and debt are comparable to last year at \$355,002. Current revenues exceed current expenditures by \$131,493.



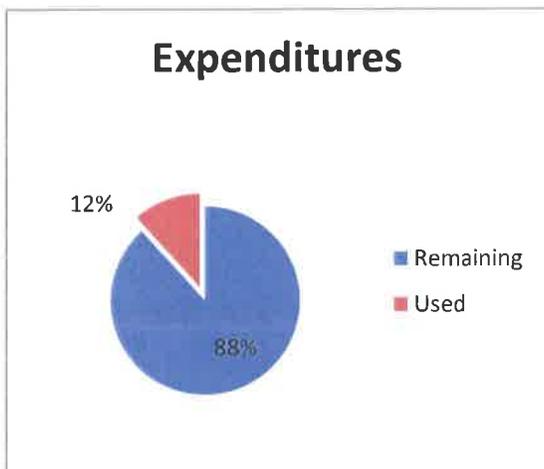
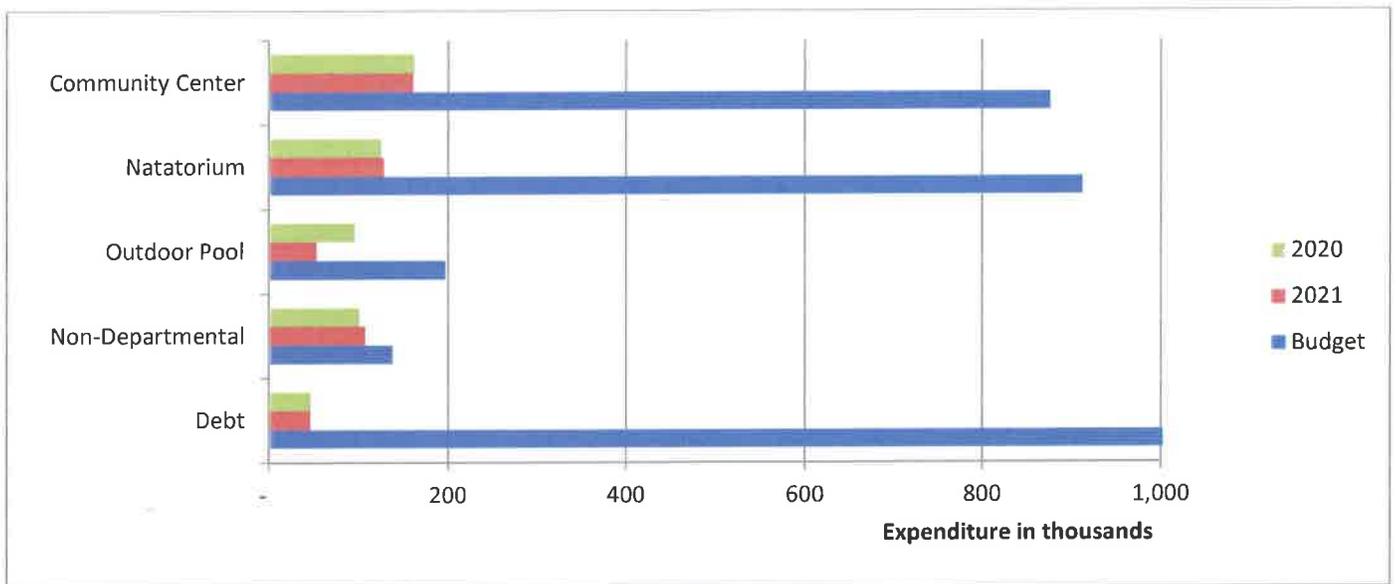
### COMMUNITY CENTER AND PARKS TAX FUND





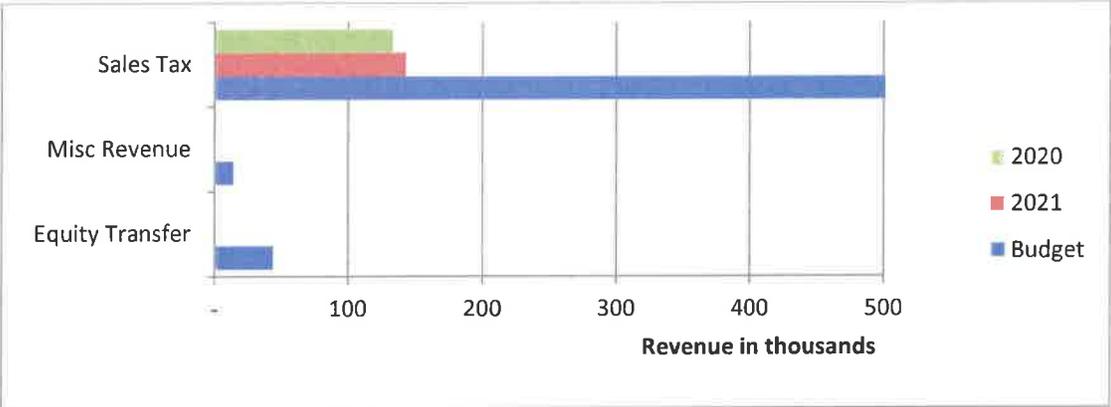
Total budgeted revenues for the fiscal year are \$4,519,630. Total revenues through 2 months or 17% of this fiscal year, amounted to \$295,921 or 7% of FY21 budgeted revenues. Sales tax received is \$143,547, up 8% from the previous year. Intergovernmental revenue (Charge to the North Kansas City School District for the natatorium) is usually received in January. Charges for Services are \$141,551, down 30% or \$61,311. Revenue from facility rental is \$9,200, down 72%. Miscellaneous revenue is \$1,623, down \$3,805 from prior year. Budgeted transfers to the fund are \$777,700 and will occur throughout the fiscal year. Equity transfer budgeted for the fiscal year is \$579,306 to offset the anticipated revenue

loss.

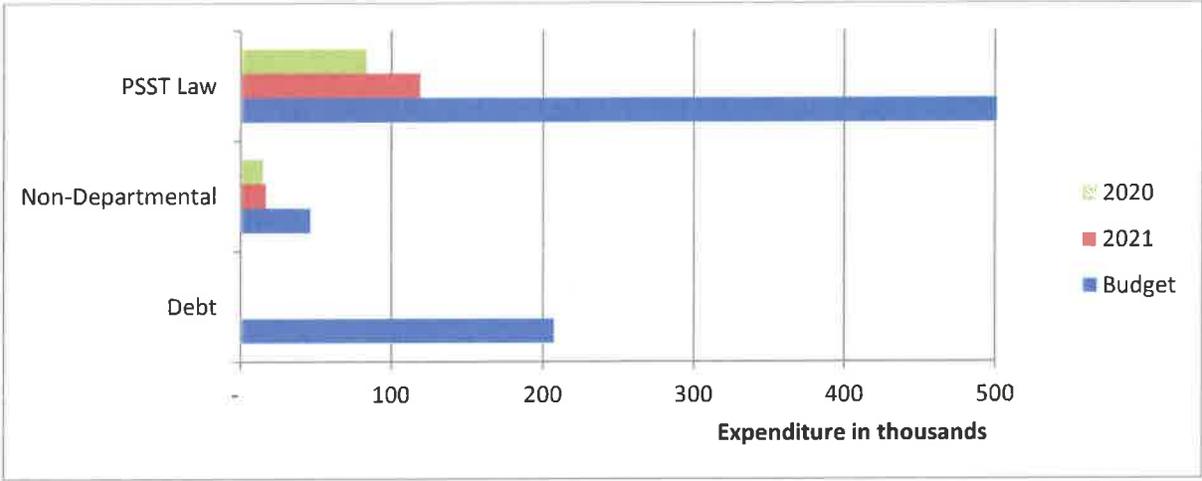
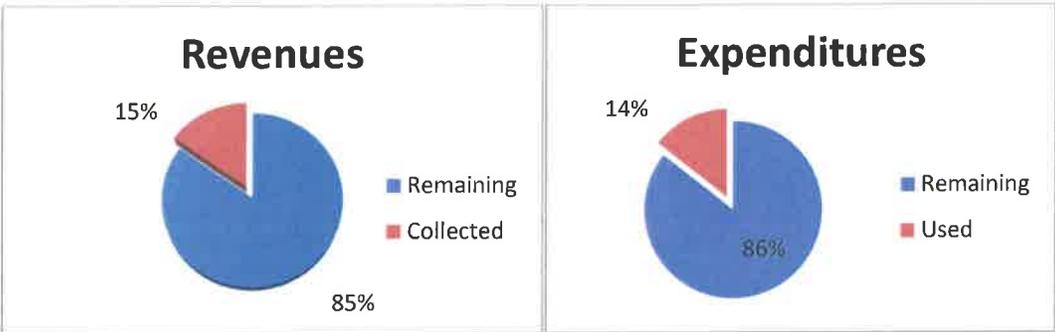


Total budgeted expenditures for the fiscal year are \$4,293,764. Total expenses through 2 months or 17% of this fiscal year, amounted to \$499,828 or 12% of FY21 budgeted expenses. Community Center expenses have decreased 1% from the same time last year to \$161,776. The Natatorium expenses are \$129,108, an increase of \$3,393 from the same time last year. Outdoor Pool expenses are \$53,787, \$42,462 below the previous year. Non-departmental is \$108,119, an increase from last year of \$6,892. Debt is comparable to the prior year. Current expenses exceeds current revenues by \$203,907.

**PUBLIC SAFETY SALES TAX FUND**



Total budgeted revenues for the fiscal year are \$952,675. Total revenues through 2 months or 17% of this fiscal year amounted to \$143,972 or 15% of FY21 budgeted revenues. Sales tax on a cash basis is up 8%. Miscellaneous revenue is comparable to the prior year.



Total budgeted expenditures for the fiscal year are \$950,769. Total expenses through 2 months or 17% of this fiscal year are \$136,527 or 14% of the FY21 budgeted expenses. Law division is \$136,527, up 17% from the same time last year due to positions being filled in the current year and the timing of contractual payments. Non-Departmental is 17,198, compared to \$15,063 during the previous year. No payments for debt have been made at this time. Current revenue over expense for the fund is \$7,446.

Respectfully submitted,

A handwritten signature in black ink that reads "Dominic Accurso". The signature is written in a cursive style with a large, looped initial "D".

Dominic Accurso  
Director of Finance