



**CITY COUNCIL MEETING
GLADSTONE, MISSOURI
MONDAY, MARCH 11, 2024**

The City Council will meet in Closed Executive Session at 5:30 pm, Monday, March 11, 2024, Gladstone Community Center, 6901 North Holmes, Gladstone, Missouri. The Closed Executive Session is closed pursuant to RSMo. Open Meeting Act Exemption 610.021 (1) for Litigation and Confidential or Privileged Communications with Legal Counsel, and 610.021 (12) Negotiated Contract.

OPEN STUDY SESSION 6:15 PM

1. **City Hall Tour** – City Manager Baer will provide a tour of the City Hall renovation.
2. **Northland Workforce Development Center Project** – Riverside Mayor Kathy Rose will present the Campaign for the Project.
3. **Street Maintenance** – Director Nebergall will present the proposed FY2025 Street Maintenance Program.

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 the Agenda.**

5. **Approval of the February 12, 2024, Closed City Council Meeting Minutes.**
6. **Approval of the February 12, 2024, Regular City Council Meeting Minutes.**
7. **Communications from the Audience:** *Members of the public are invited to speak about any topic not listed on the agenda. While speaking, please state your name and address for the record and limit comments to 5 minutes.*
8. **Communications from City Council.**
 - Board and Commission reassignment to Board of Zoning Adjustment.
9. **Communications from the City Manager.**

10. CONSENT AGENDA

CONSIDER SPECIAL EVENT PERMITS:

Flashlight Easter Egg Hunt, Happy Rock East Sports Complex, Friday, March 22, 2024, or rain date Saturday, March 23, 2024, 5:00 to 9:00 pm.

Walk 'N Wag, Atkins-Johnson Farm, Saturday, April 20, 2024, 8:00 am to 12:00 pm.

RESOLUTION R-24-11, A Resolution declaring certain City property surplus and authorizing the sale and/or disposal of such property held by the City to the highest bidder via online auction, sealed bid, and/or otherwise disposed of as approved by the City Manager.

RESOLUTION R-24-12, A Resolution authorizing acceptance of a Sourcewell proposal from Daktronics, Inc., in the amount of \$156,688.00 for the purchase and installation of a new video board and associated operating equipment.

RESOLUTION R-24-13, A Resolution authorizing the City Manager to execute a contract with Vance Brothers, Incorporated, in the total amount not to exceed \$338,940.00 for the 2024 Intermediate Street Maintenance Program, Project TP2403.

RESOLUTION R-24-14, A Resolution authorizing the City Manager to execute a Professional Engineering Services Agreement with WSP USA, Incorporated, in the total amount not to exceed \$695,527.00 for the Downtown Gladstone North Oak Street Improvements Design-Phase Two, Project TP2371.

RESOLUTION R-24-15, A Resolution authorizing Change Order No. 7 in the amount of \$260,000.00 to the contract with Lan-Tel Communications Services Incorporated, for the FY23 Curb, Gutter, and Sidewalk Program – Phase 2 Project TP2305.

RESOLUTION R-24-16, A Resolution amending or revising the 2024 General Fund, Community Center and Parks Sales Tax Fund, Public Safety Sales Tax Fund, Capital Improvement Sales Tax Fund, Transportation Sales Tax Fund, Capital Equipment Replacement Fund, and Combined Waterworks and Sewer System Fund for the City of Gladstone, Missouri, and authorizing expenditures of funds.

CONSIDER SEMI-ANNUAL FINANCIAL STATEMENT.

CONSIDER FINANCIAL REPORT FOR 7 MONTHS ENDING JANUARY 31, 2024.

REGULAR AGENDA

- 11. FIRST READING BILL NO. 24-10**, An Ordinance granting a Special Use Permit subject to certain conditions to A Turning Point (ATP) for the purposes of operating a social services organization in an R-1 Zoning District at 1900 and 1904 NE Englewood Road.
- 12. FIRST READING BILL NO. 24-11**, An Ordinance authorizing the City to participate in the Missouri Highway Safety Program and receive grant funds, under the terms outlined by the Missouri Department of Transportation, for the purpose of increased enforcement of traffic laws.
- 13. Other Business.**
- 14. Adjournment.**

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

City Clerk Kris Keller
City of Gladstone
7010 North Holmes
Gladstone, MO 64118
816-423-4096

Posted at 2:30 pm
March 7, 2024



This is “Why” we have pursued this project for the past five years...



• **Creating relevant experiences for students...**

while building tomorrow's workforce

Student Testimonials from Recent Graduates



"Northland Career Center was a wonderful experience for me. I was able to do an internship my senior year. Shortly after

graduation I got a HVAC job with a very nice starting wage and sign-on bonus. I love what I am doing now, and I couldn't have done it without NCC."

Caden Wiser

Heating/Cooling and Climate Control,
North Kansas City School District



with Incite Design Studio in downtown Kansas City where I was able to shadow construction management firms. After two successful years in NCC's program, I now can say I have soldered piping and built a frame for a house."

Ryleigh Touart

Construction Technology
Park Hill School District

"Before starting construction technology at NCC, I had never operated a saw or barely touched a hammer. Also, I interned



"This program has prepared me for the next step of becoming a police officer. I currently have a position as a security officer. I

can't wait to join the police academy and serve this community in the future."

Oumar Coulibaly

Law Enforcement/CSI
North Kansas City School District

KC Workforce Needs - Building a More Robust Workforce!



The industry demand is increasing and so is the enrollment demand

If we need skilled workers in high demand fields...how do fill those jobs if we are turning large groups of student away and placing them on waiting lists?

There has been a 51% increase in students on a waiting list in the past three years.

The total waiting list numbers for the past three years are below

- Aviation Technology - 21 students on the waiting list the past 3 years
- Construction - 59 students on the waiting list the past 3 years
- Heating/Cooling - 42 students on the waiting list the past 3 years
- Manufacturing - 30 students on the waiting list the past 3 years
- Diesel Technology - 116 students on the waiting list the past 3 years
- Industrial Welding - 114 students on the waiting list the past 3 years

A total of **382** potential skilled trades students could not enroll

Our Health and Human Services courses also had extensive waiting lists:

- Health Sciences - 213 students on the waiting list the past 3 years
- Law Enforcement - 129 students on the waiting list for FY 20 & 21
- Culinary Arts - 72 students on the waiting list for the past 3 years

A total of **414** students could not enroll during that time period



Key Data on how the NWDC will support Gladstone



- There are 141 students that have attended NCC across the last 6 cohorts (2020-2025) that have resided in Gladstone
- Of the 2222 students from cohorts 2020-2025, there are 687 students or 30.9% of the students attended/are attending the North Kansas City School District.
 - 241 specifically attended/are attending Oak Park High School
 - 139 specifically attended/are attending Winnetonka
- This new school location will be approximately 15 minutes closer to all North KC Schools and will have the capacity to add more students who may be on the waiting list seeking a career, life changing opportunity. The education at NCC is free to the student, paid for by the NKC School District

Let's build a new, state of the art center that will:



- Provide a **central location** closer to participating high schools that serves as a **community resource** for **all of the Northland**
- **Reduce waiting lists** and open doors to **opportunity for more students.**
- Increase the number of **trained, qualified candidates** available for **in-demand, high-wage careers.**
- Strategically **contribute to the Kansas City Northland workforce.**
- Welcome an even more **diverse student population** and **promote greater social mobility** for low-income households.
- Offer a **wider variety of career tracks, afternoon & evening courses,** and **more dual credit options.**

The Project - What will it entail? What will it cost?



CONSTRUCTION AND LAND \$58M

SOFT COSTS \$16M

TOTAL NEED \$74M

Northland Workforce Development Center
Grant from the State of Missouri <\$30M>

Campaign Goal for Public Philanthropy \$44M

Expansion opportunities for new programs



NCC PROGRAMS

Current Programs

Agricultural Sciences
Aviation Technology
Construction Technology
Culinary Arts
Diesel Technology
Heating, Ventilation and Air Conditioning
Health Sciences
Industrial Automation and Robotics
IT Professionals
Law Enforcement/Crime Scene Investigation
Teaching Professions

Potential Future Programs

Automotive Technology
Baking and Pastries
Cosmetology
Dental Assisting
Digital Design, Programming and Cybersecurity
Electrical and Plumbing Technologies
Fire Science/EMT
Health Tech Careers
Hospitality and Event Management
Industrial Machining
Junior ROTC

For more information and building layout/ plans:



Post Secondary Opportunities (afternoons, evenings, and weekends)



- Metropolitan Community College (MCC) partnering with Northland Career Center to establish the new Northland Workforce Development Center (NWDC)
- The NWDC will address workforce shortages in Clay and Platte Counties with post-secondary, high demand programs offered in a convenient location for Northland residents
- Collaboration with NCC leadership, architects, and builders for facility design
- Curriculum adjustments to cover all Career and Technical Education programs without duplication
- Other post-secondary institutions may partner to offer programming or dual credit for students



NWDC Campaign Strategy Update



- We are fortunate to have an awesome capital campaign team and wonderful partners!
- Campaign Team - 26 members
 - Industry Representation
 - Strategic Partners
 - School Partners
- Partners



What's our plan to raise a large amount of money in a short period of time?

Five Bucket Approach to NWDC Campaign



Goal: \$74,000,000

Comprehensive Plan: \$74,000,000



Foundations

\$14 Million



State &
Local

\$37 Million



Federal

\$5 Million



Industry &
Corporations

\$14 Million



Individuals

\$4 Million



Five Bucket Approach to NWDC Campaign



Goal: \$74,000,000

Total Committed/Pledged: \$34,708,304



Foundations

\$10,000



State &
Local

\$30,000,000



Federal

\$0



Industry &
Corporations

\$4,637,404

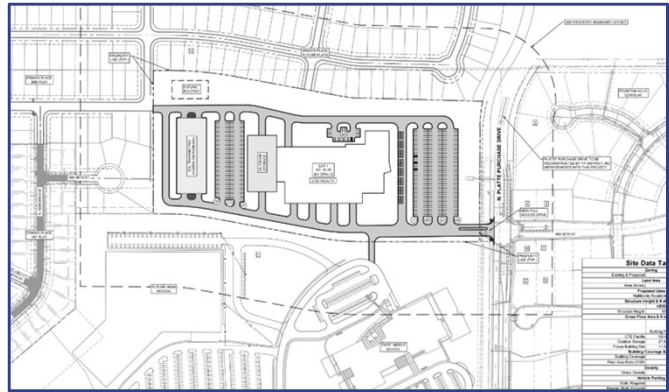


Individuals

\$60,900

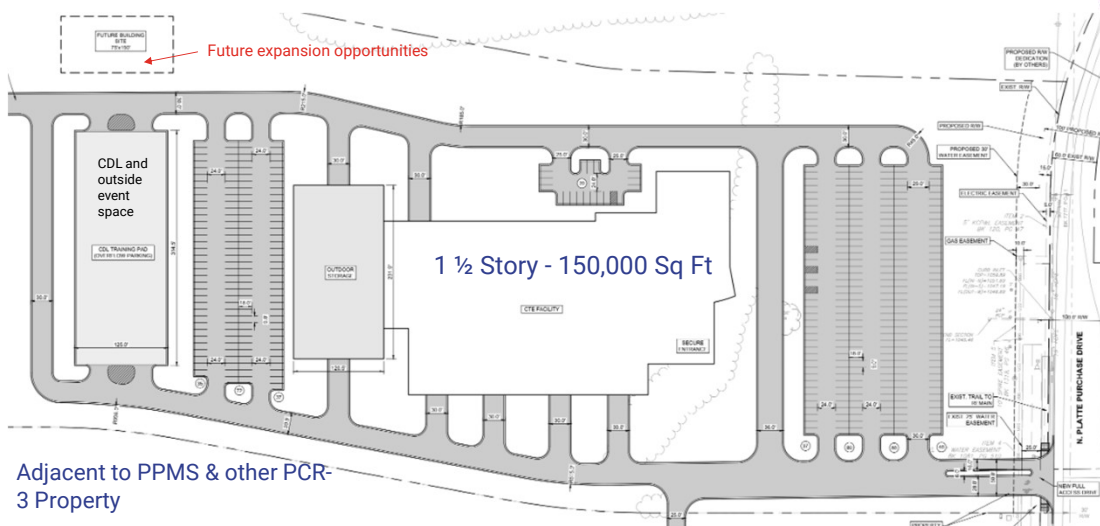


Property and Renderings



152 Hwy is located ½ a mile south of site. Site sits 850 ft from Clay/Platte County line

Property and Renderings



Adjacent to PPMS & other PCR-3 Property

Access to additional parking for events

Level 1

- 3rd design based on feedback from 191 stakeholders and 1107 comments
- Blue is partnership, office and collaborative spaces including **11,400** for expo and **2,714** for convertible meeting spaces
- State-of-the-art classroom and lab spaces strategically placed for collaboration between academies/career clusters
- Spaces designed for new business and industry needs in the future (flexible)
- Derived from ideas from state and national tours



- Professional programming and community services
- 3206 square feet designated for partnership spaces and conference room spaces with easy stair and elevator access
- The perfect building for daytime, nighttime and weekend workforce development

To Contribute and/or learn more...



NCC NORTHLAND CAREER CENTER
Local Workforce Development Center

Northland Workforce Development Center Online Donation

Donating to the new Northland Workforce Development Center is a valuable investment in community development and economic prosperity. Your contribution can support the center's mission to provide relevant opportunities, training, and resources, ultimately leading to job creation and a more skilled local workforce. Your donation to help build this center will be a long-term investment towards a community asset while providing access to ALL students across the area.

Supporting this initiative not only aligns with the goal of building a thriving local economy but also provides personal fulfillment through the knowledge that you are making a positive difference in people's lives and the overall well-being of the community.

Your contribution to the NWDC Campaign is 100% tax deductible.

HELP US BUILD THE MOST AMAZING BUILDING THE NORTHLAND HAS EVER SEEN!

For more information on the NWDC Project, please click [HERE](#)

GIFT

One Time	Recurring
\$50	\$100
\$250	\$500



Contact: Brian Noller | nollerb@platteco.k12.mo.us | (816) 206-8750

We need your help!



Contact: Brian Noller | nollerb@platteco.k12.mo.us | (816) 206-8750



Department of Public Works Memorandum

DATE: March 6, 2024

TO: Robert M. Baer, City Manager

FROM: Timothy A. Nebergall, Director of Public Works

RE: Proposed FY25 Street Maintenance Program

Background

The City of Gladstone develops a street maintenance program each year. A street rating along with other considerations such as funding and traffic volume are used to develop an equitable street maintenance program for the entire community. The City typically utilizes three (3) techniques: intermediate maintenance, mill and overlay, and full-depth reconstruction. Intermediate maintenance is used on structurally sound pavements and includes a variety of techniques including crack seal, slurry seal, and microsurface. Mill and overlay consists of removing the top 2-inches of existing asphalt and resurfacing the roadway. This technique is typically accompanied by concrete work, including curb and sidewalk repairs and ADA ramps. The third and most expensive type of maintenance is full depth replacement which includes removing the entire roadway section, stabilizing the subgrade below, and reconstructing the pavement.

Proposed FY25 Street Maintenance Program

This year's proposed program includes approximately 7-lane of intermediate maintenance (micro-surface) and 9-lane miles of mill and overlay. No full depth reconstruction is planned this year. Proposed funding includes approximately \$1.0M budgeted in the TST Fund and another \$150,000 from CWSS on streets with a water main replacement. A map of these streets is attached to this memorandum.

In addition, staff plans to meet with the Gladstone Special Road District in the near future to present an additional 2-lane miles of mill and overlay at an estimated cost of approximately \$350,000. Please note that these streets are not currently shown on the map.

If you have any questions, please contact me at your convenience.

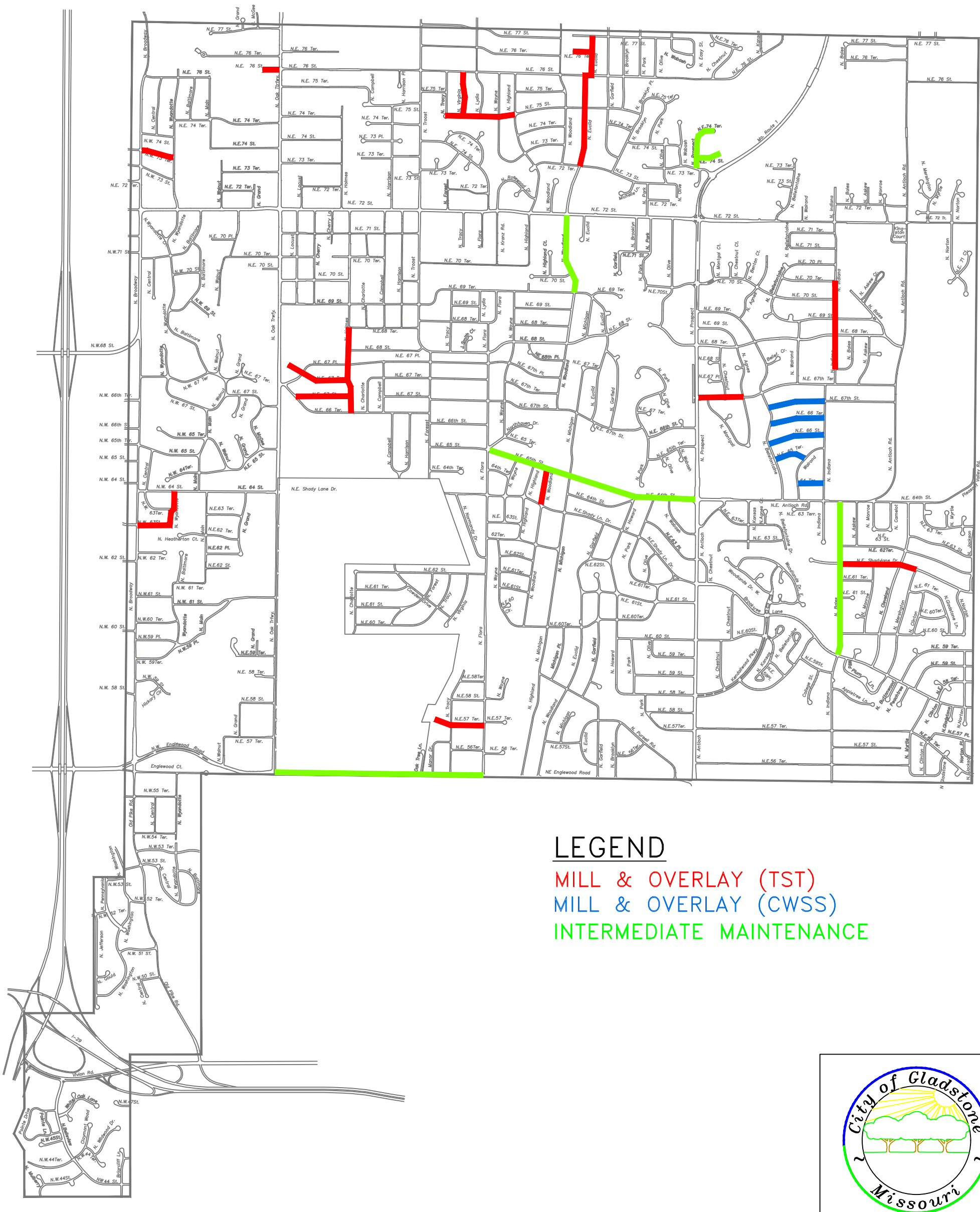
Proposed FY25 Intermediate Maintenance (TST)		
Street	From	To
N. Indiana	Brooktree Lane	NE 64th St
N. Woodland	NE 69th Ter	NE 72nd St
NE 64th/65th St	N. Flora	M-1
NE Englewood Road	N. Oak	N. Flora
N. Prospect Ave	NE 73rd Ter	CDS (North)
NE 74th St	N. Prospect Ave	CDS (East)

Proposed FY25 Mill & Overlay (TST)		
Street	From	To
NE 76th Street	N. Oak	Dead-End (West)
N. Wyandotte	NW 63rd St	NW 64th St
NE 63rd St	N. Broadway	N. Wyandotte
NE 67th Ter	NE 67th Pl	N. Holmes
NE 67th St	NE 67th Pl	N. Holmes
N. Holmes	NE 66th Ter	NE 68th St
NE Shady Lane	N. Bales	N. Mersington
NE 75th Ter	N. Tracy	N. Highland
N. Virginia	NE 75th Ter	NE 76th St
NE 73rd Ter	N. Broadway	N. Wyandotte
N. Euclid	NE 72nd Ter	NE 77th St
NE 70th Ter	N. Euclid	Dead-End (West)
N. Indiana	N. Bales	NE 70th Ter
NE 67th Ter	M-1	N. Agnes
NE 57th St	N. Flora	CDS (West)
N. Woodland	NE 64th St	NE 65th St

Proposed FY25 Mill & Overlay (CWSS)		
Street	From	To
NE 67th St	N. Bellefontaine	N. Indiana
NE 66th Ter	N. Bellefontaine	N. Indiana
NE 66th St	N. Bellefontaine	N. Indiana
NE 65th Ter	N. Bellefontaine	N. Walrond

Proposed FY25 Mill & Overlay (Road District)*		
Street	From	To
Old Antioch	NE 72nd	Shoal Creek
N. Norton Pl	NE 57th Pl	N Jackson
Pointe Drive	N. Belleview	N. Belleview
NE 69th St	N. Bellefontaine	N. Indiana

*To be presented at next Road District Meeting



LEGEND

- MILL & OVERLAY (TST)
- MILL & OVERLAY (CWSS)
- INTERMEDIATE MAINTENANCE



PROPOSED FY25 STREET MAINTENANCE PROGRAM



**MINUTES
REGULAR CITY COUNCIL MEETING
GLADSTONE, MISSOURI
FEBRUARY 12, 2024**

PRESENT: Mayor Jean Moore
Mayor Pro Tem Tina Spallo
Councilman Bill Garnos
Councilman R.D. Mallams
Councilman Les Smith

City Manager Bob Baer
Assistant City Manager Austin Greer
City Attorney Chris Williams
City Clerk Kris Keller

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

Mayor Moore opened the Regular City Council Meeting Monday, January 22, 2024, at 7:38 pm.

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

Mayor Moore stated that all Councilmembers were present and there was a quorum.

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.

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

The agenda was approved as published.

Item No. 5. On the Agenda. Approval of the January 22, 2024, Closed City Council Meeting Minutes.

Councilman Mallams moved to approve the minutes of the January 22, 2024, Closed City Council meeting as presented. **Councilman Smith** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

Item No. 6. On the Agenda. Approval of the January 22, 2024, Regular City Council Meeting Minutes.

Councilman Mallams moved to approve the minutes of the January 22, 2024, Regular City Council meeting as presented. **Councilman Smith** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

Item No. 7. On the Agenda. Communications from the Audience.

Michael Eravi, Content Director for Lawrence Accountability, addressed Council about his concerns about a Police Officer that was recently hired who had been part of a criminal investigation regarding a mismanaged charitable foundation in a different city. He also shared that this investigation was covered by local news stations and he submitted a flier that contained several of the news articles. He reported that criminal charges were not filed after the investigation, but that the Johnson County District Attorney state the involved officers had “violated the public trust”. Mr. Eravi expressed his concern regarding the accuracy of a background check that was done for this Officer. He described the Facebook post of the Officer’s swearing in and that during this post, there was mention of the new officer’s involvement with the charitable foundation; he reported that it was the same charitable foundation that had been under criminal investigation. Mr. Eravi requested that the Council consider all the information available to them regarding the hire of the Officer who had just “resigned in disgrace” several months ago and thanked the Council for their time.

Item No. 8. On the Agenda. Communications from City Council.

Councilman Garnos reported that he has a conflict with BZA and the Parks Advisory Board on the same evening next Tuesday, February 20, 2024 and discussed the need for someone to fill in one of them for him. He shared that he attended a multi-Chamber of Commerce event last week at the Community Center. He reported that it was a nice gathering and a great opportunity for networking with many of the surrounding cities and their Chamber members. He thanked Director Merkey and his staff for hosting a nice event.

Mayor Pro Tem Spallo congratulated the Kansas City Chiefs and discussed the economic impact that it also has in Gladstone with local retailers’ sales benefiting the City.

Mayor Moore shared that she and her husband volunteered at the Sweetheart Dance over the weekend and expressed how amazing the event is for families and that it sells out every year. She gave credit to Director Merkey and his staff for the successful event. She also read a thank you note written by a resident, Mr. Dick Cooper, who commended Public Works for the fantastic job they do with snow removal and fixing pot holes in Gladstone. Mayor Moore extended her thanks to Director Nebergall and his staff as well. She shared a reminder that Missouri Route 1 is MODOT’s responsibility and that Gladstone staff had notified the State multiple times about the many pot holes.

- Board and Commission Appointment to Arts Commission (see attached).

Mayor Moore requested a motion be made to appoint Mr. James Lyen to the Arts Commission for a term that expires December 2026. **Councilman Smith** made a motion and **Mayor Pro Tem Spallo** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

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

There were no communications from the City Manager.

Item No. 10. On the Agenda. **CONSENT AGENDA.**

Following the Clerks’ reading:

Councilman Mallams moved to approve the Consent Agenda as published. **Mayor Pro Tem Spallo** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

Councilman Mallams moved to approve **RESOLUTION R-24-03**, A Resolution authorizing acceptance of a bid from Texas Pride Trailers for the purchase of a twenty-foot equipment trailer in the total amount of \$19,550.00. **Mayor Pro Tem Spallo** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

Councilman Mallams moved to approve **RESOLUTION R-24-04**, A Resolution authorizing the City Manager to execute a contract with Warrior Lawn and Landscape, LLC, in an amount not to exceed \$91,140.00 for annual mowing services of certain City of Gladstone Parks and Facilities. **Mayor Pro Tem Spallo** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

Councilman Mallams moved to approve **RESOLUTION R-24-05**, A Resolution authorizing the City Manager to execute a contract with Hi-Gene’s Janitorial Service, Inc., in an amount not to exceed \$185,940.00 for annual janitorial services of certain City of Gladstone Facilities. **Mayor Pro Tem Spallo** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

Councilman Mallams moved to approve **RESOLUTION R-24-06**, A Resolution authorizing acceptance of work under contract with Playscape Recreation, LLC, for the replacement of two Oak Grove Park Shelters, and authorizing final payment in the amount of \$144,943.87 for Project CP2357. **Mayor Pro Tem Spallo** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

Councilman Mallams moved to approve **RESOLUTION R-24-07** A Resolution authorizing the City Manager to execute a contract with Anderson Mechanical, LLC, in the total amount not to exceed \$277,000.00 for the replacement of Community Center Pool Filters, Project; CC2460. **Mayor Pro Tem Spallo** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

Councilman Mallams moved to approve **RESOLUTION R-24-08**, A Resolution authorizing acceptance of a proposal from Shawnee Mission Ford, Shawnee, Kansas, for the purchase of four (4) 2023 Ford Explorer Police Interceptor SUV Vehicles for the total purchase amount of \$169,924.00. **Mayor Pro Tem Spallo** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

Councilman Mallams moved to approve **RESOLUTION R-24-09**, A Resolution authorizing acceptance of a proposal from Traffic Control Systems (DBA TCS), Wichita, Kansas, for the up-fitting of four (4) 2023 Ford Explorer Police Interceptor SUV vehicles for the total amount of \$31,548.76. **Mayor Pro Tem Spallo** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

Councilman Mallams moved to approve **RESOLUTION R-24-10**, A Resolution authorizing acceptance of a proposal from Traffic Control Systems (TCS), Wichita, Kansas, for the purchase and up-fitting of four (4) 2023 Ford Explorer Police Interceptor SUV vehicles in the total amount of \$209,660.28. **Mayor Pro Tem Spallo** seconded. The Vote: “aye”, Councilman Smith, Councilman Mallams, Councilman Garnos, Mayor Pro Tem Spallo, and Mayor Moore. (5-0)

REGULAR AGENDA.

Item No. 11. On the Agenda. **PUBLIC HEARING:** Special Use Permit for A Turning Point to continue operating a social services organization at 1900 and 1904 NE Englewood Road.

Mayor Moore opened the Public Hearing at 7:55 pm.

Assistant City Manager Austin Greer presented the staff report for A Turning Point (ATP) located at 1900 and 1904 NE Englewood Road. He reported that the applicant is requesting a three (3) year Special Use Permit to operate a social services organization at 1900 & 1904 NE Englewood Road. He stated the need for a Special Use Permit at this location is because A Turning Point is operating a social services organization in a R-1 Single-Family zoning district. He proceeded with a comparison of Synergy Services and the Northland Shepherd's Center that are located in commercial zoning districts along commercial corridors adjacent to North Oak Trafficway and NE Antioch Road. He reported the following; in 2023, A Turning Point was granted a one (1) year Special Use Permit by the Gladstone City Council and the applicant has requested to edit the following conditions: Condition #4 – Allow for the repurposed space in the southeast wing of the recreation center (gymnasium building) to be used for individuals to eat, meet privately with social workers/mental health counselors, and store supplies. and Condition #15 - Facilitate community meetings quarterly instead of every other month. He stated that City Staff finds the edits reasonable and is agreeable to them.

Assistant City Manager Greer reported that Cathy McIntire, Executive Director of A Turning Point, has submitted an updated and detailed narrative further explaining the organization and the services they provide. He stated that Luther Salonen from Holy Cross Lutheran Church spoke during the Planning Commission public hearing and that he also submitted to staff a letter from church leadership with example encounters and pictures from their experience with being located across the street from A Turning Point and the documents from both individuals can be found in the Council's packet.

He read the City Staff report and recommended the following conditions be considered if the City Council chooses to approve this three (3) year Special Use Permit.

1. This Special Use Permit is issued to ATP for 1900 and 1904 NE Englewood Road only.
If ATP relocates, sells, or leases this location to another tenant, either ATP or the other tenant(s) must reapply for a new permit to continue the uses authorized in this Ordinance. This Special Use Permit is non-transferable to another tenant occupying space at these locations. Expansion of uses not contained in the submitted application or this Ordinance is prohibited.
2. A Turning Point shall apply for and maintain all applicable State, County, and City business and occupational licenses. A copy of such business and occupational licenses shall be provided to the Community Development Department.
3. Hours of operation for this location shall be limited to 7:00 a.m. to 10:00 p.m., Monday – Saturday each week except at otherwise provided herein.
4. This Special Use Permit allows for the following uses at 1900 & 1904 NE Englewood Road:
 - Food Pantry
 - Wardrobe Clothes Closet
 - Education Academy
 - Idemia services for fingerprinting & background checks
 - Site to store, prepare, and load vehicles for the Community Meals outreach program
 - Day Center Services (Guesthouse)

- Services provided shall be shower and laundry facilities, hot meals, computer/internet access, and case management.
 - Hours of operation for these services shall be limited to Monday-Friday from 10:00 a.m. to 2:00 p.m.
 - Community Meetings
 - Support Groups
 - Community Garden
 - One (1) community garden not exceeding 3,600 sq. ft.
 - The Institute job training programs for skilled trades and workforce development
 - Gymnasium building for youth sports leagues, practices, tournaments, performances, recreation, and educational activities. The repurposed space in the southeast wing can also be used for individuals to eat, meet privately with social workers/mental health counselors, and store supplies. Shower and laundry facilities are prohibited.
5. All building and fire safety requirements shall be complied with and maintained as required.
 6. The six (6) foot privacy fence, as well as the property located north and south of and adjacent to the privacy fence (residential homes to commercial use), shall be maintained in perpetuity by ATP.
 7. Signage shall follow all rules and regulations associated with all City of Gladstone sign ordinances. Landscaping approved by the Community Development Department shall be installed and maintained around the monument sign located adjacent to NE Englewood Road.
 8. All mechanical equipment located on the roof and the ground shall be screened from public view similar in design to the rest of the structure. All screening shall be approved by the Community Development Department.
 9. Trash service and commercial deliveries shall occur between the hours of 7:00 a.m. to 10:00 p.m.
 10. Dumpster enclosures shall be constructed with materials consistent with the primary building. Specific colors and materials shall be approved by the Community Development Department.
 11. Tractor-trailers, storage containers, RVs, campers, and commercial vehicles other than one (1) A Turning Point box truck shall not be parked or stored overnight on the premises. Storage containers shall not be stored on-site unless as part of a valid building permit.
 12. Overnight accommodations of any kind on the property are prohibited. However, this prohibition does not include temporary overnight stays not to exceed five (5) nights at a time of six (6) occasions per year by organizations performing mission work in and around the greater Kansas City area. In addition, this condition does not include the on-site manager position and his/her immediate family who reside on the property.
 13. ATP shall submit an annual report of services provided by program type to Community Development as an attachment to any Special Use Permit renewal application. ATP shall track all service usage by residence. For clients that are currently houseless, ATP shall attempt to determine previous locations of habitation.
 14. ATP shall provide education to all clients concerning appropriate access and use of services including, but not limited to, activities and behavior in and around the area surrounding ATP. ATP shall provide these educational materials and operational procedures to the Community Development Department within fourteen (14) days upon request.
 15. In the spirit of community partnership, ATP shall facilitate and host quarterly meetings inviting the City's Police Department and area residents, property owners, parents, churches, and

- businesses to discuss the overall operation and any concerns related to ATP's use of the property. ATP shall create written minutes of these meetings and submit them to participants and the Community Development Department within seven (7) days of each such meeting.
16. Continue to operate and update the existing emergency and security plan. If updates occur, submit the updated plan to the Community Development Department and Police Department within fourteen (14) days of the implementation date.
 17. Continue to operate and update the existing plan that provides for a volunteer or staff onsite monitor/greeter to be present during peak Guesthouse hours who is responsible to oversee access to the property and to facilitate pedestrian clients onto and off of the property. If updates occur, submit the updated plan to the Community Development Department within fourteen (14) days of the implementation date.
 18. Continue to operate and update rapid communication tools that allow area residents to alert ATP of concerns as they arise. ATP shall provide the Community Development Department with information regarding the mechanisms developed to continue implementation of this requirement. ATP shall document the number, type of concern, and outcome of each response and submit the resulting data to the Community Development Department upon request and as part of any future Special Use Permit renewal application.
 19. In the event that staff leadership changes with ATP, the new leadership shall schedule a meeting with the City Manager or his/her designee to review the Special Use Permit and discuss performance expectations. If possible, this should occur prior to any transition taking place but in no event shall occur later than thirty (30) days after any transition.
 20. Any false statements in the application submitted by ATP or violation of the conditions stated in this Ordinance or other City Code requirements may, after reasonable notice under the circumstances has been provided to ATP by the City, result in the suspension, modification, revocation, cancellation, or non-renewal of this Special Use Permit.

Assistant City Manager Greer reported that City Staff recommends the request be approved contingent upon the stated conditions. He reported that Captain Karl Burris will provide an update of activity that occurred since the Planning Commission voted in favor of the three (3) year Special Use Permit at its January 16, 2024 meeting.

Captain Karl Burris reported there were 17 calls for service in 2022 and 2023. He stated there was an increase in calls for service at ATP since January 2024. He reported that the increase in calls included several for one consumer of ATP who currently has an ex-parte order. He also shared that there was a suspicious subject call last weekend, regarding an individual loitering in the hallway who was found to have an active warrant for a parole violation. A month or so ago he stated there was a slow speed car chase around the City involving a wanted felon in Kansas and who was also a client of A Turning Point and he was apprehended. He reported that overall, Cathy and her staff have had good communication with the Gladstone Police Department.

Councilman Mallams inquired about school district reports regarding the homeless population near Davidson Elementary, which is south of ATP. He asked Captain Burris if it would be advantageous for the Kansas City Missouri Police (KCMO) Department and a representative from the North Kansas City School District security staff to attend the ATP quarterly meetings. Captain Burris reported that he was not aware of any reports from the School District, but stated there are Regional meetings a "couple times a month" with some of their other partners in the Northland including the KCMO Police

Assistant City Manager Greer, invited applicant Cathy McIntyre, to the podium. Ms. McIntyre addressed the Council and welcomed any questions regarding all aspects of ATP. She informed them that the increase in police calls since January was mainly due to the one individual who now has an ex-parte order. Ms. McIntyre reported that ATP has never removed an individual from services, but had to in this situation. She gave a brief history of the negative behaviors and the individual's hostile behavior that eventually resulted in an ex-parte order. She addressed the quarterly meetings and welcomed the idea of other individuals, community members, and the Kansas City Police Department to join their scheduled meetings. She reported that a School District representative had been present at one of the meetings and that they are notified of the meetings. She expressed that ATP values the good relationship they have with the Gladstone Police Department and do try to deescalate before contacting the police.

Mayor Pro Tem Spallo inquired about statistics at ATP and if they have increased their services since 2022.

Ms. McIntyre reported that the programs have grown and services have increased since 2022. She didn't have exact numbers, but believes it's been about a 24% increase.

Councilman Mallams reflected back on the walk through that Council had done last year regarding their discussion of expected client behavior. He inquired if there had been a change in staffing and if the expectations of client appropriate behavior weren't being communicated to clients. He expressed his support for the mission of ATP.

Ms. McIntyre reported that there had been new staff, but all staff go through required training and the expectations and safety agreement are made very clear to clients.

Councilman Garnos reflected back to last year regarding a discussion to establish residential facilities or shelters and inquired if there was an update. He discussed the Council's prior year informational tour of the ATP services and that they were impressed with the work being done in the different areas (clothes closet, food bank, education, etc.). He discussed the differences in the services and inquired which services were causing the issues.

Ms. McIntyre reported that residential facilities and shelters have been discussed, and although actively looking on the Kansas City side, there isn't funding or an available location.

Councilman Mallams emphasized again with Captain Burris about including KCMO Police Department and/or someone from the School District be a regular attendee at the quarterly meetings and requested that he be the Gladstone representative. Captain Burris reported that he would reach out to take care of it.

Mayor Moore inquired about the calls for service in 2024 and the number of them not involving the one previously mentioned individual. She also requested clarification of the number of meetings ATP currently holds and if the proposed quarterly meetings would be enough.

Ms. McIntyre reported that she believed it was only one other incident since January that didn't involve the individual with the ex-parte order. She reported that the meetings are currently every other month, but ATP staff found that requesting quarterly meetings would be reasonable, because issues are immediately addressed with the Police and City staff. She stated that community members haven't

really attended, which is why they requested quarterly meetings for the proposed Special Use Permit. She reported every other month was also agreeable.

Councilman Smith voiced his concern about the neighbors at the church and inquired if there were any suggestions on handling the issues between the individuals at the church and the ATP clients. He expressed that he would like to find solutions, because some of the instances he read about caused him concern. He reported that he didn't have the number of calls for Kansas City Police.

Ms. McIntyre reported that part of the safety agreement with the clients is that they walk on ATP's side of the road when they go to the bus stop. She expressed the great strides they have made in communicating with Christine, the church preschool director. Cathy reported that ATP put extra cameras at the facility to view the church property, which can be reviewed, if necessary. She reported that ATP is concerned for their neighbors on both the Kansas City and Gladstone sides and are willing to do whatever is necessary to facilitate a relationship. She added that some of the individuals ATP serves at the guest house are at risk and many come with issues, but would be in the community without ATP.

Mayor Moore addressed the audience in favor of A Turning Point.

No one came forward.

Mayor Moore addressed the audience opposed to A Turning Point.

Luther Salonen, Chair of the Child Care Center of Holy Cross Lutheran Church approached and addressed the Council. He reported there were 25 instances at the church addressed in the Council packet and requested that the Council pay particular attention to the November 27, 2023 instance. According to Mr. Salonen, ATP was not open when some instances occurred at 6:30-7:30 am, so they couldn't be contacted for assistance. He expressed that they are not opposed to the ATP mission, but are to their location and encouraged them to move. He shared that the church is also trying to help people in need.

Councilman Mallams inquired if the church staff has communicated with the KCMO Police Department and if so, have they been responsive.

Mr. Salonen reported they must contact KCMO and cannot call Gladstone. He stated that it takes KCMO 25-30 minutes to arrive on site. He stated that the 17 instances reported in 2023 were from Gladstone PD and it didn't take into account the additional 25 reported to the KCMO Police Department.

Mayor Moore asked if Mr. Salonen had seen an uptick in 2024.

Mr. Salonen reported that they've had incidents in 2024, but can't provide details to that question.

Councilman Garnos expressed that in 2023, the Special Use Permit conditions were designed to help the situation with the daycare at the church. He asked Mr. Salonen if he thinks the conditions have helped the situation, stayed the same, or if things were worse.

Mr. Salonen reported that it's good to have the conditions in place, but he believes it's been about the same. He stated that they have attended some of the meetings with ATP and would continue to do so to voice their opinion.

Mayor Moore asked if Mr. Salonen was able to quantify any negative impact to their services and if ATP has been the reason for the decline.

Mr. Salonen reported that it's hard to tell because of the economy impact, but there has been a 12% decrease in enrollment.

Councilman Mallams inquired what the current enrollment is compared to a year ago.

Mr. Salonen reported 65 as opposed to 77 children last year.

Craig Meissner, Pastor at Holy Cross Lutheran Church addressed the Council and shared his concerns on behalf of the church staff, children, and parents. He stated they see a lot of foot traffic and it's a bit of a "turn off" for parents. He shared that the staff doesn't always feel heard at the ATP meetings and that part of being heard is building public trust.

Steven Karst, Community and Neighborhood Liaison, Northland Neighborhood, Inc., wanted to bring the statistics from the KCMO North Shoal Creek Division for cases reported in KCMO. Mr. Karst reported that he would like to send a representative to the ATP community meetings to help increase partnerships.

Mayor Pro Tem Spallo inquired what area included the statistics. Mr. Karst reported it was a quarter mile radius around ATP.

Mayor Moore asked if there were any additional questions.

Councilman Mallams addressed Luther Salonen or Craig Meissner. He asked if there was a specific time of day or day of the week that more incidents occur or increase. Mr. Salonen reported that it's 6:30-7:00 in the morning when ATP isn't open, so he's unsure as to why people are panhandling that early in the morning before ATP opens. Pastor Meissner reported there is a little bit of a wave in the morning and between 11:00 am and 2:00 pm, as ATP is closing.

Councilman Mallams reported Council is trying to find a solution for all parties involved. He inquired about security at the church and Mr. Salonen responded that the church has budget constraints. Pastor Meissner reported that the church is seeking to install extra cameras and lighting and has concerns that a police officer presence may give the perception that there is trouble.

Randy Wilson, no address given, member of Holy Cross Lutheran Church and is on the ECC, wanted to report that there are 65 children under the age of six in their building every day that they are trying to protect. He expressed that if Council had children at Clardy Elementary School and ATP was across the street, the discussion would not be taking place.

Mayor Moore closed the Public Hearing at 8:48 pm.

Mayor Pro Tem Spallo reported that due to all the information presented, she proposed that the ATP meetings remain very other month and a one-year Special Use Permit be discussed rather than a three year.

Councilman Smith addressed Cathy McIntyre regarding the hours of ATP and inquired if they could be open earlier in the morning to relieve some of the issues at the church. She reported that the operating hours are 9:00 am to 2:00 pm. He expressed his concerns regarding the new information

regarding police calls that was presented this evening, after the Planning Commission voted. He reported that he will be in agreement with the new proposed conditions.

City Manager Baer advised that the tracking of police calls for service have been addressed and that the City's Crime Analyst compiled all the calls for this evening. He stated that a plan has been set moving forward for the Crime Analyst to track the statistics as they occur and report any occurrences to administrative staff immediately.

Mayor Moore announced that the current Ordinance/Bill cannot be voted on if there are changes proposed to the current one. She reported that staff can be directed to change the current conditions regarding the Special Use Permit length and the number of community meetings ATP will offer. The Council could also choose to vote on the current three-year Special Use Permit as it stands.

City Attorney Chris Williams reported that no motion is required if Council chooses to direct staff to make changes to the current Ordinance/Bill and it can be voted at the next meeting.

Council agreed to put the Ordinance/Bill on hold until it can be revised to meet the conditions discussed this evening.

Item No. 12. On the Agenda. **FIRST READING BILL NO. 24-09**, An Ordinance granting a Special Use Permit subject to certain conditions to A Turning Point (ATP) for the purposes of operating a social services organization in an R-1 Zoning District at 1900 and 1904 NE Englewood Road.

The Bill was not read and Council requested that staff revise the Bill and present it at the next Council meeting.

Item No. 13. On the Agenda. Other Business.

There was no other business.

Item No. 14. On the Agenda. Adjournment.

Mayor Moore adjourned the February 12, 2024, Regular City Council meeting at 8:57 pm.

Respectfully submitted:

Kris Keller, City Clerk

Approved as presented: _____

Approved as modified: _____

Jean B. Moore, Mayor

**AGENDA ITEM #8 COUNCIL COMMUNICATIONS
BOARD & COMMISSION APPOINTMENT RECOMMENDATION
FOR CITY COUNCIL ACTION FEBRUARY 12, 2024**

<u>BOARD/COMMISSION</u>	<u>TERM EXPIRATION</u>
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ARTS COMMISSION

New Appointment

James Lyen

December 2026

**AGENDA ITEM #8 COUNCIL COMMUNICATIONS
BOARD & COMMISSION APPOINTMENT RECOMMENDATION
FOR CITY COUNCIL ACTION MARCH 11, 2024**

<u>BOARD/COMMISSION</u>	<u>TERM EXPIRATION</u>
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BOARD OF ZONING ADJUSTMENT

Michael Houx	Re-Assignment 1 st Alternate to Regular Member	December 2027
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Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 2/26/2024

Department: Community Development

Meeting Date Requested: 3/11/2024

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

Subject: Special Event Permit – Annual Flashlight Easter Egg Hunt

Background: The Parks, Recreation, and Cultural Arts Department will host the City's Annual Flashlight Easter Egg Hunt. This is a child-friendly event where children search for Easter eggs filled with candy and prizes using a flashlight. Games will also be provided for participants. The event will be held inside the Happy Rock Park East Sports Complex and attendees will check in at the entrance of the softball complex.

The event will be held on Friday, March 22, 2024, from 5:00 pm to 9:00 pm; rain date is Saturday, March 23, 2024, same time frame.

Budget Discussion: N/A.

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

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

Alan Napoli
Department Director/Administrator

JM
City Attorney

BB
City Manager

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: FEBRUARY 26, 2024
PERMIT NO.: SEP24-00004
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: FLASHLIGHT EASTER EGG HUNT
LOCATION OF EVENT: 7511 NE ANTIOCH ROAD
HAPPY ROCK PARK EAST (SPORTS COMPLEX)
DATE OF EVENT: FRIDAY, MARCH 22, 2024
RAIN DATE – SATURDAY, MARCH 23, 2024
TIME OF EVENT: 5:00 PM TO 9:00 PM
EST. ATTENDANCE: 300±

REQUESTED TEMPORARY VARIANCE:

- ☒ [X] 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).
- ☒ [X] Section 9.1600.110 Temporary signs.
- ☐ [] Section 2.100.250(1) Outdoor display, sale and storage
- ☐ [] Section 2.100.250(3) Sales transactions

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

Signed: _____

Alan D. Napoli, C.B.O.

Community Development Administrator | Building Official

ATTACHMENT(S):

- ☒ [X] Map
- ☐ [] Other _____



Gladstone, MO



Legend

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

Notes

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



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 2/26/2024

Department: Community Development

Meeting Date Requested: 3/11/2024

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

Subject: Special Event Permit – Walk ‘N Wag

Background: The Parks, Recreation, and Cultural Arts Department will host the City’s annual Walk ‘N Wag event. This is a dog-centered festival where dogs and their owners can enjoy vendors and a variety of dog and owner-friendly activities.

The event will be held the Atkins-Johnson Farm & Museum on Saturday, April 20, 2024, from 8:00 am to 12:00 pm.

Budget Discussion: N/A.

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

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

Alan Napoli
Department Director/Administrator

JM
City Attorney

BB
City Manager

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: FEBRUARY 26, 2024
PERMIT NO.: SEP24-00005
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: WALK N WAG
LOCATION OF EVENT: 4109 NE PLEASANT VALLEY ROAD
ATKINS-JOHNSON FARM & MUSEUM
DATE OF EVENT: SATURDAY, APRIL 20, 2024
TIME OF EVENT: 8:00 AM TO 12:00 PM
EST. ATTENDANCE: 150±

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.120.050 Noise prohibited.
- ☐ Section 2.130.010(2) Park rules and regulations (hours).
- ☐ Section 2.130.010(13) Park rules and regulations (alcoholic beverages).
- ☐ Section 2.135.040 Prohibition of smoking on or within all public park grounds.
- ☐ Section 2.140.040 Public fireworks display prohibited, exceptions.
- ☐ Section 5.110.1800 Drinking in public.
- ☐ Section 5.160.230(a) Street use permit (street use permit allowed).
- ☒ Section 9.1600.110 Temporary signs.
- ☒ Section 2.100.250(1) Outdoor display, sale and storage
- ☒ Section 2.100.250(3) Sales transactions
- ☒ Section 2.130.010(3)(e) Park rules and regulations (vehicular use).
- ☒ Section 2.130.010(7)(a) Park rules and regulations (wildlife/domestic animals).

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

Signed: _____

Alan D. Napoli, C.B.O.

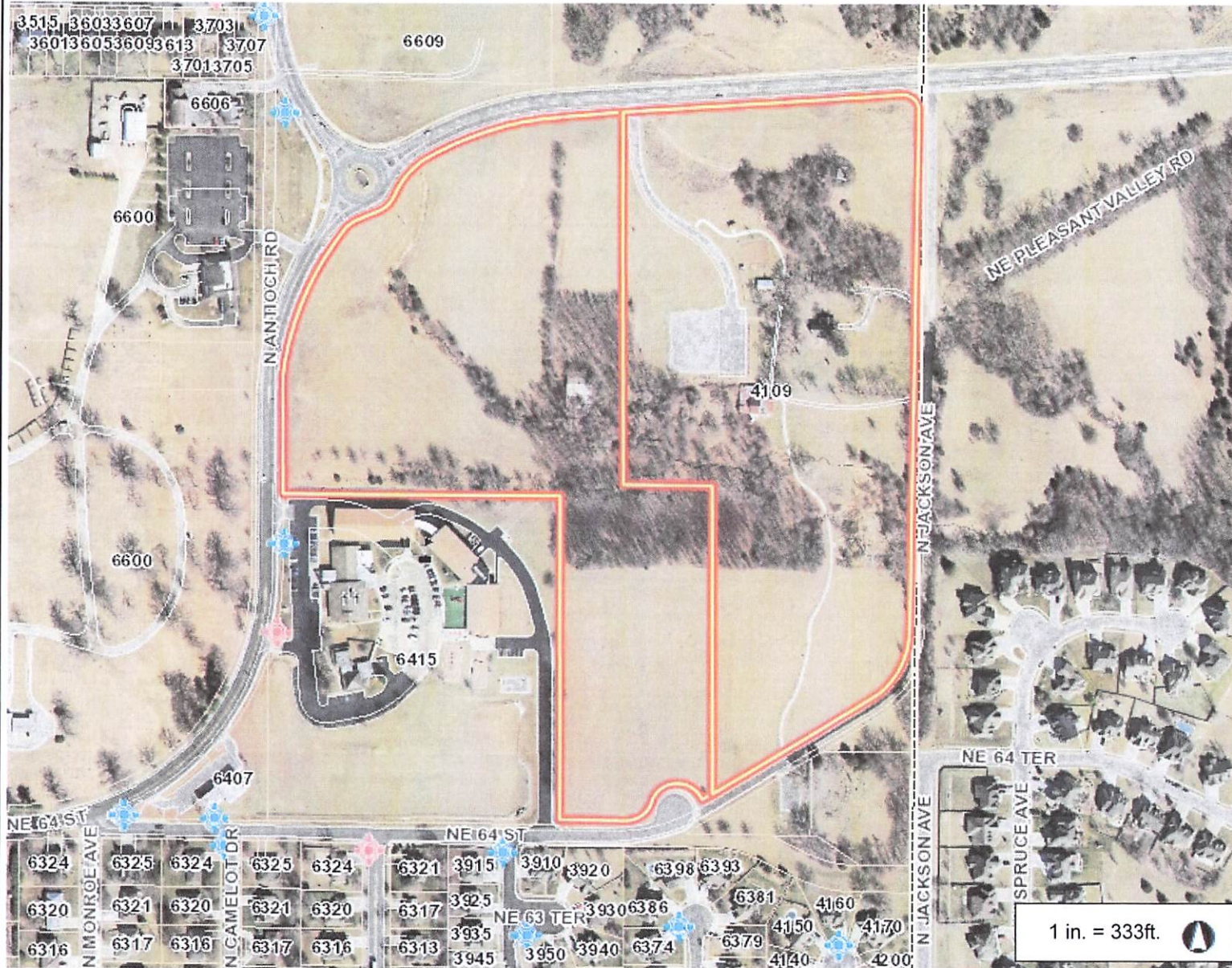
Community Development Administrator | Building Official

ATTACHMENT(S):

- ☒ Map
- ☐ Other _____



Gladstone, MO



Legend

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

1 in. = 333ft.



Notes

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THIS MAP IS NOT TO BE USED FOR NAVIGATION



Request for Council Action

RES ☒ # R-24-11

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 3/4/2024

Department: Police

Meeting Date Requested: 3/11/2024

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

Subject: A Resolution authorizing the sale and/or disposal of such property held by the City to the highest bidder, via online auction, sealed bid, and/or otherwise disposed of as approved by the City Manager.

Background: A recent inventory of surplus equipment and property held by the City led to a comprehensive list from the Police, Fire, and Parks, Recreation, and Cultural Arts Departments. In order to sell the equipment, a Declaration of Surplus is required by the City Council. The proposed Resolution will declare the property as surplus and authorize the City Manager to sell and/or dispose of it. (See attached Exhibit A with full list of items)

Budget Discussion: N/A.

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

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

Fred Farris
Department Director/Administrator

JM
City Attorney

BB
City Manager

EXHIBIT A

- (2) Star-Trac stationary bicycles
- (3) Freemotion electric treadmills
- (2) cages for older Explorers.
- (2) sets of dumbbells
- (12) 50' rolls, large diameter supply line (fire hose)
- (1) 2002 Smeal Spartan Ladder Truck VIN 42081
- (2) Striker Pro XP Manual Patient cots
- 1472 2012 Dodge Charger 2C3CDXAGXCH305189
- 1550 2018 Ford Explorer 1FM5K8AR0JGA44094
- 1548 2018 Ford Explorer 1FM5K8AR7JGA44092
- 1489 2014 Dodge Charger 2C3CDXAG7EH236545
- 1529 2016 Dodge Charger 2C3CDXKTXGH123381
- 1557 2019 Ford Explorer 1FM5K8AR1KGB54458
- 1533 2016 Dodge Charger 2C3CDXKT1GH123382

RESOLUTION NO. R-24-11

A RESOLUTION DECLARING CERTAIN CITY PROPERTY SURPLUS AND AUTHORIZING THE SALE AND/OR DISPOSAL OF SUCH PROPERTY HELD BY THE CITY TO THE HIGHEST BIDDER VIA ONLINE AUCTION, SEALED BID, AND/OR OTHERWISE DISPOSED OF AS APPROVED BY THE CITY MANAGER.

WHEREAS, the items set forth in the attachment, Exhibit “A” are no longer necessary for any municipal public purpose of the City; and

WHEREAS, the City Council finds that it is in the best interest of the citizens of the City of Gladstone that the said items be sold to the highest bidder via online auction, sealed bid and/or otherwise disposed of appropriately as approved by the City Manager.

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

THAT, the items set forth in Exhibit “A” are hereby declared surplus property of the City of Gladstone; and

FURTHER, THAT, the City Manager of the City of Gladstone is hereby authorized to sell the items set forth in Exhibit “A” to the highest bidder via online auction, sealed bid, or otherwise disposed of as appropriate upon approval of the City Manager.

INTRODUCED, READ, PASSED, AND ADOPTED BY THE CITY COUNCIL OF GLADSTONE, MISSOURI, THIS 11TH DAY OF MARCH 2024.

Jean B. Moore, Mayor

ATTEST:

Becky Jarrett, Deputy City Clerk

EXHIBIT A

- (2) Star-Trac stationary bicycles
- (3) Freemotion electric treadmills
- (2) cages for older Explorers.
- (2) sets of dumbbells
- (12) 50' rolls, large diameter supply line (fire hose)
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- 1529 2016 Dodge Charger 2C3CDXKTXGH123381
- 1557 2019 Ford Explorer 1FM5K8AR1KGB54458
- 1533 2016 Dodge Charger 2C3CDXKT1GH123382



Request for Council Action

RES ☒ # R-24-12

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 3/4/2024

Department: Parks & Recreation

Meeting Date Requested: 3/11/2024

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

Subject: Purchase of a New Video Board for the Natatorium

Background: The original video board that displays swimmers names and provides visual displays such as team logos and facility rules has not worked for a few years. Upon renegotiating a five-year extension of the original 20-year contract with the North Kansas City Schools, the City agreed to replace this unit.

Budget Discussion: Funds are budgeted in the amount of \$ 156,688.00 from the CCPT Fund.

Public/Board/Staff Input: It is the recommendation of the Department of Parks, Recreation and Cultural Arts to accept the Sourcewell proposal from Daktronics, Inc., for the total purchase price of \$156,688.00 for a new video board and associated equipment to replace the non-functioning video board.

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

Justin Merkey
Department Director/Administrator

JM
City Attorney

BB
City Manager

RESOLUTION NO. R-24-12

A RESOLUTION AUTHORIZING ACCEPTANCE OF A SOURCEWELL PROPOSAL FROM DAKTRONICS, INC., IN THE AMOUNT OF \$156,688.00 FOR THE PURCHASE AND INSTALLATION OF A NEW VIDEO BOARD AND ASSOCIATED OPERATING EQUIPMENT.

WHEREAS, Sourcewell holds hundreds of competitively bid cooperative contracts for use by government, education, and non-profit organizations; and

WHEREAS, the Director of the Department of Parks, Recreation and Cultural Arts recommends the acceptance of a Sourcewell proposal from Daktronics, Inc. for a Video Board DVN-2010-3.9MN and associated equipment in the total amount of \$156,688.00.

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 accept the Sourcewell proposal from Daktronics, Inc., in the total amount of \$156,688.00.

FURTHER, THAT, funds for such purpose are authorized from the Community Center Park Sales Tax Fund.

INTRODUCED, READ, PASSED, AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 11TH DAY OF MARCH 2024.

Jean B. Moore, Mayor

ATTEST:

Becky Jarrett, Deputy City Clerk



Request for Council Action

RES ☒ # R-24-13

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 3/5/2024

Department: Public Works

Meeting Date Requested: 3/11/2024

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

Subject: Contract Award, 2024 Intermediate Street Maintenance Program, Project TP2403

Background: Two bids were received for this project. Vance Brothers was the low bidder with a bid of \$338,940.00. Pavement Management also bid, with a bid of \$406,380.00. The Engineer's Estimate for the project is \$345,000.00. This project involves the application of Type 2 micro-surface and striping on the following streets:

- NW/NE Englewood Road – N. Broadway to N. Flora
- N. Oak Trafficway – NE Englewood Road to NE 61st Street
- NE 76th Street – N. Brooklyn to NE City Limits

Budget Discussion: Funds are available in the TST Fund. On-going costs are estimated to be \$200,000.00 annually. No intermediate maintenance work was performed in FY23.

Public/Board/Staff Input: Vance Brothers has performed this service for the City in the past. Staff has always been pleased with their work, and is looking forward to working with them again this year. The work is anticipated to begin later this summer.

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

Timothy A. Nebergall
Department Director/Administrator

JM
City Attorney

BB
City Manager

RESOLUTION NO. R-24-13

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH VANCE BROTHERS, INCORPORATED, IN THE TOTAL AMOUNT NOT TO EXCEED \$338,940.00 FOR THE 2024 INTERMEDIATE STREET MAINTENANCE PROGRAM, PROJECT TP2403.

WHEREAS, two proposals were received for the 2024 Intermediate Street Maintenance Program, Project TP2403, and the proposal of Vance Brothers, Incorporated, in the amount of \$338,940.00 has been determined by the Director of Public Works to be the lowest and best 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 a contract with Vance Brothers, Incorporated, for work as outlined in the contract for a total amount not to exceed \$338,940.00.

FURTHER, THAT, funds for such purpose are authorized from the Transportation Sales Tax Fund Budget.

INTRODUCED, READ, PASSED, AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 11TH DAY OF MARCH 2024.

Jean B. Moore, Mayor

ATTEST:

Becky Jarrett, Deputy City Clerk



Request for Council Action

RES ☒ # R-24-14

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 3/5/2024

Department: Public Works

Meeting Date Requested: 3/11/2024

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

Subject: Professional Engineering Services Agreement, Downtown Gladstone North Oak Street Improvements Design – Phase 2, TP2371

Background: City staff issued a Request for Proposals (RFP) in 2022 to complete Phase 1 of the project design which consisted of public engagement and data collection. That project was awarded to the design team of WSP USA/Confluence. Phase 2 of the project includes detailed design of the roadway improvements, additional public engagement, and utility coordination as necessary to bid and construct the project and to secure \$4,392,000.00 in federal funds.

Budget Discussion: Funds for design are available from the 2024 COP and are budgeted in the TST Fund.

Public/Board/Staff Input: Staff recommends that the City execute a professional engineering services agreement with the project team of WSP USA/Confluence (led by WSP USA, Incorporated). Services will be billed on a time and materials basis not to exceed \$695,527.00.

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

Timothy A. Nebergall
Department Director/Administrator

JM
City Attorney

BB
City Manager

RESOLUTION R-24-14

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH WSP USA, INCORPORATED, IN THE TOTAL AMOUNT NOT TO EXCEED \$695,527.00 FOR THE DOWNTOWN GLADSTONE NORTH OAK STREET IMPROVEMENTS DESIGN – PHASE TWO, PROJECT TP2371.

WHEREAS, City staff issued a Request for Proposals (RFP) to complete the Downtown Gladstone North Oak Street Improvements Design; and

WHEREAS, WSP USA, Incorporated was selected to complete Phase One of the project; and

WHEREAS, staff has negotiated a contract with WSP USA, Incorporated, to complete Phase Two of 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 enter into a professional engineering services agreement with WSP USA, Incorporated, in the total amount not to exceed \$695,527.00 for the Downtown Gladstone North Oak Street Improvements Design – Phase Two.

FURTHER, THAT, funds for such purpose are provided by the 2024 COP and programmed in the TST Fund.

INTRODUCED, READ, PASSED, AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 11TH DAY OF MARCH 2024.

Jean B. Moore, Mayor

ATTEST:

Becky Jarrett, Deputy City Clerk

**PROFESSIONAL ENGINEERING SERVICES AGREEMENT
DOWNTOWN GLADSTONE NORTH OAK COMPLETE STREETS – PHASE 2
PROJECT# TP2371**

THIS AGREEMENT, made and entered into this _____ day of _____, 20____, by and between the City of Gladstone, a Missouri municipal corporation, hereinafter referred to as the "City" and WSP USA, Incorporated, hereinafter referred to as the "Engineer".

WITNESSETH:

WHEREAS, the accomplishment of the work and services described in this Agreement is necessary and essential to the public works improvement program of the City; and

WHEREAS, the City desires to engage the Engineer to render professional engineering services for the project described in this Agreement, and the Engineer is willing to perform such services.

NOW, THEREFORE, in consideration of the premises and covenants hereinafter contained, the parties hereto hereby agree as follows:

ARTICLE I

DESCRIPTION OF PROJECT

Detailed design of the Downtown Gladstone North Oak Complete Streets Project from approximately NE 69th Street to NE 72nd Street. Refer to Exhibit A for a breakdown of specific tasks.

ARTICLE II

ENGINEER'S SCOPE OF SERVICES

1. The Engineer shall perform professional engineering services relevant to the Project in accordance with the terms and conditions set forth herein, and as provided in Exhibit A, which is attached hereto and incorporated by reference herein.
2. The Engineer hereby agrees that, immediately upon execution of this Agreement and upon receipt of a "Notice to Proceed" from the City, it will enter upon the duties herein prescribed, proceed with the work continuously, and make the various submittals on or before the schedule specified in Section C of Article IV. The City is not liable and will not pay the Engineer for any services rendered before the Engineer receives written authorization.
3. If any delay is caused to the Engineer by order of the City to change the design or plans; or by failure of the City to designate easements, right-of-way, or to supply or cause to be supplied any data not otherwise available to the Engineer which is required in performing the work

described; or by other delays due to causes entirely beyond the control of the Engineer; then, in that event, the time schedules will be adjusted equitably, in writing, as mutually agreed between the City and the Engineer at the time a cause for delay occurs.

4. Since the work of the Engineer must be coordinated with the activities of the City (including firms employed by and governmental agencies and subdivisions working with the City), the Engineer shall advise the City in advance, of all meetings, and conferences between the Engineer and any governmental agency, political subdivision, or third party which is necessary to the performance of the work of the Engineer.

ARTICLE III

CHANGES IN SCOPE

If changes occur either in the Engineer's Scope of Services or the Description of the Project, a supplemental agreement for additional services may be negotiated at the request of either party.

ARTICLE IV

ENGINEER'S FEE

1. Basic Fee and Schedule.

- a) As compensation for Basic Services as described in Exhibit A of this Agreement, and for services required in the fulfillment of the terms and conditions of this Agreement, the Engineer shall be paid a "Basic Fee", which shall constitute full and complete payment for said services and all expenditures which may be made and expenses incurred, except as otherwise expressly provided in this Agreement. The Basic Fee for design services shall be based upon time and materials expended on the project and shall not exceed \$695,527.00.
- b) **Payment Schedule for Compensation.** The Compensation shall be paid in monthly installments based upon time and materials expended by the Engineer. The Engineer shall provide City with a monthly invoice. The invoice shall summarize, by phase, hours worked, standard billing rates, and a summary of expenses incurred over the billing period. The City shall pay invoices within thirty (30) days of receipt of such invoice.
- c) **Project Schedule.** The project design will be complete and approved by MoDOT for bidding purposes by July 1, 2025.

2. **Payment for Additional Services** - The City and Engineer shall negotiate a written supplemental agreement with the Engineer for additional services should the need arise for work beyond the agreed upon scope of services. Construction administration is not included in this contract but may be added at a later date.

ARTICLE V

OWNERSHIP OF PLANS AND DOCUMENTS: RECORDS

1. The field notes, design notes, original drawings of the construction plans, and logs of any wells drilled, as instruments of service, are and shall remain, the property of the Engineer; however, the City shall be furnished, at no additional cost, one set of reproducible Mylars of the original drawings of the work. Mylars shall be polyester with clear matte on both sides. The Engineer shall also deliver all electronic information on CD in Autocad format.
2. The City shall make copies, for the use of the Engineer, of all of its maps, records, laboratory tests, or other data pertinent to the work to be performed by the Engineer pursuant to this Agreement, and also make available any other maps, records, or other materials available to the City from any other public agency or body. The Engineer shall have no liability for defects in the services attributable to the Engineer's reliance upon or use of data, design criteria, as-built drawings, or other information furnished by the City or third parties retained by the City.
3. The Engineer shall furnish to the City, copies of all maps, records, field notes, and soil tests which were developed in the course of work for the City and for which compensation has been received by the Engineer.

ARTICLE VI

TERMINATION

1. This Agreement may be terminated by either party upon fifteen (15) days prior written notice to the other party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party and the failure by the breaching party to cure or commence proceedings in good faith to remedy such breach within fifteen (15) days after receipt of such written notice.
2. This Agreement may be terminated by the City for its convenience upon fifteen (15) days prior written notice to the Engineer.
3. In the event of termination, as provided in this Article, the Engineer shall be paid as compensation in full for services performed to the date of such termination, an amount calculated in accordance with Article IV of this Agreement. Such amount shall be paid by the City upon the Engineer's delivering or otherwise making available to the City, all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the Engineer in performing the services included in this Agreement, whether completed or in progress.

ARTICLE VII

ASSIGNMENT

This Agreement shall not be assignable except at the written consent of the parties hereto, and if so assigned, shall extend to and be binding upon the successors and assigns of the parties hereto., except that it may be assigned without such consent to the successor of either party, or to a related entity, an affiliate or wholly owned subsidiary of either party, but such assignment shall not relieve the assigned party of any of its obligations under this Agreement.

ARTICLE VIII

DISCLOSURE

The Engineer hereby affirms that it has not made or agreed to make any valuable gift whether in the form of service, loan, thing, or promise to any person or any of the person's immediate family, having the duty to recommend, the right to vote upon, or any other direct influence on the selection of consultants to provide professional design services to the City within the two years preceding the execution of this Agreement.

ARTICLE IX

INDEMNITY

The Engineer agrees to indemnify, and hold harmless the City of Gladstone and its officers, agents, and employees from and against all suits, actions, attorney fees, costs, expenses or claims of any character brought because of any injury or damage received or sustained by any person, persons, or property arising out of or resulting from any negligent act, error, or omission of the engineer or its agents or employees. The Engineer is not required hereunder to defend the City of Gladstone, its officers, agents or employees, or any of them from assertions that they were negligent, or indemnify and save them harmless from liability based on the City, its officers, agents or employees' negligence. The indemnity required hereunder shall not be limited by reason of the specification of any particular insurance coverage in this Agreement.

ARTICLE X

INSURANCE

The Engineer agrees to procure and maintain at its expense until final payment by the City for services covered by this Agreement, insurance in the kinds and amounts hereinafter provided with insurance companies authorized to do business in the State of Missouri, covering all operations under this Agreement, whether performed by it or its agents. Before commencing the work, the Engineer shall

furnish to the City a certificate or certificates in form satisfactory to the City, showing that it has complied with this paragraph. All certificates shall provide that the policy shall not be changed or canceled until at least ten (10) days prior written notice shall have been given to the City. Kinds and amounts of insurance required are as follows:

Workmen's Compensation Insurance. Workmen's Compensation Insurance for its employees in accordance with the provisions of the Workmen's Compensation Act of the State of Missouri.

Liability Insurance. Professional Liability insurance in an amount not less than \$2,000,000 Combined Single Limit and Automobile Liability insurance in an amount not less than \$1,000,000 Combined Single Limit with hired car and non-owned vehicle coverage or a separate policy carrying similar limits, and an amount of not less than \$1,000,000 for Property Damage to protect the Consultant and its agents from claims which may arise from services rendered under this Agreement, whether such services are rendered by the Consultant or by any of its agents or by anyone employed by either.

ARTICLE XI

DISCRIMINATION PROHIBITED

In performing the services required hereunder, the Engineer shall not discriminate against any person on the basis of race, color, religion, sex, national origin or ancestry, age, or physical handicap.

ARTICLE XII

STANDARD OF CARE

Engineer will perform the Services in accordance with the standards of care and diligence normally practiced by recognized engineering firms in performing services of a similar nature in existence at the time of performance of the Services. If, during the one year period following completion of the Services under a particular Request for Service, it is shown there as an error in the Services provided under such Request for Services caused solely by the Engineer's failure to meet such standards and the City has notified the Engineer in writing of any such error within that period, the Engineer shall re-perform, at no additional cost to the City, such Services within the original scope of Services as may be necessary to remedy such error.

ARTICLE XIII

PRE-EXISTING CONDITIONS

Anything herein to the contrary notwithstanding, title to, ownership of, and legal responsibility and liability for any and all pre-existing contamination shall not be assumed by the Engineer. "Pre-existing contamination" is any hazardous or toxic substance, material, or condition present at the site or sites

concerned which was not brought onto such site or sites by the Engineer for the exclusive benefit of the Engineer to the extent the City is responsible for such contamination.

ARTICLE XIV

FORCE MAJEURE

Engineer shall not be in default under this Agreement for delays in performance caused by circumstances beyond its reasonable control. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; lockouts, work slowdowns, and other labor disturbances; riots; sabotage; judicial restraint; and, inability to procure permits, licenses or authorizations from governmental agencies for any of the supplies, materials, access or services required to be provided under this Agreement.

Should such circumstances occur, the Engineer shall give the City written notice of such event within a reasonable time and the parties shall mutually agree on a reasonable extension of the project schedule and adjustment to the Engineer's compensation.

ARTICLE XV

WORKER AUTHORIZATION

Pursuant to Section 285.530(1), RSMo., by its sworn affidavit in substantially the form attached hereto as Exhibit C and incorporated herein, the Contractor hereby affirms its enrollment and participation in a federal work authorization program with respect to the employees working in connection with this agreement. Furthermore, the Contractor affirms that it does not knowingly employ any person who is an unauthorized alien in connection with the services provided for in this Agreement.

ARTICLE XVI
ADMINISTRATION OF AGREEMENT

The City Manager or his authorized representative shall administer this Agreement for the City.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

Engineer

WSP USA, Incorporated

Attest:

By: _____

Title: _____

City of Gladstone

Attest:

By: _____
Robert M. Baer; City Manager

Kris Keller; City Clerk

Reviewed by the legal department: _____
Chris Williams; City Attorney

Exhibit A & B

Exhibit C

**CITY OF GLADSTONE, MISSOURI
WORK AUTHORIZATION AFFIDAVIT
PURSUANT TO 285.530, RSMo
(FOR ALL CONTRACTS IN EXCESS OF \$5,000.00)**

STATE OF MISSOURI)
) ss.
COUNTY OF _____)

As used in this Affidavit, the following terms shall have the following meanings:

EMPLOYEE: Any person performing work or service of any kind or character for hire within the State of Missouri.

FEDERAL WORK AUTHORIZATION PROGRAM: Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

KNOWINGLY: A person acts knowingly or with knowledge, (a) with respect to the person's conduct or to attendant circumstances when the person is aware of the nature of the person's conduct or that those circumstances exist; or (b) with respect to a result of the person's conduct when the person is aware that the person's conduct is practically certain to cause that result.

UNAUTHORIZED ALIEN: An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority, personally appeared _____, who, being duly sworn, states on his oath or affirmation as follows:

1. My name is _____ and I am currently the _____ of _____ (hereinafter "Contractor"), whose business address is _____, and I am authorized to make this Affidavit.

2. I am of sound mind and capable of making this Affidavit and am personally acquainted with the facts stated herein.

3. Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the [describe project] _____ contracted between Contractor and the City of Gladstone, Missouri.

4. Contractor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.

Affiant _____

Printed Name _____

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public

SEAL

North Oak Complete Street Project Phase II

Basic Services to be Provided by Engineer

1. Project Purpose/Justification

The project enhances safety and operations by improving the North Oak Trafficway through complete street improvements to include access management, sidewalks, ADA improvements, lighting, etc. The project is a needed component to ensure the continued viability of downtown development and increases opportunities for pedestrians and bicycles to move through the corridor.

2. Project Plan/Scope

a. **Project Limits** – Permanent improvements to North Oak Street limited to the proposed roundabout at 69th Street, a proposed roundabout at NE 70th Terrace, a mill and overlay from the proposed 69th Street roundabout to south of 72nd Street, replacement of the existing signal at 70th Street with the following additions/exceptions:

- i. Pedestrian and bicycle amenities including
 1. Adding a multi-use path to the east side of North Oak Trafficway from 69th Street to 72nd Street.
 2. Adding a sidewalk on the west side of North Oak Trafficway from 69th to 72nd Street.
 3. Pedestrian crossing on North Oak Trafficway between 70th Street and 72nd Street.
- ii. Traffic control plans will require advanced temporary signage, pavement marking, and devices in advance along North Oak Trafficway and adjacent Streets.
- iii. Utility coordination to move the existing overhead utilities on North Oak Trafficway from approximately 69th Street to 72nd Street to the west of properties along North Oak Trafficway.
- iv. Signage and artistic features in the roundabout and streetscape enhancements including landscape, wayfinding signage, site furnishings, and lighting.

b. **Design Criteria** – APWA KC Metro design criteria will generally be followed for the design criteria of the project. NCHRP 1043, Guide for Roundabouts will be followed for roundabout design.

c. **LPA Process/Documentation** – MoDOT's Local Public Agency (LPA) Policy will be followed throughout the design and construction phases of the project. Engineer will assist the City by providing requested information for the City to complete the forms and procedures required by the LPA Policy per Section 136 of MoDOT's Engineering Policy Guide (EPG). It is assumed that there will not be any significant impacts which require additional effort beyond that being requested in the RER Form.

- d. Design Surveys** –Field survey will be obtained to gather sufficient details for North Oak Trafficway. Utility locations (based on OneCall locates) will be utilized from previous survey.
- i. Survey Control. Horizontal and vertical control points will be set as 5/8-inch rebar with aluminum caps (3). Unless dictated otherwise, the horizontal datum is to be Missouri State Plane-West Zone NAD83. Vertical Datum NAVD88 w/ Geoid 18.
 - ii. Utility Locates. The consultant will verify and integrate the findings from the previous Gladstone utility survey into the current survey deliverables.
 - iii. Topographic Field Survey. Perform a field survey to obtain sufficient detail for the NE 69th Street & N Oak Trafficway Survey Services. The field information shall include topographic information to clearly identify above-ground visible topographic features within the area displayed in “Exhibit A” and “Exhibit C” below. Terrain data collected for the survey area shall include breaklines, slopes, and a grid of elevation shots.
 - iv. Record documents will be used in conjunction with found property corners to develop the property line basemap for the area depicted in “Exhibit B”.
 - v. Ownership and Encumbrance Reports. The Consultant will order O&E reports from a local title company. The deliverables from the title company will need to include the ownership name, identification of any encumbrances on the property, a description of the property, and copies of deeds and any easements associated with the property. If the property is platted, a copy of the subdivision plat will be required. The Consultant will use this information to confirm and refine the right-of-way and property information used in the base mapping. The Consultant has identified a total of (30) individual tracts.
 - vi. Existing Property Line Base Mapping. Record documents will be used in conjunction with found property corners to develop the property line base map. Property lines, Right-of-Way, and subdivisions will be plotted on the survey basemap. Existing easement mapping is not a part of this scope.
 - vii.
- e. Roadway Typical Section** – The existing 4-lane and 5-lane sections and existing curb locations will be maintained outside of the roundabout construction area. The east side includes a proposed 10 foot shared use path with 4 foot of green space and the west side includes a proposed 6 foot sidewalk with 4 foot of green space. Location of the shared use path and sidewalk may vary from adjacent to curb to offset depending on

utility impacts, the need for retaining walls, impacts to trees, and stakeholder preferences. One mid-block crossings will be incorporated.

- f. Pavement** – Four combination pavement cores/soil borings will be taken along North Oak Trafficway. Recommendations will be summarized in a report to include full depth pavement recommendation for base and pavement sections.
- g. Access Management** – Access management design will include a combination of removal, narrowing, combining, and widening existing access to properties from North Oak Street. In coordination with Public Involvement efforts described herein, Engineer will coordinate (up to 60 hours total) with individual property owners whose access is proposed to be modified.
- h. Permits/Environmental** - It is assumed that the project will be classified as a Programmatic Categorical Exclusion (PCE). Engineer will develop and submit a memo summarizing the project attributes showing that thresholds are within the definition for a PCE. Section 106 compliance will be included provided the finding of no historic properties affected. Additional work will be required if historic properties are affected and will be handled as a supplement to this contract. Archeological work including Phase I archeological survey is to be completed by others and is excluded from this contract.
- i. Right-of-Way and Construction Easement Generation** – Right-of-Way and Construction Easement Generation. The Consultant will coordinate with Engineering to define the Right-of-Way (ROW) and construction easements (TCE) to be acquired as part of this project. It is assumed (30) legal descriptions and exhibits will be necessary to acquire said parcel takings.
- j. Utility Coordination** – Engineer will coordinate utility relocations for the project. Engineer will provide plan drawings to utility companies and will provide coordination with participation in up to 8 group meetings and up to 4 individual meetings with each utility company. The following utilities have been identified within the corridor: Evergy, AT&T, Spectrum, Google, City of Gladstone Water, Storm Sewer, and Sanitary Sewers.
- k. Sanitary Sewer Design** – Sanitary Sewer work will include addressing conflicts with proposed pavement changes at the intersections of 69th Street and North Oak Trafficway & 70th Terrace and North Oak Trafficway. Additional adjustments and/or relocations may be made to resolve conflicts with the shared-use-path, sidewalk, and access management design.
- l. Waterline Design** – Waterline work will include addressing conflicts with proposed pavement changes at the intersection of 69th Street and North Oak Trafficway & 70th Terrace and North Oak Trafficway. Water valve and fire hydrant locations may require adjustments and/or relocations to resolve conflicts with the shared-use-path, sidewalk, and access management design.
- m. Storm Sewer Design** – Storm Sewer design will be limited to proposed pavement changes at the intersection of 69th Street and North Oak Trafficway, 70th Terrace and North Oak Trafficway, and the replacement of existing lids and storm sewer inlets inside of the project limits. Design will meet APWA Kansas City Metro Storm Sewer Specifications. Capacity of downstream storm sewer systems will not be evaluated as

runoff is not expected to increase significantly. APWA Kansas City Metro Storm Sewer standard details will be used for storm sewer structures. It is assumed that special structural designs or bills of reinforcing will not be required for the storm sewer structures.

- n. Erosion Control/SWPPP** – APWA Kansas City erosion control specifications will be followed. Engineer will develop a SWPPP using the EPA standard template for inclusion in the Bid Documents.
- o. Geotechnical** – Engineer will perform four combination pavement cores/soil borings and develop recommendations for pavement and subgrade preparation. Engineer will provide staking and surveying of the boring locations.
- p. Roundabout Design** – Geometric detail sheets and jointing sheets will be utilized to provide details for roundabout construction. Fastest path exhibits and truck turning movement exhibits will be provided for North Oak Trafficway and 69th Street and NE 70th Terrace for review with preliminary plans submittal.
- q. Retaining Walls** – It is assumed that up to 10 retaining walls of up to 100 feet long up to 3-foot high may be required along the project to minimize the impacts to properties and utilities. It is assumed that standard details can be utilized. It is assumed that the height of the walls will be limited such that geotechnical analysis will not be required and handrails will not be required.
- r. Public Involvement** – Up to 3 public meetings will be held. For each public meeting exhibits showing the proposed pavement updates and a project fact sheet will be provided. One public meeting will be held at Right-of-Way Plans to follow the LPA process for receiving an “A Date” to begin property acquisition.
- s. Traffic Control** – Through traffic will be maintained on North Oak Trafficway throughout construction with the exception of short closures during phase changes. Access to properties will be maintained throughout construction. Access to 69th Street from North Oak Trafficway will require a detour route during the reconstruction of work on 69th Street.
- t. Streetscape Design** – Develop preliminary design concept alternatives for proposed corridor enhancements including a series of conceptual design drawings and illustrations depicting streetscape elements, landscape planting improvements, gateway features and identity/wayfinding signage improvements, and a series of precedent images to graphically illustrate and communicate the proposed design concepts and ideas.

Preferred streetscape enhancement design concepts will be reviewed with City and confirmed as the overall design direction for these features and will be incorporated into the preliminary plan submittal.

Final design plans will incorporate Site/Landscape Plan Irrigation Plans and Details (for improvements within the ROW only), Streetscape Improvement Plan and Details, Gateway Features and Signage Plans and Details, Site and Landscape Details and Specifications.

- u. Traffic Signals**– The existing traffic signal at 70th Street will be replaced. It is assumed there will be no permanent modifications to this intersection including geometric changes to 70th Street or the commercial entrance to the west. Signal redesign will include maintaining the existing pedestrian crossings and evaluating a pedestrian crossing on the south leg of the intersection.
- v. Street Lighting** – Lighting fixture recommendations will be made for proposed pedestrian and street level lighting along North Oak Trafficway from the proposed pavement reconstruction south of 69th Street to south of 72nd Street. A lighting analysis will be performed for proposed light fixtures.
- w. Bidding Phase Services** – Engineer will provide the Bid Form and Measurement and Payment section of the front-end documents and provide the City with requested information to compile the remaining front end documents. Engineer will assemble Technical Specifications. It is assumed that City and MoDOT Standard Specifications and Job Special Provisions will be used. Engineer will respond to up to 10 Contractor requests for information during the bidding phase.
- x. Construction Phase Services** – No construction phase services are included. These services may be negotiated as a supplement to the contract prior to construction beginning.

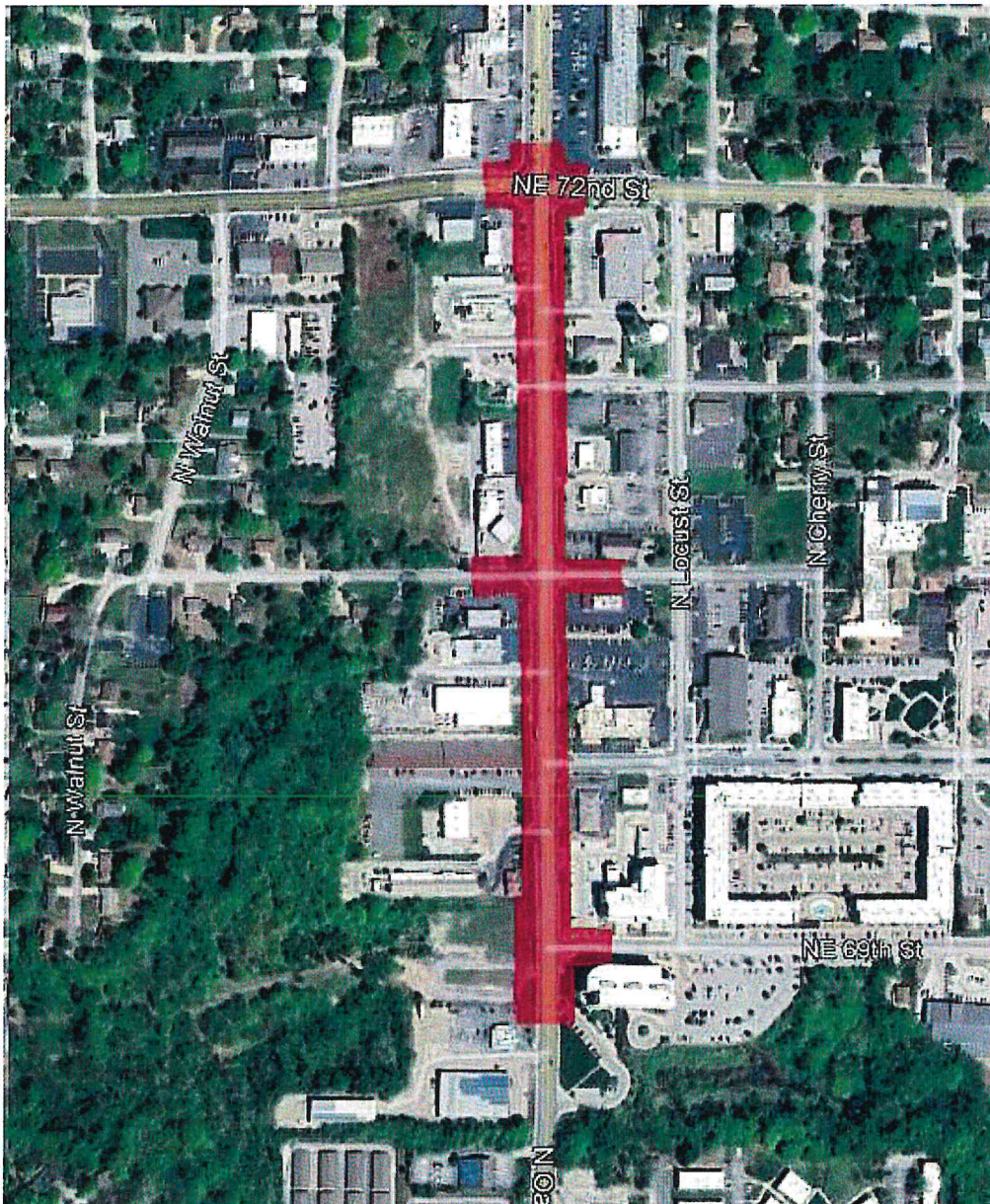
3. Deliverables

It is assumed that the following submittals will be made throughout the project.

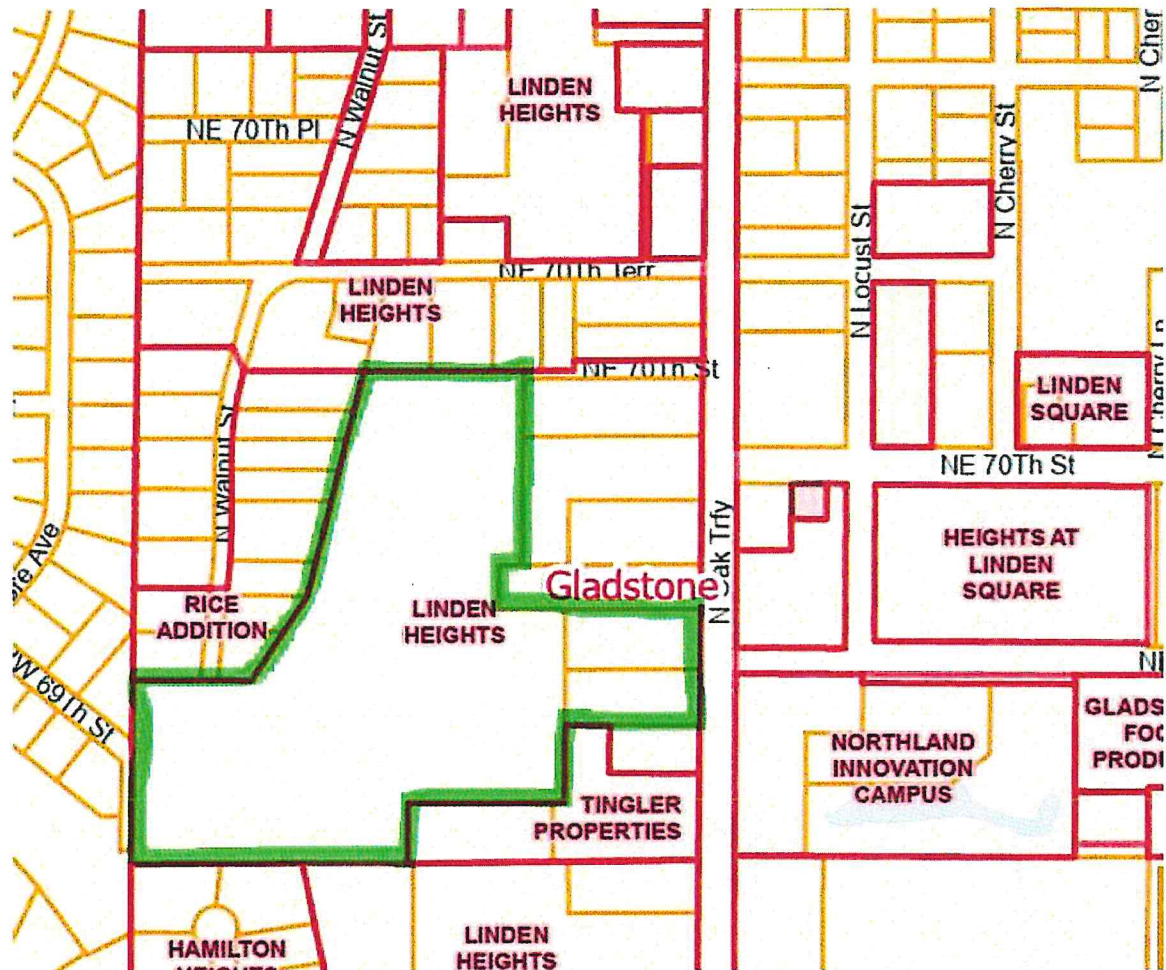
- Geotechnical Report
- Preliminary Plans and Cost Estimate
- Fastest Path and Design Vehicle Turning Movements
- Permits (as described in 2.h.)
- Right-of-Way Plans
- Tract Maps and Legal Descriptions (30)
- 95% Plans
- Final Plans and Cost Estimate
- Bid Documents (as described in 2.w.)
- Electronic Deliverables (DWG of base and sheet files)

For each of the submittals listed above, it is assumed that PDFs will be submitted. No hard copy plans will be submitted. For plan milestones, it is assumed that comments received from reviewers will be incorporated into the following milestone submittal.

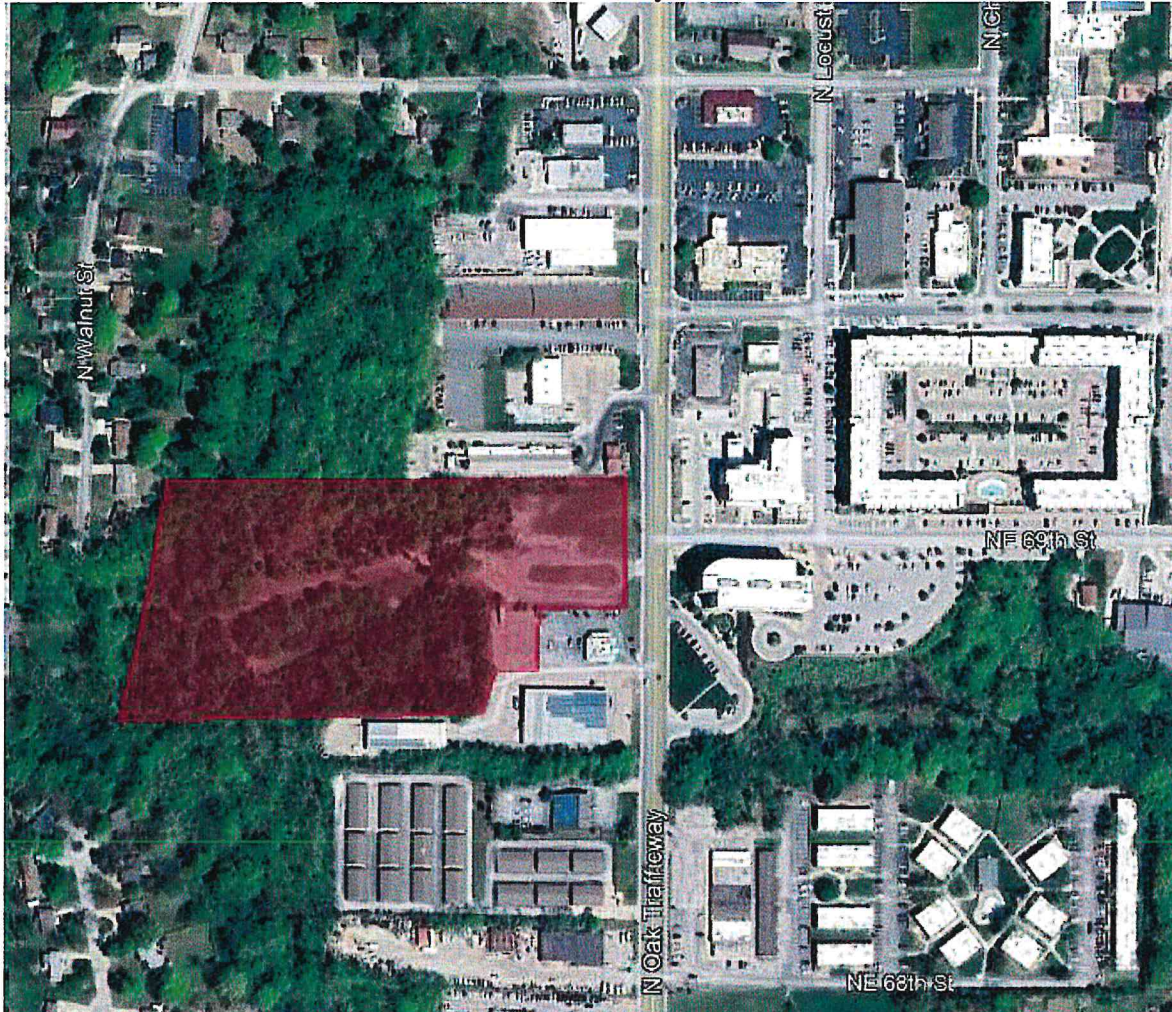
“Exhibit A”
NE 69th Street & N Oak Trafficway Survey Limits



**“Exhibit B”
Boundary Survey Limits**



“Exhibit C”
Additional Survey Limits



North Oak Complete Street Project Phase II

Basic Engineering Services

		Name	Nick Voss	Mary Hanson	Alyssa Holmsley	Christopher Douglas	Logan Lashbrook	Daniela Gonzales	Todd Bond
		Rate	\$ 174.00	\$ 214.00	\$ 121.00	\$ 169.00	\$ 136.00	\$ 147.00	\$ 188.00
Phase	Item of Work	Project Manager	Senior Technical Advisor	Project Accountant	Senior Engineer	Engineer	Traffic/Lighting	Water/Stormwater Engineer	Total
Discipline	Task #								
Project Management, Administration, and Public Communication									
Project Management									
1010.01 Project Management									
	General Project Management	112							112
	Project Set-up (Risk Management, Safety, Document Control)	10	2	10					22
	Kick-off Meeting	4			2	2	2		10
	Agency Coordination, Meetings and Minutes	40			16	16	16		88
Project Administration									
1020.01 Project Administration									
	Monthly Accounting & Progress Reporting	30		30					60
	Subconsultant Management	10		30					40
Communications and Public Involvement									
3400.01 Stakeholder & Public Participation Plan & Activities									
	Public Meeting Preparation, Exhibits, and Facts Sheets	24				16			40
	Public Meeting #1	4				4			8
	Public Meeting #2	4				4			8
	Public Meeting #3	4				4			8
Project Management and Administration Subtotal		242	2	70	18	46	18		396

North Oak Complete Street Project Phase II

Basic Engineering Services

		Name	Nick Voss	Mary Hanson	Alyssa Holmsley	Christopher Douglas	Logan Lashbrook	Daniela Gonzales	Todd Bond	
		Rate	\$ 174.00	\$ 214.00	\$ 121.00	\$ 169.00	\$ 136.00	\$ 147.00	\$ 188.00	
Phase	Item of Work	Project Manager	Senior Technical Advisor	Project Accountant	Senior Engineer	Engineer	Traffic/Lighting	Water/Stormwater Engineer	Total	
Discipline	Task #									
Concept Design										
Roadway and Drainage										
	4010.01 Survey and Geotech. Coordination									
	Survey Review/Coordination	4			8	16			28	
	Geotechnical Review/Coordination	4			4	4			12	
	4010.02 Utility Coordination									
	Kick-off Meeting (all utilities)	2			2	2		2	8	
	Gather As-builts, Easements, and Reconcile Mapping	2			4	4			10	
	4010.03 Concept Design									
	Project CADD/Workspace Set-up				4				4	
	Design Criteria Document	2	2		2	4			10	
	Horizontal Alignments	2			8	16			26	
	Typical Sections	2				8			10	
	Sidewalk & Shared Use Path Layouts	8			8	32			48	
	Entrance/Driveway Layouts	2			4	8			14	
	Right-of-Way Considerations	2			4	8			14	
	Water Main, Storm Sewer, Utility Considerations	2			8	16			26	
	Roundabout Geometric Design	48				16			64	
	Roundabout Design Memo	24				32			56	
	4010.04 Storm Sewer Analysis and Design									
	Develop preliminary layout based on existing system							20	20	
	Site Review Existing Conditions of Inlets	4						4	8	
	Prepare concept exhibit					8		4	12	
	4010.05 Waterline Relocation									
	Identify all main and service connections to existing main							6	6	
	Develop preliminary layout for new waterline							8	8	
	Schematic line drawing							4	4	
Traffic Engineering and Planning										
	7010.01 Data Collection									
	Review of Past Traffic and OGL Data						8		8	
	Field Review of Project Area						4		4	
	7010.02 Traffic Engineering									
	Review of Existing Access	8				16	24		48	
Concept Design Subtotal		116	2		56	190	36	48	448	

North Oak Complete Street Project Phase II

Basic Engineering Services

		Name	Nick Voss	Mary Hanson	Alyssa Holmsley	Christopher Douglas	Logan Lashbrook	Daniela Gonzales	Todd Bond	
		Rate	\$ 174.00	\$ 214.00	\$ 121.00	\$ 169.00	\$ 136.00	\$ 147.00	\$ 188.00	
Phase	Discipline	Item of Work	Project Manager	Senior Technical Advisor	Project Accountant	Senior Engineer	Engineer	Traffic/ Lighting	Water/ Stormwater Engineer	Total
	Task #									
Preliminary Design & Right-of-Way Plans										
Roadway and Drainage										
	4020.01 Roadway Design									
		Vertical Alignments	16			4	8			28
		Driveways	8			16	28			52
		Retaining Walls	2			4	16			22
		Corridor Modeling (Roundabouts)	16			8	36			60
	4020.02 Storm Sewer Analysis and Design									
		Develop off site drainage maps and review							14	14
		Delineate drainage areas and review							12	12
		Development offsite drainage maps with areas							4	4
		Calculate Tc, C and Q values for all drainage areas.							8	8
		Develop existing drainage model from survey data and base map							16	16
		Review existing drainage model and revise							4	4
		Check gutter spread through out project.							8	8
		Develop model with single line schematics and flow calculations and review							8	8
		Create plan/profile sheets					24		40	64
		Gather all needed detail sheets							6	6
	4020.03 Waterline Relocation									
		Finalize waterline location							2	2
		Call out / label all service hookups, main connections and fire hydrant locations							6	6
		Prepare plan/profile sheets					24		32	56
		Obtain all utility detail sheets							4	4
	4020.04 Preliminary Plan Production									
		Title Sheet	2			4	8			14
		General Notes	2	2		2				6
		Typical Sections	4			8	16			28
		Survey Control Information				2	2			4
		Sheet Layout				2	2			4
		Plan/Profile Sheets	4	2		8	20			34
		Entrance/Driveway Profiles	2			4	8			14
		Retaining Wall Profiles	2			2	16			20
		Concept MOT and Construction Sequencing	8	2		4	16			30
		Pavement Marking Plans	2			4	16	16		38
		Roundabout Geometric Details	16			8	24			48
	4020.05 Right-of-Way Plan Production									
		Title Sheet					2			2
		Summary of Takings Sheet				2	2			4
		Plan Sheets	2	2		4	8			16
		LPA Process and Documentation	16			10				26
	4020.06 Utility Coordination									
		Utility Meetings (all utilities)	14			21	14		8	57
		One-on-One Meetings	24			36	24		8	92
	4020.07 Quantities/Cost Estimate									
		Preliminary Quantities	2			8	24			34
		Opinion of Probable Construction Cost	4	4		4				12
		Preliminary Design and Right-of-Way Plans Subtotal	146	12		165	338	16	180	857

North Oak Complete Street Project Phase II

Basic Engineering Services

		Name	Nick Voss	Mary Hanson	Alyssa Holmsley	Christopher Douglas	Logan Lashbrook	Daniela Gonzales	Todd Bond	
		Rate	\$ 174.00	\$ 214.00	\$ 121.00	\$ 169.00	\$ 136.00	\$ 147.00	\$ 188.00	
Phase	Discipline	Item of Work	Project Manager	Senior Technical Advisor	Project Accountant	Senior Engineer	Engineer	Traffic/ Lighting	Water/ Stormwater Engineer	Total
	Task #									
Final Plans										
		Roadway and Drainage								
	4030.01 Roadway Design									
		Update Horizontal/Vertical Design and Corridor Model	8			4	12			24
		Curb Returns/Intersection Design	2			10	20			32
		Sidewalk Ramp Design	2			12	32			46
		Access Management Design	8			8	24			40
	4030.02 Storm Sewer Analysis and Design									
		Verify preliminary design and data							4	4
		Final plans / City check list for submittal							4	4
		Final revisions							16	16
		Quantities							4	4
	4030.03 Waterline Design									
		Verify preliminary design and data							6	6
		Final plans							4	4
		Quantities							16	16
		Final revisions								
	4030.04 Final Plan Production									
		Finalize Title Sheet	1			2	2			5
		General Notes and Recap of Quantities	1	1		2	4			8
		Finalize Typical Sections	2			4	4			10
		Finalize Plan/Profile Sheets	4	2		4	12			22
		Entrance/Driveway Profiles & Details	2			2	2			6
		Sidewalk Ramp Details	1			2	2			5
		Retaining Wall Profiles & Details	2			2	2			6
		MOT and Construction Sequencing Plans & Details	12	2		8	24			46
		Finalize Pavement Marking Plans	1			2	8			11
		Signing Plans & Details	2	1		4	16			23
		Erosion Control Plans & Details	2				16		4	22
		Concrete Jointing Details	2	1		4	12			19
		Incorporate Landscape and Streetscape Elements	2				16			18
	4030.05 Utility Coordination									
		Relocation Coordination and Update Proposed Utility File	4			20	10			34
	4030.06 PS&E/Bid Documents									
		Address Final Plan Comments	1			4	4			9
		Final Quantities	2			8	24			34
		LPA Process and Documentation	16			10				26
		Bid Documents and Job Special Provisions	20			20				40
		Opinion of Probable Construction Cost	4	4		4				12

North Oak Complete Street Project Phase II

Basic Engineering Services

		Name	Nick Voss	Mary Hanson	Alyssa Holmsley	Christopher Douglas	Logan Lashbrook	Daniela Gonzales	Todd Bond
		Rate	\$ 174.00	\$ 214.00	\$ 121.00	\$ 169.00	\$ 136.00	\$ 147.00	\$ 188.00
Phase									
Discipline	Item of Work	Project Manager	Senior Technical Advisor	Project Accountant	Senior Engineer	Engineer	Traffic/ Lighting	Water/ Stormwater Engineer	Total
Task #									
	Traffic Engineering and Lighting								
	7030.01 Traffic Signal Design								
	Traffic Signal Design	4					24		28
	Signal Plan Sheets (5)	4				16	32		52
	Traffic Signal Standards						4		4
	Traffic Signal Specifications					4	8		12
	Traffic Signal Quantities					2	4		6
	Mid-Block Crossing Sheets and Details	8					16		24
	7030.02 Lighting Design								
	Lighting Analysis						24		24
	Lighting Plan Sheets					15	32		47
	Lighting Standards					2	2		4
	Lighting Specifications					2	2		4
	Lighting Quantities					4	6		10
	Final Plans Subtotal	117	11		136	291	154	58	767

Phase		Project Manager	Senior Technical Advisor	Project Accountant	Senior Engineer	Engineer	Traffic/ Lighting	Water/ Stormwater Engineer	Total
Discipline	Item of Work								
Task #									
Bidding/Construction Phase									
Roadway and Drainage									
4040.01	Bidding/Construction Phase								
	Respond to Contractor RFIs	32			8	32		8	80
	Review Shop Drawings	8						8	16
	Attend Pre-Bid Meeting	2			2				4
Traffic Engineering and Lighting									
7040.01	Bidding/Construction Phase								
	Respond to Contractor RFIs						16		16
	Review Shop Drawings						16		16
Design Services During Construction Subtotal		42			10	32	32	16	132
Basic Services Total Hours		663	27	70	385	897	256	302	2600
Loaded Billed Rate		\$ 174	\$ 214	\$ 121	\$ 169	\$ 136	\$ 147	\$ 188	
Basic Services Labor Summary		\$115,362	\$ 5,778	\$ 8,470	\$ 65,065	\$ 121,992	\$ 37,632	\$ 56,776	\$ 411,075
Basic Services Expenses Summary		<div style="text-align: right;"> Subconsultants: \$ 283,352 Wilson & Company, Inc. (Design Survey, R/W Documents) \$ 76,700 Geotechnology, Inc. (Geotechnical Design, Pavement Cores) \$ 39,672 Confluence (Aesthetics, Landscaping, PI Support) \$ 166,980 Printing/Plotting \$ 500 Travel \$ 600 <hr/> Total Expenses \$ 284,452 </div>							
Total Basic Services Fee =		\$ 695,527							



Request for Council Action

RES ☒ # R-24-15

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 3/6/24

Department: Public Works

Meeting Date Requested: 3/11/24

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

Subject: Change Order 7 to the FY23 Curb, Gutter & Sidewalk - Phase 2, Project TP2305

Background: The contract for Project TP2305 was awarded to Lan-Tel Communications Services, Incorporated, as authorized by Resolution R-23-13. Change Orders 1 through 6 expanded the scope of that project to add additional concrete work across the City.

This year, Lan-Tel has agreed to maintain their contract unit prices to complete additional curb, gutter and sidewalk replacement prior to July 1 in preparation for the FY25 mill and overlay program. Change Order 7 adds that work along with the removal and replacement of deteriorated concrete at Fire Station No. 1 and the caulking of construction joints at the Pleasant Valley Road/N. Antioch roundabout.

Budget Discussion: A financial breakdown of the contract is as follows:

Original Contract Amount:	\$ 369,085.00
Change Orders 1 thru 6	<u>284,225.50</u>
Total Approved to Date	653,310.50
Change Order 7	<u>260,000.00</u>
Revised Contract Amount:	<u>\$ 913,310.50</u>

Funds for this work are available in TST.

Public/Board/Staff Input:

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

Timothy A. Nebergall
Department Director/Administrator

JM
City Attorney

BB
City Manager

RESOLUTION NO. R-24-15

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 7 IN THE AMOUNT OF \$260,000.00 TO THE CONTRACT WITH LAN-TEL COMMUNICATIONS SERVICES INCORPORATED, FOR THE FY23 CURB, GUTTER AND SIDEWALK PROGRAM – PHASE 2 PROJECT TP2305.

WHEREAS, additional work under the FY23 Curb, Gutter and Sidewalk Program – Phase 2 Project has been determined necessary and is recommended by the Director of Public Works.

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 Change Order No. 7 to the FY23 Curb, Gutter and Sidewalk Program – Phase 2 Project TP2305 with Lan-Tel Communications Services, Incorporated, as follows:

Original Contract Amount:	\$ 369,085.00
Change Orders 1 thru 6	<u>284,225.50</u>
Total Approved to Date:	653,310.50
Change Order 7	<u>260,000.00</u>
Revised Contract Amount:	<u>\$ 913,310.50</u>

FURTHER, THAT, funds for such purpose are authorized from the Transportations Sales Tax Fund.

INTRODUCED, READ, PASSED, AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 11TH DAY OF MARCH 2024.

Jean B. Moore, Mayor

ATTEST:

Becky Jarrett, Deputy City Clerk



Request for Council Action

RES ☒ # R-24-16

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 2/27/2024

Department: Finance

Meeting Date Requested: 3/11/2024

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

Subject: Amending 2024 Fiscal Year Budget

Background: The 2024 Midyear Budget review was presented to the City Council on February 12, 2024 during an open study session. Since the study session presentation, the 2024 COP has sold. Staff has included debt proceeds and associated project costs that will be expended in the 2024 fiscal year. Updates in the memo are in blue italics under each fund narrative, and new exhibits are labeled with a double letter. Staff recommendations will be on the agenda for City Council approval.

Budget Discussion: N/A.

Public/Board/Staff Input: Staff is recommending that the 2024 budget be amended as presented in the February 12th open study session. Study session memo and exhibits to follow the RCA and Resolution.

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

Dominic Accurso
Department Director/Administrator

JM
City Attorney

BB
City Manager



Department of Finance Memorandum

DATE: February 27, 2024

TO: Robert Baer, City Manager

FROM: Dominic Accurso, Director of Finance

RE: 2024 Fiscal Year Midyear Budget

With the 2024 fiscal year 50% complete and the 2023 fiscal year closed, we have a better understanding of how revenues, expenses, and fund balances are shaping up for the 2024 year. Staff begins work on the fiscal year budget several months before year end. Assumptions are made on both revenue and expense using past data, trend analysis, and information on the economic and legal environment. Because budgets are created before the fiscal year begins and needs for government services and programming can change over time, a midyear budget review gives staff and the City Council the opportunity to reevaluate and re-allocate resources where they may be needed to align the current resources with goals.

Using the December 2023 interim financial statement as a comparison, both revenue and expense budgets are meeting expectations. Revenue highlights include first receipts of the additional marijuana sales tax (first amount received in December) higher than expected use tax receipts, EMS transports, and interest revenue. Many of the recommended changes in budgeted expenditures have to do with supplies and services ordered/requested in the previous fiscal year but not received until the 2024 fiscal year. Additional recommendations for unforeseen or new expenditures, repairs and maintenance, and overtime have been added.

The midyear budget review for fiscal year 2024 is hereby submitted to the City Council for review. This memorandum and exhibits will provide information on the General Fund, Community Center and Parks Tax Fund (CCPT), Public Safety Sales Tax Fund (PSST), Capital Improvements Sales Tax Fund (CIST), Transportation Sales Tax Fund (TST), Capital Equipment Replacement Fund (CERF), and Combined Water and Sewerage System Fund (CWSS). The comparisons referencing budgeted revenues and expenditures in the narrative are based on the December Interim Financial Report.

Update: The 2024 Certificates of Participation sold on February 22nd. Only changes to amounts presented at the study session are due to 2024 COP projects. Additional narrative will be in the narrative under each fund.

GENERAL FUND (Exhibit A & B)

Based on the December Interim Financial Statement, operating revenue is trending 8% or \$900,774 higher than the previous year (not including proceeds from 2024 lease purchase). Material increases (more than \$100,000 over the previous year) include use tax, intergovernmental (fuel tax), and miscellaneous revenue (interest revenue). While gross receipts and charges for services have decreased, both revenue streams have realized over 52% of projected revenue for the current year. Fines and Forfeitures are below projected budget. However, revenue has increased 29% over the previous year. Staff is recommending conservative adjustments for each of the revenue streams with a material difference. Total operating revenue adjustment is \$580,900, or an increase of 3%. Staff is also recommending an increase in the equity adjustment of \$460,000 to \$903,470. The adjustment would provide for budget additions which are detailed below.

Recommended changes in budgeted expenditures address the variations in revenue and the needs of the City. Increases in expenditures for the General Fund can be found on Exhibit B. Many of the expenditures are “one time” and will not need to be budgeted on a reoccurring basis. Of the \$1,358,065 that was requested for the General Fund, adjustments of \$1,040,900 in additional expenditures are being recommended. Line item adjustments \$20,000 and over include: Increase for legal contract (\$37,000), EMS collection (\$22,000), Police overtime (\$90,000), Fire overtime (\$50,000), streetlight repairs (\$20,000), accrued compensated absences/retirement (\$150,000), implementation of time and attendance software (\$50,000), two Police vehicles ordered in FY23 (\$110,000), budget increase for the cost of the aerial Fire truck (\$125,000), and bucket truck for Public Works (\$180,000 ordered in FY2023)

Total changes in both revenue and expense are \$1,040,900. Total revenue for the General Fund of \$25,853,815. Total expenditures also increased to \$25,853,815. This will result in a balanced budget for the General Fund and ending fund balance of \$4,275,858.

Update: The General Fund will receive \$308,000 in debt proceeds from the 2024 COP. Additional budget of 308,000 is being recommended for issuance cost (\$8,000), new servers (\$120,000), switches (\$40,000), licensing (\$40,000), and Wi-Fi equipment (\$7,000). See exhibit AA.

COMMUNITY CENTER AND PARK TAX FUND (Exhibit C & D)

Revenues for the Community Center and Park Tax Fund (CCPT) are derived from charges for services (33%), sales tax (21%), transfers from other funds (16%), intergovernmental (14% from the NKC School District and 10% ARPA), and facility rental (6%). The fund realized a significant revenue reduction in both charges for services and facility rental due to the pandemic. These revenue streams have surpassed pre-pandemic levels for the 2024 fiscal year.

At December 31, 2023, sales tax collections for the fund are 51% of projected budget and 2% over the same time last year. Charges for services and facility rental have increased \$68,000 from the previous year. In lieu of an equity transfer, the City is using ARPA funding of \$500,000 to meet the needs of the fund. See Exhibit C for final 2023, 2024 adopted, and 2024 midyear comparisons.

Total budgeted expenditures for the fund are in line with projections (48% of budgeted expenditures used at December 31, 2023). The majority of the adjustments requested for the CCPT fund (see Exhibit D) are to complete unbudgeted HVAC and building repairs. Recommended material adjustments for the fund include \$20,000 for additional maintenance and repairs for the Community Center division and \$75,000 in the Natatorium division. Additional budget of \$15,100 to prep and paint outdoor pool (final payment occurred in FY24), additional funding for art sales, increase for janitorial services (\$8,200 for both Community Center and Natatorium divisions), and increase for property and liability insurance.

Total projected revenues for the fund are estimated to be \$5,058,150, an increase of \$122,500 from the 2024 adopted revenues of \$4,935,650. Expenditures are projected to increase by \$139,100. Ending fund balance is expected to be \$1,599,653.

Update: The CCPT fund will receive \$509,000 in debt proceeds from the 2024 COP. Additional budget of \$509,000 is being recommended for issuance cost (\$9,000), replacement of the indoor pool filers (\$280,000), video board (\$160,000), and starting blocks (\$60,000) at the Natatorium. See exhibit CC.

PUBLIC SAFETY SALES TAX FUND (Exhibit E)

Revenue for the Public Safety Sales Tax Fund are in line with budgeted projections. Sales tax collections are 2% over the same time last year. Additional revenue budget has been added to the fund due to increases in interest revenue. An equity transfer of \$245,872 is being requested to fund the purchase of new body and vehicle dash cameras and 2 additional police vehicles that were budgeted in FY23 but not received until FY24. Total revenues are projected to increase over original projections by \$275,872 to \$1,336,872.

Actual expenditures are over budget expectations due to the purchase of new body and vehicle dash cameras. Additional funding is being recommended to fund overtime and Police vehicles that were ordered in the previous fiscal year. Total budgeted expenditures are estimated to be \$1,336,872. Projected ending fund balance for PSST Fund is \$472,134.

CAPITAL IMPROVEMENT SALES TAX FUND (Exhibit F)

Changes in revenue for the CIST Fund are mainly due to ARPA funding. Sales tax received is 2% over the same time last year. Remaining ARPA projects include the completion of the Co-Located Dispatch, City Hall interior renovation, and Oak Grove Park shelters. Total revenues for the fund are projected to be \$5,085,000 or an increase of \$1,500,000.

Changes to the fund's expenditures include adding budget for storm projects at 57th Terrace and 68th and N. Holmes (\$50,000), Oak Grove Park shelters (\$400,000), Atkins-Johnson Farm project (\$175,000), completion of the Police Headquarters (\$1,147,425), and the addition of Downtown lighting (\$350,000). Staff is recommending increasing budget authority for the fund from \$2,743,175 to \$10,881,175. Ending fund balance for the fund is projected to be \$296,673.

Update: The CIST fund will receive \$3,055,000 in debt proceeds for the construction and issuance cost of Flora Park and AJ event space (\$305,000 of additional budget is being requested for 2024 Midyear budget, the remainder will be expended in FY25). See exhibit FF.

TRANSPORTATION SALES TAX FUND (Exhibit G)

Revenue for the Transportation Sales Tax Fund are in line with projections. Staff is recommending an increase for the curb, gutter and sidewalk replacement for this fiscal year of \$350,000. With this change, total expenditures would increase to \$3,440,000, leaving a projected ending fund balance of \$250,039.

Update: The TST fund will receive \$4,482,000 in debt proceeds from the 2024 COP for construction of the N. Oak project. Additional budget recommended for the 2024 fiscal year is \$1,082,000. The remainder will be drawn down in future fiscal years. See exhibit GG.

CAPITAL EQUIPMENT REPLACEMENT FUND (Exhibit H)

Revenues received for the Capital Equipment Replacement Fund are exceeding expectations as of December 31st (increase of \$43,000 over the previous year). Staff is recommending an adjustment for taxes and transfers (\$55,000), Misc. revenue (\$30,000) and an increase to the equity transfer of \$415,000. Total projected revenue for the fund is \$1,165,000.

Staff is recommending an increase in budget authority for the fund in the amount of \$500,000. The requested increase will fund the reclamation of the old fuel tanks and purchase of new fuel tanks at the Public Works facility (\$350,000) and additional budget for the new aerial Fire truck (\$150,000). Total expenditures for the fund are projected to be \$1,165,000. Estimated ending fund balance will be \$188,764.

COMBINED WATERWORKS AND SEWERAGE SYSTEM (CWSS) FUND (Exhibit I & J)

Actual revenues for the CWSS Fund are in line with projections. Water and sewer usage have been similar to the previous year. The increase in revenue is due to increases in rates. Significant revenue changes to the CWSS fund include an increase of intergovernmental revenue of \$275,000 (County ARPA funds to match City funds for water main replacements) and \$31,000 in Misc. revenue due to increases in interest revenue and the sale of assets. Revenues for the CWSS fund are projected to be \$14,166,435.

Expenditures for the CWSS Fund are \$710,839 less than the previous year due to repairs at the secondary basin and water main replacements in fiscal year 2023. Staff is recommending increases in budget for the operations and maintenance \$261,000 for the completion of the ARPA water main replacements, water line supplies, and automotive capital (Enterprise truck lease). An increase in the property and liability insurance line item is also recommended (\$45,000). Total expenditures for the CWSS fund are projected to be \$14,166,435. Projected ending fund balance for the fund will be \$3,388,035.

Update: The CWSS fund will receive \$14,260,000 in debt proceeds for the water treatment plant and distribution projects. Additional recommended budgeted expenditures are \$1,000,000 for the projects and \$260,000 in issuance cost. The remaining \$13,000,000 will be expended in future fiscal years. See exhibit II.

CONCLUSION

In conclusion, the General Fund, the Community Center Park Tax Fund, the Public Safety Sales Tax Fund, Capital Improvement Sales Tax Fund, Transportation Sales Tax Fund, Capital Equipment Replacement Fund, and Combined Water and Sewer System Fund will end the fiscal year with a positive fund balance and within policy. These adjustments will assist staff in carrying out Council goals and give the City the flexibility needed to continue and improve operations of the City. Final information on the 2024 Certificates of Participation have not been included in this budget proposal. Additional information will be available after the closing of the debt issue projected to be in March.

Updated: Staff recommends changing budget authority for the General Fund to 26,161,815, CCPT Fund to \$5,324,897, PSST Fund to \$1,336,872, CIST Fund to \$11,186,175, TST Fund to \$4,522,000, CERF to \$1,165,000, and CWSS Fund to \$15,426,435. A Resolution to amend the 2024 Budget based on the recommended budget adjustments will be placed on the Council agenda for consideration on March 11, 2024. If you have any questions, please contact me at your convenience.

GENERAL FUND
STATEMENT OF REVENUES & EXPENDITURES

	2023 <u>Actual</u>	2024 <u>Adopted</u>	2024 <u>Midyear</u>	<u>Variance</u>
Revenue Sources				
Property Tax	4,057,300	4,079,000	4,079,000	-
Sales Tax	5,856,858	5,700,000	5,945,000	245,000
2019 Sales Tax	2,092,062	2,100,000	2,100,000	-
Gross Receipts Tax	3,377,034	3,040,000	3,040,000	-
Licenses & Permits	641,096	683,530	683,530	-
Intergovernmental	1,717,892	1,630,000	1,650,000	20,000
Charges for Services	3,688,476	3,360,415	3,510,415	150,000
Fines & Forfeitures	294,544	470,000	470,000	-
Misc. Revenue	<u>1,399,371</u>	<u>1,381,500</u>	<u>1,547,400</u>	<u>165,900</u>
Operating Revenue	23,124,635	22,444,445	23,025,345	580,900
Debt Proceeds	-	1,625,000	1,625,000	-
Transfers	295,788	300,000	300,000	-
Equity Transfer	<u>-</u>	<u>443,470</u>	<u>903,470</u>	<u>460,000</u>
Non-Operating Revenue	295,788	2,368,470	2,828,470	460,000
Total Revenue	<u>23,420,423</u>	<u>24,812,915</u>	<u>25,853,815</u>	<u>1,040,900</u>
Expenditures				
General Administration	1,504,986	1,291,911	1,363,411	71,500
Finance	1,579,167	1,698,528	1,723,528	25,000
Police	5,584,212	6,430,184	6,530,184	100,000
Fire/EMS	4,318,426	4,428,649	4,516,149	87,500
Public Works	2,255,535	2,411,207	2,441,207	30,000
Community Development	783,127	828,796	843,796	15,000
Parks & Recreation	2,260,477	2,493,916	2,515,016	21,100
Non Departmental	<u>949,011</u>	<u>1,048,157</u>	<u>1,260,657</u>	<u>212,500</u>
Operating Expenditures	19,234,941	20,631,348	21,193,948	562,600
Capital	1,208,522	2,310,567	2,788,867	478,300
Debt Requirements	291,550	696,000	696,000	-
2019 Sales Tax Transfer	1,000,000	1,000,000	1,000,000	-
Transfers	<u>409,575</u>	<u>175,000</u>	<u>175,000</u>	<u>-</u>
Total Non-Operating Expenditures	<u>2,909,647</u>	<u>4,181,567</u>	<u>4,659,867</u>	<u>478,300</u>
Total Expenditures	22,144,588	24,812,915	25,853,815	1,040,900
Analysis of Funds Available				
Beginning Funds Available	3,903,493	5,179,328	5,179,328	-
Revenues	23,420,423	24,812,915	25,853,815	1,040,900
Equity Adjustment	<u>-</u>	<u>(443,470)</u>	<u>(903,470)</u>	<u>(460,000)</u>
Net Funds Available	27,323,916	29,548,773	30,129,673	580,900
Expenditures	<u>(22,144,588)</u>	<u>(24,812,915)</u>	<u>(25,853,815)</u>	<u>(1,040,900)</u>
Ending Funds Available	5,179,328	4,735,858	4,275,858	(460,000)
20% Fund Balance Requirement	3,846,988	4,126,270	4,238,790	
Over/(Under)	1,332,340	609,588	37,068	
Revenue Over(Under) Expenditures		-	-	

GENERAL FUND
STATEMENT OF REVENUES & EXPENDITURES

	2023 <u>Actual</u>	2024 <u>Adopted</u>	2024 <u>Midyear</u>	<u>Variance</u>
Revenue Sources				
Property Tax	4,057,300	4,079,000	4,079,000	-
Sales Tax	5,856,858	5,700,000	5,945,000	245,000
2019 Sales Tax	2,092,062	2,100,000	2,100,000	-
Gross Receipts Tax	3,377,034	3,040,000	3,040,000	-
Licenses & Permits	641,096	683,530	683,530	-
Intergovernmental	1,717,892	1,630,000	1,650,000	20,000
Charges for Services	3,688,476	3,360,415	3,510,415	150,000
Fines & Forfeitures	294,544	470,000	470,000	-
Misc. Revenue	<u>1,399,371</u>	<u>1,381,500</u>	<u>1,547,400</u>	<u>165,900</u>
Operating Revenue	23,124,635	22,444,445	23,025,345	580,900
Debt Proceeds	-	1,625,000	1,933,000	308,000
Transfers	295,788	300,000	300,000	-
Equity Transfer	<u>-</u>	<u>443,470</u>	<u>903,470</u>	<u>460,000</u>
Non-Operating Revenue	295,788	2,368,470	3,136,470	768,000
Total Revenue	<u>23,420,423</u>	<u>24,812,915</u>	<u>26,161,815</u>	<u>1,348,900</u>
Expenditures				
General Administration	1,504,986	1,291,911	1,363,411	71,500
Finance	1,579,167	1,698,528	1,723,528	25,000
Police	5,584,212	6,430,184	6,530,184	100,000
Fire/EMS	4,318,426	4,428,649	4,516,149	87,500
Public Works	2,255,535	2,411,207	2,441,207	30,000
Community Development	783,127	828,796	843,796	15,000
Parks & Recreation	2,260,477	2,493,916	2,515,016	21,100
Non Departmental	<u>949,011</u>	<u>1,048,157</u>	<u>1,260,657</u>	<u>212,500</u>
Operating Expenditures	19,234,941	20,631,348	21,193,948	562,600
Capital	1,208,522	2,310,567	3,088,867	778,300
Debt Requirements	291,550	696,000	704,000	8,000
2019 Sales Tax Transfer	1,000,000	1,000,000	1,000,000	-
Transfers	<u>409,575</u>	<u>175,000</u>	<u>175,000</u>	<u>-</u>
Total Non-Operating Expenditures	<u>2,909,647</u>	<u>4,181,567</u>	<u>4,967,867</u>	<u>786,300</u>
Total Expenditures	22,144,588	24,812,915	26,161,815	1,348,900
Analysis of Funds Available				
Beginning Funds Available	3,903,493	5,179,328	5,179,328	-
Revenues	23,420,423	24,812,915	26,161,815	1,348,900
Equity Adjustment	<u>-</u>	<u>(443,470)</u>	<u>(903,470)</u>	<u>(460,000)</u>
Net Funds Available	27,323,916	29,548,773	30,437,673	888,900
Expenditures	<u>(22,144,588)</u>	<u>(24,812,915)</u>	<u>(26,161,815)</u>	<u>(1,348,900)</u>
Ending Funds Available	5,179,328	4,735,858	4,275,858	(460,000)
20% Fund Balance Requirement	3,846,988	4,126,270	4,238,790	
Over/(Under)	1,332,340	609,588	37,068	
Revenue Over(Under) Expenditures		-	-	

Items for Midyear Adjustment							
Fund	Dept	Division	Object		Description		Approved
GENERAL FUND							
101	10	11	420130	Publications	Municode codification		5,500
101	10	11	440610	Contractual	Everbridge public communication		8,000
101	10	11	440330	Public Relations	Update budget amount		5,000
101	10	13	440610	Contractual	Increase for legal contract (\$146,880 to \$183,600 annual CPI)		37,000
101	10	14	440190	Medical Services	Officer wellness evaluations		5,000
101	10	14	440680	Safety/Loss control	Include Cyber liability Ins. In Safety Loss control (associated revenue)		11,000
101	20	23	440610	Contractual	EMS collection (associated revenue increase)		22,000
101	20	24	440240	Voice/Data Comm.	KC Fiber connection		3,000
101	30	31	440610	Contractual	Flock implementation (not billed in FY23)		5,000
101	30	32	410120	Overtime	Overtime		60,000
101	30	33	410120	Overtime	Overtime		30,000
101	30	34	410140	Part Time	Part time admin (fire, add full year for FY25)		17,500
101	30	34	410120	Overtime	Overtime		50,000
101	30	34	430610	Automotive supplies	Fire/EMS fleet repairs		20,000
101	30	37	410120	Overtime	Overtime		5,000
101	40	42	440551	Streetlights maintenance	Unforeseen damages to streetlights have used the annual budget funding		20,000
101	40	42	440541	Traffic Signals	Unforeseen damages to pedestrian poles/heads have used the annual budget funding.		5,000
101	40	43	430740	Heavy Equipment Maint.	Unexpected heavy equipment maintenance		5,000
101	50	51	440160	Contractual	GEBC (home repair)		15,000
101	60	63	420250	Small Tools Supplies	Mowing Equipment for FS #1 & #2		8,500
101	60	63	450110	Building Services	Install Animal Shelter Call Box Raceway		1,100
101	60	63	450120	Janitorial Services	Janitorial Services Monthly Cost Increases from Jan. to June, 2024 (not GCC)		10,000
101	60	63	450150	Trash Collection	Trash/Dumpster Monthly Cost Increases		1,500
101	99	99	410110	Wages & Salaries	Retirement		150,000
101	99	99	440160	Contractual	Consulting (Scott Wingerson)		7,500
101	99	99	440160	Contractual	Time & Attendance (Implementation)		50,000
101	99	99	440990	Misc Services	Unforeseen additional City Hall expenses		5,000
101	30	34	460400	Equipment Capital	Match for heart monitor grant		45,000
101	30	32	460410	Automotive Capital	2 police vehicles ordered in FY23		110,000
101	30	34	460410	Automotive Capital	Increase budget for Ladder Truck (\$550,000 to 800,000 to be split w/ CERF)		125,000
101	30	34	460410	Automotive Capital	Increase for Enterprise lease & add truck		6,750
101	40	42	460410	Automotive Capital	Bucket Truck		180,000
101	40	44	460410	Automotive Capital	Increase for Enterprise lease		1,200
101	50	53	460410	Automotive Capital	Increase for Enterprise lease & add truck		9,150
101	60	61	460410	Automotive Capital	Increase for Enterprise lease		1,200
					Total General Fund		1,040,900
					Re-appropriations from 2023		500,500

COMMUNITY CENTER PARKS SALES TAX FUND
STATEMENT OF REVENUES & EXPENDITURES

	2023 <u>Actual</u>	2024 <u>Adopted</u>	2024 <u>Midyear</u>	<u>Variance</u>
Revenue Sources				
Community Center/Natatorium				
Sales Tax	1,048,534	1,050,000	1,050,000	-
Charges for Services	1,196,662	1,290,250	1,384,250	94,000
Facility Rental	202,670	212,000	213,000	1,000
Intergovernmental	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	<u>-</u>
Total Community Center/Natatorium	2,647,866	2,752,250	2,847,250	95,000
Outdoor Pool				
Charges for Services	285,360	271,000	276,000	5,000
Facility Rental	<u>92,786</u>	<u>72,000</u>	<u>92,000</u>	<u>20,000</u>
Total Outdoor Pool	378,146	343,000	368,000	25,000
Operating Revenue	3,026,012	3,095,250	3,215,250	120,000
Intergovernmental	525,000	525,000	525,000	-
ARPA	1,000,000	500,000	500,000	-
Misc. Revenue	73,303	29,850	32,350	2,500
Transfers in	<u>789,000</u>	<u>785,550</u>	<u>785,550</u>	<u>-</u>
Non-Operating Revenue	2,387,303	1,840,400	1,842,900	2,500
Total Revenue	<u>5,413,316</u>	<u>4,935,650</u>	<u>5,058,150</u>	<u>122,500</u>
Expenditures				
Community Center	1,001,442	939,468	969,268	29,800
Natatorium	848,763	1,028,781	1,111,981	83,200
Outdoor Pool	170,697	191,970	191,970	-
Non-Departmental	<u>141,909</u>	<u>155,578</u>	<u>166,578</u>	<u>11,000</u>
Total Operating Expenditures	2,162,811	2,315,797	2,439,797	124,000
Capital	72,732	100,000	115,100	15,100
Debt Requirements	2,195,173	2,261,000	2,261,000	-
Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Non-Operating Expenditures	2,267,905	2,361,000	2,376,100	15,100
Total Expenditures	<u>4,430,716</u>	<u>4,676,797</u>	<u>4,815,897</u>	<u>139,100</u>
Analysis of Funds Available				
Beginning Funds Available	374,800	1,357,400	1,357,400	-
Revenues	<u>5,413,316</u>	<u>4,935,650</u>	<u>5,058,150</u>	<u>122,500</u>
Net Funds Available	5,788,116	6,293,050	6,415,550	122,500
Expenditures	<u>(4,430,716)</u>	<u>(4,676,797)</u>	<u>(4,815,897)</u>	<u>(139,100)</u>
Ending Funds Available	1,357,400	1,616,253	1,599,653	(16,600)
Revenue Over(Under) Expenditures	982,600	258,853	242,253	

COMMUNITY CENTER PARKS SALES TAX FUND
STATEMENT OF REVENUES & EXPENDITURES

	2023 <u>Actual</u>	2024 <u>Adopted</u>	2024 <u>Midyear</u>	<u>Variance</u>
Revenue Sources				
Community Center/Natatorium				
Sales Tax	1,048,534	1,050,000	1,050,000	-
Charges for Services	1,196,662	1,290,250	1,384,250	94,000
Facility Rental	202,670	212,000	213,000	1,000
Intergovernmental	200,000	200,000	200,000	-
Total Community Center/Natatorium	2,647,866	2,752,250	2,847,250	95,000
Outdoor Pool				
Charges for Services	285,360	271,000	276,000	5,000
Facility Rental	92,786	72,000	92,000	20,000
Total Outdoor Pool	378,146	343,000	368,000	25,000
Operating Revenue	3,026,012	3,095,250	3,215,250	120,000
Intergovernmental	525,000	525,000	525,000	-
ARPA	1,000,000	500,000	500,000	-
Misc. Revenue	73,303	29,850	32,350	2,500
Debt Proceeds	-	-	509,000	509,000
Transfers in	789,000	785,550	785,550	-
Non-Operating Revenue	2,387,303	1,840,400	2,351,900	511,500
Total Revenue	5,413,316	4,935,650	5,567,150	631,500
Expenditures				
Community Center	1,001,442	939,468	969,268	29,800
Natatorium	848,763	1,028,781	1,111,981	83,200
Outdoor Pool	170,697	191,970	191,970	-
Non-Departmental	141,909	155,578	166,578	11,000
Total Operating Expenditures	2,162,811	2,315,797	2,439,797	124,000
Capital	72,732	100,000	615,100	515,100
Debt Requirements	2,195,173	2,261,000	2,270,000	9,000
Total Non-Operating Expenditures	2,267,905	2,361,000	2,885,100	524,100
Total Expenditures	4,430,716	4,676,797	5,324,897	648,100
Analysis of Funds Available				
Beginning Funds Available	374,800	1,357,400	1,357,400	-
Revenues	5,413,316	4,935,650	5,567,150	631,500
Net Funds Available	5,788,116	6,293,050	6,924,550	631,500
Expenditures	(4,430,716)	(4,676,797)	(5,324,897)	(648,100)
Ending Funds Available	1,357,400	1,616,253	1,599,653	(16,600)
Revenue Over(Under) Expenditures	982,600	258,853	242,253	

Items for Midyear Adjustment							
Fund	Dept	Division	Object		Description		Approved
COMMUNITY CENTER							
202	80	82	440390	Artist Payments	Art Sales Commissions		1,600
202	80	82	450110	Buildings	Window treatments		2,000
202	80	82	450110	Buildings	Estimated additional expenses		18,000
202	80	82	450120	Buildings	Increase monthly janitorial service		8,200
202	80	83	450110	Buildings	Estimated additional expenses		75,000
202	80	83	450120	Janitorial Services	Increase monthly janitorial service		8,200
202	99	99	440620	Insurance	Insurance		11,000
202	80	83	460400	Equipment Capital	PY pool painting		15,100
					Total Community Center		139,100

PUBLIC SAFETY SALES TAX FUND
STATEMENT OF REVENUES & EXPENDITURES

	2023 <u>Actual</u>	2024 <u>Adopted</u>	2024 <u>Midyear</u>	<u>Variance</u>
Revenue Sources				
Sales Tax	1,048,506	1,050,000	1,050,000	-
Misc. Revenue & Transfers	<u>34,332</u>	<u>26,000</u>	<u>41,000</u>	<u>15,000</u>
Operating Revenue	1,082,838	1,076,000	1,091,000	15,000
Debt Proceeds	-	-	-	-
Equity Transfer	<u>-</u>	<u>-</u>	<u>245,872</u>	<u>245,872</u>
Total Revenue	<u>1,082,838</u>	<u>1,076,000</u>	<u>1,336,872</u>	<u>275,872</u>
Expenditures				
PSST Law	624,532	753,083	783,083	30,000
Non Departmental	<u>39,412</u>	<u>46,789</u>	<u>46,789</u>	<u>-</u>
Total Non-Operating Expenditures	<u>663,944</u>	<u>799,872</u>	<u>829,872</u>	<u>30,000</u>
Capital	114,700	100,000	400,000	300,000
Debt Requirements	<u>207,474</u>	<u>107,000</u>	<u>107,000</u>	<u>-</u>
Total Non-Operating Expenditures	<u>322,175</u>	<u>207,000</u>	<u>507,000</u>	<u>300,000</u>
Total Expenditures	<u>986,119</u>	<u>1,006,872</u>	<u>1,336,872</u>	<u>330,000</u>

Analysis of Funds Available

Beginning Funds Available	621,287	718,006	718,006
Revenues	1,082,838	1,076,000	1,336,872
Equity Adjustment	<u>-</u>	<u>-</u>	<u>(245,872)</u>
Net Funds Available	1,704,125	1,794,006	1,809,006
Expenditures	<u>(986,119)</u>	<u>(1,006,872)</u>	<u>(1,336,872)</u>
Ending Funds Available	718,006	787,134	472,134

Revenue Over(Under) Expenditures	69,128	-
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Items for Midyear Adjustment							
Fund	Dept	Division	Object		Description		Approved
PUBLIC SAFETY SALES TAX							
203	39	39	410120	Overtime	Overtime		30,000
203	39	39	460410	Automotive Capital	2 police vehicles ordered in FY23		110,000
203	99	99	460400	Equipment Capital	Body Cams (paid out of radio LP)		190,000
					Total Public Safety Sales Tax Fund		330,000

**CAPITAL IMPROVEMENT SALES TAX
STATEMENT OF REVENUES & EXPENDITURES**

	2023 <u>Actual</u>	2024 <u>Adopted</u>	2024 <u>Midyear</u>
Est Funds Available at 7/1/	<u>14,594,574</u>	<u>6,092,848</u>	<u>6,092,848</u>
<u>Budgeted Revenues</u>			
Sales Tax	2,097,069	2,100,000	2,100,000
2019 Sales Tax Transfer	1,000,000	1,000,000	1,000,000
Interest	352,891	30,000	30,000
ARPA	1,359,215	-	1,500,000
Intergovernmental	-	395,000	395,000
Misc. Revenue	2,375	60,000	60,000
Total Budgeted Revenue	<u>4,811,550</u>	<u>3,585,000</u>	<u>5,085,000</u>
<u>Budgeted Expenditures</u>			
Debt Service			
2021 COP	871,144	900,000	900,000
2020 COP (Ends 3/1/40)	133,367	105,000	105,000
2017 Lease Purchase (Ends 6/1/32)	78,952	154,000	154,000
2011 COP - Refi 2017 (Ends 6/1/23)	364,428	-	-
2016 Lease Purchase (Ends 1/22/30)	93,478	97,000	97,000
2015 COP - Refi 2017 (Ends 6/1/26)	692,483	686,000	686,000
2015 COP (Ends 6/1/30)	112,707	153,000	153,000
The Heights - (Ends 7/1/36)	135,603	137,000	137,000
Engineering Transfer	100,000	100,000	100,000
Arts Council	3,100	21,000	21,000
<u>Storm water Projects</u>			
NE 68th St & N. Bellefontaine	222	500,000	500,000
2403 NE 57th Terr. Storm Sewer	-	-	25,000
N Holmes & NE 68th Street Storm Sewer	-	-	25,000
NE 76th Ter Storm Drainage & Parking	750	300,000	300,000
6900 N. Wyandotte Bank Stabilization	3,263	200,000	200,000
NE Brooktree Storm rehab	-	-	30,000
NE 75th Ter Storm Rehab	-	-	90,750
Old Pike Storm Rehab	-	-	75,000
Misc. Storm water Projects	71,613	75,000	75,000
<u>Park Projects</u>			
NE 72nd Tennis Pickleball Court Conversion	-	185,000	185,000
Oak Grove Park Shelters	3,520	-	400,000
Happy Rock Park	454,140	50,000	50,000
Parks Trail Replacement Program	-	75,000	75,000
AJ Farm Improvements	299	25,000	175,000
Dog Park Design	11,470	50,000	50,000
<u>Facility Projects</u>			
Shaping Our Future			
Police Headquarters	9,337,077	3,025,000	4,172,425
Fire Station	833,476	-	-
City Hall (Exterior)	-	300,000	300,000
City Hall (Interior)	277	1,000,000	1,450,000
Downtown Lighting	11,907	-	350,000
			-
Total Budgeted Expenditures	<u>13,313,276</u>	<u>8,138,000</u>	<u>10,881,175</u>
Est Funds Available at 6/30*	<u>6,092,848</u>	<u>1,539,848</u>	<u>296,673</u>

**CAPITAL IMPROVEMENT SALES TAX
STATEMENT OF REVENUES & EXPENDITURES**

	2023 <u>Actual</u>	2024 <u>Adopted</u>	2024 <u>Midyear</u>
Est Funds Available at 7/1/	14,594,574	6,092,848	6,092,848
<u>Budgeted Revenues</u>			
Sales Tax	2,097,069	2,100,000	2,100,000
2019 Sales Tax Transfer	1,000,000	1,000,000	1,000,000
Interest	352,891	30,000	30,000
ARPA	1,359,215	-	1,500,000
Intergovernmental	-	395,000	395,000
Misc. Revenue	2,375	60,000	60,000
Debt Proceeds	-	-	3,055,000
Total Budgeted Revenue	4,811,550	3,585,000	8,140,000
<u>Budgeted Expenditures</u>			
Debt Service			
2024 COP	-	-	55,000
2021 COP	871,144	900,000	900,000
2020 COP (Ends 3/1/40)	133,367	105,000	105,000
2017 Lease Purchase (Ends 6/1/32)	78,952	154,000	154,000
2011 COP - Refi 2017 (Ends 6/1/23)	364,428	-	-
2016 Lease Purchase (Ends 1/22/30)	93,478	97,000	97,000
2015 COP - Refi 2017 (Ends 6/1/26)	692,483	686,000	686,000
2015 COP (Ends 6/1/30)	112,707	153,000	153,000
The Heights - (Ends 7/1/36)	135,603	137,000	137,000
Engineering Transfer	100,000	100,000	100,000
Arts Council	3,100	21,000	21,000
<u>Storm water Projects</u>			
NE 68th St & N. Bellefontaine	222	500,000	500,000
2403 NE 57th Terr. Storm Sewer	-	-	25,000
N Holmes & NE 68th Street Storm Sewer	-	-	25,000
NE 76th Ter Storm Drainage & Parking	750	300,000	300,000
6900 N. Wyandotte Bank Stabilization	3,263	200,000	200,000
NE Brooktree Storm rehab	-	-	30,000
NE 75th Ter Storm Rehab	-	-	90,750
Old Pike Storm Rehab	-	-	75,000
Misc. Storm water Projects	71,613	75,000	75,000
<u>Park Projects</u>			
NE 72nd Tennis Pickleball Court Conversion	-	185,000	185,000
Oak Grove Park Shelters	3,520	-	400,000
Happy Rock Park	454,140	50,000	50,000
Parks Trail Replacement Program	-	75,000	75,000
AJ Farm Improvements	299	25,000	175,000
Flora Park	-	-	250,000
Dog Park Design	11,470	50,000	50,000
<u>Facility Projects</u>			
Shaping Our Future			
Police Headquarters	9,337,077	3,025,000	4,172,425
Fire Station	833,476	-	-
City Hall (Exterior)	-	300,000	300,000
City Hall (Interior)	277	1,000,000	1,450,000
Downtown Lighting	11,907	-	350,000
			-
Total Budgeted Expenditures	13,313,276	8,138,000	11,186,175
Est Funds Available at 6/30*	6,092,848	1,539,848	3,046,673

TRANSPORTATION SALES TAX FUND
STATEMENT OF REVENUES & EXPENDITURES

	2023 <u>Actual</u>	2024 <u>Adopted</u>	2024 <u>Midyear</u>
Est Funds Available at 7/1	\$ 8,673	\$ 600,039	\$ 600,039
<u>Budgeted Revenues</u>			
Sales Tax	2,097,069	2,100,000	2,100,000
Interest	20,239	15,000	15,000
Transfer from GF-Prop Tax (sidewalks)	150,000	150,000	150,000
Special Road District Funds	350,000	350,000	350,000
ARPA Funds	1,200,575	-	-
Misc. Revenue	5,000	-	-
Intergovernmental	62,864	475,000	475,000
Total Budgeted Revenue	<u>3,885,747</u>	<u>3,090,000</u>	<u>3,090,000</u>
<u>Budgeted Expenditures</u>			
Debt Service			
2020 COP (Ends 3/1/34)	50,000	35,000	35,000
2017 Lease Purchase (Ends 6/1/32)	35,065	256,000	256,000
2011 COP - Refinanced 2017 (Ends 6/1/23)	137,621	-	-
2015 COP (Ends 6/1/30)	33,667	46,000	46,000
2015 COP - Refinanced 2017 (Ends 6/1/26)	100,000	100,000	100,000
2010 GO (Ends 3/1/23)	204,600	-	-
The Heights - (Ends 7/1/36)	114,740	116,000	116,000
Engineering Transfer	100,000	100,000	100,000
Local Transit	86,132	100,000	100,000
<u>Road Projects*</u>			
Street Mill & Overlay Program	1,512,253	500,000	500,000
Intermediate Maintenance	17,524	197,000	197,000
City Intermediate Maintenance	-	20,000	20,000
Road District Project - TBD	-	350,000	350,000
N. Oak Design - NE 69th to NE 72nd	48,493	260,000	260,000
76th Street	70,773	-	-
73rd & M-1	2,640	-	-
<u>Sidewalk/Trail Projects*</u>			
Curb, Gutter, Sidewalk Replacement	744,435	200,000	550,000
ADA/Curb cut Sidewalks	-	50,000	50,000
Traffic/Ped Signal Upgrades	-	50,000	50,000
Rock Creek Greenway Trail	6,820	-	-
Linden Connector Trail	26,607	700,000	700,000
Vivion Road Trail - N. Mulberry to N. Bellevi	3,011	10,000	10,000
Total Budgeted Expenditures	<u>3,294,381</u>	<u>3,090,000</u>	<u>3,440,000</u>
Est Funds Available at 6/30	<u>\$ 600,039</u>	<u>\$ 600,039</u>	<u>\$ 250,039</u>

TRANSPORTATION SALES TAX FUND
STATEMENT OF REVENUES & EXPENDITURES

	2023 <u>Actual</u>	2024 <u>Adopted</u>	2024 <u>Midyear</u>
Est Funds Available at 7/1	\$ 8,673	\$ 600,039	\$ 600,039
<u>Budgeted Revenues</u>			
Sales Tax	2,097,069	2,100,000	2,100,000
Interest	20,239	15,000	15,000
Transfer from GF-Prop Tax (sidewalks)	150,000	150,000	150,000
Special Road District Funds	350,000	350,000	350,000
ARPA Funds	1,200,575	-	-
Misc. Revenue	5,000	-	-
Intergovernmental	62,864	475,000	475,000
Debt Proceeds	-	-	4,482,000
Total Budgeted Revenue	<u>3,885,747</u>	<u>3,090,000</u>	<u>7,572,000</u>
<u>Budgeted Expenditures</u>			
Debt Service			
2024 COP	-	-	82,000
2020 COP (Ends 3/1/34)	50,000	35,000	35,000
2017 Lease Purchase (Ends 6/1/32)	35,065	256,000	256,000
2011 COP - Refinanced 2017 (Ends 6/1/23)	137,621	-	-
2015 COP (Ends 6/1/30)	33,667	46,000	46,000
2015 COP - Refinanced 2017 (Ends 6/1/26)	100,000	100,000	100,000
2010 GO (Ends 3/1/23)	204,600	-	-
The Heights - (Ends 7/1/36)	114,740	116,000	116,000
Engineering Transfer	100,000	100,000	100,000
Local Transit	86,132	100,000	100,000
<u>Road Projects*</u>			
Street Mill & Overlay Program	1,512,253	500,000	500,000
Intermediate Maintenance	17,524	197,000	197,000
City Intermediate Maintenance	-	20,000	20,000
Road District Project - TBD	-	350,000	350,000
N. Oak Design - NE 69th to NE 72nd	48,493	260,000	1,260,000
76th Street	70,773	-	-
73rd & M-1	2,640	-	-
<u>Sidewalk/Trail Projects*</u>			
Curb, Gutter, Sidewalk Replacement	744,435	200,000	550,000
ADA/Curb cut Sidewalks	-	50,000	50,000
Traffic/Ped Signal Upgrades	-	50,000	50,000
Rock Creek Greenway Trail	6,820	-	-
Linden Connector Trail	26,607	700,000	700,000
Vivion Road Trail - N. Mulberry to N. Bellevu	3,011	10,000	10,000
Total Budgeted Expenditures	<u>3,294,381</u>	<u>3,090,000</u>	<u>4,522,000</u>
Est Funds Available at 6/30	<u>\$ 600,039</u>	<u>\$ 600,039</u>	<u>\$ 3,650,039</u>

COMBINED WATERWORKS & SEWER SYSTEM FUND
STATEMENT OF REVENUES & EXPENDITURES

	2023 <u>Actual</u>	2024 <u>Adopted</u>	2024 <u>Midyear</u>	<u>Variance</u>
Revenue Sources				
Water	4,434,337	4,516,677	4,516,677	-
Sanitation	7,857,938	8,276,925	8,276,925	-
Intergovernmental	796,906	-	275,000	275,000
Misc. Revenue	211,470	166,833	197,833	31,000
Operating Revenue	13,300,651	12,960,435	13,266,435	306,000
Debt Proceeds	-	900,000	15,160,000	14,260,000
Equity Transfer	-	-	-	-
Non-Operating Revenue	-	900,000	15,160,000	14,260,000
Total Revenue	13,300,651	13,860,435	28,426,435	14,566,000
Expenditures				
Water Production	1,479,229	1,513,222	1,513,222	-
Water Operations & Maintenance	852,786	1,201,466	1,209,466	8,000
Sewer Collection	422,445	488,451	488,451	-
Non Departmental	7,480,399	7,853,729	7,898,729	45,000
Operating Expenditures	10,234,860	11,056,868	11,109,868	53,000
Capital & Supplemental	1,881,951	2,215,567	3,468,567	1,253,000
Debt Requirements	1,595,693	538,000	798,000	260,000
Transfers	50,000	50,000	50,000	-
Total Non-Operating Expenditures	3,527,644	2,803,567	4,316,567	1,513,000
Total Expenditures	13,762,505	13,860,435	15,426,435	1,566,000
Analysis of Funds Available				
Beginning Funds Available	3,849,889	3,388,035	3,388,035	
Revenues	13,300,651	13,860,435	28,426,435	
Equity Adjustment	-	-	-	
Net Funds Available	17,150,540	17,248,470	31,814,470	
Expenditures	(13,762,505)	(13,860,435)	(15,426,435)	
Ending Funds Available	3,388,035	3,388,035	16,388,035	
20% Fund Balance		2,211,374	2,221,974	
Over/(Under)		1,176,662	14,166,062	
Revenue Over(Under) Expenditures		-	13,000,000	

RESOLUTION NO. R-24-16

A RESOLUTION AMENDING OR REVISING THE 2024 GENERAL FUND, COMMUNITY CENTER AND PARKS SALES TAX FUND, PUBLIC SAFETY SALES TAX FUND, CAPITAL IMPROVEMENT SALES TAX FUND, TRANSPORTATION SALES TAX FUND, CAPITAL EQUIPMENT REPLACEMENT FUND, AND COMBINED WATERWORKS AND SEWER SYSTEM FUND FOR THE CITY OF GLADSTONE, MISSOURI, AND AUTHORIZING EXPENDITURES OF FUNDS.

WHEREAS, The Council of the City of Gladstone, Missouri has determined the need for additional appropriations in the above referenced funds.

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

THAT, the General Fund, Community Center Parks Sales Tax Fund, Public Safety Sales Tax Fund, Capital Improvement Sales Tax Fund, Transpiration Sales Tax Fund, Capital Equipment Replacement Fund, and Combined Waterworks & Sewer System Fund be adopted or amended as set forth below:

	FY23 BUDGET RESOLUTION NO. R-23-24	REVISING BUDGET RESOLUTION NO. R-24-XX	INCREASE (DECREASE)
<u>General Fund Expenditures</u>	\$24,812,915	\$26,161,815	\$1,348,900
<u>Community Center Parks Sales Tax Expenditures</u>	\$4,676,797	\$5,324,897	\$648,100
<u>Public Safety Sales Tax Fund Expenditures</u>	\$1,006,872	\$1,336,872	\$330,000
<u>Capital Improvement Sales Tax Expenditures</u>	\$8,138,000	\$11,186,175	\$3,048,175
<u>Transportation Sales Tax Expenditures</u>	\$3,090,000	\$4,522,000	\$1,432,000
<u>Capital Equipment Replacement Expenditures</u>	\$665,000	\$1,165,000	\$500,000
<u>Combined Water & Sewerage SystemExpenditures</u>	\$13,860,435	\$15,426,435	\$1,566,000

THAT, the City Manager of the City of Gladstone, Missouri is hereby authorized to expend the amounts as shown in the Revised Budgets.

INTRODUCED, READ, PASSED, AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 11TH DAY OF MARCH 2024.

Jean B. Moore, Mayor

ATTEST:

Becky Jarrett, Deputy City Clerk



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 2/23/2024

Department: Finance

Meeting Date Requested: 3/11/2024

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

Subject: Semi-annual Financial Statement

Background: Cities are required by the Missouri Revised Statutes to publish a semi-annual financial statement along with a schedule of indebtedness. The amounts in the financial statement are not audited, nor final, but a “snapshot” at a period of time when the information is pulled from the financial software.

Budget Discussion: N/A.

Public/Board/Staff Input: The presentation of the financial statement is broken down into fund types, General Fund, Enterprise Funds (Water and Sewer Fund), and Special Revenue Funds (all other funds except General or Enterprise). Total expenditures exceed total receipts due to projects that have been funded by lease purchases in previous years (2021 COP). The indebtedness of the city is listed by the type of financing. Staff is seeking the approval of the financial statement from the Council before the financial statement is published.

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

Dominic Accurso
Department Director/Administrator

JM
City Attorney

BB
City Manager

City of Gladstone, Missouri
Statement of Receipts and Expenditures
For the Six Months Ended December 31, 2023 (unaudited)

	General	Special	Enterprise
	<u>Fund</u>	Revenue	
Receipts		<u>Funds</u>	<u>Fund</u>
Taxes	\$ 5,995,522	3,210,477	-
Licenses & Permits	536,511	-	-
Intergovernmental Revenue	935,452	14,647	-
Charges for Services	1,773,847	738,446	6,516,324
Fines & Forfeitures	163,263	2,515	-
Misc. Revenue	769,544	415,552	71,752
Debt Proceeds	1,606,666	-	893,334
Transfers	300,000	1,481,000	-
Total Receipts	\$ <u>25,424,852</u>		
Expenditures			
Personnel	\$ 7,049,751	955,152	681,976
Supplies	523,677	88,272	327,448
Services	2,007,352	956,722	4,151,667
Capital	1,454,547	6,207,223	1,511,878
Debt	301,137	1,791,772	391,130
Transfers	645,000	1,086,000	50,000
Total Expenditures	\$ <u>30,180,704</u>		

The Statement of Receipts and Expenditures does not take into account the use of lease purchase proceeds or fund balance from previous periods to fund expenditures. All funds continue to have a positive fund balance.

Indebtedness of the City

Certificates of Participation (COP)	\$ 31,400,000
Lease Purchase	<u>14,222,567</u>
	<u>\$ 45,622,567</u>

This statement was prepared from recorded receipts and expenditures as shown on the books and records for the City of Gladstone, Missouri, and in compliance with Missouri Revised Statutes, Sec. 77.110. This statement is true and correct to the best of my knowledge.

Jean B. Moore, Mayor

Date



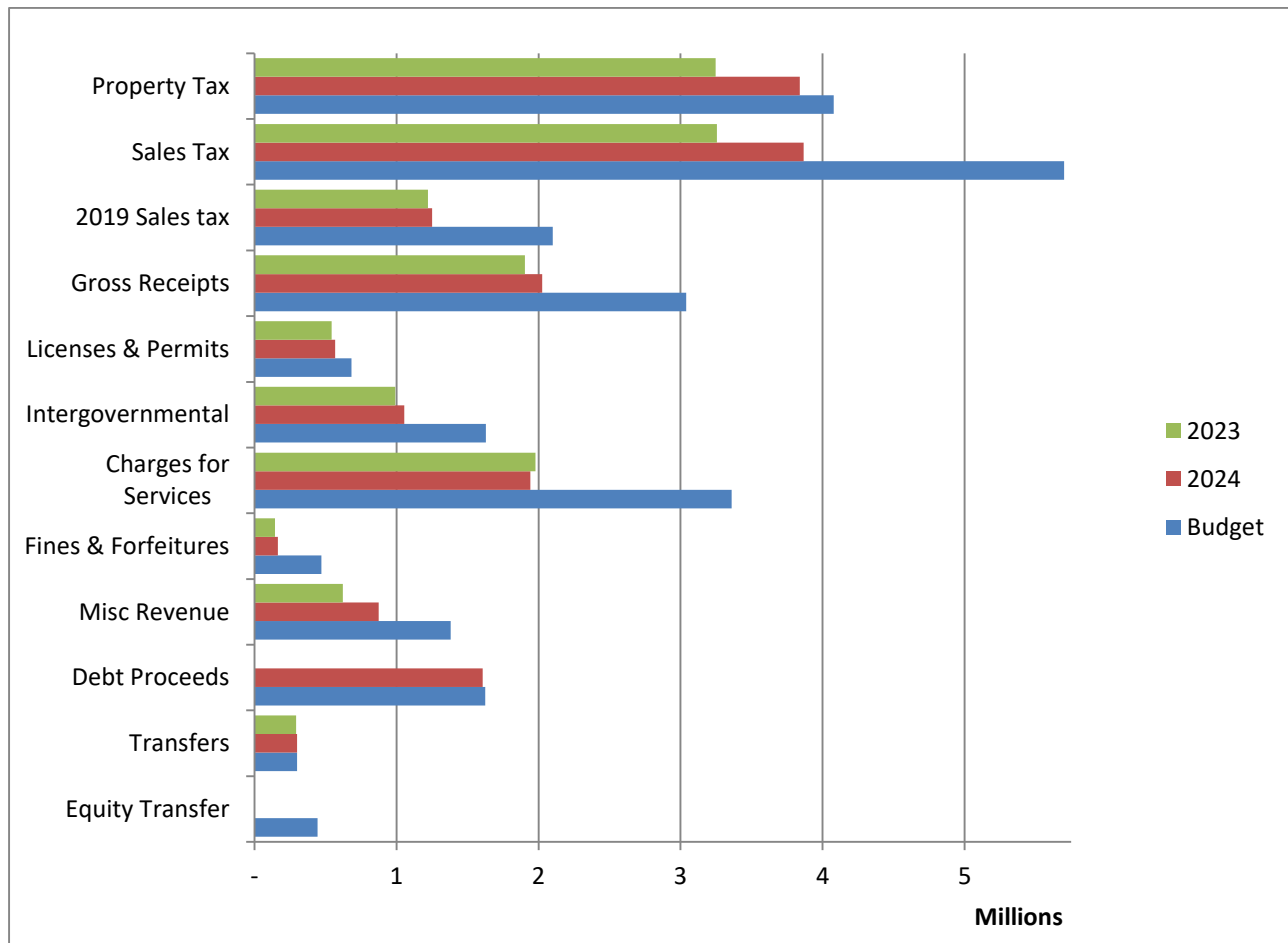
CITY OF GLADSTONE MISSOURI

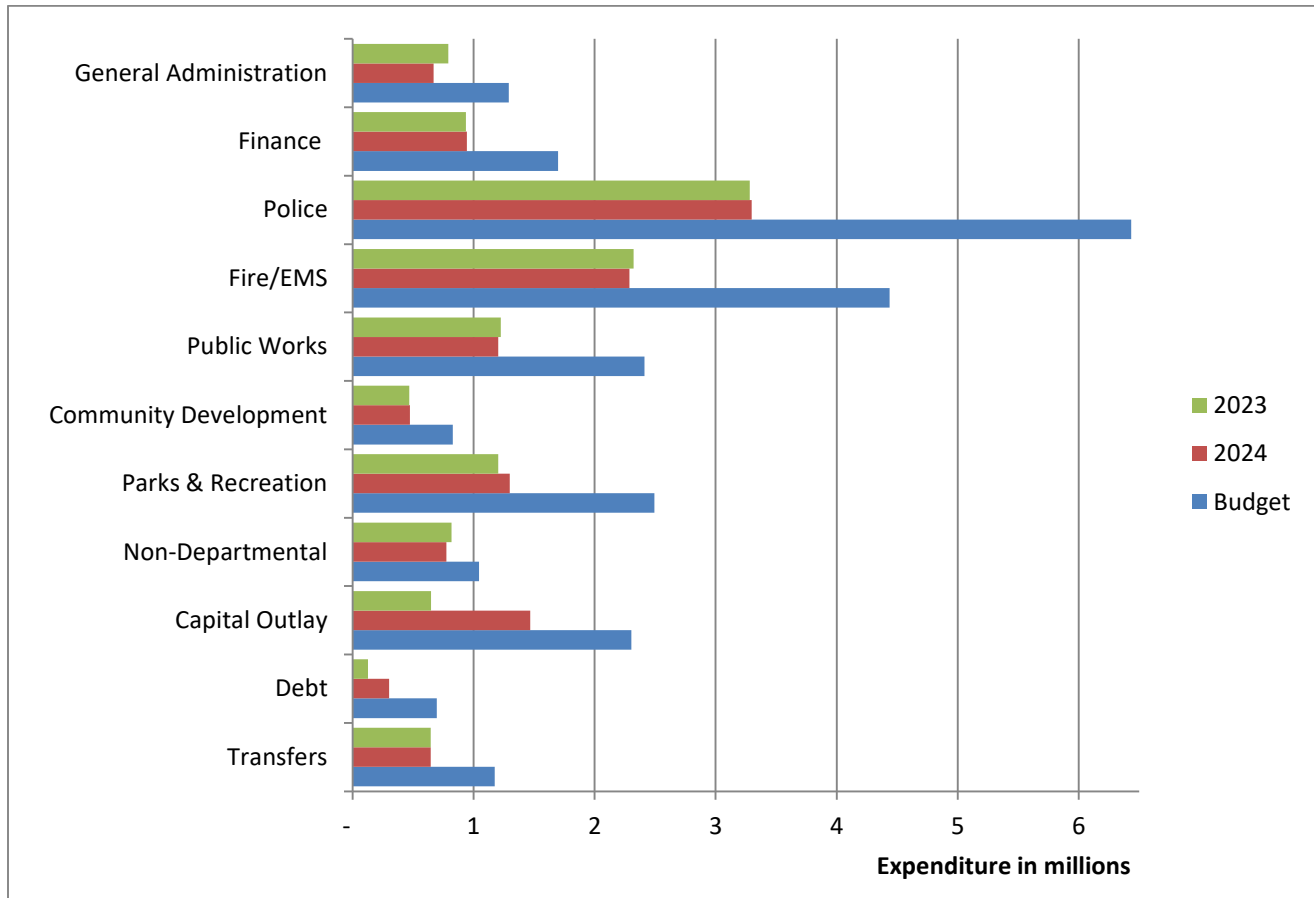
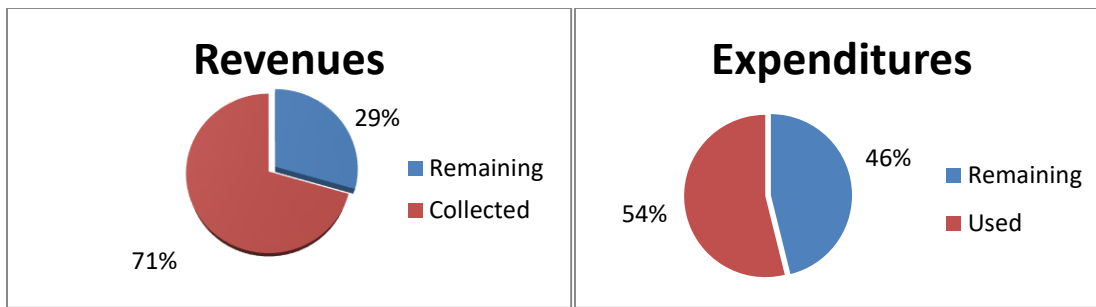
Financial Report for 7 Months Ending
January 31, 2024

GENERAL FUND

General Fund Revenues

Total revenues for the General Fund through 7 months or 58% of this fiscal year are \$17,493,676 compared to total budgeted revenues for the year of \$24,812,915 or 71% of budgeted revenue (\$15,887,010 or 69% without debt proceeds or \$1,686,114 over prior year). Property tax revenue is \$3,840,617. Sales tax on a cash basis is \$3,867,589 or \$611,613 (19%) more than last year due to increases from use tax. The 2019 sales tax (1/2 cent sales tax passed in 2019) is \$1,250,110, an increase of 2%. Gross receipts taxes are \$2,025,661, an increase of \$120,996 or 6%. License and Permit revenues are \$568,070, 5% or \$25,224 more than FY23 due to business license renewals and building permits. Intergovernmental revenue is \$1,053,280 or \$60,949 (6%) over the previous year due to increased receipts from the state gas tax. Charges for Services are \$1,941,957 a decrease of 2% or \$35,582 compared to the previous year. Fines and Forfeitures have increased from the same time last year to \$165,366 or 14%. Miscellaneous Revenue is \$874,360, an increase of \$252,616 due to interest income. Debt proceeds for the General Fund are \$1,606,666. Transfers into the fund are \$300,000. An equity transfer of \$443,470 is budgeted for the 2024 fiscal year.

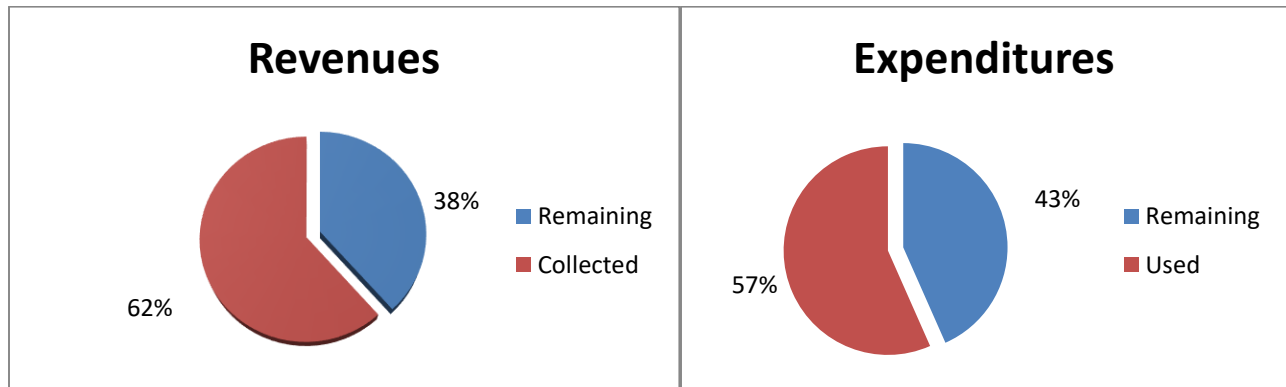
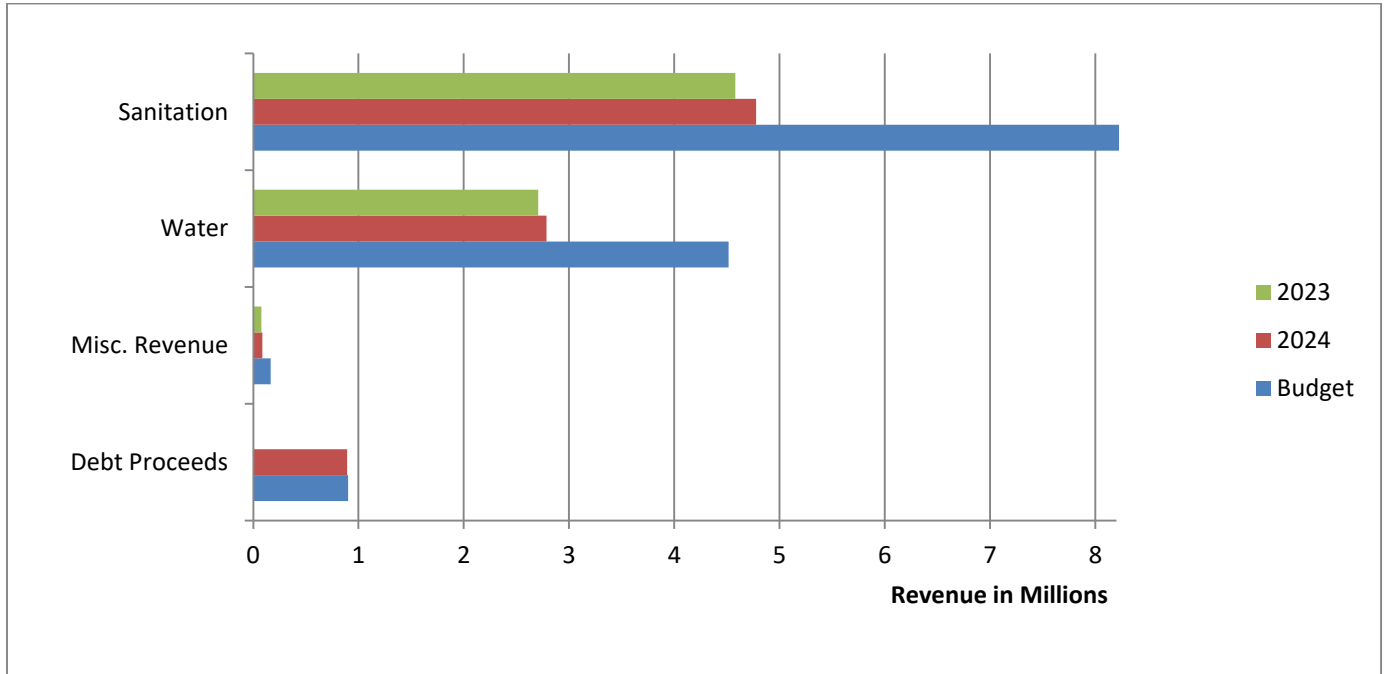




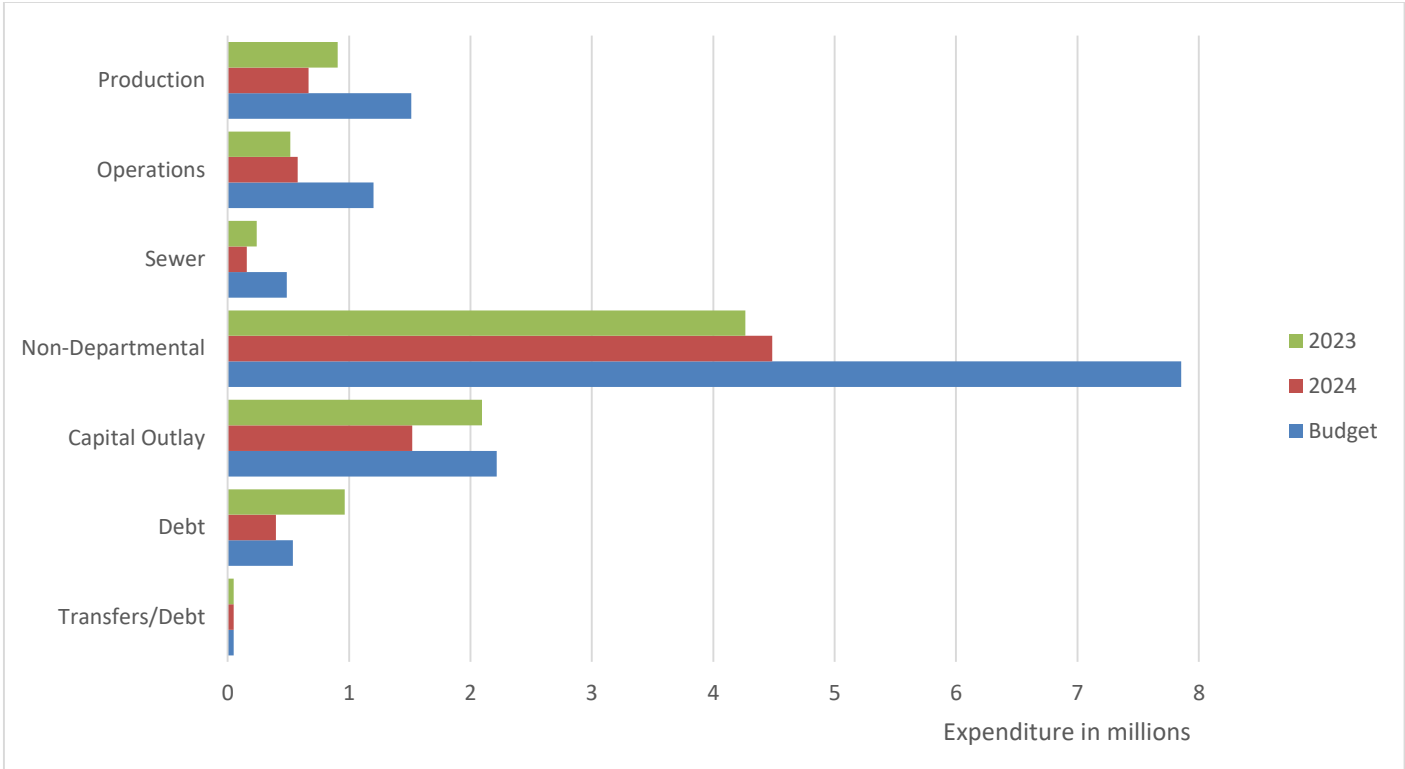
Expenditures through 7 months or 58% of this fiscal year amounted to \$13,367,353 or 54% of FY24 budgeted expenditures of \$24,812,915. This indicates that actual expenditures are 7% or \$898,325 more than last year's expenditures of \$12,469,028. General Administration expenditures are \$670,954, a decrease of \$120,235 or 15% due to changes in personnel. Finance expenditures have increased \$6,646 to \$943,528 due to changes in personnel. Police expenditures are \$3,297,808, an increase of \$15,191. Fire/EMS expenditures have decreased 2% to \$2,286,697 due to vehicle maintenance and personnel changes. Public Works expenditures are \$1,204,178 or 2% less than the prior year. Community Development expenditures are \$474,433 and are comparable to the previous year. Parks & Recreation expenditures are \$1,299,995, an increase of \$97,403 (8%) from the same time last year due to senior activities. Non-Departmental expenditures are \$774,784, a decrease of \$42,635 due to the reallocation of cyber security insurance to the HR safety/loss control line item and completion of the comprehensive plan during the previous year. Capital Outlay is \$1,468,839. Payments for debt have increased by \$174,409 to \$301,137 due to 2024 lease purchase. Transfers from the General Fund are \$645,000 (same as previous year). Current revenues exceed current expenditures in the amount of \$4,126,323 (due to the receipt of property tax and lease proceeds).

COMBINED WATER AND SEWERAGE SYSTEM FUND

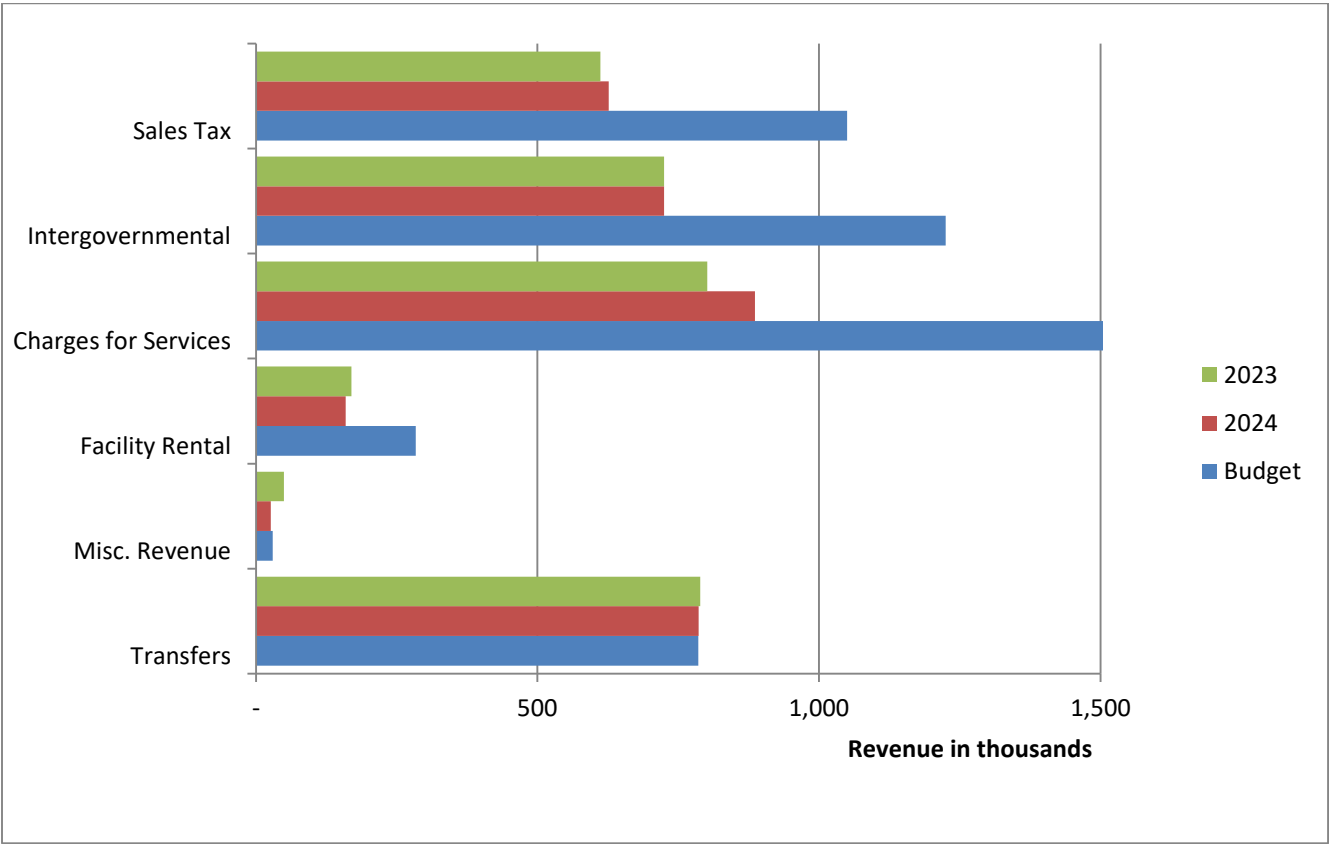
Total budgeted revenues for the fiscal year are \$13,860,435. Total revenues through 7 months or 58% of this fiscal year, amounted to \$8,541,257 or 62% of FY24 budgeted revenues (59% excluding debt proceeds). Increases in both sanitation and water revenues are due to increased water and sewer rates. Debt proceeds of \$893,334 were received for the 2024 equipment lease purchases.

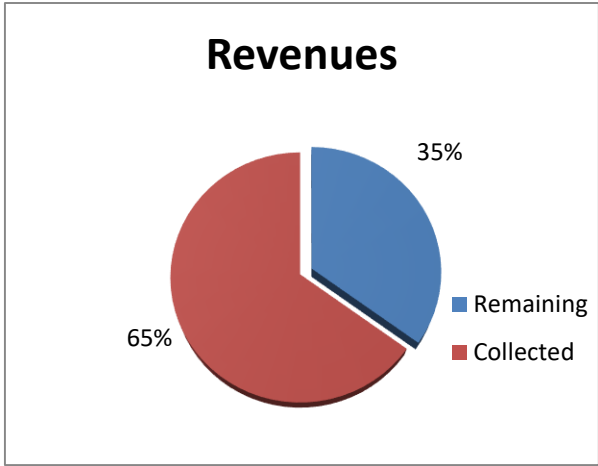


Total budgeted expenditures for the fiscal year are \$13,860,435. Total expenditures through 7 months or 58% of this fiscal year amounted to \$7,848,738 or 57% of FY24 budgeted expenditures. Production expenditures are \$665,579, a decrease of \$240,172 from the previous year due to the repair to the secondary basin (FY23). Operations division expenditures are \$575,605, an increase of \$60,000 due to the changes in personnel. Sewer division expenditures have decreased \$80,381 to \$157,798 due to timing of sewer line maintenance. Non-departmental expenditures are \$4,484,767, an increase of \$220,219 due to increased sewer charges for sewage treatment. Capital outlay is \$1,518,874. Payments for debt is \$396,115, a decrease of \$568,802 due to debt falling off the debt schedule. Current revenues exceed current expenditures by \$692,519 (without debt proceeds, expenditures exceed revenue by \$200,815).

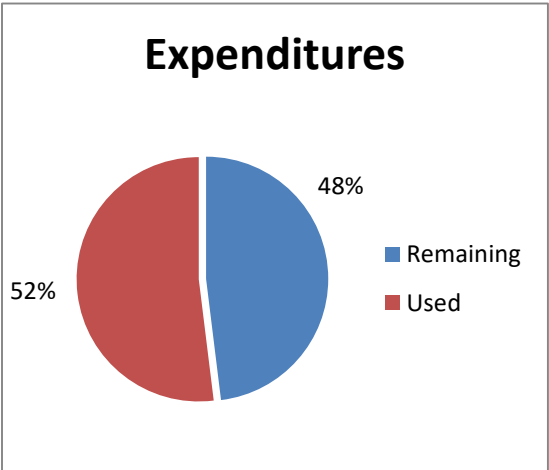
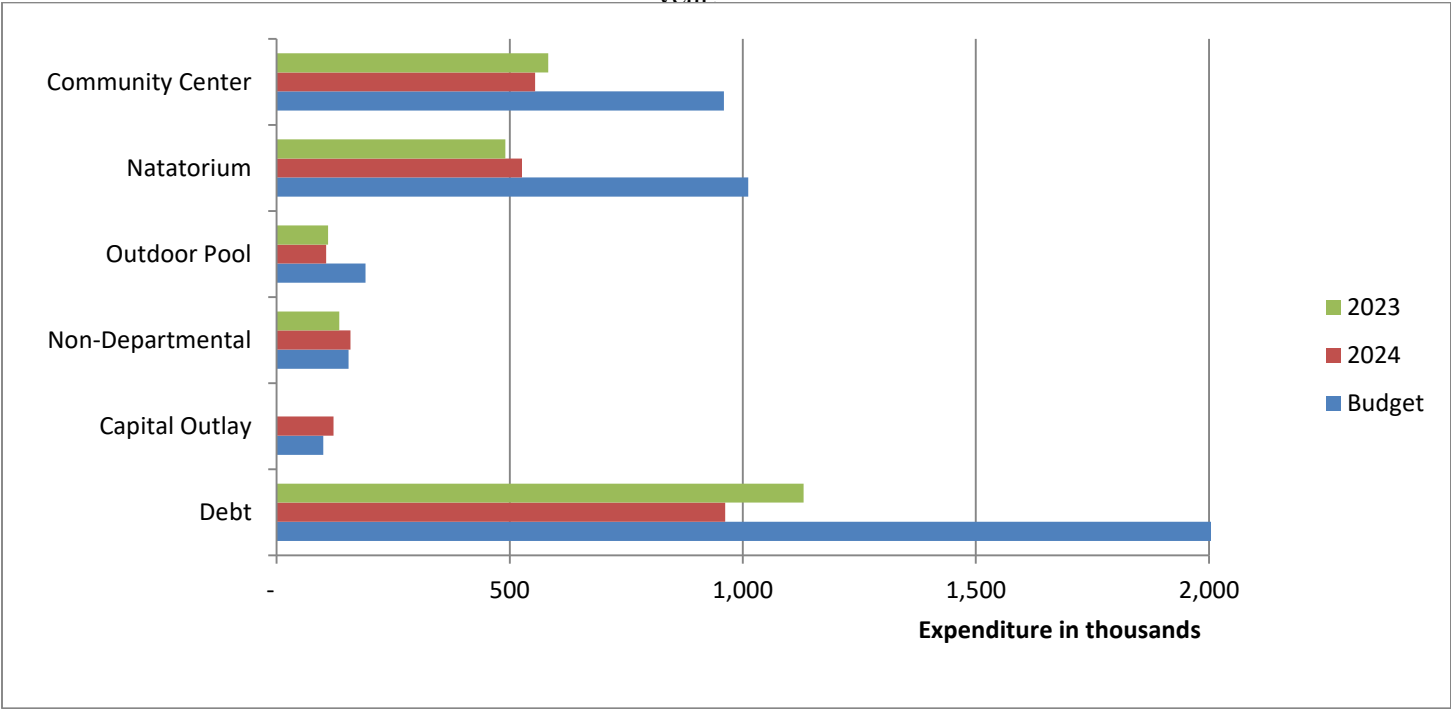


COMMUNITY CENTER AND PARKS TAX FUND



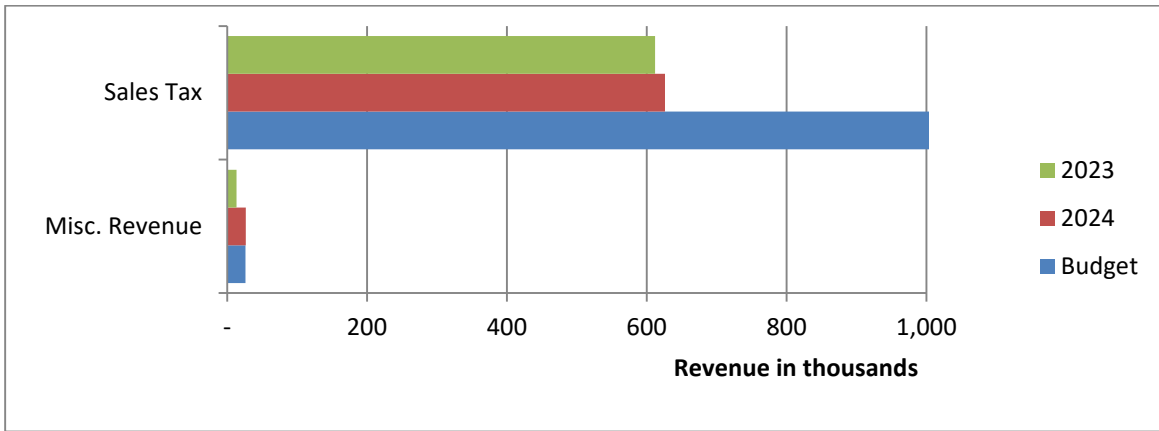


Total budgeted revenues for the fiscal year are \$4,935,650. Total revenues through 7 months or 58% of this fiscal year, amounted to \$3,208,812 or 65% of FY24 budgeted revenues. Sales tax received is \$626,269, an increase of \$14,585 (2%) from the previous year. Intergovernmental revenue consists of a charge to the North Kansas City School District for the Natatorium \$725,000 and \$500,000 in ARPA funding (ARPA funding will be added at yearend). Charges for Services are \$886,070, an increase of \$84,317 (11%). Revenue from facility rental is \$159,048, a decrease of 6%. Miscellaneous revenue is \$26,425. Transfers to the fund are \$786,000. There is no equity transfer budgeted for the fiscal year

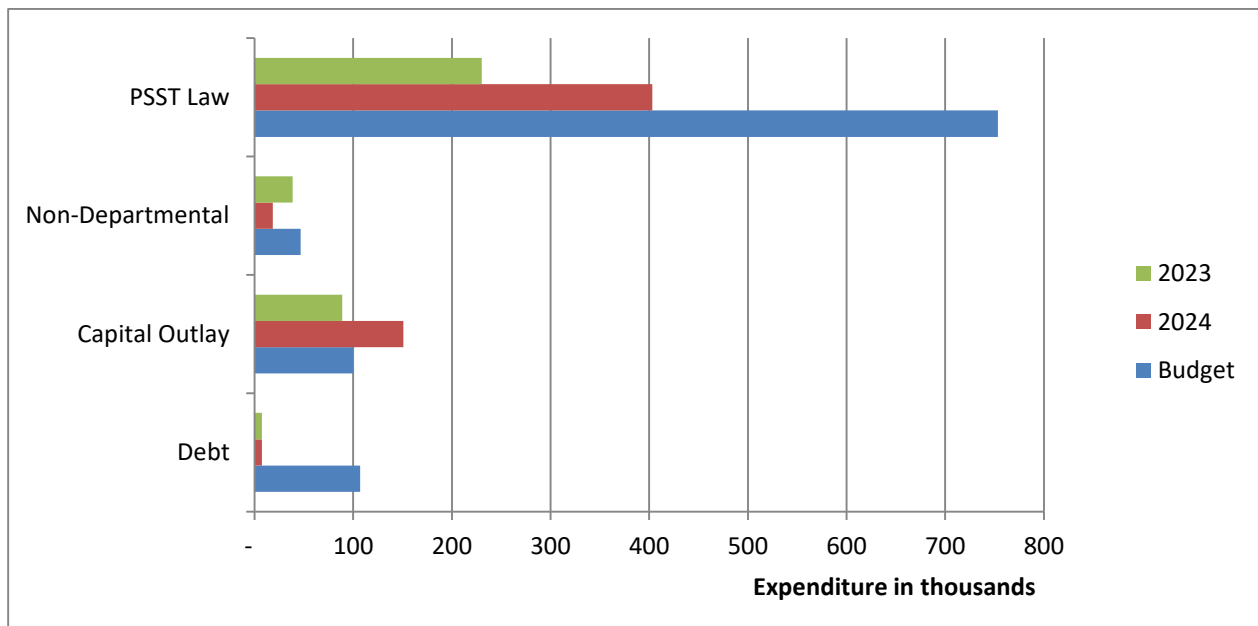
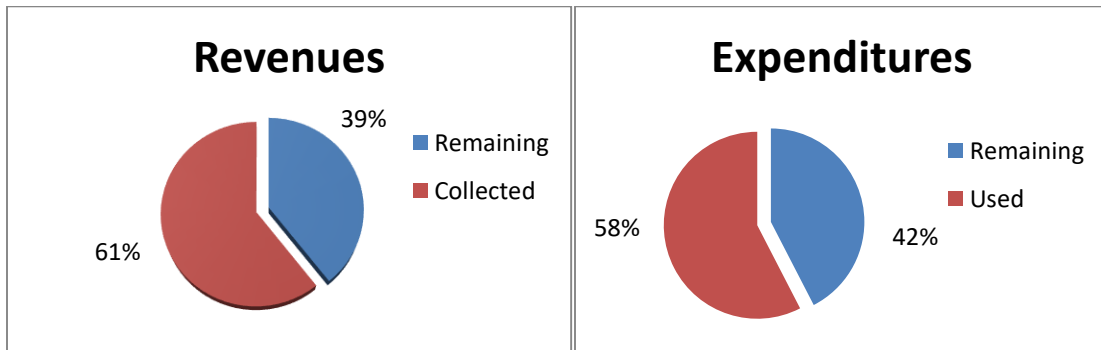


Total budgeted expenditures for the fiscal year are \$4,676,797. Total expenditures through 7 months or 58% of this fiscal year amounted to \$2,429,728 or 52% of FY24 budgeted expenditures. Community Center expenditures are \$554,357, or 5% less than the previous year due to decreases in building maintenance. Natatorium expenditures are \$526,148, or 7% more than the previous year due to changes in personnel. Outdoor Pool expenditures are \$106,125, a decrease of 4% from last year. Non-departmental expenditures have increased 18% to \$158,569, due to increases in property and liability insurance. Capital outlay is \$122,190. Payment for debt is \$962,339. Current expenditures exceed current revenues by \$779,084.

PUBLIC SAFETY SALES TAX FUND



Total budgeted revenues for the fiscal year are \$1,076,000. Total revenues through 7 months or 58% of this fiscal year amounted to \$652,727 or 61% of FY24 budgeted revenues. Sales tax on a cash basis is \$626,258, or an increase of \$14,584 (2%). Miscellaneous revenue is \$26,469. An equity transfer for the PSST Fund is not budgeted, at this time.



Total budgeted expenditures for the fiscal year are \$1,006,872. Total expenditures through 7 months or 58% of this fiscal year are \$579,751 or 58% of the FY24 budgeted expenditures. Law division is \$403,241, an increase of \$173,118 from the same time last year due to filled positions. Non-Departmental is \$18,410, compared to \$35,959 during the previous year (difference is due to previous year's timing of equipment maintenance expenditures). Capital outlay is \$150,662 (purchase of body cameras will be added at midyear). Payment for debt is \$7,438, comparable to the previous year. Current revenue over expense for the fund is \$72,976.

Respectfully submitted,

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

Dominic Accurso
Director of Finance



Request for Council Action

RES ☐ # City Clerk Only

BILL ☒ # 24-10

ORD ☒ # 4.665

Date: 3/4/2024

Department: Community Development

Meeting Date Requested: 3/11/2024

Public Hearing: Yes ☒ Date: 2/12/2024

Subject: A Turning Point – Special Use Permit for One (1) Year

Background:

On Monday, February 12th, 2024, the Gladstone City Council directed City Staff to edit the Special Use Permit Ordinance to be for one (1) year instead of three (3) years as well as continue to hold community meetings every other month instead of quarterly. These changes have been reflected in the updated Ordinance. This Ordinance will be placed on the Monday, March 11th City Council agenda for consideration.

The applicant is requesting a three (3) year Special Use Permit to operate a social services organization at 1900 & 1904 NE Englewood Road. The need for a Special Use Permit at this location is because A Turning Point is operating a social services organization in a R-1 Single-Family zoning district. For comparison, Synergy Services and the Northland Shepherd's Center are located in commercial zoning districts along commercial corridors adjacent to North Oak Trafficway and NE Antioch Road.

In 2023, A Turning Point was granted a one (1) year Special Use Permit by the Gladstone City Council.

The applicant has requested to edit the following conditions:

- Condition #4 – Allow for the repurposed space in the southeast wing of the recreation center (gymnasium building) to be used for individuals to eat, meet privately with social workers/mental health counselors, and store supplies.
- Condition #15 - Facilitate community meetings quarterly instead of every other month.

City Staff finds these edits reasonable and is agreeable to them.

In summary, A Turning Point provides the following services:

- Food Pantry
- Wardrobe Clothes Closet
- Education Academy
- Idemia (New) – Fingerprinting & background check services
- Institute Program (New) – Skilled trades and workforce development

- Community Meals
- Day Center Services
- Community Meetings
- Support Groups
- Job training programs
- Gymnasium

Cathy McIntire, Executive Director of A Turning Point has submitted an updated and detailed narrative further explaining the organization and the services they provide. That document can be found in your packet

Luther Salonen, Holy Cross Lutheran Church spoke during the Planning Commission public hearing. He also submitted a letter from church leadership with example encounters and pictures from their experience while being located across the street from A Turning Point. These documents can be found in your packet.

Budget Discussion: N/A.

Public/Board/Staff Input:

Public: Luther Salonen, Holy Cross Lutheran Church spoke during the public hearing. He also submitted a letter from church leadership with example encounters and pictures from their experience with being located across the street from A Turning Point.

Board: Unanimously approved the Special Use Permit (11 Yes – 0 No)

Staff: City Staff recommends approval.

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

Austin Greer
Department Director/Administrator

JM
City Attorney

BB
City Manager



Community Development Department

Staff Report

Date: 1/4/2024

File #:

Requested Action: Special Use Permit

Date of PC Consideration: 1/16/2024

Date of Council Consideration: 2/12/2024

Applicant: Cathy McIntire, Executive Director

Owner: A Turning Point

Address of Property: 1900 & 1904 NE Englewood Road, Gladstone, MO 64118

Planning Information

- Current Zoning: R-1 Single Family Dwelling Unit
- Zoning History: R-1 Single Family Dwelling Unit
- Planned Land Use: R-1 Single Family Dwelling Unit
- Surrounding Uses: R-1 Single Family Dwelling Unit
- Applicable Regulations: Zoning and Subdivision Ordinance and Comprehensive Plan

Additional Information

- Public Utility Availability: Existing
- Ingress/Egress: N. Woodland Avenue; NE Englewood Rd. (Private Drive)
- Traffic Impacts: None
- Parking Provided: 128 parking spaces
- Existing Signage: Monument signage along NE Englewood Rd.

Analysis

On Monday, February 12th, 2024, the Gladstone City Council directed City Staff to edit the Special Use Permit Ordinance to be for one (1) year instead of three (3) years as well as continue to hold community meetings every other month instead of quarterly. These changes have been reflected in the updated ordinance. This ordinance will be placed on the Monday, March 11th City Council agenda for consideration.

The applicant is requesting a three (3) year Special Use Permit to operate a social services organization at 1900 & 1904 NE Englewood Road. The need for a Special Use Permit at this location is because A Turning Point is operating a social services organization in a R-1 Single-Family zoning district. For comparison, Synergy Services and the Northland Shepherd's Center

are located in commercial zoning districts along commercial corridors adjacent to North Oak Trafficway and NE Antioch Road.

In 2023, A Turning Point was granted a one (1) year Special Use Permit by the Gladstone City Council.

The applicant has requested to edit the following conditions:

- Condition #4 – Allow for the repurposed space in the southeast wing of the recreation center (gymnasium building) to be used for individuals to eat, meet privately with social workers/mental health counselors, and store supplies.
- Condition #15 - Facilitate community meetings quarterly instead of every other month.

City Staff finds these edits reasonable and is agreeable to them.

In summary, A Turning Point provides the following services:

- Food Pantry
- Wardrobe Clothes Closet
- Education Academy
- Idemia (New) – Fingerprinting & background check services
- Institute Program (New) – Skilled trades and workforce development
- Community Meals
- Day Center Services
- Community Meetings
- Support Groups
- Job training programs
- Gymnasium

Cathy McIntire, Executive Director of A Turning Point has submitted an updated and detailed narrative further explaining the organization and the services they provide. That document can be found in your packet.

Luther Salonen, Holy Cross Lutheran Church spoke during the Planning Commission public hearing. He also submitted to staff a letter from church leadership with example encounters and pictures from their experience with being located across the street from A Turning Point. These documents can be found in your packet.

Recommended Conditions

City Staff recommends that the following conditions be considered if the Planning Commission and City Council chooses to approve this three (3) year Special Use Permit.

1. This Special Use Permit is issued to ATP for 1900 and 1904 NE Englewood Road only. If ATP relocates, sells, or leases this location to another tenant, either ATP or the other tenant(s) must reapply for a new permit to continue the uses authorized in this Ordinance. This Special Use Permit is non-transferable to another tenant occupying space at these

locations. Expansion of uses not contained in the submitted application or this Ordinance is prohibited.

2. A Turning Point shall apply for and maintain all applicable State, County, and City business and occupational licenses. A copy of such business and occupational licenses shall be provided to the Community Development Department.
3. Hours of operation for this location shall be limited to 7:00 a.m. to 10:00 p.m., Monday – Saturday each week except at otherwise provided herein.
4. This Special Use Permit allows for the following uses at 1900 & 1904 NE Englewood Road:
 - Food Pantry
 - Wardrobe Clothes Closet
 - Education Academy
 - Idemia services for fingerprinting & background checks
 - Site to store, prepare, and load vehicles for the Community Meals outreach program
 - Day Center Services (Guesthouse)
 - Services provided shall be shower and laundry facilities, hot meals, computer/internet access, and case management.
 - Hours of operation for these services shall be limited to Monday-Friday from 10:00 a.m. to 2:00 p.m.
 - Community Meetings
 - Support Groups
 - Community Garden
 - One (1) community garden not exceeding 3,600 sq. ft.
 - The Institute job training programs for skilled trades and workforce development
 - Gymnasium building for youth sports leagues, practices, tournaments, performances, recreation, and educational activities. The repurposed space in the southeast wing can also be used for individuals to eat, meet privately with social workers/mental health counselors, and store supplies. Shower and laundry facilities are prohibited.
5. All building and fire safety requirements shall be complied with and maintained as required.
6. The six (6) foot privacy fence, as well as the property located north and south of and adjacent to the privacy fence (residential homes to commercial use), shall be maintained in perpetuity by ATP.
7. Signage shall follow all rules and regulations associated with all City of Gladstone sign ordinances. Landscaping approved by the Community Development Department shall be installed and maintained around the monument sign located adjacent to NE Englewood Road.
8. All mechanical equipment located on the roof and the ground shall be screened from public view similar in design to the rest of the structure. All screening shall be approved by the Community Development Department.

9. Trash service and commercial deliveries shall occur between the hours of 7:00 a.m. to 10:00 p.m.
10. Dumpster enclosures shall be constructed with materials consistent with the primary building. Specific colors and materials shall be approved by the Community Development Department.
11. Tractor-trailers, storage containers, RVs, campers, and commercial vehicles other than one (1) A Turning Point box truck shall not be parked or stored overnight on the premises. Storage containers shall not be stored on-site unless as part of a valid building permit.
12. Overnight accommodations of any kind on the property are prohibited. However, this prohibition does not include temporary overnight stays not to exceed five (5) nights at a time of six (6) occasions per year by organizations performing mission work in and around the greater Kansas City area. In addition, this condition does not include the on-site manager position and his/her immediate family who reside on the property.
13. ATP shall submit an annual report of services provided by program type to Community Development as an attachment to any Special Use Permit renewal application. ATP shall track all service usage by residence. For clients that are currently houseless, ATP shall attempt to determine previous locations of habitation.
14. ATP shall provide education to all clients concerning appropriate access and use of services including, but not limited to, activities and behavior in and around the area surrounding ATP. ATP shall provide these educational materials and operational procedures to the Community Development Department within fourteen (14) days upon request.
15. In the spirit of community partnership, ATP shall facilitate and host quarterly meetings inviting the City's Police Department and area residents, property owners, parents, churches, and businesses to discuss the overall operation and any concerns related to ATP's use of the property. ATP shall create written minutes of these meetings and submit them to participants and the Community Development Department within seven (7) days of each such meeting.
16. Continue to operate and update the existing emergency and security plan. If updates occur, submit the updated plan to the Community Development Department and Police Department within fourteen (14) days of the implementation date.
17. Continue to operate and update the existing plan that provides for a volunteer or staff onsite monitor/greeter to be present during peak Guesthouse hours who is responsible to oversee access to the property and to facilitate pedestrian clients onto and off of the property. If updates occur, submit the updated plan to the Community Development Department within fourteen (14) days of the implementation date.
18. Continue to operate and update rapid communication tools that allow area residents to alert ATP of concerns as they arise. ATP shall provide the Community Development Department with information regarding the mechanisms developed to continue implementation of this requirement. ATP shall document the number, type of concern, and outcome of each response and submit the resulting data to the Community

Development Department upon request and as part of any future Special Use Permit renewal application.

19. In the event that staff leadership changes with ATP, the new leadership shall schedule a meeting with the City Manager or his/her designee to review the Special Use Permit and discuss performance expectations. If possible, this should occur prior to any transition taking place but in no event shall occur later than thirty (30) days after any transition.
20. Any false statements in the application submitted by ATP or violation of the conditions stated in this Ordinance or other City Code requirements may, after reasonable notice under the circumstances has been provided to ATP by the City, result in the suspension, modification, revocation, cancellation, or non-renewal of this Special Use Permit.

*The leadership of A Turning Point and City Staff are in agreement on all conditions.

Recommendation

City Staff recommends that the request be **APPROVED** contingent upon the conditions listed above.

DEVELOPMENT APPLICATION



CITY OF GLADSTONE
7010 N HOLMES STREET
GLADSTONE, MISSOURI 64118
PHONE: 436-4110 FAX: 436-2228

File #: Sup23-00002
Application Date: December 18th
PC Date: January 16th
CC Date: Feb 12th

Application Type:

- | | |
|---|---|
| <input checked="" type="checkbox"/> (PH) Special Use Permit (\$500) | <input type="checkbox"/> (PH) Right-of-Way Vacation (\$200) |
| <input type="checkbox"/> (PH) Zoning Change (\$500) | <input type="checkbox"/> (PH) Variance – BZA (\$200) |
| <input type="checkbox"/> (PH) Site Plan Revision (\$500) | <input type="checkbox"/> Final Plat/Replat (\$75) |

Address of Action: 1900 NE Englewood Rd Gladstone, Mo 64118

Legal Description:

Attach under separate cover if needed.

Proposed Change:

Applicant/Property Owner Information:

- ☐ Applicant(s) A Turning Point - Cathy McIntire
Company _____
Address 1900 NE Englewood Rd Gladstone, Mo 64118
Phone 816-702-6801 Fax: _____ E-Mail: _____
- ☐ Property Owner (if different than applicant) _____
Company _____
Address _____
Phone _____ Fax: _____ E-Mail: _____
- ☐ Architect/Engineer _____
Company _____
Address _____
Phone _____ Fax: _____ E-Mail: _____

Please indicate in one box above which person is to be the contact.

Applicant's Signature Cathy McIntire Date 12/15/2023



TO: Property Owners Within 185' & Other Interested Parties

FROM: Community Development Department

DATE: December 26th, 2023

SUBJECT: A Turning Point - 1900 & 1904 NE Englewood Rd.

PUBLIC HEARING

All persons are hereby notified that the Gladstone City Council will conduct a public hearing on January 16th, 2024 at 7:30 PM in the Gladstone Community Center on a request for a Special Use Permit at 1900 & 1904 NE Englewood Rd. legally described as 001900 NE ENGLEWOOD RD ENGLEWOOD BAPTIST CHURCH ADDITION REPLAT LT 2 LT 2A & 001904 NE ENGLEWOOD RD ENGLEWOOD BAPTIST CHURCH ADDITION REPLAT LT 2 LT 2B

Applicant: Cathy McIntire, Executive Director

Owner: A Turning Point

In summary:

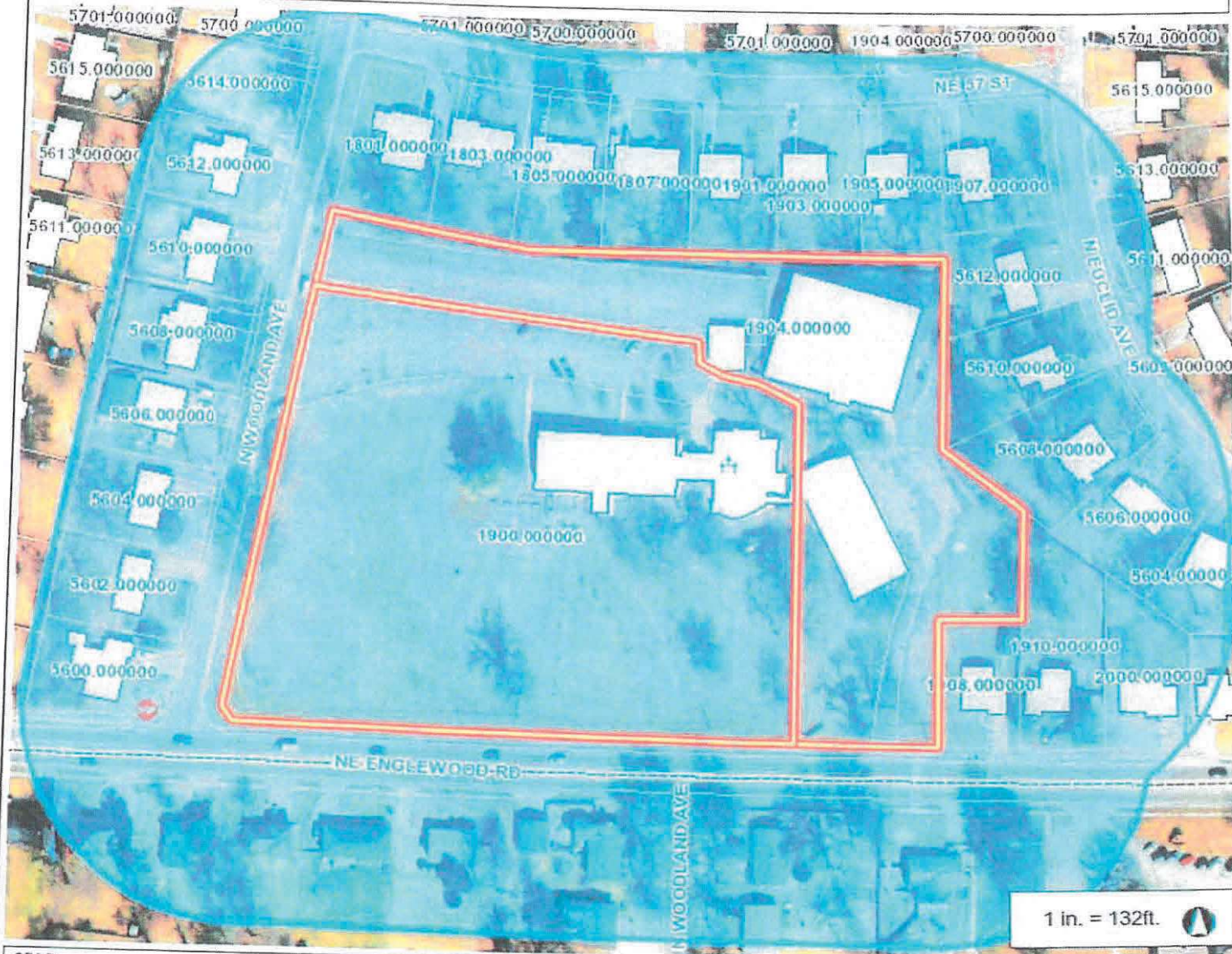
The organization A Turning Point provides the following services:

- Food Pantry
- Community Meals
- Support Groups
- Wardrobe Clothes Closet
- Day Center Services
- Job Training Programs
- Education Academy
- Community Meetings
- Gymnasium for recreation

If you have any questions or concerns, please contact Austin Greer, Community Development Director & Assistant City Manager at austing@gladstone.mo.us and/or 816-423-4102.



Gladstone, MO



Legend

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

Notes

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



Organization History: A Turning Point

VISION: *We exist to serve as a catalyst for families to thrive.*

Our mission is to support families by providing basic needs and education equipping them for self-sufficiency.

HISTORY OF ORGANIZATION:

In 2015, Good Shepherd United Methodist Church, which is located in the Kansas City, MO Northland region, established a task force committee to consider how it could best serve the surrounding community. After devoting a year of extensive time and energy into researching, collecting data, and collaborating about pertinent support needs and gaps in essential services provided by local agencies and/or other area organizations, the committee concluded that creating a separate non-profit to effectively impact and improve the lives of at-risk individuals was the most forward-thinking plan; thus, A Turning Point (ATP) was organized, incorporated, and received 501c-3 status. ATP launched in January 2016 with the mission of providing individuals in crisis with not only the most basic short-term necessities to sustain life, but also the long-term confidence and skill-set necessary to achieve self-sufficiency and become contributing, productive members of society. At the core of ATP's mission of lasting success is the goal of client transformation and empowerment.

Because of our premise and foundation of filling the gaps in the community services, ATP has a very stringent protocol and process for determining the programs that we consider, create, launch, and support. We are very intentional about matching our programming with the most pressing of community needs. This process includes a ministry/business plan being submitted by an individual(s) who are committed to providing the necessary leadership to implement the program. This plan is then submitted to our Board of Directors for a review process. As part of this process, the Board of Directors evaluates and discusses the feasibility of this program in a number of areas: resources (human and financial), sustainability (immediate and long-term), compatibility (does it align with our vision and mission), and need (does it address a community service gap). The Board of Directors interviews the leadership submitting the plan and then determines if A Turning Point will accept and implement it as a new program. Outlined below are the programs that we have adopted as a result of this process.

2023 UPDATES:

- *Food Pantry – serving 4,500 monthly
- *Wardrobe – serving 700+ monthly
- *Guesthouse – serving 600 monthly
- *Academy – 5% increase in number of students graduated
- *Institute – soft launch in Fall of 2023 (see blurb below)
- *Idemia – revenue stream launched in Spring of 2023
- *2,000 new households have been added to database since January 2023
- *We have repurposed space in our Rec Center to now be used for the Guesthouse giving more room for folks to eat, meet privately with the Social Worker and Mental Health Counselor, store our supplies, etc.
- *Dog houses and kennels have been built and a special area has been set aside for our guests' pets while here.

- *Tracking of Program Type by Residence Report as required in SUP (item #13) – Copy of report for this tracking is attached.
- *Guesthouse Safety Agreement updated to include language required by SUP (item #14). Copy of said agreement attached.
- *Have hosted Community Meetings every other month as required in SUP (item #15). Minutes of said meetings have already been submitted to the city following the meeting.
- *Security Cameras requested in SUP (item #16) have been installed with a total of 28 cameras in and around campus, including buildings.
- *As required in SUP (item #17), an hourly monitoring log has been kept during Guesthouse operational hours. This information is an attachment as well.
- *A walkie-talkie communication system for immediate contact has been procured and available for easy and quick communication between Holy Cross Lutheran Church and A Turning Point. A report is attached regarding this SUP requirement (item #18).

CURRENT PROGRAMS:

In April of 2016, A Turning Point was gifted its' first facility located at 5105 NW Waukomis Drive. It was at this location that our initial programs were birthed and launched. Shortly after attaining the property, our Food Pantry opened, moving from the Good Shepherd campus and reshaping the entire prior serving model. While a food pantry in and of itself is not a unique program in our community, changes we made to our Pantry's serving philosophy certainly gives it a very unique flair that provides our guests with a dignified opportunity to receive assistance. It became (and still is) a full client-choice pantry offering non-perishables, fresh fruits and vegetables, dairy products, fresh meat, baby goods, hygiene items and more. We quickly moved from serving approximately 300 individuals monthly to currently serving about 4,500 people per month. These numbers alone affirm the need for our Food Pantry service along with the fact that in our geographic region, 1 in 8 individuals are experiencing food insecurity. Households are allowed to visit the Food Pantry once a week and must make a same-day reservation in order to access service. Our same-day reservation system provides the necessary framework of procedures to ensure that wait time, crowding, and traffic flow is not a problem. Typically during any one of our open Food Pantry sessions, we have no more than 40 client vehicles in our lot. The Food Pantry is open Tuesday evenings 5:00-6:30, on Thursday afternoons 1:00-2:30 and on Saturday mornings 8:30-10:00.

In January of 2017 two more programs, the Wardrobe and the Academy, were added to our repertoire. Our Wardrobe is the only clothes closet in the Northland that is designed to serve infants through adults of all sizes that requires no referral for services. We are able to offer a shopping atmosphere for families and individuals to attain clothes for all circumstances (casual wear, professional/work/interview clothes, special occasions attire) as well as shoes, coats, accessories, undergarments, and more. Another component of our Wardrobe program is our "Uniform Assistance" where a client can apply for assistance for specific pieces of a uniform needed for either retaining or attaining employment; ATP will purchase the needed items based on their employer's recommendation/requirements. Our Wardrobe serves between 600-700 people monthly through our three open days a month: First Saturdays 9:00-11:00, Third Tuesdays 5:00-6:30, and Fourth Thursdays 1:30-2:30. Just as with the Food Pantry, a same-day reservation system provides the structure needed to control crowding, wait time, and traffic.

One of our most unique programs is our Academy. This is an opportunity for motivated adults to earn their high-school diploma rather than taking the GED/HiSET. With the GED/HiSET process being cumbersome, expensive, and having a high failure rate, many folks find themselves with no other option of moving forward in their job, in their education, in their life...this program is the answer for them. We provide the hands-on curriculum, the tutoring/mentoring, the supplies, all the resources needed for these adult students to earn the missing credits from their high school transcripts to meet MO state requirements for graduation. We are always eager to celebrate with them when they finish the coursework with a full-blown graduation ceremony. **To date, we have 203 graduates from this program with over 200 currently enrolled.** The diploma they earn from this program equips and empowers the graduates to become employed, advance in current job positions, go on to further educational and job training programs....all of which are things that have occurred with our graduates. We have four open sessions a week in our Academy: Tuesday & Wednesday evenings 5:00-7:00 and Wednesday & Thursdays 10:00-2:00. While there are many enrolled in the program, our typical sessions have between 5-15 students in attendance at any one time; therefore, traffic flow is very minimal for this program. In early 2021, the Platte County Detention Center approached us about working with their inmates and in June 2021, our Academy began serving in the Detention Center.

Later in 2017, partnering with Hillcrest Platte County's Blessings program, A Turning Point began to offer rent and utility assistance to those in need who had income within their household with the goal of preventing eviction. We are a screening and referral agency for the Blessing program which allows us to select the clients that present with a need to refer on for potential assistance. This program of ours is essentially a service that does not take up a footprint of space as it's most typically done via phone interviews. To date, we have assisted over 50 families in avoiding eviction and remain in their homes so as to prevent a crisis of homelessness for their household.

In 2018, Community Meals came to life. While still located in the Northmoor area, our Community Meals program offered hot meals to the families or community at large two nights a month during the open Food Pantry and Wardrobe sessions. COVID-19 came along however, and our Community Meals program was put on an extended pause until summer of 2021 when we were able to re-envision its purpose and bring Free Hot Soup of the Northland under our umbrella. Our new re-vamped version of Community Meals operates as a street outreach program meeting folks where they are. On Sunday afternoons, a team of volunteers load vehicles with hot meals, food packs, hygiene items, clothes and shoes, tents, propane tanks, tarps, batteries, and more to have a "picnic" with people experiencing homelessness in our immediate area. Landing at Chaumiere Park first, there follows a specific route by which deliveries of these essential items are made. The numbers served via Community Meals continues to grow, **typically serving between 400-600 individuals monthly.** Because this program is more community-based, the traffic at our facility for this is very minimal, usually involving less than 5 cars a couple of days a week.

Also in 2018, Englewood Baptist Church began to support A Turning Point by coming on as one of our local sponsoring churches. Working collaboratively with them, we were able to begin to consider ways in which we could expand the programs we are able to offer in space they were not utilizing on a regular basis. Because A Turning Point's vision and mission is compatible with Englewood Baptist Church's basic faith tenets, collaborating for the greater good seemed to make the most sense. At that time, we begin to make plans for the Guesthouse program. Renovations to the Guesthouse building's space occurred through 2020 and the Guesthouse program began functioning as a Day Center for families and individuals in crisis in February 2021. Most generally these folks are experiencing houselessness and

through our Guesthouse they can access food, clothing, showering and laundering facilities, computer/internet and Case Management services. The Guesthouse is open Monday, Tuesday, Wednesday, and Friday from 10:00am-2:00pm. **On any given day, there are between 10-50 guests** utilizing this program. Since launching our Guesthouse program, we have had success in assisting these guests with finding more permanent housing, attaining identification needed, getting a job, meeting basic needs, helping to walk through the disability process and more. This program is essential as there are no other Day Center services such as what the Guesthouse offers in the Northland of KC.

In the Spring of 2023, we began working with Idemia to be a fingerprinting site for background checks for the state of MO. We provide a location for this that was desperately needed in the Northland to give the general public access to this service. Fingerprinting appointments are made every 10 minutes Monday, Tuesday, Thursday & Friday from 9:00-5:00 and Wednesdays from 11:00-7:00. Because of the appointment protocol, very little traffic (2-4 cars) are in the parking lot from this service at any one time. This partnership contributes to our revenue stream as we receive a transaction fee for each set of fingerprints captured.

This Fall, we began a partnership with NCircle (non-profit organization in KC) and Johnson County Community College to soft launch our Institute program. This is a skilled trades and workforce development training opportunity for our clients. Courses include welding, automotive, basic construction, and carpentry. Currently, this program all happens off our campus; but our hope is that by the Fall of 2024, we would be utilizing our space to offer the workforce development component; while the skilled trades would be held both on our campus and at an area community college. This program creates little traffic on campus as class sizes are small – around 10 maximum to a class. The Institute's sessions would be on Monday & Wednesday evenings.

In addition, our facility is utilized by community groups as a safe place to conduct meetings. We sponsor two Narcotics Anonymous groups that hold their meetings in the fellowship hall of the sanctuary building on site. We have group meetings on Monday, Wednesday and Friday evenings and Saturday mornings. These meetings most typically host between 10-30 folks on the road to recovery and healing. Different Girl Scout troops and leaders have meetings here throughout the year as well as other community and civic groups needing a space to meet. These are most frequently scheduled when our regular programming is not in session so as to not interfere with parking and traffic flow issues.

Additional ongoing programs that are more seasonal or event based in nature include: Community Garden (community members grow fresh foods for consumption and Food Pantry use); Back-to-School Blessings event (provides backpacks, supplies/materials, haircuts, sports physicals, dental screenings for school-age children/youth); Christmas Store (shopping opportunity for clients and their families) and Community Outreach classes (e.g., one-on-one budget counseling; nutrition and food prep seminars provided by MU Extension Center and Harvesters Project Strength crew; basic and advanced sewing classes instructed by professional seamstresses; etc.). These special events involve a flow of traffic and space use that is different for each event. Typically, this is managed in much the same way our regular programming is – through use of a pre-made reservation/appointment.

FUTURE GROWTH:

In the Fall of 2021, Englewood Baptist Church and A Turning Point created an even deeper and stronger partnership and A Turning Point was invited to utilize space within all 5 buildings on the campus at 1900

NE Englewood Rd. Very recently, Englewood Baptist Church gifted the buildings and property to A Turning Point making ATP the sole owner of this property. This campus has truly transformed the potential we have to see our mission fully realized; to impact the community in a more significant way.

Future plans for programming within these buildings or campus space use potentially could include the following:

- *Community Education Classes/Seminars is something we are very interested in being able to offer. This might be in partnership with other agencies, businesses, churches, or organizations to provide services, resources, and education at large for the greater good of the community.

- *Creating an outdoor picnic area with shelter (following the permit process required by the city)

- *Building a storage shed (following the permit process required by the city) on campus to enhance our community garden/farm and to augment our Wardrobe program space is something we'd like to do on the property as well.

The above-mentioned, bullet-pointed items are all futuristic, potential plans that ATP has considered to enhance the property/facilities, to serve the community, and to implement our mission.

ORGANIZATIONAL STRUCTURE AND DEMOGRAPHICS:

One of the key successes to A Turning Point's rapid growth since its inception just 6 years ago is the intentional partnerships we have created with other social agencies, with corporations/businesses, and the faith community. We have worked closely with other non-profits – Hillcrest Platte County, Rebuilding Together KC, Hillcrest Hope, Metro Lutheran Ministry, Harvesters, Feed the Children, and Connections to Success – in a number of ways to best serve the at-risk, marginalized population of folks we serve. This network of agencies has proven essential for all of us in doing what we do! There are some companies that have embraced our work and support in a variety of ways by making donations, sponsoring fundraising events and more. These include local Hy-Vees & Price Choppers, J Jill Clothing, Eileen's Cookies, M & M Textiles, Community America Bank, Blue Cross Blue Shield, Gaustello Freight Recoupment, and others. The faith community is vital in our efforts as well as they provide financial support, volunteers, and donations of goods that we couldn't survive without. While A Turning Point was birthed out of Good Shepherd United Methodist Church, our current sponsoring/partnering churches are much wider now including churches across many denominations – Good Shepherd UMC, Englewood Baptist Church, Discover Church, North Cross UMC, Bread of Life, Gashland UMC, Faubion UMC, Center for Universal Oneness, Parkville Family Church of the Nazarene and New Hope Church of the Nazarene. Obviously these church sponsors are important to the work we do, but we also offer these churches, as well as the community in general, a place to volunteer and give back to the community in which they live.

The ATP client base is economically, ethnicity/racially, and geographically diverse. All clients are at-risk and have a self-proclaimed need for any one of the offered services, with the majority identifying as being income challenged/working poor, coming from a single adult family, homeless, or are disabled/handicapped. The ethnicity/race demographic varies across the spectrum and is comprised primarily of Caucasian, African American, Latin/Hispanic, Asian, Native American, and Pacific Islanders. Because of the location of the ATP facility, the greatest percentage of the guests we serve are located in the Northland (80% Clay & Platte counties); however, our data base system indicates that we have served households in 17 counties in some capacity within at least one program.

Organizationally, A Turning Point has three full-time employees, with the leadership team being comprised of an Executive Director, an Operations Manager, and a Program Manager. We also employ

two part-time employees: an LCSW as our Case Manager who provides direct guidance with our Guesthouse clients and a House Manager of the Guesthouse program who oversees the daily needs and operations of that program. Governance of our organization is provided by our Board of Directors that is currently comprised of 14 individuals across a wide spectrum of professional, faith, and experiential backgrounds. The Board of Directors meets monthly for policy-making, financial/fiduciary guidance, strategic planning, new program vetting, evaluation, and other important decisions. ATP's greatest resource is its highly active and strongly committed volunteer base of 1500+ individuals, with over 300 who donate a minimum of one hour per week on an annual basis. Each program has volunteer directors who oversee day-to-day operations; volunteer recruitment, training, and scheduling; budget oversight; and more. The voluntary program directors meet regularly with the paid staff for future planning, problem solving, and operational reporting purposes.

We believe that the services A Turning Point is able to offer meet critical needs within not just the city of Gladstone, but Clay County and the greater KC area as well. We are committed to working in full collaboration with the city of Gladstone, community agencies, the faith community and beyond to make the widest and deepest impact possible for those in our midst who are struggling, who are going without, who need assistance. Our ultimate dream is that our services would no longer be needed because we've been so successful in our fulfilling our mission!

January 16, 2024

Holy Cross

2003 NE Englewood Road

Kansas City, MO 64118

Dear Gladston City Council,

RE: A Turning Point special zoning renewal.

Holy Cross Lutheran Church is in favor of Turning Point's mission. We oppose **only the location** in a residential area. The leaders of Holy Cross have seen an increase in the homeless foot traffic on the sidewalks and even in the street due to the snow on sidewalks.

We are trying to service childcare needs in the area with our Early Childhood Center. Several of the 2023 incidents occurred while our current and potential parents were present. These incidents directly impacted parents' decisions to stay or start at the ECC since we have experienced a 12% decrease in enrollment versus pre-ATP.

Please see our attached information as to our increase in problem areas. There have been some scary situations as listed on Feb 15, May 25, and November 27. These dates have people banging on our church doors and chasing people.

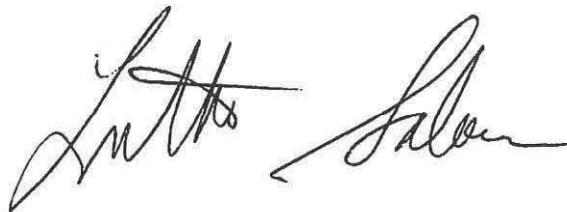
Holy Cross has an obligation to our member and Early Childhood Center (parents and Children) to keep everyone safe.

We are very concerned that in the future that there will be a serious injury to a homeless person, member, parents, or child if these instances continue.

Church Council Leaders.

Early Childhood Center Board Chair

Luther Salonen

A handwritten signature in black ink, appearing to read 'Luther Salonen', written in a cursive style.

ATP

2-14-23 around 2:30pm - A male with a back pack and several sacks, cuts thru the parking lot and goes right thru the neighbor's yard. This happens on daily with different or several people.

2-14-23 around 5-5:00pm- Two homeless people sitting by the front doors of the Church right during our pick up time for our parents'

2-15-22 around 6:25am- A homeless man approached a parent in the parking lot and would not leave the parent alone. The parent had to leave the daycare and drive away from this man. Called 911

To calm this parent down so we would not loose them, we had a church member volunteer to be on the property at 6:15 so our staff and families felt safe. The volunteer did this until it got lighter in the mornings.

2-27-23 around 3-5pm A man holding a sign right across for our daycare saying please help the homeless. This was during our peak time of parents picking up the children.

4-26-23 around 11:30 - Two guys were trying to get in the church, they tried several doors , then finally went across to ATP

5-15-23 around 8:15—A homeless person was walking and yelling not nice words right in front of the baby house. I had several parents dropping off at this time and were concerned.

5-25-23 around 7:45 am---A homeless person was sleeping on the property right by the drive way where parents drive off to leave. I called 911 to come remove the person. The police came 20minutes later. This homeless person walked away from the cops and was mad. This homeless person then came back and started banging on the church doors. I then walked back around where the cops where still sitting when the cops came back to her she headed over to ATP.

5-27-23 –Sunday afternoon we had a neighbor call 911 because we had a homeless man throwing the children's dolls off the playground over the fence. We have to lock the gates to playgrounds now because of this.

6-26-23 around 2:15pm—A staff called me to let me know that we had 3 homeless people hanging around the recycle bin. It was two women and one man with a dog. I went outside to check, the man went over to the garage looking for something. Then walked back over the women and started yelling at them, then he hit one of the women in which she fell down. The other women left when a red car pulled up a she hopped in the care and left. I called 911 it took awhile for them to get here by that time they walked down the hill.

7-1-23 –Found a homeless person sleeping by the entrance

7-5-23—Homeless person sitting by the front door

7-6-23—Homeless person asleep on Englewood sidewalk/generated 6 calls to911 from various people

7-31-23—Called 911 a homeless guy was trying to get into the recycleing bin. This guy talks to himself and has mental issues. Time the cops came he was gone.

8-2-23—called 911 had a homeless changing his clothes in front of the church and he left all his trash behind.

8-17-23—I was doing a baby tour when a man was getting arrested over at ATP. 3 cop cars and the homeless man was yelling and the tour saw and heard everything.

8-30-23—A homeless man walked over from ATP, sat in front of the church for at least 10 minutes, then walked over between to employee's cars.. That's when he noticed me watching him that he moved on.

9-26-23—Called 911 because we had 8 homeless people hanging around the recycle bin when the cops came the all ran, the cop got to talk to one homeless person.

10-15-23—A homeless person trying to get into the building

10-19-23—A homeless person sleeping by the building

10-29-23—A homeless person sitting in front of the church during our children's pick up after preschool. Said they were waiting for a ride.

10-30-23—I had a couple of homeless people yelling at each other. One was on our property and the other right across from the baby house. This time I called Cathy to talk to this couple before our parents started picking children up.

11-8-23—Called Cathy again to come over a remove a lady who was talking to herself and cussing at people. I had a parent call and complain about her.

11-20-23—A homeless person sleeping by the recycle bin. Called 911

11-27-23—A staff pulled in the parking lot around 6:15 this staff saw a homeless man, the staff parked got out of her car to come in the building. The homeless man started walking towards her, she hurried up to get into the building. This homeless man then tried getting in all the doors. The homeless man made it up to the front of the building to where children and parents come in the mornings. This man then started pounding on the door to get in, the staff told the man he had to leave this was around 6:30am and we had parents coming to the door. This homeless man was then asking parents for money, the parent told the man we had children hear, he said he was harmless he only had a small bat on him.

12-8-23—A neighbor called 911 around 5:55pm to a lady on our property yelling and talking to herself.

11-20-23 Homeless Sleeping in tent



11-





Aug. 23



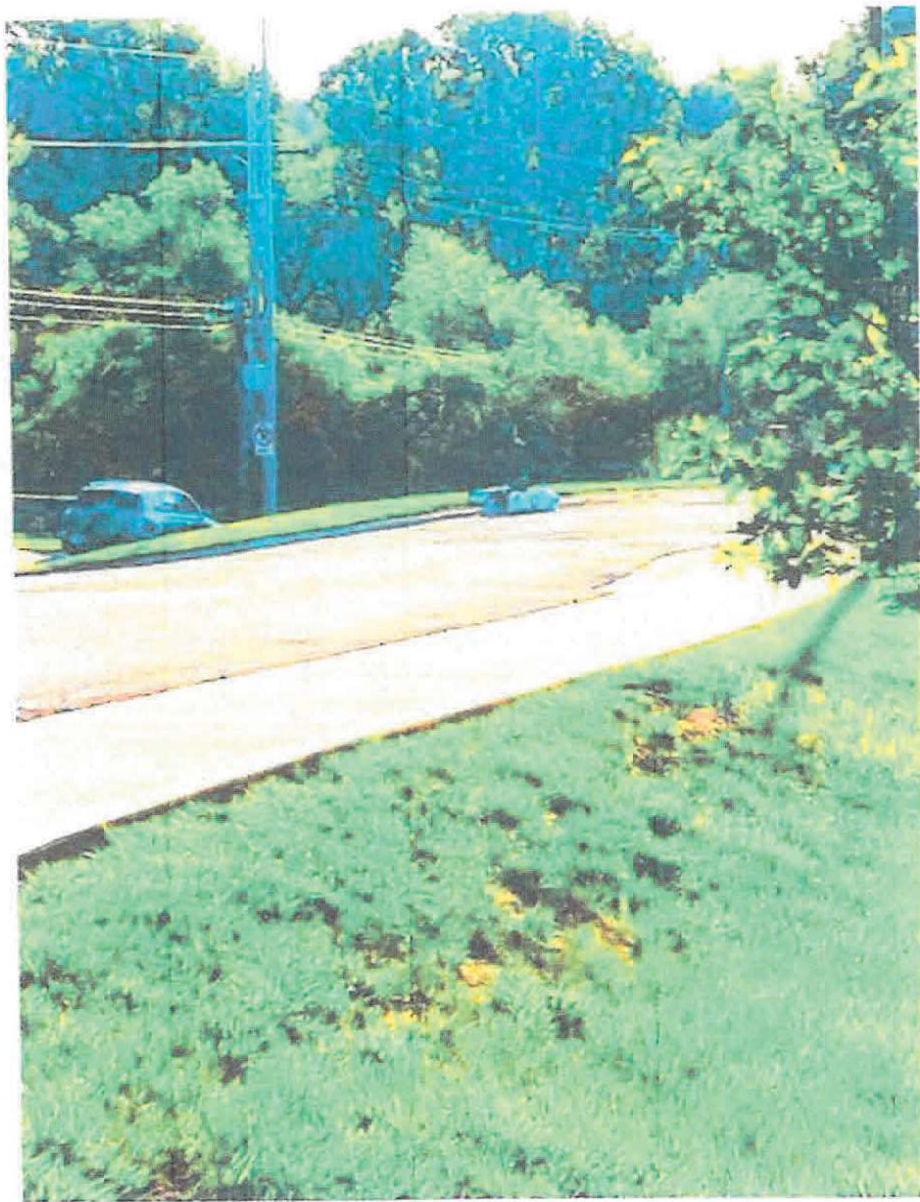
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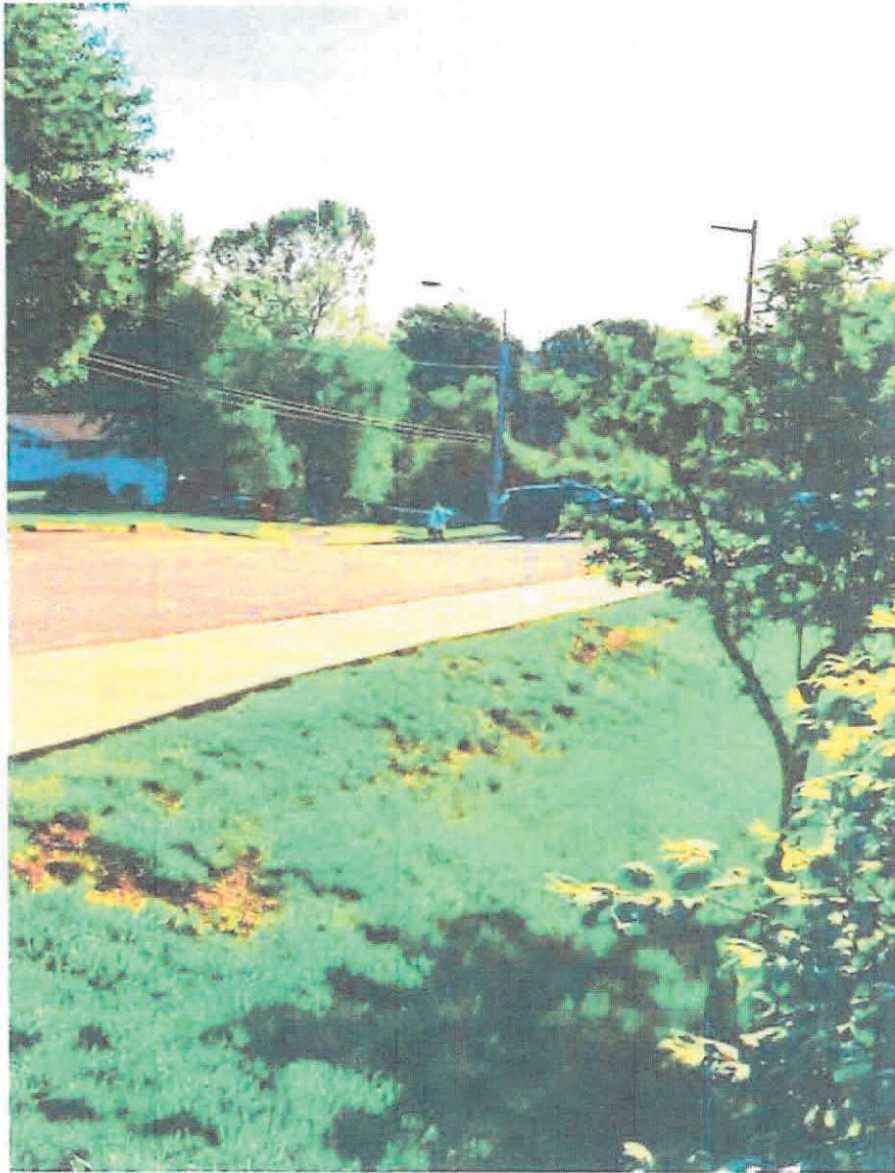




This is the guy
who was hitting
a girl in the
parking lot



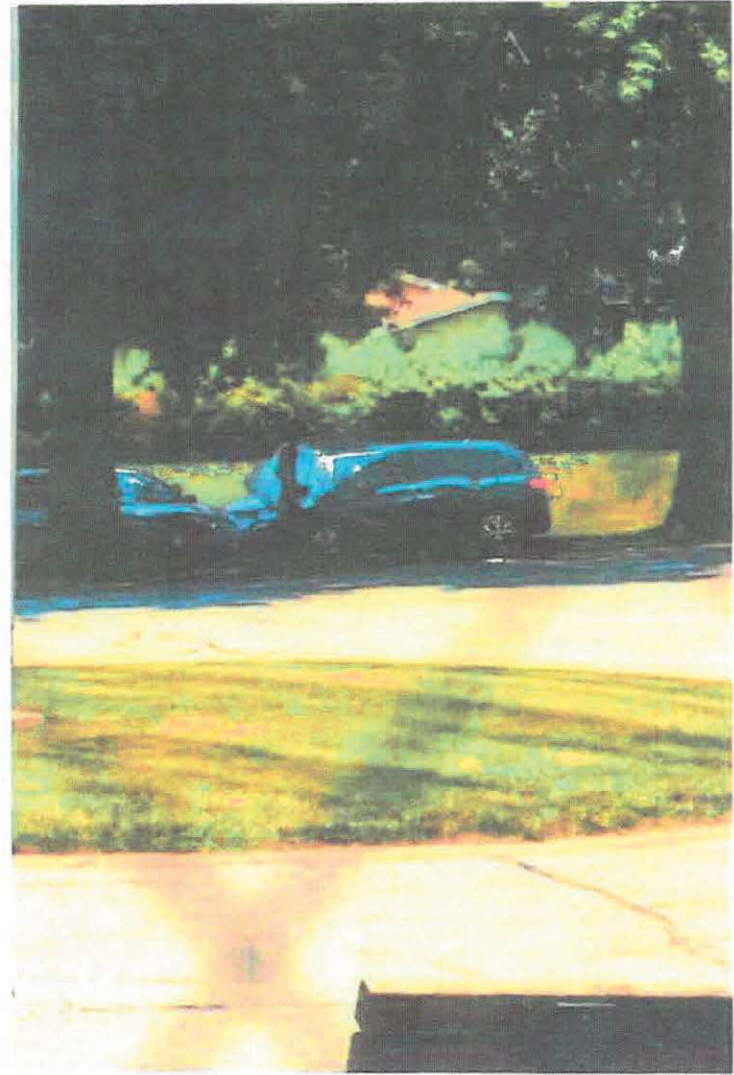














8-30-23



PLANNING COMMISSION
GLADSTONE, MISSOURI
Gladstone Community Center
Tuesday, January 16th, 2024
7:00 pm

Item 1 on the Agenda: Roll Call.

Present: Gary Markenson
Katie Middleton
Bill Turnage
Jennifer McGee
Brenda Lowe, Secretary
Cameron Nave
Kim Murch
Spencer Davis
Steve Beamer
Mike Ebenroth, Chair
Joseph Brancato

Absent: Chase Cookson, Vice Chair

Council & Staff Present:

Austin Greer, Assistant City Manager | Community Development Director
Angie Daugherty, Admin. Assistant
Jean B. Moore, Mayor
R.D. Mallams, City Council Member

Item 2 on the Agenda: Pledge of Allegiance.

Chair Mr. Ebenroth led the group in reciting the Pledge of Allegiance to the United States of America.

Item 3 on the Agenda: Approval of the October 16th, 2023 Minutes. Secretary Ms. Lowe asked if there was a motion to approve the minutes from the October 16th meeting.

Mr. Beamer moved to approve the minutes; Mr. Nave seconded. The minutes were approved, 11-0.

Item 4 on the Agenda: Consideration: On a Special Use Permit for three (3) years on property located at 1900 & 1904 NE Englewood Road.

Applicant: Cathy McIntire

Owner: A Turning Point

City Council consideration for this project is scheduled for Monday, February 12, 2024.

Mr. Greer read from the staff report:

The applicant is requesting a three (3) year Special Use Permit to operate a social services organization at 1900 & 1904 NE Englewood Road. The need for a Special Use Permit at this location is because A Turning Point is operating a social services organization in a R-1 Single-Family zoning district. For comparison, Synergy Services and the Northland Shepherd's Center are located in commercial zoning districts along commercial corridors adjacent to North Oak Trafficway and NE Antioch Road.

In 2023, A Turning Point was granted a one (1) year Special Use Permit by the Gladstone City Council.

The applicant has requested to edit the following conditions:

- Condition #4 – Allow for the repurposed space in the southeast wing of the recreation center (gymnasium building) to be used for individuals to eat, meet privately with social workers/mental health counselors, and store supplies.
- Condition #15 - Facilitate community meetings quarterly instead of every other month.

City staff finds these edits reasonable and is agreeable to them.

In summary, A Turning Point provides the following services:

- Food Pantry
- Wardrobe Clothes Closet
- Education Academy
- Idemia (New) – Fingerprinting & background check services
- Institute Program (New) – Skilled trades and workforce development
- Community Meals
- Day Center Services
- Community Meetings
- Support Groups
- Job training programs
- Gymnasium

Cathy McIntire, Executive Director of A Turning Point has submitted an updated and detailed narrative further explaining the organization and the services they provide. That document can be found in your packet.

City Staff recommends that the following conditions be considered if the Planning Commission and City Council choose to approve this three (3) year Special Use Permit.

1. This Special Use Permit is issued to ATP for 1900 and 1904 NE Englewood Road only. If ATP relocates, sells, or leases this location to another tenant, either ATP or the other tenant(s) must reapply for a new permit to continue the uses authorized in this Ordinance. This Special Use Permit is non-transferable to another tenant occupying space at these locations. Expansion of uses not contained in the submitted application or this Ordinance is prohibited.

2. A Turning Point shall apply for and maintain all applicable State, County, and City business and occupational licenses. A copy of such business and occupational licenses shall be provided to the Community Development Department.
3. Hours of operation for this location shall be limited to 7:00 a.m. to 10:00 p.m., Monday – Saturday each week except at otherwise provided herein.
4. This Special Use Permit allows for the following uses at 1900 & 1904 NE Englewood Road:
 - Food Pantry
 - Wardrobe Clothes Closet
 - Education Academy
 - Idemia services for fingerprinting & background checks
 - Site to store, prepare, and load vehicles for the Community Meals outreach program
 - Day Center Services (Guesthouse)
 - Services provided shall be shower and laundry facilities, hot meals, computer/internet access, and case management.
 - Hours of operation for these services shall be limited to Monday-Friday from 10:00 a.m. to 2:00 p.m.
 - Community Meetings
 - Support Groups
 - Community Garden
 - One (1) community garden not exceeding 3,600 sq. ft.
 - The Institute job training programs for skilled trades and workforce development
 - Gymnasium building for youth sports leagues, practices, tournaments, performances, recreation, and educational activities. The repurposed space in the southeast wing can also be used for individuals to eat, meet privately with social workers/mental health counselors, and store supplies. Shower and laundry facilities are prohibited.
5. All building and fire safety requirements shall be complied with and maintained as required.
6. The six (6) foot privacy fence, as well as the property located north and south of and adjacent to the privacy fence (residential homes to commercial use), shall be maintained in perpetuity by ATP.
7. Signage shall follow all rules and regulations associated with all City of Gladstone sign ordinances. Landscaping approved by the Community Development Department shall be installed and maintained around the monument sign located adjacent to NE Englewood Road.
8. All mechanical equipment located on the roof and the ground shall be screened from public view similar in design to the rest of the structure. All screening shall be approved by the Community Development Department.
9. Trash service and commercial deliveries shall occur between the hours of 7:00 a.m. to 10:00 p.m.

10. Dumpster enclosures shall be constructed with materials consistent with the primary building. Specific colors and materials shall be approved by the Community Development Department.
11. Tractor-trailers, storage containers, RVs, campers, and commercial vehicles other than one (1) A Turning Point box truck shall not be parked or stored overnight on the premises. Storage containers shall not be stored on-site unless as part of a valid building permit.
12. Overnight accommodations of any kind on the property are prohibited. However, this prohibition does not include temporary overnight stays not to exceed five (5) nights at a time of six (6) occasions per year by organizations performing mission work in and around the greater Kansas City area. In addition, this condition does not include the on-site manager position and his/her immediate family who reside on the property.
13. ATP shall submit an annual report of services provided by program type to Community Development as an attachment to any Special Use Permit renewal application. ATP shall track all service usage by residence. For clients that are currently houseless, ATP shall attempt to determine previous locations of habitation.
14. ATP shall provide education to all clients concerning appropriate access and use of services including, but not limited to, activities and behavior in and around the area surrounding ATP. ATP shall provide these educational materials and operational procedures to the Community Development Department within fourteen (14) days upon request.
15. In the spirit of community partnership, ATP shall facilitate and host quarterly meetings inviting the City's Police Department and area residents, property owners, parents, churches, and businesses to discuss the overall operation and any concerns related to ATP's use of the property. ATP shall create written minutes of these meetings and submit them to participants and the Community Development Department within seven (7) days of each such meeting.
16. Continue to operate and update the existing emergency and security plan. If updates occur, submit the updated plan to the Community Development Department and Police Department within fourteen (14) days of the implementation date.
17. Continue to operate and update the existing plan that provides for a volunteer or staff onsite monitor/greeter to be present during peak Guesthouse hours who is responsible to oversee access to the property and to facilitate pedestrian clients onto and off of the property. If updates occur, submit the updated plan to the Community Development Department within fourteen (14) days of the implementation date.
18. Continue to operate and update rapid communication tools that allow area residents to alert ATP of concerns as they arise. ATP shall provide the Community Development Department with information regarding the mechanisms developed to continue implementation of this requirement. ATP shall document the number, type of concern, and outcome of each response and submit the resulting data to the Community Development Department upon request and as part of any future Special Use Permit renewal application.
19. In the event that staff leadership changes with ATP, the new leadership shall schedule a meeting with the City Manager or his/her designee to review the Special Use Permit and

discuss performance expectations. If possible, this should occur prior to any transition taking place but in no event shall occur later than thirty (30) days after any transition.

20. Any false statements in the application submitted by ATP or violation of the conditions stated in this Ordinance or other City Code requirements may, after reasonable notice under the circumstances has been provided to ATP by the City, result in the suspension, modification, revocation, cancellation, or non-renewal of this Special Use Permit.

*The leadership of A Turning Point and city staff are in agreement on all conditions.

City Staff recommends that the request be **APPROVED** contingent upon the conditions listed above.

Ms. McIntire stated that Austin Greer has mentioned some of the new programs and things that are happening around their space and that she is happy to answer any questions they may have. A Turning Point has also done their very best to follow all of the rules and regulations the city has set for them.

Mr. Turnage asked about condition #15 and the quarterly meetings. How did you publicize it?

Ms. McIntire stated that they publicize the meeting in flyers, Facebook and on their website.

Mr. Turnage asked if they have already had some meetings.

Ms. McIntire stated yes, every other month since last March.

Mr. Turnage asked how many people would attend.

Ms. McIntire stated sometimes ten people or sometimes two. Mr. Greer has been to all of them.

Mr. Markenson asked about bus service in that area since Gladstone does not have the city bus service anymore. He asked if that has affected their operations.

Ms. McIntire stated that yes, it has put a damper on their clients getting to them but it has not affected their operations for the number of clients they are serving. Some of their clients are actually using IRIS to get to their property.

Mr. Markenson asked about the missionaries that visit. Where are they coming from and what do they do?

Ms. McIntire stated they are here for community service and the program is called Youth Works. The missionaries come and stay usually four to five nights and do work throughout the metro.

Mr. Murch asked how would she describe her relationship with the Gladstone Police Department.

Ms. McIntire stated that she feels like they work together well. If they need the police, all they do is call and if they find someone that needs our assistance, they bring them to us occasionally.

Mr. Murch stated that he talked with some residents around that area and he has heard no complaints or if they had any problems with A Turning Point.

Mr. Davis asked if condition #12 was in the staff report last year.

Mr. Greer stated yes.

Mr. Davis asked if all the missionaries that were mentioned earlier were primarily from out of state or maybe just needing a place to stay for a night.

Ms. McIntire stated that all of the missionaries that they have hosted at this time have been out of state.

Mr. Beamer asked City Staff now that they have some history with A Turning Point, what has been the experience in terms of complaints over this past year for residents or businesses? If there have been any complaints, how have they been resolved?

Mr. Greer stated that Community Development has not received any additional negative comments that are different from the first hearing in March 2023. There is a gentleman here tonight, Luther Salonen, representing the Lutheran church across the street and he would like an opportunity to speak later in the hearing. The Police Department has not notified Community Development staff of any major issues over the past year.

Ms. McIntire stated that the primary pushback from last year was from the church across the street, Holy Cross. They worked really hard to build a working relationship with them and they communicate mainly with their preschool director because she is there during the day. There have been maybe three or four phone calls this year asking for A Turning Point's help. She feels like they have crossed a bridge with the church and have a system down that seems to be working.

Mr. Nave asked about condition #18 referencing a rapid communication plan. Can she explain what that is exactly?

Ms. McIntire stated that this is mainly for Holy Cross Church. They bought walkie-talkies for them, but they usually just call using cell phones.

Mr. Nave asked if all of these calls are documented.

Ms. McIntire stated yes, they are.

Mr. Ebenroth invited Mr. Luther Salonen from Holy Cross Lutheran Church to speak.

Mr. Salonen stated that he is one of the leaders with the Holy Cross Lutheran Church. They have documented 25 incidences over the last year that have happened. Sometimes it is someone just wandering around and other times a person wants money from parents who are dropping off their children. Sometimes these people will also bang on the door and try and get into the church. He gave a report to Austin Greer tonight regarding the information. They have had to add more security and cameras to help with this situation and their enrollment for preschool has dropped 12%. There was one incident that happened when a preschool worker arrived at work around 6:30

a.m. and a homeless guy was sleeping nearby. He followed this worker to the door and knocked on the door. He said he was not dangerous and that he just had a small bat, which was very intimidating to the employee. He just wishes that A Turning Point was not located in a residential area.

Ms. Middleton stated that over this last year, you only contacted A Turning Point approximately three times for their help.

Mr. Salonen stated yes, this is probably true.

Ms. Middleton asked why they didn't call A Turning Point for more help.

Mr. Salonen stated that sometimes they thought it would be better to just call the police. Leadership thinks the police can do more.

Mr. Markenson stated that he doesn't recall anyone saying that there was a daycare across the street last year with the initial Special Use Permit.

Mr. Salonen stated that he recalls this being discussed last year at the Planning Commission and City Council meetings.

Ms. Lowe asked if any citations were issued in the incident that was brought up.

Mr. Salonen stated he wasn't sure, but if they call 911, then it is recorded. But if they call 311, it isn't.

Ms. Middleton asked about the 12% enrollment drop. She asked if he has any previous data from the past couple of years.

Mr. Salonen stated that they have been running around 75% to 85% full and now they are down to approximately 65%.

Mr. Nave asked about the comments from the Gladstone Police regarding excessive phone calls or issues.

Mr. Greer stated that since this is a one-year special use permit, they meet with A Turning Point every other month for a year. Captain Karl Burris with the Gladstone Police Department would come to those meetings as well. They would monitor A Turning Point and the surrounding areas closely over the last year and the Police Department has not stated that there have been any substantial incidences out of the norm.

Mr. Beamer asked what the hours of drop-off and pick-up are for the kids.

Mr. Salonen stated they start at 6:30 a.m. and usually everyone is gone by 3:30 p.m. Sometimes there are kids there until after 6:00 p.m.

Mr. Beamer asked if it would help the church if A Turning Point had a volunteer that would monitor the church between these hours and if someone was creating an issue, then the volunteer could help get them off the church property.

Mr. Greer stated they currently do have volunteers that monitor the property. If the church has any issues, all they need to do is call A Turning Point and the staff will go over to help. A Turning Point monitors this and documents this all year long.

Ms. McIntire stated that what Austin Greer stated was accurate, but they also installed security cameras on their building that point at the church's parking lot.

Mr. Beamer stated that maybe if there was more security at those peak times to help monitor the church, this would help.

Ms. Lowe stated that it sounds complicated since the church is in Kansas City, Missouri and A Turning Point is in Gladstone. She doesn't see how we could make A Turning Point accountable for what is happening in Kansas City, Missouri. It sounds like the staff and the agency have put together a tightly woven project plan. She thinks the security at the church should be on the church.

Mr. Markenson asked how many years is a conventional Special Use Permit good for.

Mr. Greer stated that the conventional special use permit process is one year for the first, three years for the second, and five years for the third.

Mr. Davis asked about possibly doing another one-year permit.

Mr. Greer stated that if the Planning Commission agrees with another one-year special use permit then he would pass that information along to the City Council at their upcoming meeting.

Ms. McGee stated that they have meetings that are required quarterly that have been ongoing. They have a number of conditions and new programs being added and City Staff have been in contact with A Turning Point. She doesn't feel that cutting this off to one year buys us anything that those meetings and conversations don't already create. She would rather see three years of consistency and providing some of these much-needed services. The whole goal is to help people get jobs and not need these services anymore. The longer we can keep this service, the faster we can get these people off the street.

Mr. Murch stated what he is hearing is that Mr. Salonen and Holy Cross church is holding A Turning Point responsible for all of these people that are on their premises and walking the streets and sidewalks. He is hearing that part of the problem with Holy Cross church's daycare and membership is that A Turning Point is in their residential area. He stated that they are running a for-profit early education childcare facility from the church. Where does the line come when Holy Cross is responsible for its own security and protection and stop blaming A Turning Point?

Mr. Sullivan stated that they didn't have the amount of homeless traffic and problems that they are having now before A Turning Point moved in across the street.

Mr. Greer interjected and stated that Mr. Murch's point is taken, thanked Mr. Salonen for sharing his information and requested that the Planning Commission move the conversation along.

MOTION: By Ms. Middleton, second by Ms. McGee to approve a Special Use Permit for three (3) years located at 1900 & 1904 NE Englewood Road.

Vote: Mr. Murch	Yes
Mr. Markenson	Yes
Mr. Turnage	Yes
Ms. Middleton	Yes
Mr. Beamer	Yes
Ms. McGee	Yes
Mr. Davis	Yes
Ms. Lowe	Yes
Mr. Nave	Yes
Mr. Brancato	Yes
Chair Ebenroth	Yes

The motion carried. (11-0)

Item 5 on the Agenda: Planning Commission Election of Officers:

Mr. Steve Beamer for Chair, Motion by Mr. Davis, Second by Mr. Markenson - Motion carried 11-0.

Mr. Cameron Nave for V-Chair, Motion by Ms. Lowe, Second by Ms. McGee - Motion carried 11-0

Ms. Brenda Lowe for Secretary, Motion by Mr. Beamer, Second by Mr. Markenson -Motion carried 11-0

Item 6 on the Agenda: Planning Commission Representative for the Capital Improvement Committee:

Mr. Beamer would like to nominate Mr. Cameron Nave for the Capital Improvements Committee position. Motion carried 11-0

Item 7 on the Agenda: Communications from the City Council

Mayor Moore welcomed Joseph Brancato to his first meeting and congratulated the new officers. She stated the City Hall renovation is still on schedule and will hopefully be completed by the last week in March to the first week in April. The City also renewed their contract with IRIS for three more months. Thank you.

Item 8 on the Agenda: Communications from the City Staff

Mr. Greer welcomed Mr. Joseph Brancato and asked Mr. Brancato to introduce himself to the other Planning Commissioners.

Mr. Brancato stated that he has lived in Gladstone for the last 25 years and wanted to be part of this committee to be more involved and voice his opinion on what is going on in Gladstone.

Mr. Greer stated that the city has a Boards and Commissions meet and greet on January 31st at Summit Grill from 4:00 p.m. to 6:00 p.m. Please email or call Becky Jarrett to RSVP.

Item 9 on the Agenda: Communications from the Planning Commission Members

Mr. Markenson asked what is going on at the vacant lot on 72nd Street and Prospect.

Mr. Greer stated that the church met with Alan Napoli and I a couple of weeks ago. They plan to add a parking lot on the north side of the lot and they would also like to add a building addition to the north of the existing church. They are planning another expansion to the west side of the existing church in a future phase. The church is currently working on their plans.

Mr. Beamer wanted to thank Mike Ebenroth and Chase Cookson for serving on this commission. He also wanted to thank everyone for their vote as Chair.

Mr. Turnage stated that he wanted to thank Public Works for shoveling the snow on his road.

Ms. Lowe wanted to thank Mike Ebenroth for his service and that she looks forward to the upcoming year. She also thanked city staff for their hard work and guidance.

Chair Ebenroth wanted to thank everyone for the last two years for all of their hard work.

Item 10 on the Agenda: Adjournment

Chair Ebenroth adjourned the meeting at 7:52 pm.

Respectfully submitted:

Mike Ebenroth, Chair

Approved as submitted _____

Angie Daugherty, Recording Secretary

Approved as corrected _____

AN ORDINANCE GRANTING A SPECIAL USE PERMIT SUBJECT TO CERTAIN CONDITIONS TO A TURNING POINT (ATP) FOR THE PURPOSES OF OPERATING A SOCIAL SERVICES ORGANIZATION IN AN R-1 ZONING DISTRICT AT 1900 AND 1904 NE ENGLEWOOD ROAD.

WHEREAS, pursuant to Section 32-39 of Ordinance No. 2.292, being the Gladstone Zoning Ordinance, public notice was made of a request to grant a Special Use Permit on property located at 1900 and 1904 NE Englewood Road, and

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

WHEREAS, the Planning Commission of the City of Gladstone did submit its recommendation to the City Council for approval of such Special Use Permit requesting certain conditions as incorporated herein;

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

SECTION 1. SPECIAL USE PERMIT:

THAT, A Turning Point (ATP) is hereby granted a Special Use Permit for operation of a social services organization on property located at 1900 and 1904 NE Englewood Road, the effective date of which shall be the enactment date of this Ordinance and expiring **One (1)** year from this date, all subject to the terms and conditions set forth herein:

1. This Special Use Permit is issued to ATP for 1900 and 1904 NE Englewood Road only. If ATP relocates, sells, or leases this location to another tenant, either ATP or the other tenant(s) must reapply for a new permit to continue the uses authorized in this Ordinance. This Special Use Permit is non-transferable to another tenant occupying space at these locations. Expansion of uses not contained in the submitted application or this Ordinance is prohibited.
2. A Turning Point shall apply for and maintain all applicable State, County, and City business and occupational licenses. A copy of such business and occupational licenses shall be provided to the Community Development Department.
3. Hours of operation for this location shall be limited to 7:00 a.m. to 10:00 p.m., Monday – Saturday each week except at otherwise provided herein.
4. This Special Use Permit allows for the following uses at 1900 & 1904 NE Englewood Road:
 - Food Pantry
 - Wardrobe Clothes Closet
 - Education Academy
 - Idemia services for Fingerprinting & background check
 - Site to store, prepare, and load vehicles for the Community Meals outreach program
 - Day Center Services (Guesthouse)
 - Services provided shall be shower and laundry facilities, hot meals, computer/internet access, and case management.

- Hours of operation for these services shall be limited to Monday-Friday from 10:00 a.m. to 2:00 p.m.
 - Community meetings will continue and take place every other month.
 - Support Groups
 - Community Garden
 - One (1) community garden not exceeding 3,600 sq.ft.
 - The institute job training program for skilled trades and workforce development
 - Gymnasium building for youth sports leagues, practices, tournaments, performances, recreation, and educational activities. The repurposed space in the southeast wing can also be used for individuals to eat, meet privately with social workers/mental health counselors, and store supplies. Shower and laundry facilities are prohibited.
- 5. All building and fire safety requirements shall be complied with and maintained as required.
- 6. The six (6) foot privacy fence, as well as the property located north and south of the privacy fence (residential homes to commercial use), shall be maintained in perpetuity by ATP.
- 7. Signage shall follow all rules and regulations associated with all City of Gladstone sign ordinances. Landscaping approved by the Community Development Department shall be installed and maintained around the monument sign located adjacent to NE Englewood Road.
- 8. All mechanical equipment located on the roof and the ground shall be screened from public view similar in design to the rest of the structure. All screening shall be approved by the Community Development Department.
- 9. Trash service and commercial deliveries shall occur between the hours of 7:00 a.m. to 10:00 p.m.
- 10. Dumpster enclosures shall be constructed with materials consistent with the primary building. Specific colors and materials shall be approved by the Community Development Department.
- 11. Tractor-trailers, storage containers, RVs, campers, and commercial vehicles other than one (1) A Turning Point box truck shall not be parked or stored overnight on the premises. Storage containers shall not be stored on-site unless as part of a valid building permit.
- 12. Overnight accommodations of any kind on the property are prohibited. However, this prohibition does not include temporary overnight stays not to exceed five (5) nights at a time of six (6) occasions per year by organizations performing mission work in and around the greater Kansas City area. In addition, this condition does not include the on-site manager position and his/her immediate family who reside on the property.
- 13. ATP shall submit an annual report of services provided by program type to Community Development as an attachment to any Special Use Permit renewal application. ATP shall track all service usage by residence. For clients that are currently houseless, ATP shall attempt to determine previous locations of habitation.
- 14. ATP shall provide education to all clients concerning appropriate access and use of services including, but not limited to, activities and behavior in and around the area surrounding ATP. ATP shall provide these educational materials and operational procedures to the Community Development Department within fourteen (14) days upon request.
- 15. In the spirit of community partnership, ATP shall facilitate and host meetings every other month inviting the City's Police Department, the Kansas City Police Department, Clay

County Sherriff's Department, area residents, property owners, parents, churches, businesses and school district representatives to discuss the overall operation and any concerns related to ATP's use of the property. ATP shall create written minutes of these meetings and submit them to participants and the Community Development Department within seven (7) days of each such meeting.

16. Continue to operate and update the existing emergency and security plan. If updates occur, submit the updated plan to the Community Development Department and Police Department within fourteen (14) days of the implementation date.
17. Continue to operate and update the existing plan that provides for a volunteer or staff onsite monitor/greeter to be present during peak Guesthouse hours who is responsible to oversee access to the property and to facilitate pedestrian clients onto and off of the property. If updates occur, submit the updated plan to the Community Development Department within fourteen (14) days of the implementation date.
18. Continue to operate and update rapid communication tools that allow area residents to alert ATP of concerns as they arise. ATP shall provide the Community Development Department with information regarding the mechanisms developed to continue implementation of this requirement. ATP shall document the number, type of concern, and outcome of each response and submit the resulting data to the Community Development Department upon request and as part of any future Special Use Permit renewal application.
19. In the event that staff leadership changes with ATP, the new leadership shall schedule a meeting with the City Manager or his/her designee to review the Special Use Permit and discuss performance expectations. If possible, this should occur prior to any transition taking place but in no event shall occur later than thirty (30) days after any transition.
20. Any false statements in the application submitted by ATP or violation of the conditions stated in this Ordinance or other City Code requirements may, after reasonable notice under the circumstances has been provided to ATP by the City, result in the suspension, modification, revocation, cancellation, or non-renewal of this Special Use Permit.

SECTION 2. SEVERABILITY CLAUSE. The provisions of this ordinance are severable and if any provision hereof is declared invalid, unconstitutional or unenforceable, such determination shall not affect the validity of the remainder of this ordinance.

INTRODUCED, READ, PASSED, AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 11TH DAY OF MARCH 2024.

Jean B. Moore, Mayor

ATTEST:

Becky Jarrett, Deputy City Clerk

1st Reading: March 11, 2024

2nd Reading: March 11, 2024

File #



Request for Council Action

RES ☐ # City Clerk Only

BILL ☒ # 24-11

ORD ☒ # 4.666

Date: 2/14/2024

Department: Police

Meeting Date Requested: 3/11/2024

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

Subject: An Ordinance authorizing the City to participate in the Missouri Highway Safety Program and receive grant funds, under the terms outlined by the Missouri Department of Transportation, for the purpose of increased enforcement of traffic laws.

Background: As with years past, our department has applied for the following grants through the Missouri Highway Safety Division:

- DUI Enforcement
- Hazardous Moving Violation
- EUDL (Youth Alcohol Enforcement)

For the past three (3) years (per year) we have received between \$6,000.00 - \$8,000.00 for **DUI Enforcement**; \$10,000.00 - \$15,000.00 for **Hazardous Moving enforcement**; and an average of \$5,000.00 for the **Youth Alcohol Enforcement** grant.

We are in the process of applying for the 2024-2025 grant period for these same three (3) grants with a requested amount of approximately the same as the above previous three (3) years.

DWI Enforcement Projects will consist of one or more officers who will patrol and seek out impaired drivers in high alcohol-related crash areas during the hours and days of peak alcohol usage. Funding will be provided for overtime or full-time manpower, and support personnel such as dispatchers, and may be provided for equipment if the need is demonstrated.

Hazardous Moving Violation (HMV) Enforcement Projects will target high crash locations and areas where consistent HMVs occur. Projects will be developed from the analysis of specific traffic problems occurring in your community and the resulting problem identification. Funding will be provided for overtime or full-time manpower, and support personnel such as dispatchers, and may be provided for equipment if the need is demonstrated. Hazardous violations are DWI/BAC; Improper Turn; Follow to Close; Stop Sign; Traffic Signal; Failure to Yield; Careless Driving; Red Light Running; Speeding; School Bus Stop Arm; etc. HMV projects can also address distracted driving and enforcement projects to specifically reduce bicycle & pedestrian fatalities.

This grant also pays (100% reimbursement) for up to two (2) officers to the annual LETSAC Conference held every year at the Lake of the Ozarks.

Youth Alcohol Enforcement Projects will consist of one (1) or more officers patrolling high alcohol related crash areas during the hours and days of peak alcohol usage. The purpose of the patrol will be to use probable cause to stop and arrest underage (under 21) impaired drivers, check for compliance and other deterrence programs. Funding for this type of project will be for officer overtime; funding can also be used to pay undercover buyers.

***All three (3) of these grants will be paid to the officers at a double time rate and these grants are paid to the City of Gladstone at a 100% reimbursement rate.**

We are asking for the City Council's approval to continue to participate in the fully funded Highway Safety grants as we have been for the past several years.

Budget Discussion: N/A.

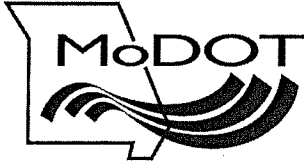
Public/Board/Staff Input: Staff recommends approval of the proposed Ordinance.

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

Fred Farris
Chief of Police

JM
City Attorney

BB
City Manager



Highway Safety and Traffic Division
P.O. Box 270
Jefferson City, MO 65102
1-800-800-2358 or 573-751-4161

CITY COUNCIL AUTHORIZATION

On March 11th, 2024 the Council of City of Gladstone
 held a meeting and discussed the City's participation
in Missouri's Highway Safety Program.

It is agreed by the Council that the City of Gladstone
will participate in Missouri's Highway Safety Program.

It is further agreed by the Council that the Chief of Police will investigate the
financial assistance available under the Missouri Highway Safety Program for
Traffic Enforcement and report back to the Council his/her recommendations.
When funding through the Highway Safety Division is no longer available, the
local government entity agrees to make a dedicated attempt to continue support
for this traffic safety effort.

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Mayor

AN ORDINANCE AUTHORIZING THE CITY TO PARTICIPATE IN THE MISSOURI HIGHWAY SAFETY PROGRAM AND RECEIVE GRANT FUNDS, UNDER THE TERMS OUTLINED BY THE MISSOURI DEPARTMENT OF TRANSPORTATION, FOR THE PURPOSE OF INCREASED ENFORCEMENT OF TRAFFIC LAWS.

WHEREAS, the City of Gladstone and the Missouri Highways Transportation Commission seek to promote safety on the roadways; and

WHEREAS, enforcement of laws governing traffic on roadways creates a safer environment for citizens and visitors to the City of Gladstone; and

WHEREAS, effective enforcement of traffic laws reduces injuries and deaths on the roadway as well as property damage; and

WHEREAS, an agreement with the Missouri Department of Transportation to participate in Missouri’s Highway Safety Program is in the best interests of residents of the City of Gladstone.

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

THAT, the City of Gladstone agrees to approve the “City Council Authorization” form, requiring the signatures of each member of the City Council, and participate in Missouri’s Highway Safety Program for Traffic Enforcement.

FURTHER, THAT, the City of Gladstone authorizes the use of traffic safety grant funds received by the Missouri Department of Transportation to compensate police officers at the maximum rate authorized by the Missouri Department of Transportation’s guidelines governing the use of Highway Safety Program grant funds.

INTRODUCED, READ, PASSED, AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 11TH DAY OF MARCH 2024.

Jean B. Moore, Mayor

ATTEST:

Becky Jarrett, Deputy City Clerk

1st Reading: March 11, 2024

2nd Reading: March 11, 2024