



**CITY COUNCIL MEETING
GLADSTONE, MISSOURI
MONDAY, NOVEMBER 8, 2021**

The City Council will meet in Closed Executive Session at 6:00 pm Monday, November 8, 2021, 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, and 610.021(3) Personnel.

OPEN STUDY SESSION: 6:30 PM

Gladstone Board and Commission Interviews

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 October 25, 2021, 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 5 minutes.

7. Communications from the City Council.

8. Communications from the City Manager.

9. RESOLUTION R-21-51 A Resolution Authorizing the destruction of certain records in accordance with RSMO Chapter 109 and applicable State retention schedules.

10. RESOLUTION R-21-52 A Resolution adopting a Mission Statement, Vision Statement, and Goals for the City of Gladstone, Missouri for 2022-2023.

11. RESOLUTION R-21-53 A Resolution authorizing the City Manager to execute a Settlement Agreement and Mutual Release with North American Specialty Insurance Company for Final Payment in the amount of \$35,351.95 for work completed on the 2020 Sewer Cleaning and Televising Project SP2089.

12. BILL NO. 21-37 An Ordinance approving a Zoning Change for 7508 N. Oak Trafficway in relation to the Parkside at Hobby Hill Mixed-Use Development.

13. Other Business.

14. Adjournment.

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

Becky Jarrett
City of Gladstone
7010 North Holmes
Gladstone, MO 64118
816-423-4096

Posted at 2:00 pm
11/4/2021



***Department of General Administration
Memorandum***

DATE: November 3, 2021

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

CC: Scott Wingerson, City Manager

FROM: Becky Jarrett, Exec. Assist.

RE: Board and Commission Interviews

The City Council will interview one candidate for Boards and Commissions on Monday, November 8, at 6:30 pm.

Council needs to reappoint or appoint new members to each of the expiring and vacant terms.

- 13 members have agreed to serve another term.
- 2 members have decided not to serve another term.
- 1 applicant has applied for a position.
- There are 2 vacancies to fill- (Parks Board & Arts Commission).

Attached you will find the following information needed for the Boards and Commissions interviews:

1. List of current Boards and Commissions members highlighted in green whose terms are expiring that would like to be reappointed. If the member does not wish to be considered for reappointment, that position has been highlighted in yellow. Positions highlighted in red are vacant.
2. Attendance Record for Board and Commission members whose terms expire December 31, 2021
3. Application from new candidate.
4. An interview form for your use.

Arts Commission: Vacancy- 1; Reappointments- 1
2 vacancies remain for 'outside Gladstone'

Board of Zoning: Vacancy- 0; Reappointments- 0

Capital Improvements Committee: Vacancy – 0; Reappointments- 1

Code Board of Appeals: Vacancy – 0; Reappointments- 2

Environmental Management Advisory Committee: Vacancy- 0; Reappointments- 3
Eric Woods said he would continue to but he would like to move to Parks Board.

Industrial Development Authority: Vacancy – 0; Reappointments- 0

Neighborhood Commission: Vacancy – 0; Reappointments- 1

Parks Board: Vacancy – 1; Reappointments- 1

Planning Commission: Vacancy – 0; Reappointments- 3

Thank you for your consideration. If you have any questions, please let me know.

Board Members- Terms expiring December 2021 (or resigning)

Name	Board/Comm.	Appt	Ending	Continue?	Notes
Marianne Cascone	Arts Commission	1-20	12-21	Yes	
Sid Robbins	Arts Commission	1-14	12-21	No	Resigning
Michelle Sanderson	Capital Improvements	1-19	12-21	Yes	
Ken Christeson	Code Board Appeals	1-89	12-21	Yes	
Dennis Garrison	Code Board Appeals	1-07	12-21	Yes	
Julie Conn	EMAC	5-09	12-21	Yes	
George Smith	EMAC	1-07	12-21	Yes	
Eric Woods	EMAC	1-16	12-21	Yes	Will continue, but would like Parks Board
Julie Conn	EMAC	1-13	12-21	Yes	
John Day	Neighborhood Comm.	1-13	12-21	Yes	
Lauren Crome	Parks Board	1-19	12-21	No	Resigning
Jason Sharpsteen	Parks Board	1-18	12-21	Yes	
Mike Ebonroth	Planning Comm.	1-18	12-21	Yes	
Alicia Hommon	Planning Comm.	1-18	12-21	Yes	
Katie Middleton	Planning Comm.	7-17	12-21	Yes	
Kim Murch	Planning Comm.	1-18	12-21	Yes	

Board and Commission Attendance Records

Name	Board/Comm.	Term	Present	Absent	
Marianne Cascone	Arts Commission	3 (2020-2021)	3	0	
Michele Sanderson	Capital Improvements	3 (2019-2021)	3	0	
Ken Christeson	Code Board of Appeals	4 (2019-2021)	3	1	
Dennis Garrison	Code Board of Appeals	4 (2019-2021)	4	0	
Julie Conn	EMAC	7 (2019-2021)	5	2	
George Smith	EMAC	7 (2019-2021)	5	2	
Eric Woods	EMAC	7 (2019-2021)	7	0	
John Day	Neighborhood Commission	12 (2019-2021)	7	5	
Jason Sharpsteen	Parks Board	21 (2019-2021)	14	7	
Mike Ebonroth	Planning Commission	36 (2018-2021)	32	4	
Alicia Hommon	Planning Commission	36 (2018-2021)	32	4	
Katie Middleton	Planning Commission	36 (2018-2021)	34	2	
Kim Murch	Planning Commission	36 (2018-2021)	34	2	

NOTES:

David Williams

7511 N Harrison Pl
Gladstone Missouri 64118

Phone: 816-889-8193
Cell: 816-889-8193

Interest: I am hoping to be a more contributing member of my community. I have always been interested in local government and how it worked, but have never known exactly where to start. I see this as an opportunity to serve my community while simultaneously learning more about how local government works.

Attendance: No

Gladstone Resident: Off and on for 20 years

Northland Resident: Off and on for 20 years

Neighborhood: I am in the Mansfield Addition Subdivision (I think Linden North is the neighborhood)

Gladstone Strengths: I have always seen Gladstone as being family-friendly with a strong sense of community. There are several parks within the area, and as a whole, the city is very welcoming and safe.

Groups: No

Key Issues: The pandemic has taken its toll on everyone. I have identified several commercial properties that are now vacant. These properties present an opportunity for new businesses to set up within Gladstone, but at the same time (especially if left vacant for a long time) create an eyesore that makes the city look more so diminished than it is.

Better place to live: Better street lighting.

Experience: In college, I was an active member of the student government and my fraternity. Participating in both of those organizations gave me opportunities to serve and volunteer in many different ways, not just within the grounds of the university but within the city and community of St. Joseph Mo as well.

Previously Attended: No

Occupation: Real Estate

BOARD(S) of INTEREST

Did not indicate

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BOARD OF ZONING ADJUSTMENT
Appointed by the Mayor with the Approval of the City Council
Five Members, Three Alternates - Five Year Staggered Terms

<u>NAME</u>	<u>CONTACT INFORMATION</u>	<u>ORIGINAL APPT.</u>	<u>TERM EXPIRES</u>
BOHRER, DANIEL (V-Ch) 3201 NE Shady Ln Dr, 64119	CELL: 492-9932 dan@kchousevalue.com	1-19	12-2023
BRUNGARDT, AARON 215 NW 61st St, 64118	CELL: 785-220-5107 brungardtaaron@yahoo.com	1-19	12-2023
CAMPBELL-NIXON, ROBERT (Sec) 2801 NE 57th Terr, 64118	CELL: 517-0289 r_nixon@live.com	1-20	12-2022
HOUX, MICHAEL (1st Alt) 1606 NE 67th St, 64118	CELL: 718-7041 mahoux64118@gmail.com	1-18	12-2022
NEWPORT, LARRY 2002 N.E. 69th Terr., 64118	HOME: 453-9980 Imanew1130@sbcglobal.net	1-11	12-2025
POTEET, ROGER (2nd Alt) 4008 NE 63rd, St, 64118	PHONE: 797-5270 rpoteet444@sbcglobal.net	1-20	12-2024
SETTICH, ROBERT (Chair) 6500 N. Park Ave, 64118	HOME: 413-9100 rjsettich@gmail.com	5-05	12-2025
WELSH, CRAIG (3rd At.) 1602 NE 62nd Terr, 64118	CELL: 816-749-3189 craigwelsh56@gmail.com	1-2021	12-2025
GARNOS, BILL 2204 N.E. 75th Terr., 64118	HOME: 468-8445 bgarnos@gmail.com	Council Liaison	
Alan Napoli, Comm. Dev. Admin. 423-4112			
Austin Greer, Comm. Dev. 423-4102			
Angie Daugherty, Admin. 423-4110			
Meetings - third Monday at 5:30 p.m.			
Board Authority Ordinance 2.292, 4.046			
Chair, V-Chair, Sec- Elected for a 1-yr term			

CAPITAL IMPROVEMENTS PROGRAM COMMITTEE
Appointed by the Mayor with the Approval of the City Council
(See Member Information Below)

<u>NAME</u>	<u>CONTACT INFORMATION</u>	<u>ORIGINAL APPT.</u>	<u>TERM EXPIRES</u>
GUGLIELMINO, RON (Citiz.) (Ch) 7160 N. Woodland, 64118	HOME: 436-4231 railman1789@gmail.com	1-02	12-2022
HALL, PETE - (Citiz) 2715 NE 74th Street, 64119	HOME: 454-3244 phallbottomline@gmail.com	12-87	12-2023
HILL, RENEE 7237 N. Myrtle Ave, 64119	CELL: 872-8966 nene1355@yahoo.com	1-19	12-2022
HOMMON, ALICIA 6821 N. Charlotte, 64118	CELL: 816-682-1063 cakewhimzy@gmail.com	1-21	12-2021 N/A- appt by PC
JOHNSON, BEVERLY (Citiz) 3921 N.E. 60th St., 64119	HOME: 455-5685 bevj@kc.rr.com	6-02	12-2023
LOWE, BRENDA (PC) 127 NW Pointe Dr, 64116	HOME: 816-454-0887 lowebree29@gmail.com	1-21	12-2021 N/A- appt by PC
MCFERRAN, TAMMY (P&R) 3309 NE Shady Ln, 64119	CELL: 456-5797/HOME: 442-8 mcferran34@msn.com	2-20	12-2021 N/A- appt by P&R
MIDDLETON, KATIE (PC) 7517 N. Broadway Ave, 64118	CELL: 824-4801 kmiddleton72@gmail.com	1-18	12-2021 N/A- appt by PC
NAVE, CAMERON 1107 NE 74th St, 64118	CELL: 816-863-0905 cameron.nave1@gmail.com	1-2021	12-2023
SANDERSON, MICHELE (Citiz) 7508 N. Park Ave, 64118	CELL: 769-1207 msanderson@me.com	1-19	12-2021
SHAPRSTEEN, JASON (P&R) 7233 N. Myrtle, 64119	CELL: 816-786-9558 sharpsteens@gmail.com	2-21	12-2022 N/A- appt by P&R
SOSA, MICHAEL (Sec) (Road Dis) 5700 N. Indiana, 64119	HOME: 452-6363 msosa1969@aol.com	1-08	N/A- appt by RD
MOORE, JEAN 715 White Oak Lane, 64116	CELL: 560-5837 WORK: 454-8600 jbmoorekc@gmail.com	Council Liaison	
Tim Nebergall, PW Director; Jennifer Stafford, Admin Assist.; Board Authority Ord. 2.747, 3.040, 3.492 & 4.046			
MEMBER INFO:			
6 Citizen Members, 3 Year Staggered Terms			
6 Board & Commission Members, 1 Year Terms (2 Park Board, 3 Planning Comm., 1 Road Dist.)			
2 Non-Voting Council Liaisons			
Chair, V-Chair, Sec- Elected for a 1-yr term			

ENVIRONMENTAL MANAGEMENT ADVISORY COMMITTEE
Appointed by the Mayor with approval of the City Council
Nine Citizen Members, Three Year Staggered Terms

<u>NAME</u>	<u>CONTACT INFORMATION</u>	<u>ORIGINAL APPT.</u>	<u>TERM EXPIRES</u>
ASCENCIO, DALLAS (Ch) 7208 NE Rosewood Dr, 64118	CELL: 462-9117 dallasascencio@gmail.com	1-19	12-2023
BUTLER, JIM JR. 4105 N.E. Shady Ln., 64119	CELL: 616-7089 james.l.butlerjr@outlook.com	5-11	12-2023
COLE, JARED 7024 N. Cherry St, 64118	CELL: 913-645-7086 jaredadamcole@gmail.com	1-20	12-2023
CONN, JULIE 4021 N. E. 71st Ct., 64119	HOME: 454-5727 jfrdconn@sbcglobal.net	5-09	12-2021
RICHARDSON, ADAM 2905 N.E. 59th Terr. Apt 4 64119	HOME: 359-8040 adm.richrdsn@gmail.com	1-13	12-2022
SMEDILE, GARY (V-Ch) 4417 NW Briarcliff Ln, 64116	HOME: 816-453-1087 CELL: 816-564-1683 smedile@aol.com	1-14	12-2022
SMITH, GEORGE 6803 N. Wayne, 64118	HOME: 436-3296 CELL: 853-9977 gsmith5579@hotmail.com	1-07	12-2021
THRASHER, LARRY 2379 NE 68th St., 64118	CELL: 863-3689 larry@bthrasher.com	01-17	12-2022
WOODS, ERIC 7603 N. Troost, 64118	CELL: 786-6887 ericmwoods@gmail.com	1-16	12-2021
FRISBY, TOM 6823 N. Campbell, 64118	CELL: 304-0795 tfrisby2@kc.rr.com	COUNCIL LIAISON	
<p>Tim Nebergall, Public Works Director 423-4150</p> <p>Jennifer Stafford, Secretary 423-4150</p> <p>Meetings - Quarterly; as needed</p> <p>Board Authority - Ordinance No. 3.142, 4.046</p> <p>Chairman - Elected by the Committee for a one-year term</p> <p>3 year terms</p>			

INDUSTRIAL DEVELOPMENT AUTHORITY OF THE CITY OF GLADSTONE
Appointed by the Mayor with the Approval of the City Council
Five Members, Six Year Staggered Terms

<u>NAME</u>	<u>CONTACT INFORMATION</u>	<u>ORIGINAL APPT.</u>	<u>TERM EXPIRES</u>
CONN, RICHARD Treas. 4021 N.E. 71st Ct., 64119	HOME: 454-5727 jfrdconn@sbcglobal.net	10-82	12-2026
PRESKO, TIM (Ch) 7001 N. Locust, 64118	HOME: 453-6917 WORK: 436-6000 tim@tpreskoins.com	1-89	12-2022
STRASSER, GREG 6709 N. Agnes, 64119	816-787-3649 greglstrasser@gmail.com	1-15	12-2025
TLUSCIK, RUSSELL (V-Ch) 3995 N.E. 63rd Terr., 64119	HOME: 824-6776 russtlaw@yahoo.com	1-93	12-2022
WILSON, BOB 3900 NE 59th Terr, 64119	CELL: 499-1248 rhwilson35553@gmail.com	1-20	12-2024
FRISBY, TOM 6823 N. Campbell, 64118	CELL: 304-0795 tfrisby2@kc.rr.com	Council Liaison	
Secretary & Legal Council: Thomas H. Stahl (Tina Heck) LATHROP & GAGE 2345 Grand Blvd., Suite 2800 Kansas City, MO 64108-2684 816-460-5821 Fax: 292-2001			
Scott Wingerson, City Manager 423-4100 Austin Greer, Asst. to the City Manager 423-4097 Chris Williams , City Counselor 423-4095			
Meetings - On Call Board Authority - R.S.Mo. Chapter 349, Resolution 82-38 Chairman, Vice-Chair, & Secretary - Elected by the Authority for a one-year term 6 year terms			

NEIGHBORHOOD COMMISSION
Appointed by the Mayor with the Approval of the City Council
Three Year Staggered Terms

<u>NAME</u>	<u>CONTACT INFORMATION</u>	<u>ORIGINAL APPT.</u>	<u>TERM EXPIRES</u>
BRADBURY, JACKIE (Ch) 3004 NE 63rd St, 64119	CELL: 817-721-2993 jackiebradbury23@gmail.com	1-17	12-2022
DAY, JOHN 6717 N. Garfield, 64118	HOME: 255-2493 northhavenhillsjd@yahoo.com	1-2013	12-2021
DOBBS, CHARLES 708 N. E. 70th Terr., 64118	HOME: 436-6157 pawpawdobbs@gmail.com	2-10	12-2023
MEYER, CAROLYN P.O. Box 28503, KCMO 64188-8503 1006 NE 67th St, 64118	HOME: 436-1108 CELL: 304-0795 camcats1@gmail.com	1-18	12-2023
SPURGEON, CHRIS (V-Ch) 3710 N.E. 57th St., 64119	HOME: 455-0433 CELL: 835-3262 bspurgeon2@kc.rr.com	11-07	12-2023
ZIMMERMAN, D. D. 4020 N.E. Brooktree Ln 64119	Cell: 509-1190 ddzgladstone@gmail.com	01-2013	12-2022
Vacant (Harrell- School)		Advisor	
HAMMEN, ART 7117 N. Norton, 64119	HOME: 454-0011 WORK: 452-7293 ahammen64@gmail.com	GNHN Rep	
HALL, PETE 2715 NE 74th St, 64119	PHONE: 787-3244 phallbottomline@gmail.com	GEBC Rep	
SPALLO, TINA 3001 N.E. 68th Terr., 64119	CELL: 739-6471 tina.spallo@gmail.com	COUNCIL LIAISON	
Bob Baer, Asst. City Manager 423-4056			
Alan Napoli, Comm Dev Admin 423-4112			
Angie Daugherty, Admin. 423-4110			
Meetings Held on 1st Monday of month at 5:30 p.m. in City Hall			
MEMBER INFORMATION:			
Six citizens, GEBC Chair, NHN Director			
Mayor may appoint up to 5 advisors			
3 year terms			

PLANNING COMMISSION
Appointed by the Mayor with the Approval of the City Council
Twelve Members, Four-Year Staggered Terms

<u>NAME</u>	<u>CONTACT INFORMATION</u>	<u>ORIGINAL APPT.</u>	<u>TERM EXPIRES</u>
COOKSON, CHASE (Sec) 5908 N. Michigan, 64118	CELL: 785-979-1718 chasecookson@gmail.com	01-17	12-2022
EBENROTH, MIKE 3208 NE 68th Terr, 64119	CELL: 916-1007 mike.ebenroth@gmail.com	1-18	12-2021
HERNANDEZ, NATHAN 6817 Jason Smith Ct, 64118	CELL: 286-4537 jes.nat.hernandez@gmail.com	1-19	12-2022
HOMMON, ALICIA 6821 N. Charlotte, 64118	CELL: 682-1063 cakewhimzy@gmail.com	1-18	12-2021
LOWE, BRENDA 127 NW Pointe Dr, 64116	HOME: 454-0887 lowebree29@gmail.com	1-20	12-2024
MARKENSON, GARY 3109 NE 70th Terrace, 64119	CELL: 573-418-5006 gsmarkenson@gmail.com	04-14	12-2023
MCGEE, JENNIFER (Ch) 6917 N. Troost, 64118	CELL: 785-1020 jennymcgee@gmail.com	01-15	12-2022
MIDDLETON, KATIE (V-Ch) 7517 N. Broadway, 64118	CELL: 824-4801 jennymcgee@gmail.com	07-17	12-2021
MURCH, KIM 1703 NE 72nd Terr, 64118	CELL: 813-4142 kbbmmurch45@gmail.com	1-18	12-2021
NEW, JAMES P.O. Box 46981, K.C., MO 64188	PHONE: 349-9881 james.e.new@gmail.com	01-14	12-2022
TURNAGE, BILL 2705 N.E. 67th Place, 64119	HOME: 453-1888 waturnage1888@yahoo.com	05-09	12-2024
WHITTON, LARRY 6400 N. Highland, 64118	Cell: 830-2723 WORK: 436-4535 blautorepair@gmail.com	01-03	12-2023
R. D. MALLAMS 7221 N. Bellefontaine, 64119	CELL: 520-4379 robertmallams70@gmail.com	Council Liaison	
MOORE, JEAN 715 White Oak Lane, 64116	CELL: 560-5837 WORK: 454-8600 jbmoorekc@gmail.com	Council Liaison	
Austin Greer, Assist to City Mgr 423-4102			
Angie Daugherty, Admin 423-4110			
Meetings held on the first and third Monday of each month at 7:00 p.m. in the Gladstone City Hall			
Board Authority - Section 2-37 Gladstone City Code, (R.S.Mo. 89.370); Ordinance 4.046			
Chairman & Vice Chairman - Elected by the Commission for a one-year term.			

TAX INCREMENT FINANCING (TIF) COMMISSION
Appointed by the Mayor with the Approval of the City Council
Six Members, Four Year Staggered Terms

[illegible]



**MINUTES
REGULAR CITY COUNCIL MEETING
GLADSTONE, MISSOURI
MONDAY, OCTOBER 25, 2021**

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

City Manager Scott Wingerson
Assistant City Manager Bob Baer
Deputy City Clerk Becky Jarrett
City Attorney Chris Williams

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

Mayor Mallams opened the Regular City Council Meeting Monday, October 25, 2021, at 7:30 pm.

Item No. 2. On the Agenda. Roll Call.

Deputy City Clerk Becky Jarrett called the roll. All Councilmembers were present.

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

Color guard presentation by VFW Post 1096.

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

The agenda was approved as published.

Item No. 5. On the Agenda. Approval of the October 11, 2021, Closed City Council Meeting Minutes.

Mayor Pro Tem Garnos moved to approve the minutes of the October 11, 2021, Closed City Council meeting as presented. **Councilmember Spallo** seconded. The Vote: "aye", Councilmember Spallo, Councilman Frisby, Councilmember Moore, Mayor Pro Tem Garnos, and Mayor Mallams. (5-0)

Item No. 6. On the Agenda. Approval of the October 11, 2021, Regular City Council Meeting Minutes.

Mayor Pro Tem Garnos moved to approve the minutes of the October 11, 2021, Regular City Council meeting as presented. **Councilmember Spallo** seconded. The Vote: “aye”, Councilmember Spallo, Councilman Frisby, Councilmember Moore, Mayor Pro Tem Garnos, and Mayor Mallams. (5-0)

Item No. 7. On the Agenda. Proclamation – National American Indian Heritage Month

Maggie Henderson, Regent for the Daughters of the American Revolution (DAR), William Boydston Chapter, accepted the proclamation from Mayor Mallams. She introduced those with her including Jim Chronister, a Native American.

Item No. 8. On the Agenda. Communications from the Audience.

There were no communications from the audience.

Item No. 9. On the Agenda. Communications from the City Council.

Councilman Frisby reminded residents that as winter weather approaches to remember that we have a great facility right across the street to exercise in. He also commented on how clean the Community Center is and thanked Director Merkey.

Mayor Pro Tem Garnos said he attended the Parks and Recreation Advisory Board meeting last week. The group received an update on all the parks related projects going on in the City.

Mayor Mallams announced that on Friday the City Council will take a day, with the City’s Leadership Team, to review the goals they made last year and make both short and long term goals for future planning.

Item No. 10. On the Agenda. Communications from the City Manager.

City Manager Wingerson commented that the Public Works and Parks Departments have been practicing for snow removal, which will be here before we know it.

REGULAR AGENDA

Item No. 11. On the Agenda. **Resolution R-21-49** A Resolution authorizing acceptance of work under contract with Parrish and Sons Construction, LLC, for the 2021 Curb, Gutter, Sidewalk, and Trail Program- Phase I Project, and authorizing Final Payment in the amount of \$10,997.78 for Project TP2104.

Councilmember Moore moved to approve **Resolution R-21-49**. **Councilman Frisby** seconded. The Vote: “aye”, Councilmember Spallo, Councilman Frisby, Councilmember Moore, Mayor Pro Tem Garnos, and Mayor Mallams. (5-0)

Item No. 12. On the Agenda. **Resolution R-21-50** A Resolution supporting the co-location of Public Safety Answering Points for Gladstone, Liberty, Excelsior Springs, and the Clay County Sheriff's Department and to authorize the City Manager to proceed with the design of a communications area sufficient to accommodate co-located dispatching as part of the Police Headquarters Project.

Councilmember Spallo moved to approve **Resolution R-21-50**. **Mayor Pro Tem Garnos** seconded. The Vote: "aye", Councilmember Spallo, Councilman Frisby, Councilmember Moore, Mayor Pro Tem Garnos, and Mayor Mallams. (5-0)

Item No. 13. On the Agenda. **First Reading Bill No. 21-36** An Ordinance authorizing the City Manager to execute an Intergovernmental Agreement between the City of Gladstone and the Mid-America Regional Council (MARC) Solid Waste Management District for the 2022 Regional Household Hazardous Waste Collection Program in the amount of \$29,498.67.

Mayor Pro Tem Garnos moved **Bill No. 21-36** be placed on its First Reading. **Councilmember Spallo** seconded. The Vote: "aye", Councilmember Spallo, Councilman Frisby, Councilmember Moore, Mayor Pro Tem Garnos, and Mayor Mallams. (5-0). The Clerk read the Bill.

Mayor Pro Tem Garnos moved to accept the First Reading of **Bill No. 21-36**, waive the rule, and place the Bill on its Second and Final Reading. **Councilmember Spallo** seconded. The Vote: "aye", Councilmember Spallo, Councilman Frisby, Councilmember Moore, Mayor Pro Tem Garnos, and Mayor Mallams. (5-0). The Clerk read the Bill.

Mayor Pro Tem Garnos moved to accept the Second and Final Reading of **Bill No. 21-36**, and enact the Bill as **Ordinance 4.572**. **Councilmember Spallo** seconded. The Vote: "aye", Councilmember Spallo, Councilman Frisby, Councilmember Moore, Mayor Pro Tem Garnos, and Mayor Mallams. (5-0)

Item No. 14. On the Agenda. **Consider Building Permit:** Chapel Hill Elementary School, 3220 NE 67th Terrace.

Councilmember Moore moved to approve the building permit for Chapel Hill Elementary School. **Councilman Frisby** seconded. The Vote: "aye", Councilmember Spallo, Councilman Frisby, Councilmember Moore, Mayor Pro Tem Garnos, and Mayor Mallams. (5-0)

Item No. 15. On the Agenda. **Consider Financial Reports for three months ending September 30, 2021.**

Mayor Pro Tem Garnos moved to approve the three months ending September 30, 2021. **Councilmember Spallo** seconded. The Vote: "aye", Councilmember Spallo, Councilman Frisby, Councilmember Moore, Mayor Pro Tem Garnos, and Mayor Mallams. (5-0)

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

There was no other business to come before the City Council.

Item No. 17. On the Agenda. Adjournment.

Mayor Mallams adjourned the October 25, 2021, Regular City Council meeting at 7:47 pm.

Respectfully submitted:

Becky Jarrett, Deputy City Clerk

Approved as presented: ____

Approved as modified: ____

Mayor R.D. Mallams



Request for Council Action

RES ☒ # R-21-51

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 11/2/2021

Department: General Administration

Meeting Date Requested: 11/8/2021

Public Hearing: Yes ☐ Date: N/A

Subject: Document Shredding Event for the City of Gladstone, Missouri

Background: The Missouri Secretary of State oversees document retention in Missouri's political subdivisions. According to the Missouri Records Retention Manual published by that office, certain records need only be retained for limited periods of time, at which point they can be destroyed. Storage space is limited making it necessary to destroy records that have met the life of their retention. Each City Department was given the manual to review and provided the City Clerk's office with a list of documents that could be destroyed. That list is attached to the Resolution as Exhibit A. Following the destruction of the records, the manual states that "the disposition of records should be recorded in a document such as the minutes of the City Council or other legally constituted authority that has permanent record status. The record should include the description and quantity of each record series disposed of, manner of destruction, inclusive dates covered and the date which destruction was accomplished."

Budget Discussion: Funds are budgeted in the amount of \$ 2,500.00 from the General Fund. The estimated cost for this year's shredding is \$1,260.

Public/Board/Staff Input: Staff will witness the destruction, by shredding, November 16, 2021, at City Hall in accordance with the practice outlined by the Secretary of State's office. This RCA will serve as the permanent record and be attached to the City Council minutes for this meeting.

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

Becky Jarrett
Deputy City Clerk

JM
City Attorney

SW
City Manager

RESOLUTION NO. R-21-51

A RESOLUTION AUTHORIZING THE DESTRUCTION OF CERTAIN RECORDS IN ACCORDANCE WITH RSMO CHAPTER 109 AND APPLICABLE STATE RETENTION SCHEDULES.

WHEREAS, in 1965, the Missouri General Assembly established a State Records Commission to approve retentions for records produced by state agencies; and

WHEREAS, in 1972, Missouri's Business and Public Records Law (Chapter 109) was expanded to include local government, with the Missouri Local Records Board established to set retention times for local government records; and

WHEREAS, the first Municipal Records Manual was approved by the Local Records Board in 1973, and which Manual has been amended from time to time as needed; and

WHEREAS, Chapter 109 of the Missouri Revised Statutes outlines the necessary procedure for destruction of records and non-record materials, and the City of Gladstone has adopted procedures to comply with those statutory requirements; and

WHEREAS, certain records of the City of Gladstone have been maintained for the maximum duration of the applicable retention period and are therefore eligible for destruction, and should be destroyed under the supervision of the City Clerk.

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

THAT, the City Clerk is hereby authorized and directed to destroy by appropriate means those records of the City of Gladstone that are eligible for destruction, as listed on Exhibit "A" attached hereto.

INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 8th DAY OF NOVEMBER, 2021.

R.D. Mallams, Mayor

ATTEST:


Becky Jarrett, Deputy City Clerk

Exhibit A

City of Gladstone

Department: Parks, Recreation & Cultural Arts

Records Destruction List

Approval Signature:  Date: 10-7-21

<u>BOX #:</u>	<u>DESCRIPTION</u>	<u>DATE SPAN</u>	<u>STATE RETENTION PERIOD</u>	<u>SCHEDULE NUMBER</u>	<u>LISTED DESTRUCTION DATE</u>	<u>DATE OF DESTRUCTION</u>	<u>CLERK INITIALS</u>
PR-2016-1	Timesheets: 07/2015 thru 12/2015; Leave Requests - Partial 2014 thru 2015	2014 - 2015	3 yrs + Audit	GS 028 & GS 029	Dec-19		
PR-2016-2	Timesheets: 01/2016 thru 06/2016	01/2016 - 06/2016	3 yrs + Audit	GS 028	Dec-20		
PR-2016-4	Downtown Art Project Apps/Call for Artists from 11/2015-12/2015; Selection Panel Results 05/2016	11/2015 - 05/2016	Accepted-5yrs, Rejected-3yrs	GS 055	Oct-21		
PR-2016-6	Various Contracts/Agreements (see List)	1999-2013	5 yrs after expiration	GS 060 & GS 055	YE2020		
PRCA-2019-1	1997-2002 Volunteer Correspondence/Various docs; 07/2005-06/2007 Petty Cash Requests/Rcvd (dups); 07/2006-12/2006, 01/2007-06/2007, 07-2007-03/2008 & 04/2008-06/2008 Parks Crew Work Reports; FY2007 & FY2009 Playground Inspections	1997 - 2009	3 yrs.; after audit; 3 yrs.; 5 yrs.	GS 041/072; GS 011; GS 020 & GS 080; Muni Code 0217	Jan-20		
PRCA-2021-1	Timesheets: 07/2016 thru 03/2017; Duplicate Personnel File copies	07/2016-03/2017	3 yrs plus Audit; Non-Records are copies for convenience of reference	GS 028; Section 109.210(5) RSMo.	Dec-20		
PRCA-2021-2	Timesheets: 04/2017 thru 12/2017; Duplicate Personnel File copies	04/2017-12/2017					
PRCA-2021-3	Budget Copies from FY2014-FY2019; Tree City USA Bulletins 2007-2019; Various duplicat non-records, including copies of personnel records; 2014-10/2016 Incident Report copies; 2015 & 2017 Unsuccessful Employment Applications/Resumes	FY2014 - FY2019; 2007 - 2019	Non-Records; Budget prep records (after audit); 5 yrs/non-records; 1 yr.	Section 109.210(5) RSMo.; GS 004; GS 083; GS 062	Dec-20		

City of Gladstone

Department: GA/Human Resources

2021

Records Destruction List

Approval Signature: 

Date:

10/11/2021

<u>BOX #:</u>	<u>DESCRIPTION</u>	<u>DATE SPAN</u>	<u>STATE RETENTION PERIOD</u>	<u>SCHEDULE NUMBER</u>	<u>LISTED DESTRUCTION DATE</u>	<u>DATE OF DESTRUCTION</u>	<u>CLERK INITIALS</u>
HR-15-212	PR Maintenance files: PR#21 10/15/2014 (09/17/14-09/30/14); PR#15 07/22/2015 (06/24/15-07/07/15); PR#06/24/15 (05/24/15-06/09/15)	2014-2015	5 yrs	GS068-pr	2020		
HR-15-214	PR Maintenance files: PR#12 6/10/15 (5/13/15-5/26/15); PR#9 4/29/15 (4/1/15-4/14/15); PR#10 5/13/15 (4/15/15-4/28/15)	2015	5 yrs	GS068-pr	2020		
HR-15-215	PR Maintenance files: PR#6 3/18/15 (2/18/15-3/3/15); PR#16 8/5/15 (7/8/15-7/21/15); PR#17 8/19/15 (7/22/15-8/4/15)	2015	5 yrs	GS068-pr	2020		
HR-15-218	PR Maintenance files: PR#6 3/19/14 (2/19/14-3/4/14); PR#2 1/21/15 (12/24/14-1/6/15); PR#12 6/11/14 (5/14/14-5/27/14)	2014-2015	5 yrs	GS068-pr	2020		
HR-15-219	PR Maintenance files: PR#20 10/1/14 (9/3/14-9/16/14); PR#14 7/8/15 (6/10/15-6/23/15)	2014-2015	5 yrs	GS068-pr	2020		
HR-15-220	PR Maintenance files: PR#11 5/27/15 (4/29/15-5/12/15); PR#7 4/1/15 (3/4/15-3/17/15); PR#8 4/15/15 (3/18/15-3/31/15)	2015	5 yrs	GS068-pr	2020		
HR-15-237	PR Maintenance files: PR#19-9/16/15(8/19/15-9/01/15);PR#20-9/30/15 (9/02/15-9/15/15); PR#21-10/114/15(9/16/15-9/29/15); Salary Updates March 1015	2015	5 yrs	GS068-pr	2020		
HR-15-244	PR Maintenance files: PR#04 02/18/15, #03 02/04/15, #01 01/07/15	2015	5 yrs	GS068-pr	2020		

HR-16-271	St Tax Withholding 2005-2006, Voided Checks 04-07, Fiscal Year Set Up (2004-2015); 2013/14.Lagers FY 2013-2014, FY set up 2012-2013; 7/1/2011 FY Set UP; 2012 Calendar year end. 2013 Calendar year set up; 2013 Drivers License Work, 2014 Drivers license review; 2015 Drivers license review	2004-2015	Retain Year to Date annual summary 70 years for admin purposes, retain all other records 5 yrs.	GS068-pr	2020		
HR-16-273	Insurance renewal info (emails) 2007-2009; 2010/2011 insurance renewal info; 2010 property/liab/casualty renewal info; 2009/2010 work comp audit; 2009/2010 working sov insurance changes; 2009/2010 work comp audit; 2009/2010 work comp ins premiums; 2009/2010 mpr info regarding property/casual/work comp renewal; 2008/2009 sov renewal info; 2008/2009 insurance changes; board minutes; 2010/2011 work comp estimate; 2009/2010 work comp estimate; 2008/2009 work comp audit; 2008/2009 work comp renewal; Med Director; 2011/2012 prep for insurance renewal; 2009/2010 bonds; Insurance certificate holders 2009-2013; 2010/2011 auto id cards; MARCIT health/dental admin manual prior to 2008.	2007-2013	Retain until expired plus 6 calendar years	GS056-ins pol records	2020		
HR 18-275	Vendor payments: United Way 2015; HSA 2010-2013; MPR Dec. 2011-June 2012; Allstate 2012-2013; Standard (STD) 2011-2012; Lincoln Jan-June 2012; ICMA 2012; Flexible spending 2012-2013; Lagers 2012-2014; Lincoln claim status reports 2011-2013	2011-2015	Completion of audit	GS007-a/p	2020		

City of Gladstone

Department: _____ Police Department

Records Destruction List

Approval Signature:  Date: 9/29/21

<u>BOX #:</u>	<u>DESCRIPTION</u>	<u>DATE SPAN</u>	<u>STATE RETENTION PERIOD</u>	<u>SCHEDULE NUMBER</u>	<u>LISTED DESTRUCTION DATE</u>	<u>DATE OF DESTRUCTION</u>	<u>CLERK INITIALS</u>
PS 15-21	2014 Payroll - PP 1-14	12/11/13-6/14/14	5 years	GS028	2020		
PS 15-22	PO and FF/P Applications	4/2014-10/2014	5 years		2020		
PS 15-53	2014 payroll - PP 15-26	6/25-12/09/2014	5 years	GS 028	2020		
PS 16-12	PO and Crime Analyst applications	07/2014-09/2015	5 years		2021		
PS 16-13	EMS Reports 150000001-0000599	2015	5 years	AMBU 017	2020		
PS 16-14	EMS Reports 0000600-0001199	2015	5 years	AMBU 017	2020		
PS 16-15	EMS Reports 0001200-0001799	2015	5 years	AMBU 017	2020		
PS 16-16	EMS Reports 0001800-0002399	2015	5 years	AMBU 017	2020		
PS 16-17	EMS Reports 0002400-0003099	2015	5 years	AMBU 017	2020		
PS 16-22	EMS Reports 160000001-0000799	2016	5 years	AMBU 017	2021		
PS 16-23	2015 payroll - PP 1-14	12/10/14-6/23/15	5 years	GS 028	2021		
PS 16-24	Applications (PO, P/FF, ACO, CO)	1/1/2015-1/31/2016	5 years		2021		
PS 17-08	2016 Records Requests	2016	3 years	GS 066	2020		
PS 17-09	2016 Records Requests	2016	3 years	GS 066	2020		
PS 17-23	2015 payroll - PP 15-26	6/24/2015-12/8/2015	5 years	GS 028	2020		
PS 17-24	2016 payroll - PP 1-14	12/9/2016-6/21/2016	5 years	GS 028	2021		
PS 17-25	EMS reports 160000800-0001599	2016	5 years	AMBU 017	2021		
PS 17-26	EMS reports 0001600-0002299	2016	5 years	AMBU 017	2021		
PS 17-27	EMS reports 0002300-0002999	2016	5 years	AMBU 017	2021		
PS 17-28	EMS reports 0003000-0003766	2016	5 years	AMBU 017	2021		

PS 17-29	PO/FF-P/CO/ACO Applications	5/2015-7/2016	5 years		2021		
PS 17-31	PO/CO/Crossing guard applications	11/2015-8/2016	5 years		2021		
PS 17-60	2016 payroll - PP 15-26	6/22/2016-12/06/2016	5 years	GS 028	2021		
PS 17-62	UCR monthly reports	200-2002	2 years	POL 017	2004		
PS 18-01	2017 records requests	2017	3 years	GS 066	2021		
PS 18-02	2017 records requests	2017	3 years	GS 066	2021		
PS 18-21	CALEA Assessment CH 1-31	2010-2012	2 accred cycles	GS 104	2020		
PS 18-22	CALEA Assessment CH 32-41	2010-2012	2 accred cycles	GS 104	2020		
PS 18-23	CALEA Assessment CH 42-52	2010-2012	2 accred cycles	GS 104	2020		
PS 18-24	CALEA Assessment CH 53-81	2010-2012	2 accred cycles	GS 104	2020		
PS 18-25	CALEA Assessment 2007-2009	2007-2009	2 accred cycles	GS 104	2016		
PS 18-26	CALEA Assessment 2007-2009	2007-2009	2 accred cycles	GS 104	2016		
PS 18-27	CALEA Assessment 2007-2009	2007-2009	2 accred cycles	GS 104	2016		
PS 18-28	CALEA Assessment 2007-2009	2007-2009	2 accred cycles	GS 104	2016		
PS 18-29	CALEA Assessment CH 82-91	2010-2012	2 accred cycles	GS 104	2020		
PS 18-40	2015 Personnel Orders(LE, support)	2015	5 years	POL 008	2020		
PS 18-41	2016 Personnel Orders	2016	5 years	POL 008	2021		
PS 19-11	UCR monthly reports	1990-1993	2 years	POL 017	1995		
PS 19-12	UCR monthly reports	2005-2007	2 years	POL 107	2010		
PS 19-21	EMS Reports 130002900-0003459	2013	5 years	AMBU 017	2018		
PS 19-22	EMS Reports	2014	5 years	AMBU 017	2019		
PS 19-23	EMS Reports	2014	5 years	AMBU 017	2019		
PS 19-24	EMS Reports	2014	5 years	AMBU 017	2019		
PS 19-25	EMS Reports	2014	5 years	AMBU 017	2019		
PS 20-01	Outstanding Booking Sheets	1996-2014	5 years	POL 006	2019		
PS 20-02	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-03	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-04	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-05	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-06	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-07	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-08	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-09	2014 arrest/booking sheets	2014	5 years	POL 006	2020		

PS 20-10	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-11	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-12	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-16	2016 Liquor permit applications	2016	3 years		2020		
PS 20-17	2016 Liquor permit applications	2016	3 years		2020		
PS 20-18	False Alarm calls	2017-2018	1 year	POL 002	2020		
PS 20-19	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-20	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 20-21	Deposit slips	2014-2018	2 years + Audit	GS 010	2020		
PS 20-23	2019 Tow sheets	2019	1 year	POL 002	2021		
PS 20-24	2014 arrest/booking sheets	2014	5 years	POL 006	2020		
PS 21-02	Misc tow sheets	2019-2020	1 year	POL 002	2021		
PS 21-03	2014 juvenile reports + misc reports	2014	microfilmed		2021		
PS 21-04	2017 Liquor permits	2017	3 years		2021		
PS 21-05	2017 liquor permits + arrest sheets	2015-2017	5 years	POL 006	2021		
PS 21-06	2015 arrest/booking sheets	2015	5 years	POL 006	2021		
PS 21-07	2015 arrest/booking sheets	2015	5 years	POL 006	2021		
PS 21-08	2015 arrest/booking sheets	2015	5 years	POL 006	2021		
PS 21-09	2015 arrest/booking sheets	2015	5 years	POL 006	2021		
PS 21-10	2015 arrest/booking sheets	2015	5 years	POL 006	2021		
PS 21-11	2015 arrest/booking sheets	2015	5 years	POL 006	2021		
PS 21-12	2015 arrest/booking sheets	2015	5 years	POL 006	2021		
PS 21-13	2015 arrest/booking sheets	2015	5 years	POL 006	2021		
PS 21-14	2015 arrest/booking sheets	2015	5 years	POL 006	2021		
PS 21-15	2015 arrest/booking sheets	2015	5 years	POL 006	2021		
PS 21-17	2016-2017 tow sheets	2016-2017	1 year	POL 002	2018		
PS 21-18	2006-2013 UCR reports	2006-2013	2 years	POL 017	2015		
PS 21-19	2002-2006 UCR reports	2002-2006	2 years	POL 017	2008		
PS 21-20	2015 accident reports	2015	5 years	POL 003	2021		
PS 21-21	2015 incident reports	2015	3 years	POL 001	2021		
PS 21-22	2015 incident reports	2015	3 years	POL 001	2021		
PS 21-23	2015 incident reports	2015	3 years	POL 001	2021		
PS 21-24	2015 incident reports	2015	3 years	POL 001	2021		
PS 21-25	2015 incident reports	2015	3 years	POL 001	2021		

PS 21-26	2015 incident reports	2015	3 years	POL 001	2021		
PS 21-27	2015 incident reports	2015	3 years	POL 001	2021		
PS 21-28	2015 incident reports	2015	3 years	POL 001	2021		
PS 21-29	2015 incident reports	2015	3 years	POL 001	2021		
PS 21-32	Misc UCR reports + paperwork	2002-2018	2 years	POL 017	2020		

Department: General Administration

Records Destruction List

9/8/2021

Approval Signature: [Signature] Date: 14/6/21

[illegible]

Department: Community Development

Approval Signature:

Date:

6

City of Gladstone
 Department: Finance
Records Destruction List

Approval Signature:  Date: 10/1/21

<u>BOX #:</u>	<u>DESCRIPTION</u>	<u>DATE SPAN</u>	<u>STATE RETENTION PERIOD</u>	<u>SCHEDULE NUMBER</u>	<u>LISTED DESTRUCTION DATE</u>	<u>DATE OF DESTRUCTION</u>	<u>CLERK INITIALS</u>
FD08-034	Lesser Charges	FY07	3	8.046	12/31/2019		
FD08-037	Lesser Charges	FY07	3	8.046	12/31/2019		
FD08-040	Lesser Charges	FY07	3	8.046	12/31/2019		
FD08-055	Lesser charges	2008	3	8.046	6/30/2020		
FD12-020	Non Serious Tickets	2012	6	8.046	8/1/2018		
FD12-030	Non Serious Tickets	2012	6	8.046	1/1/2019		
FD12-106	H.T.E. taxes	2007-2011	audit + 1 yr	GS007	12/31/2017		
FD13-206	Financial Records	Pre 2012	audit + 1 yr	GS007	4/25/2018		
FD13-207	Financial Records	2008-2011	audit + 1 yr	GS007	4/25/2018		
FD13-223	Financial Records	FY13	audit + 1 yr	GS007	7/1/2018		
FD13-224	Court Records	2012-2013	3	8.046	7/1/2018		
FD14-204	Non Serious Tickets	2014	6	8.046	1/31/2020		
FD14-209	GL Postings	FY14	audit + 1 yr	GS007	7/1/2019		
FD14-210	Bonds	2013-2014	3	8.046	7/1/2019		
FD14-218	GL Postings	FY14	audit + 1 yr	GS007	7/1/2019		
FD14-504	Financial Records	Pre 2012	audit + 1 yr	GS007	6/30/2018		
FD15-105	Misc Receipts	FY15	audit + 1 yr	GS007	7/1/2018		
FD15-106	Tax Affidavits	2012-2013	audit + 1 yr	GS007	12/31/2019		
FD15-220	GL Postings	FY15	audit + 1 yr	GS007	7/1/2019		
FD15-227	GL Postings	FY15	audit + 1 yr	GS007	7/1/2019		

FD15-236	Housing/Animal Control	2014-2015	3	8.046	7/1/2018		
FD15-423	Misc Accounts Payable	FY13	audit + 1 yr	GS007	12/31/2017		
FD15-505	Credit Card Receipts	FY15	audit + 1 yr	GS007	6/30/2018		
FD16-101	CCR Receipts	FY16	audit + 1 yr	GS007	1/1/2017		
FD16-102	Misc Receipts	FY16	audit + 1 yr	GS007	12/13/2017		
FD16-103	Business Licenses	FY16	2 ys. After Expir	GS050	7/1/2019		
FD16-103	Misc Receipts	FY16	audit + 1 yr	GS007	12/31/2019		
FD16-201	Closed Tickets	2000	3	8.046	7/1/2018		
FD16-207	Closed Tickets	2016	3	8.046	1/30/2019		
FD16-208	Closed Tickets	2016	3	8.046	12/31/2019		
FD16-208	Closed Tickets	2016	3	8.046	11/17/2019		
FD16-211	Closed Tickets	2014-2016	3	8.046	1/29/2019		
FD16-409	Accounts Payable	FY16	audit + 1 yr	GS007	7/30/2019		
FD16-410	Accounts Payable	2015	audit + 1 yr	GS007	6/30/2019		
FD16-411	Accounts Payable	FY16	audit + 1 yr	GS007	6/30/2019		
FD16-412	Accounts Payable	FY16	audit + 1 yr	GS007	6/30/2019		
FD16-413	Accounts Payable	FY16	audit + 1 yr	GS007	6/30/2019		
FD16-414	Accounts Payable	FY16	audit + 1 yr	GS007	6/30/2019		
FD16-415	Accounts Payable	FY16	audit + 1 yr	GS007	6/30/2019		
FD16-416	Accounts Payable	FY16	audit + 1 yr	GS007	6/30/2019		
FD-16-780	Meter Change to AMR Meters Cycle 1 and Misc changes	2013-2015	5 years	1610	12/1/2020		
FD-16-781	Meter Change to AMR Meters Cycle 2 and Larger Meters	2013-2015	5 years	1610	12/1/2020		
FD16-791	Deposit Refunds	FY16	audit + 1 yr	GS007	11/1/2019		
FD17-100	Business Licenses	FY17	2 ys. After Expir	GS050	7/1/2020		
FD17-211	GL Postings	FY16	audit + 1 yr	GS007	7/12/2020		
FD17-212	GL Postings	FY16	audit + 1 yr	GS007	1/12/2020		
FD17-213	Closed Tickets	2017	3	8.046	1/18/2020		
FD17-214	Information Requests-Outside	2015-2016	3	8.046	1/12/2020		
FD17-219	Closed Tickets	2016-2017	3	8.046	5/1/2020		
FD17-220	Closed Tickets	2016-2017	3	8.046	5/1/2020		
FD17-221	Closed Tickets	2017	3	8.046	5/1/2020		

FD17-226	Bond Receipts	2015-2017	3	8.046	7/21/2021		
FD17-227	GL Postings	FY17	audit + 1 yr	GS007	7/27/2021		
FD17-228	GL Postings	FY17	audit + 1 yr	GS007	7/21/2021		
FD-17-345	Receipts Reports sent to Mediclaims	7/14-6/15	5 years including audit	Ambu 034	1/1/2019		
FD-17-346	Monthly reports from Mediclaims 7/1	7/14-6/15	5 years including audit	Ambu 034	1/1/2020		
FD17-501	Counter receipts	FY16	audit + 1 yr	GS007	6/30/2021		
FD17-502	Credit Card receipts	FY16	audit + 1 yr	GS007	6/30/2019		
FD17-504	Bank Statements/Reconciliations	FY16	audit + 1 yr	GS007	12/31/2017		
FD17-507	Counter Receipts	FY16-FY17	Comp. of audit	GS011	6/30/2021		
FD-17-782	Unknown Usage Adj 2010-June 2013 Winter Avg FY2013 MAR 2011 2012 2013 Postage Report 2011 Address Changes 2008-2013 Exec Financial Rpts July 2007-2012 Adjustments 2009-2010 Corresp 2009 2013 Senior Discount and Address Changes 2009-2013	2008-2013	5 years	GS008 1602 GS049	7/1/2018		
FD-17-783	Water Work Orders July '14 to June '15 MAR FY2015 Correspondence FY 2015 Senior Discount FY 2015	July '14-June'15	3 years after final disposition	GS 049 GS 008	7/1/2018		
FD-17-784	Executive Financial Collections	July '14-June'17	3 years	GS 020	7/1/2020		
FD-17-785	Executive Finance July '13 to June '14 Credit Refunds Sept 2009-June 2014 MAR FY2014 Winter Avg FY 2014 Corresp FY2014 Undergrnd Break Adj FY14 Adjust FY 2014 Name/Add chgs 2014 Senior Discount FY 2014	July 2013 June 2014	5 Years	GS008 1602 GS049	7/1/2019		
FD-17-786	Initials/Finals Water Work Orders FY 2014 Surety Bonds for accounts finaled 2000-2016	July 2014-June 2015	2 years after deposit is refunded	1603	7/1/2018		
FD17-792	Misc Accounts Rec/Water W.O.	2015-2017	audit + 1 yr	GS007	1/1/2020		
FD18-235	Closed Tickets	2018	3	8.046	3/22/2021		
FD18-239	Closed Tickets	1992-1994	3	8.046	5/8/2018		
FD18-240	Closed Tickets	2016	3	8.046	1/22/2020		
FD18-240	Closed Tickets	1992-1994	3	8.046	5/8/2018		

FD18-241	Closed Tickets	2017-2018	3	8.046	5/11/2021		
FD18-242	Closed Tickets	2017-2018	3	8.046	6/30/2021		
FD18-374	Daily deposits	2018	audit + 1 yr	GS007	5/31/2020		
FD18-375	Daily deposits	2017	audit + 1 yr	GS007	12/31/2019		
FD18-508	Credit Card receipts	FY17	audit + 1 yr	GS007	6/30/2020		
FD18-509	Counter Receipts	2017	Comp. of audit	GS011	6/30/2018		
FD18-513	Business Licenses	2017-2018	2 Yrs. After Expir.	GS050	7/1/2021		
FD18-514	Counter Receipts	2017-2018	audit + 1 yr	GS007	6/30/2021		
FD18-787	Water department work orders FY17	July 2016-June 2017	3 years	GS20	7/1/2020		
FD18-789	Water refunds	1992-1999	audit + 1 yr	GS007	7/1/2018		
FD-18-795	Water Department Work Orders	July 2017-June 2018	3 years	GS20	7/1/2021		
FD19-249	Closed Tickets	2019	3	8.046	3/22/2021		
FD19-258	Water work orders	2017	audit + 1 yr	GS007	7/1/2021		
FD19-259	Closed Tickets	2018	3	8.046	10/7/2022		
FD19-376	Daily deposits	2018-2019	audit + 1 yr	GS007	11/30/2021		
FD19-377	Daily deposits	2019	audit + 1 yr	GS007	4/30/2021		
FD19-515	Accounts Payable	2018-2019	audit + 1 yr	GS008	7/1/2021		
FD20-100	Business Licenses	2018-2019	2 Yrs. After Expir.	GS050	7/1/2021		
FD20-378	Accounts Receivable	2015-2018	audit + 1 yr	GS008	6/30/2021		
FD20-379	Check Run	2019	audit + 1 yr	GS007	7/1/2021		
FD21-500	Beth's personal correspondence	2012-2017	1 year	GS012	6/30/2021		
FD21-501	Budget Info	2017 & prior	audit + 1 yr	GS007	6/30/2021		
FD21-502	Aiperspauch Research	2015 & prior	audit + 1 yr	GS007	6/30/2021		
FD21-504	Unclaimed Property	2014	audit + 1 yr	GS007	6/30/2021		



Request for Council Action

RES ☒ # R-21-52

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 11/4/2021

Department:

Meeting Date Requested: 11/8/2021

Public Hearing: Yes ☐ Date:

Subject: Resolution adopting a Mission, Vision, and Goals for 2022-2023.

Background: On October 29, 2021, the Mayor, City Council, and Leadership Team met at the Gladstone Community Center to discuss goals related to the coming year. The session was facilitated by Mike Mowery of SGR.

During the six- hour session, the City Council reviewed relationships with each other and with staff and progress toward last years' goals. The City Council also discussed a variety of topics that may move forward in 2023. The balance of the day involved confirmation about the key goals to move our community forward in 2023.

The confirmed mission and vision together with the proposed goals for 2023 are contained within the attached resolution.

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

Public/Staff Input/Commission:

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

Scott Wingerson
City Manager

JM
City Attorney

RESOLUTION R-21-52

A RESOLUTION ADOPTING A MISSION STATEMENT, VISION STATEMENT, AND GOALS FOR THE CITY OF GLADSTONE, MISSOURI, FOR 2022-2023.

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:

2022 CITY COUNCIL GOALS

1. Keep Gladstone as a safe place with a focus on crime reduction, traffic enforcement, and the recruitment and retention of high-quality police officers, firefighters and EMS personnel.
2. Continue implementation of parks, cultural arts, facilities, streets, sidewalks, stormwater, water distribution and production, and comprehensive master plans.
3. Continue commitment to downtown and commercial corridors through effective and innovative development and redevelopment strategies.
4. Prioritize the proactive residential and commercial code enforcement program.
5. Create a long-term development and programming plan for Atkins-Johnson Farm and Museum to make it sustainable.
6. Prioritize infrastructure for neighborhood revitalization to meet the needs of our residents, encourage quality residential density and homeowner investment to preserve and increase housing values.
7. Promote diversity, equity, and inclusion in all that we do to continue to be a welcoming city to everyone.
8. Develop a branding strategy to effectively promote Gladstone.

INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 8th DAY OF NOVEMBER 2021.

R.D. Mallams, Mayor

ATTEST:

Becky Jarrett, Deputy City Clerk



Request for Council Action

RES ☒ # R-21-53

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 11/3/2021

Department: Public Works

Meeting Date Requested: 11/8/2021

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

Subject: Settlement Agreement and Mutual Release, 2020 Sewer Cleaning and Televising, Project SP2089

Background: Blue Nile Contractors was awarded the 2020 Sewer Cleaning and Televising Project in the amount of \$90,179.09. After completing \$51,146.06 of the work, the City was notified that Blue Nile Contractors was no longer in business and their bonding company, North American Specialty Insurance Company (NAS), would be fulfilling their contractual obligations. The City is currently holding \$35,351.95 for work completed on the project. Execution of this agreement will allow the City to release this final payment in care of NAS.

Budget Discussion: Funds for this contract were budgeted in the CWSS Fund.

Revised Contract Amount:	\$ 51,146.06
Amount Paid to Date:	15,794.11
Total Amount Due Final Pay:	\$ 35,351.95

Public/Board/Staff Input: City staff recommends that the City Council authorize the City Manager to execute the settlement agreement and mutual release. Work not completed by Blue Nile Contractors was previously added to the 2021 Sewer Cleaning and Televising Project awarded to Ace Pipe Cleaning by way of Resolution R-21-16.

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

Timothy A. Nebergall
Department Director/Administrator

JM
City Attorney

SW
City Manager

RESOLUTION NO. R-21-53

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A SETTLEMENT AGREEMENT AND MUTUAL RELEASE WITH NORTH AMERICAN SPECIALTY INSURANCE COMPANY FOR FINAL PAYMENT IN THE AMOUNT OF \$35,351.95 FOR WORK COMPLETED ON THE 2020 SEWER CLEANING AND TELEVISIONING PROJECT SP2089.

WHEREAS, Blue Nile Contractors was awarded the 2020 Sewer Cleaning and Televising Project in the amount of \$90,179.09; and

WHEREAS, Blue Nile Contractors completed \$51,146.06 of the work prior to going out of business; and

WHEREAS, North American Specialty Insurance Company is fulfilling the contractual obligations of Blue Nile Contractors and has requested that the City of Gladstone execute a settlement agreement and mutual release to make final payment in the amount of \$35,351.95 for work completed on the project.

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 the settlement agreement and mutual release and make final payment as follows:

Revised Contract Amount:	\$ 51,146.06
Amount Paid to Date:	<u>15,794.11</u>
Total Amount Due Final Pay:	<u>\$ 35,351.95</u>

FURTHER, THAT, funds for such purpose are authorized from the Combined Waterworks and Sewerage System Fund.

INTRODUCED, READ, PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 8th DAY OF NOVEMBER 2021.

R.D. Mallams, Mayor

ATTEST:

Becky Jarrett, Deputy City Clerk



Request for Council Action

RES ☐ # City Clerk Only

BILL ☒ # 21-37

ORD # 4.573

Date: 11/3/2021

Department: Community Development

Meeting Date Requested: 11/8/2021

Public Hearing: Yes ☒ Date: 7/26/2021

Subject: Re-Zone for 7508 N. Oak Trafficway - Parkside at Hobby Hill

Background:

The Applicant, Cardinal Crest KC, is requesting a zoning change at 7508 N. Oak Trafficway from C-1 to MXD in relation to the Parkside at Hobby Hill mixed-use development approved earlier this year. In July of this year, Cardinal Crest KC was not the owner of 7508 N. Oak Trafficway and the owner (JRKC Holdings) of that property was not comfortable with that parcel being re-zoned until it was purchased by Cardinal Crest KC. Now that Cardinal Crest KC legally owns all of the parcels involved with the project, re-zoning 7508 N. Oak Trafficway is necessary to complete the project.

All necessary public hearings were held earlier this year.

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

Public/Staff Input/Commission:

N/A

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

Austin Greer
Director of Community Development

JM
City Attorney

SW
Scott Wingerson

BILL NO. 21-37

ORDINANCE NO. 4.573

AN ORDINANCE APPROVING A ZONING CHANGE FOR 7508 N. OAK TRAFFICWAY IN RELATION TO THE PARKSIDE AT HOBBY HILL MIXED-USE DEVELOPMENT.

WHEREAS, pursuant to applicable City ordinances, an Application has been submitted to the Gladstone City Council to rezone part of Northeast Quarter of the Southwest Quarter and the Southeast Quarter of the Northwest Quarter of Section 14, Township 51 North, Range 33 West, all in the City of Gladstone, Clay County, Missouri.

WHEREAS, public hearings have been held after the publishing of the required notices;

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

THAT, the aforesaid land be rezoned from C-1 (Local Business District) to MXD (Mixed-Use District).

PASSED, SIGNED, AND MADE EFFECTIVE BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 8th DAY OF NOVEMBER 2021.

R.D. Mallams, Mayor

ATTEST:

Becky Jarrett, Deputy City Clerk

1st Reading:

2nd Reading: