



**CITY COUNCIL MEETING
7010 NORTH HOLMES
GLADSTONE, MISSOURI
FEBRUARY 24, 2025**

The City Council will meet in Closed Executive Session at 7:00 pm, February 24, 2025, Gladstone City Hall, 7010 North Holmes, Gladstone, Missouri. The Closed Executive Session is closed pursuant to RSMo. Open Meeting Act Exemption 610.021 (1) for Litigation and Confidential or Privileged Communications with Legal Counsel and 610.021(2) Real Estate.

OPEN STUDY SESSION 7:15 PM

1. **Linden Square Programming:** Kalynn Guffey, Special Event Coordinator, will present details for the upcoming scheduled events.

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 10, 2025, Closed City Council Meeting Minutes.**
6. **Approval of the February 10, 2025, 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 the City Council.**
9. **Communications from the City Manager.**
10. **CONSENT AGENDA**

CONSIDER SPECIAL EVENT PERMITS:

LINDEN SQUARE:

Summertime Bluesfest, Friday, May 16, 2025, 5:00 to 10:00 pm and Saturday, May 17, 2025, 4:00 to 10:00 pm.

Sounds on the Square, various dates beginning June 7, 2025 through October 11, 2025, 5:00 to 10:00 pm.

Food, Art, Drink, Saturday, June 7, 2025, 12:00 to 10:00 pm.

Cutie Pie Tri and Kids Fest, Saturday, July 26, 2025, 8:00 am to 1:00 pm.

ATKINS-JOHNSON FARM AND MUSEUM:

Car Show, Saturday, June 14, 2025, 11:00 am to 3:00 pm. Children's

Garden Day, Saturday, July 12, 2025, 9:00 am to 12:00 pm.

**CONSIDER MONTHLY FINANCIAL UPDATE JANUARY YTD 2025
REGULAR AGENDA**

11. **RESOLUTION R-25-12**, A Resolution amending or revising the 2025 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.

- 12. RESOLUTION R-25-13,** A Resolution encouraging the residents of Gladstone to become informed on the proposed North Kansas City School District Bond Initiative and to vote on April 8, 2025.
- 13. RESOLUTION R-25-14,** A Resolution authorizing the City Manager to execute a contract with Lamp Rynearson, Incorporated in the total amount of \$40,850.00 for construction inspection services on the 0.3-MG Linden Water Tower and 1.0-MG Antioch Water Tower Painting and Repairs, Project WP2492C.
- 14. RESOLUTION R-25-15,** A Resolution authorizing Change Order No. 1 in the amount of \$29,382.36 to the contract with Legacy Post and Beam, Incorporated, for the purchase of a 1.5 Story Gable Barn Kit, Project CP2454.
- 15. Other Business.**
- 16. 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 4:00 pm
February 20, 2025



Department of Parks, Recreation & Cultural Arts

Memorandum

DATE: February 19, 2025

TO: Robert M. Baer, City Manager

FROM: Justin Merkey, Director of Parks, Recreation, and Cultural Arts

RE: 2025 Linden Square Programming

Linden Square had a very successful 2024 season with attendance continuing to rise while programs/services are being built and improved upon.

Staff is excited to have completed the Linden Square Program line-up for 2025 and begin the implementation process. Similar to past years, Food.Art.Drink. (FAD) will occur the first Saturday of June followed by Sounds on the Square and other festivals. The transition to one day of F.A.D. proved successful with increased attendance and positive feedback from vendors.

This year, we will host three movies: starting with *Elf* (a collaboration with Gladstone Theatre in the Park's *Elf* production, as well as a Christmas in July theme for Kids Fest); and in August, a showing of *Wicked* will occur followed by *Ghostbusters*. And, back by popular demand, staff will host two trivia nights for those looking for something a little different.

Kids Fest will return this year in July with the Cutie Pie Tri kicking off the festival. A change in the September schedule will eliminate the Fiesta on the Square program, which has lacked attendance and/or growth. However, we will replace this program with a Taylor Swift Tribute band that we feel will be a huge draw of a younger demographic. Like last year, Whiskey Fest, will be the season festival finale and is expected to be the largest event of the season.

Special Event Coordinator, Kalynn Guffey, will be at City Council on Monday night to present complete details for the scheduled events and answer any questions City Council might have. Should you have any questions, please let me know.



**MINUTES
REGULAR CITY COUNCIL MEETING
GLADSTONE, MISSOURI
MONDAY, FEBRUARY 10, 2025**

PRESENT: Mayor Tina Spallo
Mayor Pro Tem Les Smith
Councilmember Jean Moore
Councilman Bill Garnos
Councilman Spencer Davis

City Manager Bob Baer
Assistant City Manager Austin Greer
City Attorney Jackson Auer
City Clerk Kris Keller

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

Mayor Spallo opened the Regular City Council Meeting Monday, February 10, 2025 at 7:30 pm.

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

Mayor Spallo 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 Spallo asked all to stand and 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 27, 2025, Closed City Council Meeting Minutes.

Councilmember Moore moved to approve the minutes of the January 27, 2025, Closed City Council meeting as presented. Mayor Pro Tem Smith seconded. The Vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0)

Item No. 6. On the Agenda. Approval of the January 27, 2025, Regular City Council Meeting Minutes.

Councilmember Moore moved to approve the minutes of the January 27, 2025,, Regular City Council meeting as presented. **Mayor Pro Tem Smith** seconded. The Vote: “aye”, Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0)

Item No. 7. On the Agenda. PROCLAMATION AND RECOGNITION: Everett Jones, GEMA Volunteer Service Appreciation.

Mayor Spallo read and presented the Proclamation and plaque to Mr. Jones, reflecting on his fourteen years of volunteer service.

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

There were no communications from the audience.

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

Councilman Garnos reported that he attended the meet-and-greet with local legislators on January 31, 2025, at the Innovation Center, hosted by the Clay County Economic Development Council. He also announced that the Board of Zoning Adjustment meeting next week has been canceled.

Mayor Pro Tem Smith thanked Mr. Jones and expressed gratitude for his many years of volunteer service.

Mayor Spallo shared her thoughts on the Chiefs' game last night, noting that regardless of the outcome, the team had a fantastic year. She also highlighted how, throughout the football season, the games helped drive business to the city through related purchases and mentioned that it's now time for Royals season.

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

City Manager Baer made the following announcements:

- City Hall will be closed Monday, February 17, 2025 in observance of President's Day.
- Requested residents avoid parking on the street, if possible, to ensure proper snow removal. Information about the snow removal process is available on the City's website.
- MODOT will be conducting reconstruction on Missouri Route 1 from NE 64th Street to NE 72nd Street. More information is available on the City's website. He has spoken with Director Nebergall about contacting MODOT to discuss patching the area until reconstruction begins.

Mayor Spallo reiterated concerns about the condition of Route 1 prior to reconstruction and expressed hope that Director Nebergall will make progress with MODOT.

Item No. 11. On the Agenda. CONSENT AGENDA

Following the Clerks' reading:

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

Mayor Pro Tem Smith moved to approve **SPECIAL EVENT PERMITS:**

Flashlight Easter Egg Hunt, Happy Rock Park East Sports Complex, Friday, April 11, 2025, 5:00 to 9:00 pm.

Walk 'N Wag, Atkins-Johnson Farm and Museum, Saturday, April 19, 2025, 8:00 am to 12:00 pm.

Civil War Muster, Atkins-Johnson Farm and Museum, Saturday, April 26, 2025, 11:00 am to 3:00 pm.

Touch A Truck, Happy Rock Park West, Saturday, May 3, 2025, 9:00 am to 12:00 pm.

Afternoon Tea, Atkins-Johnson Farm and Museum, Saturday, May 10, 2025, 12:00 to 2:00 pm.

Movie Night, Atkins-Johnson Farm and Museum, Thursday, May 29, 2025, 8:00 to 10:00 pm.

Mayor Pro Tem Smith seconded. The Vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0)

Councilman Davis moved to approve **RESOLUTION R-25-08**, 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. **Mayor Pro Tem Smith** seconded. The Vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0)

Councilman Davis moved to approve **RESOLUTION R-25-09**, A Resolution authorizing the City Manager to execute a second amendment to a Commercial Lease Agreement between the City of Gladstone, Missouri, as Sub-Lessor, and Curana Health Management Group, LLC as Sub-Lessee, to operate an office for a Physicians' Medical Director Group at 7001 North Cherry, Suite #202, Gladstone, Missouri, 64118. **Mayor Pro Tem Smith** seconded. The Vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0)

Councilman Davis moved to approve **RESOLUTION R-25-10**, A Resolution authorizing acceptance of work under contract with Vance Brothers, Incorporated, for the FY24 Intermediate Maintenance Project, and authorizing final payment in the amount of \$500.00 for Project TP2403. **Mayor Pro Tem Smith** seconded. The Vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0)

REGULAR AGENDA

Item No. 12. On the Agenda. FIRST READING BILL NO. 25-06, An Ordinance approving the Final Plat of a minor subdivision in the SW Quarter, Section 14, Township 51 North, Range 33 West in the City of Gladstone, Clay County Missouri, and directing the appropriate officials to affix their signatures to said plat for recording.

Councilmember Moore moved **BILL NO. 25-06** be placed on its First Reading. **Mayor Pro Tem Smith** seconded. The Vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0) The Clerk read the Bill.

Councilmember Moore moved to accept the First Reading of **BILL NO. 25-06**, waive the rule and place the Bill on its Second and Final Reading. **Mayor Pro Tem Smith** seconded. The Vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0) The Clerk read the Bill.

Councilmember Moore moved to accept the Second and Final Reading of **BILL NO. 25-06** and enact the Bill as **Ordinance 4.691**. **Mayor Pro Tem Smith** seconded.

Councilman Garnos reported that this was uncommon and requested clarification. Assistant City Manager Greer reported it's not uncommon when there's a strip center that have three or four suites, each with different ownership, to be located all under one plat of land.

Roll Call vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0) **Mayor Spallo** stated **BILL NO. 25-06** stands enacted as **Ordinance Number 4.691**.

Item No. 13. On the Agenda. FIRST READING BILL NO. 25-07, 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.

Councilman Garnos moved **BILL NO. 25-07** be placed on its First Reading. **Councilmember Moore** seconded. The Vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0) The Clerk read the Bill.

Councilman Garnos moved to accept the First Reading of **BILL NO. 25-07**, waive the rule and place the Bill on its Second and Final Reading. **Councilmember Moore** seconded. The Vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0) The Clerk read the Bill.

Councilman Garnos moved to accept the Second and Final Reading of **BILL NO. 25-07** and enact the Bill as **Ordinance 4.692**. **Councilmember Moore** seconded.

Councilmember Moore requested additional information about the program to help inform the audience. **Councilman Davis** inquired whether this program takes City police officers away from their regular shifts.

Major Karl Burris explained the many benefits of the program and reported that officers volunteer on their own time, it does not impact the City, and there is no cost to the City.

Roll Call vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0) **Mayor Spallo** stated **BILL NO. 25-07** stands enacted as **Ordinance Number 4.692**.

Item No. 14. On the Agenda. RESOLUTION R-25-11, A Resolution authorizing acceptance of work under contract with Lan-Tel Communications Services, Incorporated, for the FY23 Curb, Gutter, and Sidewalk Program-Phase 2 Project, and authorizing final payment in the amount of \$35,079.02 for Project TP2304.

Councilman Davis moved to approve **RESOLUTION R-25-11**, A Resolution authorizing acceptance of work under contract with Lan-Tel Communications Services, Incorporated, for the FY23 Curb, Gutter, and Sidewalk Program-Phase 2 Project, and authorizing final payment in the amount of \$35,079.02 for Project TP2304. **Mayor Pro Tem Smith** seconded. The Vote: "aye", Councilman Davis, Councilman Garnos, Councilmember Moore, Mayor Pro Tem Smith, and Mayor Spallo. (5-0)

Item No. 15. On the Agenda. Other Business.

There was no other business.

Item No. 16. On the Agenda. Adjournment.

Mayor Spallo adjourned the February 10, 2025, Regular City Council meeting at 7:57 pm.

Respectfully submitted:

Kris Keller, City Clerk

Approved as presented: _____

Approved as modified: _____

Tina M. Spallo, Mayor



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 2/6/2025

Department: Community Development

Meeting Date Requested: 2/24/2025

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

Subject: Special Event Permit

Background: The Gladstone Area Chamber of Commerce will host their 28th Annual Gladstone Summertime Bluesfest. This is a two (2) day event featuring national, regional, and local musicians.

NE 70th Street will be closed during the performance time frames noted below.

Location: Linden Square

Date: Friday, May 16, 2025

Saturday, May 17, 2025

Time: Friday; 5:00 pm to 10:00 pm

Saturday; 4:00 pm to 10:00 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

JA
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 6, 2025
PERMIT NO.: SEP25-00026
RE: TYPE 4 OUTDOOR SPECIAL EVENT

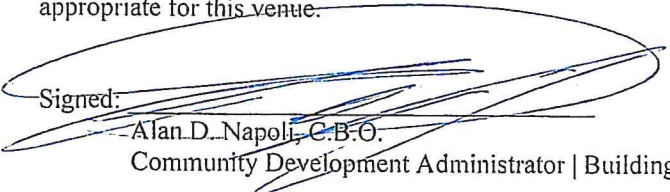
NAME OF EVENT: GLADSTONE SUMMERTIME BLUESFEST
LOCATION OF EVENT: 602 NE 70TH STREET
LINDEN SQUARE
DATE OF EVENT: FRIDAY, MAY 16, 2025
SATURDAY, MAY 17, 2025
TIME OF EVENT: FRIDAY- 5:00 PM TO 10:00 PM
SATURDAY- 4:00 PM TO 10:00 PM
EST. ATTENDANCE: 10,000±

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.100.250(1) Outdoor display, sale and storage.
- ☒ Section 2.100.250(3) Sales transactions.
- ☒ 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.
 - ↳ Designated smoking area will be provided; see attached map #2 (outlined in red).
- ☐ Section 2.140.040 Public fireworks display prohibited, exceptions.
- ☐ Section 3.100.060 Burning prohibited general; exceptions.
- ☒ Section 5.110.1800 Drinking in public.
 - ↳ The Linden Square grounds is being requested; see attached map #2 (outlined in blue).
- ☒ Section 5.160.230(a) Street use permit (street use permit allowed).
 - ↳ Close 70th Street from N Cherry Street to N Holmes Street; see attached map #3.
- ☒ Section 9.1600.110 Temporary signs.
 - ↳ Requesting the placement of twelve (12) temporary signs throughout the City.

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

Signed:


Alan D. Napoli, C.B.O.

Community Development Administrator | Building Official

ATTACHMENT(S):

- ☒ Maps
- ☒ Letter to Director Merkey



February 6, 2025

Mr. Justin Merkey, Director of Parks & Recreation
City of Gladstone
7010 N. Holmes
Gladstone, MO 64118

Dear Justin,

The Gladstone Area Chamber of Commerce, in cooperation with the City of Gladstone, is planning the 28th Annual Gladstone Summertime Bluesfest, scheduled for May 16 & 17 at Linden Square.

In order to comply with the Outdoor Special Events Application, we respectfully request that the City of Gladstone temporarily suspend a few ordinances, as they apply to Bluesfest, including noise prohibited, alcoholic beverages, prohibition of smoking on or within all public park grounds, street closures, drinking in public and temporary signs.

The Chamber would like to request that smoking be allowed at Bluesfest in one designated area at Linden Square, the easternmost section of the Dentistry for Children parking lot. An attached map outlines the specific area requested. The Chamber will provide containers for disposal of smoking refuse and will be responsible for removing the refuse containers following Bluesfest.

The Chamber also requests allowing the sale of alcoholic beverages and drinking in public at the Bluesfest. A diagram of Linden Square with the area in which alcoholic beverages will be permitted is attached. We also understand recycling receptacles are required and will ensure they are available throughout Linden Square.

As Bluesfest is a live music festival, we request that the noise prohibited ordinance be waived during the hours of the event. Please note that Bluesfest organizers are very respectful of the ending time of 10 p.m. each evening, so as not to be too disruptive of the neighbors near Linden Square.



To account for public safety, considering the foot traffic in the area, we request permission to close NE 70th Street, from N. Holmes to N. Cherry. The street would be closed during all operating hours of Bluesfest, and could include an hour or two prior to opening, or following closing, allowing for set-up and tear-down.

Finally, we request that the temporary signage ordinances be waived, so that we may place up to twelve advertising banners throughout the city for a period of 2 weeks prior to the event. Banners will only be placed with permission of the property owners and will be removed within 48 hours following the event.

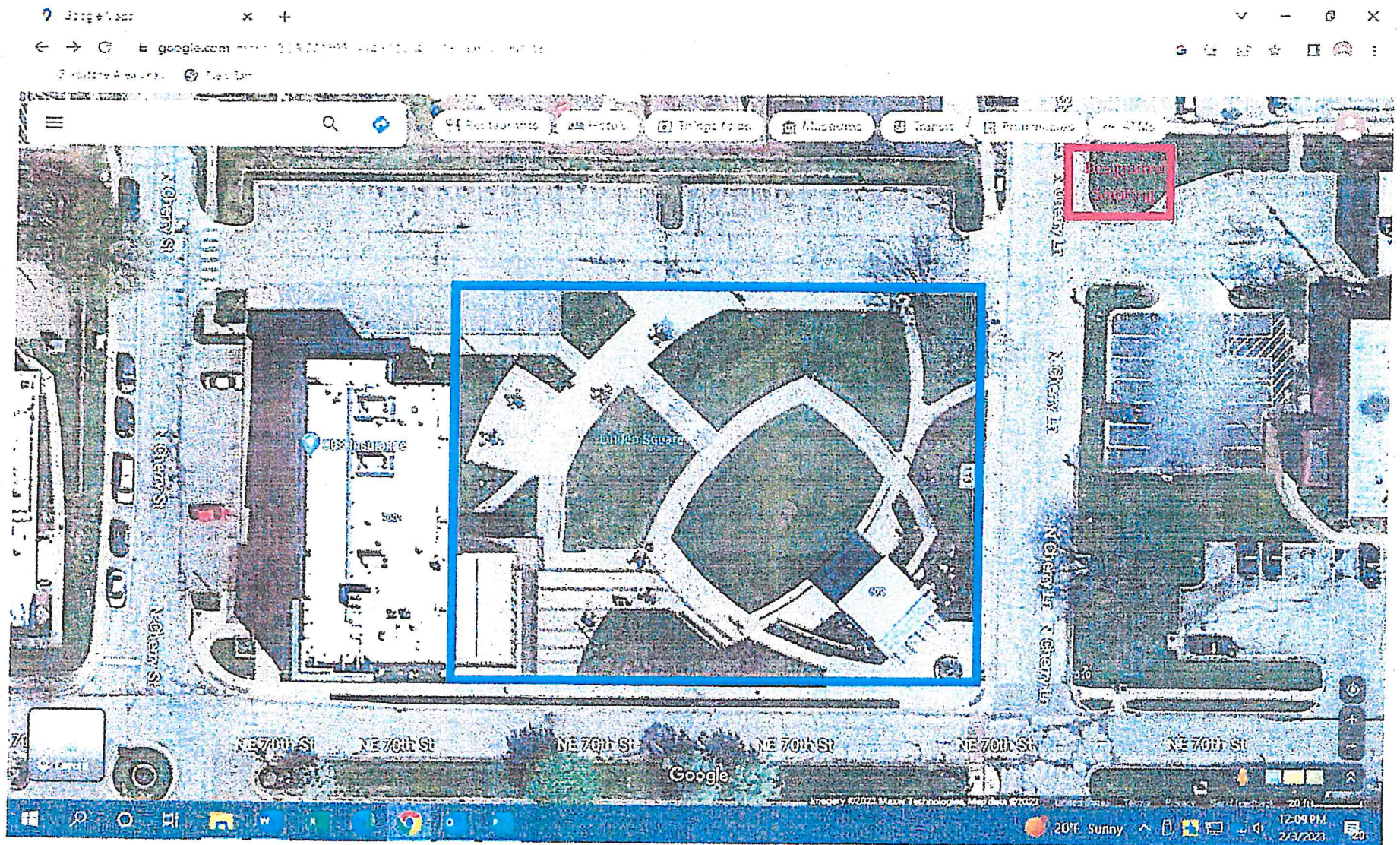
We respectfully request that the ordinances be suspended for all hours of operation of the Gladstone Summertime Bluesfest.

Should you have any questions or concerns, please contact me at the Chamber Office, (816) 436-4523, at your convenience. Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in black ink that reads "Amy Harlin".

Amy Harlin
President

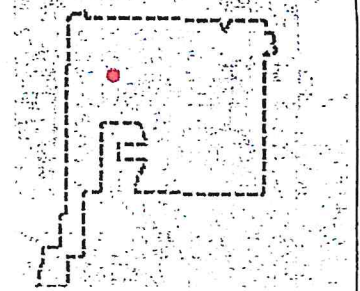


Inside RED Area = Designated Smoking Area

Inside BLUE Area = Alcohol Consumption Area

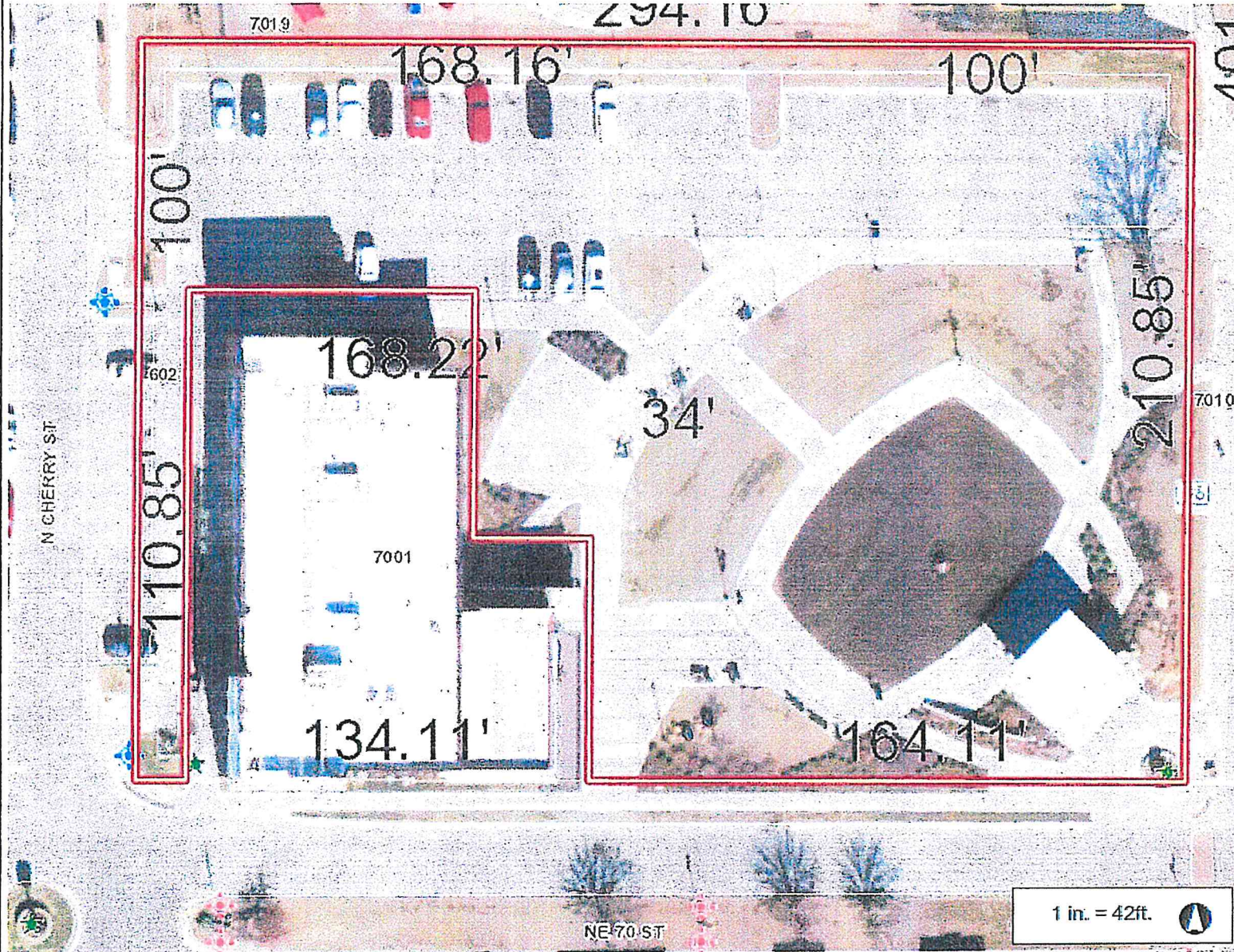


Gladstone, MO



Legend

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



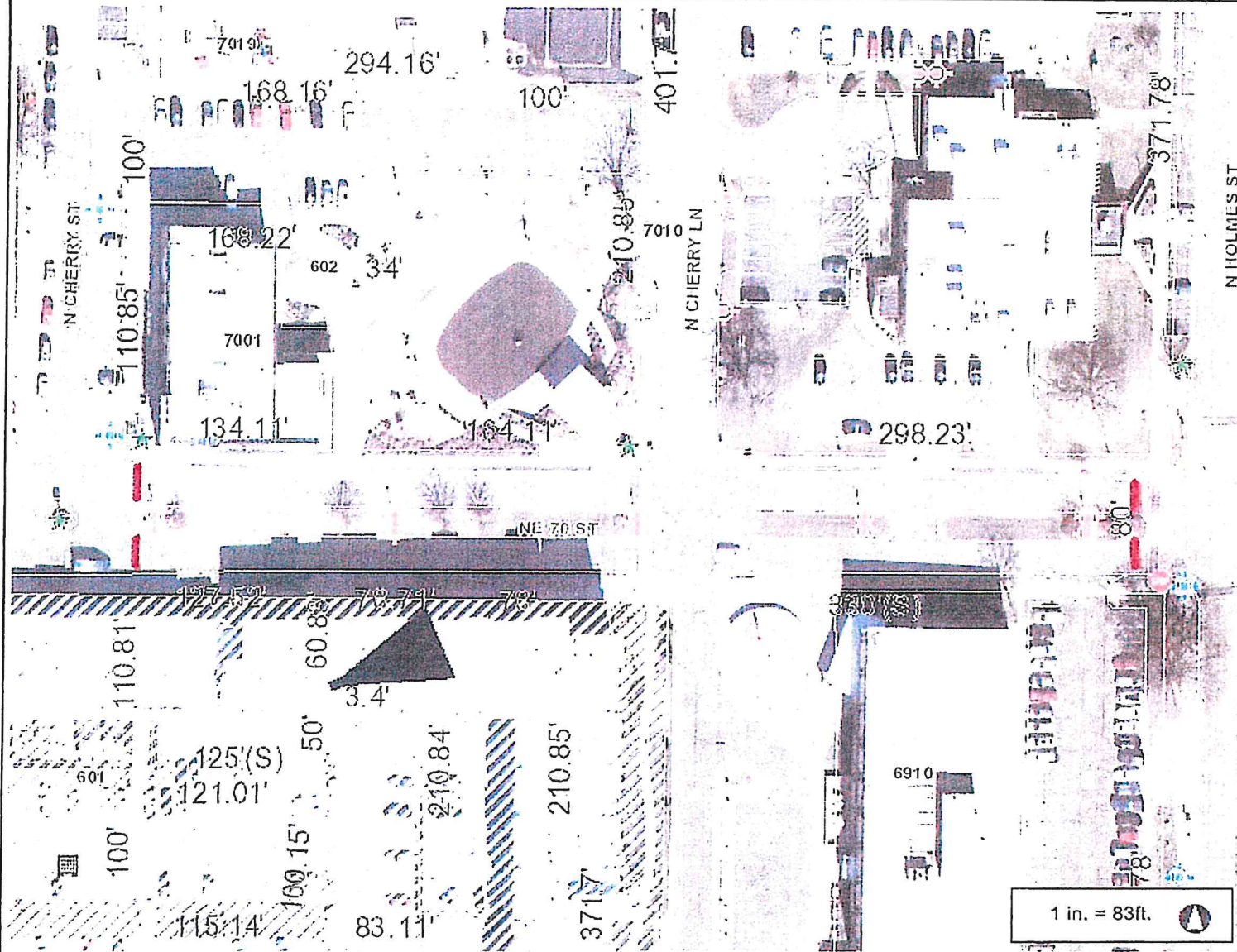
83.3 0 41.67 83.3 Feet

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

Notes



Gladstone, MO



Legend

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

Notes

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



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 2/4/2025

Department: Community Development

Meeting Date Requested: 2/24/2025

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

Subject: Special Event Permit

Background: The Parks, Recreation, and Cultural Arts Department will host the City's Annual "Sounds on the Square". A variety of musical genres will be featured throughout the 2025 series. The events are free and open to the public, with beverages available for purchase.

The event will take place at Linden Square on the following dates:

Date:

- Saturday, June 7, 2025
(in conjunction with Food Art Drink)
- Friday, June 13, 2025
- Friday, June 20, 2025
- Saturday, June 21, 2025
- Friday, July 11, 2025
- Friday, July 18, 2025
- Saturday, July 19, 2025
- Friday, July 25, 2025
- Friday, August 8, 2025
- Friday, August 15, 2025
- Saturday, August 16, 2025
- Friday, August 22, 2025
- Friday, August 29, 2025
- Friday, September 5, 2025
- Friday, September 12, 2025
- Saturday, September 13, 2025
- Friday, September 19, 2025
- Friday, September 26, 2025
- Saturday, October 11, 2025
(in conjunction with Whiskey Fest)

Time: 12:00 pm to 10:00 pm (concerts will begin at 7:00 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

JA
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 4, 2025
PERMIT NO.: SEP25-00010
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: SOUNDS ON THE SQUARE
LOCATION OF EVENT: 602 NE 70TH STREET
LINDEN SQUARE
DATE OF EVENT: SATURDAY, JUNE 7, 2025
(IN CONJUNCTION WITH Food Art Drink)
FRIDAY, JUNE 13, 2025
FRIDAY, JUNE 20, 2025
SATURDAY, JUNE 21, 2025
FRIDAY, JULY 11, 2025
FRIDAY, JULY 18, 2025
SATURDAY, JULY 19, 2025
FRIDAY, JULY 25, 2025
FRIDAY, AUGUST 8, 2025
FRIDAY, AUGUST 15, 2025
SATURDAY, AUGUST 16, 2025

FRIDAY, AUGUST 22, 2025
FRIDAY, AUGUST 29, 2025
FRIDAY, SEPTEMBER 5, 2025
FRIDAY, SEPTEMBER 12, 2025
SATURDAY, SEPTEMBER 13, 2025
FRIDAY, SEPTEMBER 19, 2025
FRIDAY, SEPTEMBER 26, 2025
SATURDAY, OCTOBER 11, 2025
(IN CONJUNCTION WITH WHISKY FEST)

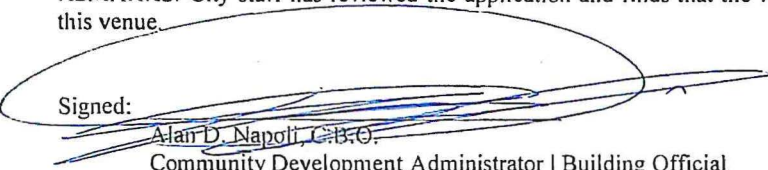
TIME OF EVENT: 12:00 PM TO 10:00 PM (CONCERTS WILL BEGIN AT 7:00 PM)
EST. ATTENDANCE: 500±

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.100.250(1) Outdoor display, sale and storage.
- ☒ Section 2.100.250(3) Sales transactions.
- ☒ 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 3.100.060 Burning prohibited general; 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.

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

Signed:


Alan D. Napoli, C.B.O.

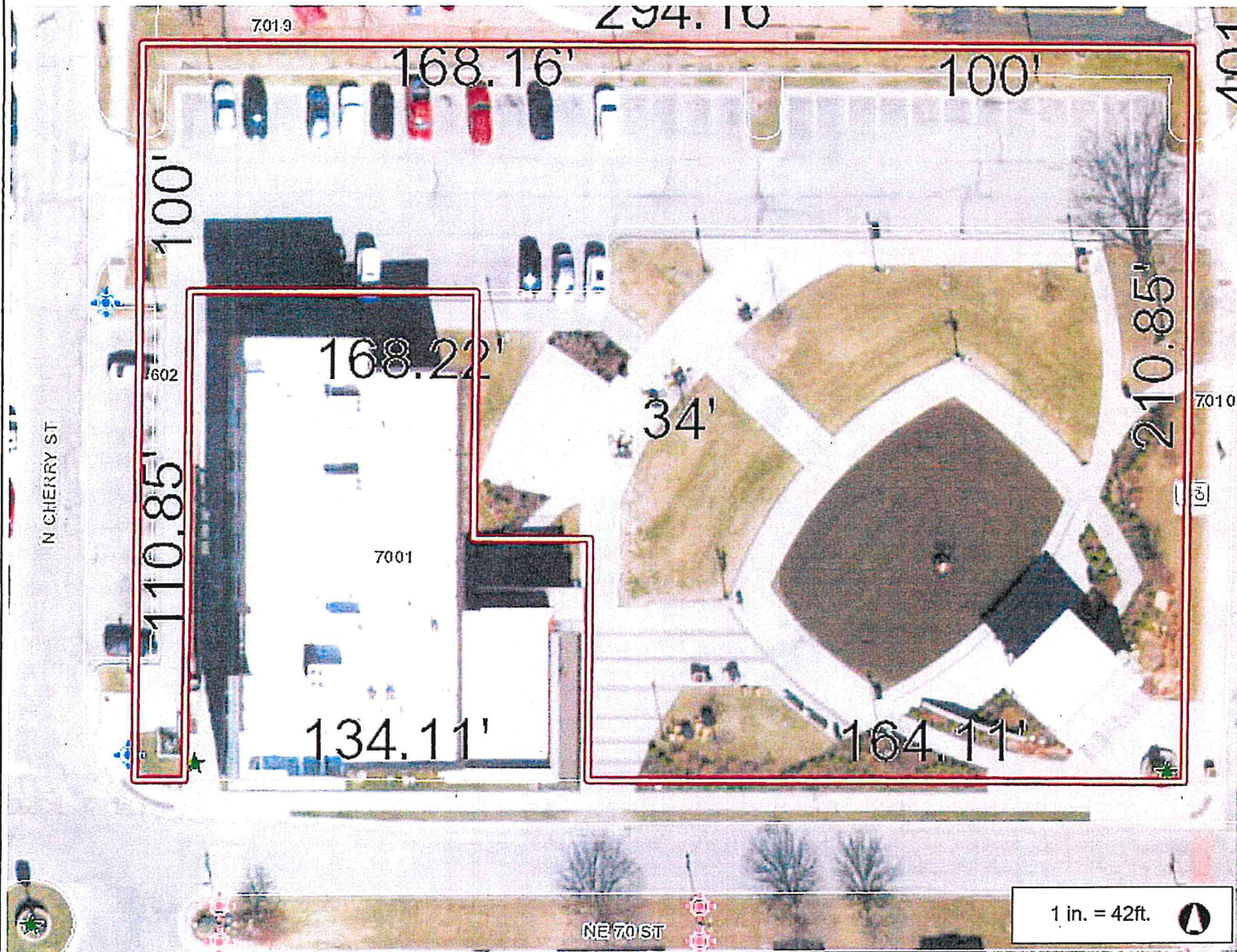
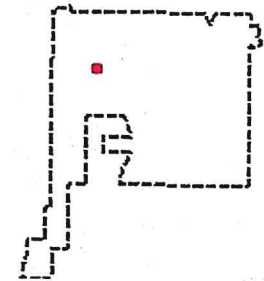
Community Development Administrator | Building Official

ATTACHMENT(S):

- ☒ Map
- ☐ Other _____



Gladstone, MO



Legend

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

Notes

83.3 0 41.67 83.3 Feet

1 in. = 42ft.



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: 1/31/2025

Department: Community Development

Meeting Date Requested: 2/24/2025

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

Subject: Special Event Permit

Background: The Parks, Recreation, and Cultural Arts Department will host the City's Annual Food, Art, Drink event, Gladstone's Downtown premier art festival. The event will showcase local artists work for viewing and purchasing.

Artists will display their work along NE 70th Street, while Sounds on the Square will provide live music. Food and beverages will be available throughout the event.

Location: Linden Square and NE 70th Street adjacent to Linden Square

Date: Saturday, June 7, 2025

Time: 12:00 PM to 10:00 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

JA
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: JANUARY 31, 2025
PERMIT NO.: SEP25-00011
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: FOOD ART DRINK
LOCATION OF EVENT: 602 NE 70TH STREET
LINDEN SQUARE
DATE OF EVENT: SATURDAY, JUNE 7, 2025
TIME OF EVENT: 12:00 PM TO 10:00 PM
EST. ATTENDANCE: 500±

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.100.250(1) Outdoor display, sale and storage.
- ☒ Section 2.100.250(3) Sales transactions.
- ☒ 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 3.100.060 Burning prohibited general; 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.

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

Signed: _____

Alan D. Napoli, C.B.O.

Community Development Administrator | Building Official

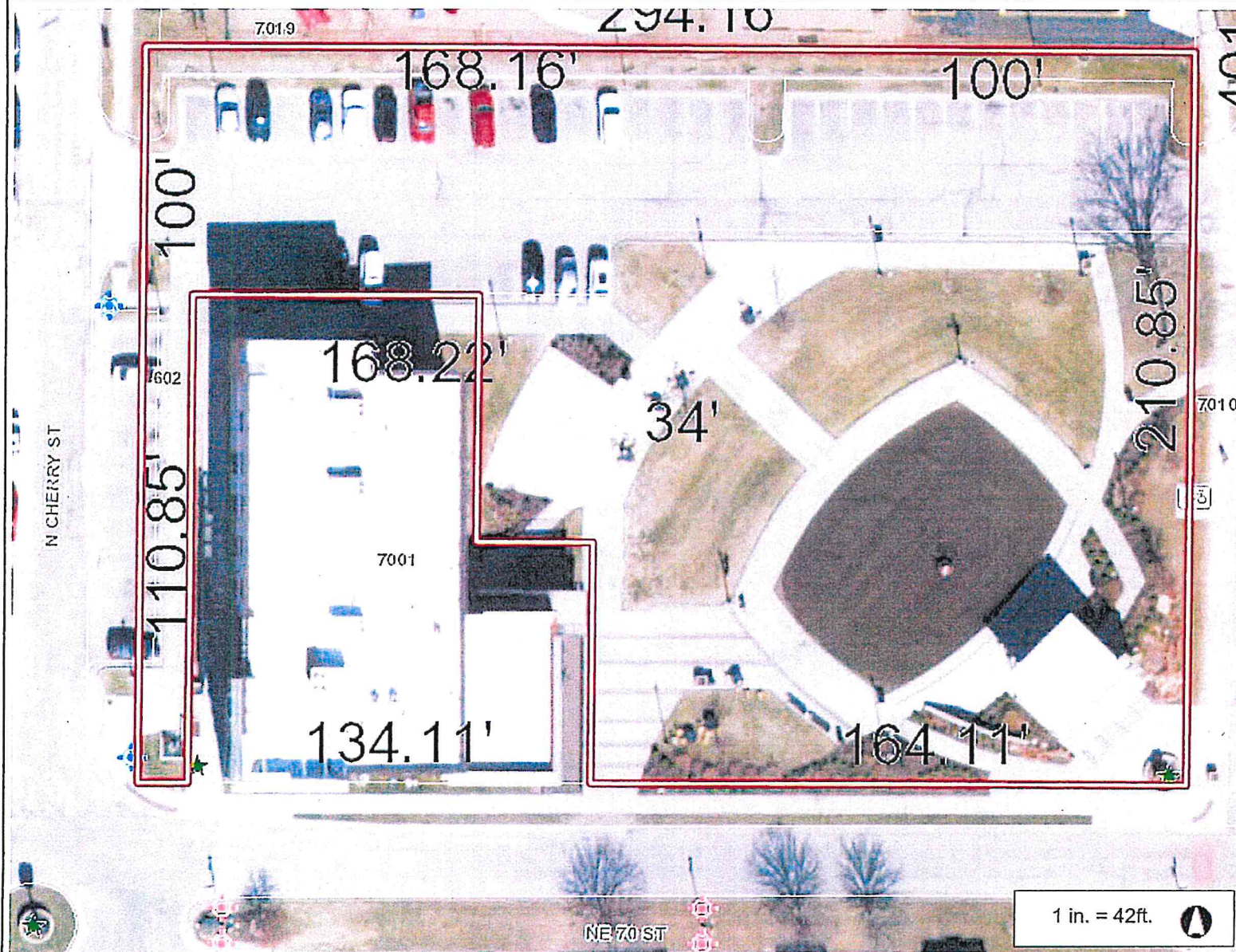
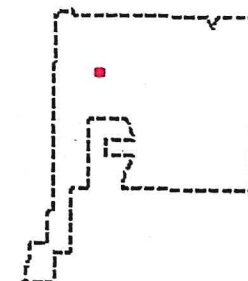
ATTACHMENT(S):

☒ Map

☐ Other _____



Gladstone, MO



Legend

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

Notes

83.3 0 41.67 83.3 Feet

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



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 2/6/2025

Department: Community Development

Meeting Date Requested: 2/24/2025

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

Subject: Special Event Permit

Background: The Parks, Recreation, and Cultural Arts Department will host the City's Annual Cutie Pie Tri and Kids Fest. The Cutie Pie Tri is a fun-filled mini triathlon designed for kids ages 3-5. The mini triathlon will consist of the following three (3) events:

- Run
- Trike
- Waterslide

After completion of the Cutie Pie Triathlon, Kids Fest kicks off with games, activities, and a variety of vendors offering entertainment for children of all ages.

Location: Linden Square
Date: Saturday, July 26, 2025
Time: 8:00 AM to 1:00 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

JA
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 6, 2025
PERMIT NO.: SEP25-00014
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: CUTIE PIE TRI/KIDS FEST
LOCATION OF EVENT: 602 NE 70TH STREET
LINDEN SQUARE
DATE OF EVENT: SATURDAY, JULY 26, 2025
TIME OF EVENT: 8:00 AM TO 1:00 PM
EST. ATTENDANCE: 400±

REQUESTED TEMPORARY VARIANCE:

- ☒ Section 2.100.250(1) Outdoor display, sale and storage.
- ☒ Section 2.100.250(3) Sales transactions.
- ☒ 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 3.100.060 Burning prohibited general; 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.

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

Signed:

Alan D. Napoli, C.B.O.

Community Development Administrator | Building Official

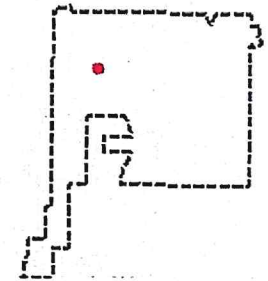
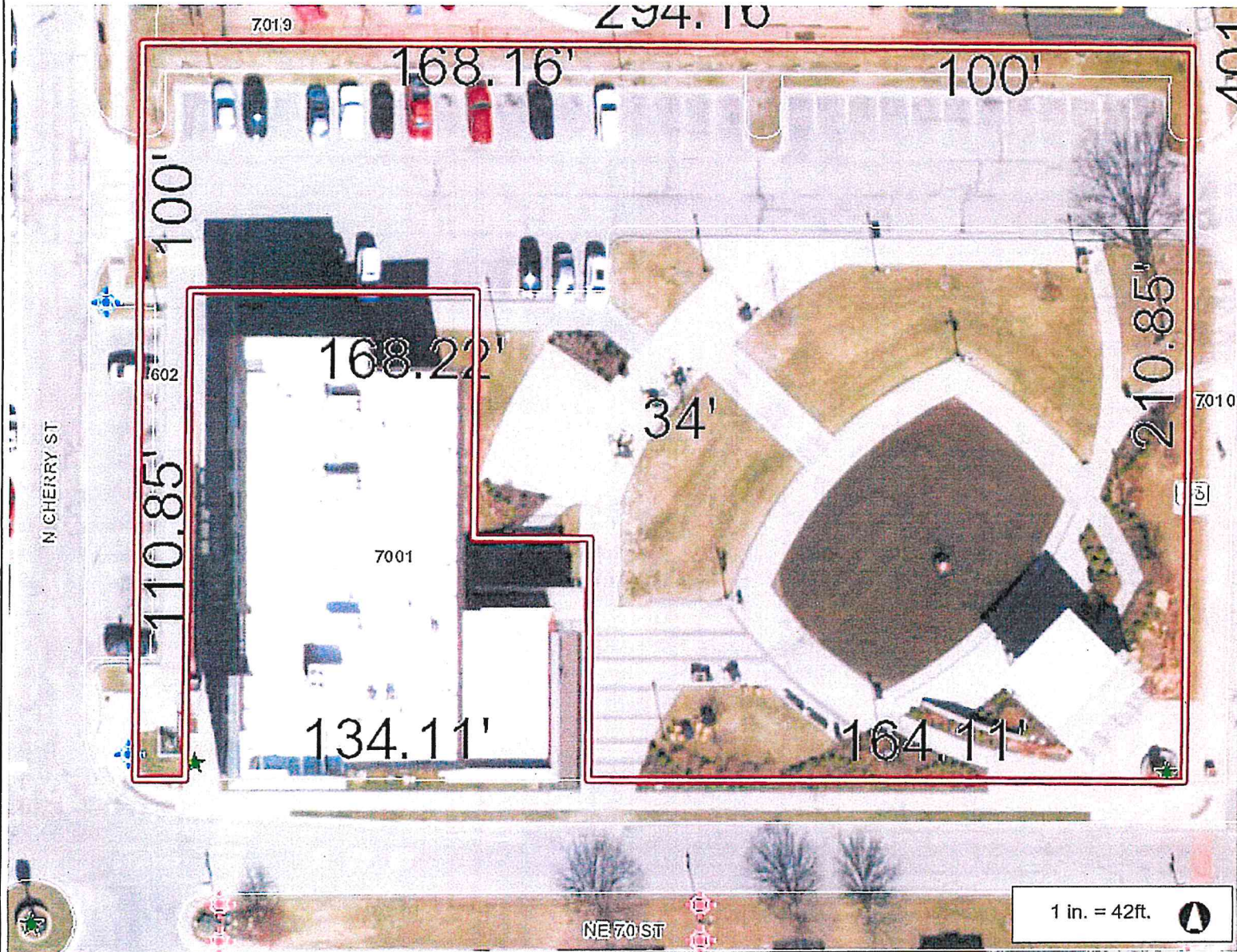
ATTACHMENT(S):

☒ Map

☐ Other _____



Gladstone, MO



Legend

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

Notes

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



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 1/31/2025

Department: Community Development

Meeting Date Requested: 2/24/2025

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

Subject: Special Event Permit

Background: The Parks, Recreation, and Cultural Arts Department host the Annual Atkins-Johnson Farm and Museum Car Show, a free event showcasing various types of vehicles.

Location: Atkins-Johnson Farm and Museum Lawn

Date: Saturday, June 14, 2025

Time: 11:00 am to 3:00 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

JA
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: JANUARY 31, 2025
PERMIT NO.: SEP25-00012
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: CAR SHOW
LOCATION OF EVENT: 4109 NE PLEASANT VALLEY ROAD
ATKINS-JOHNSON FARM & MUSEUM
DATE OF EVENT: SATURDAY, JUNE 14, 2025
TIME OF EVENT: 11:00 AM TO 3:00 PM
EST. ATTENDANCE: 500±

REQUESTED TEMPORARY VARIANCE:

- ☐ Section 2.100.250(1) Outdoor display, sale and storage.
- ☐ Section 2.100.250(3) Sales transactions.
- ☒ 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 3.100.060 Burning prohibited general; 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.

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

Signed: _____

~~Alan D. Napoli, C.B.O.~~

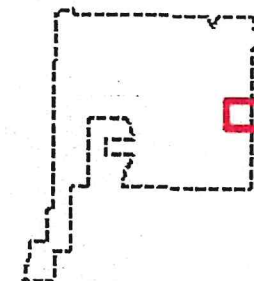
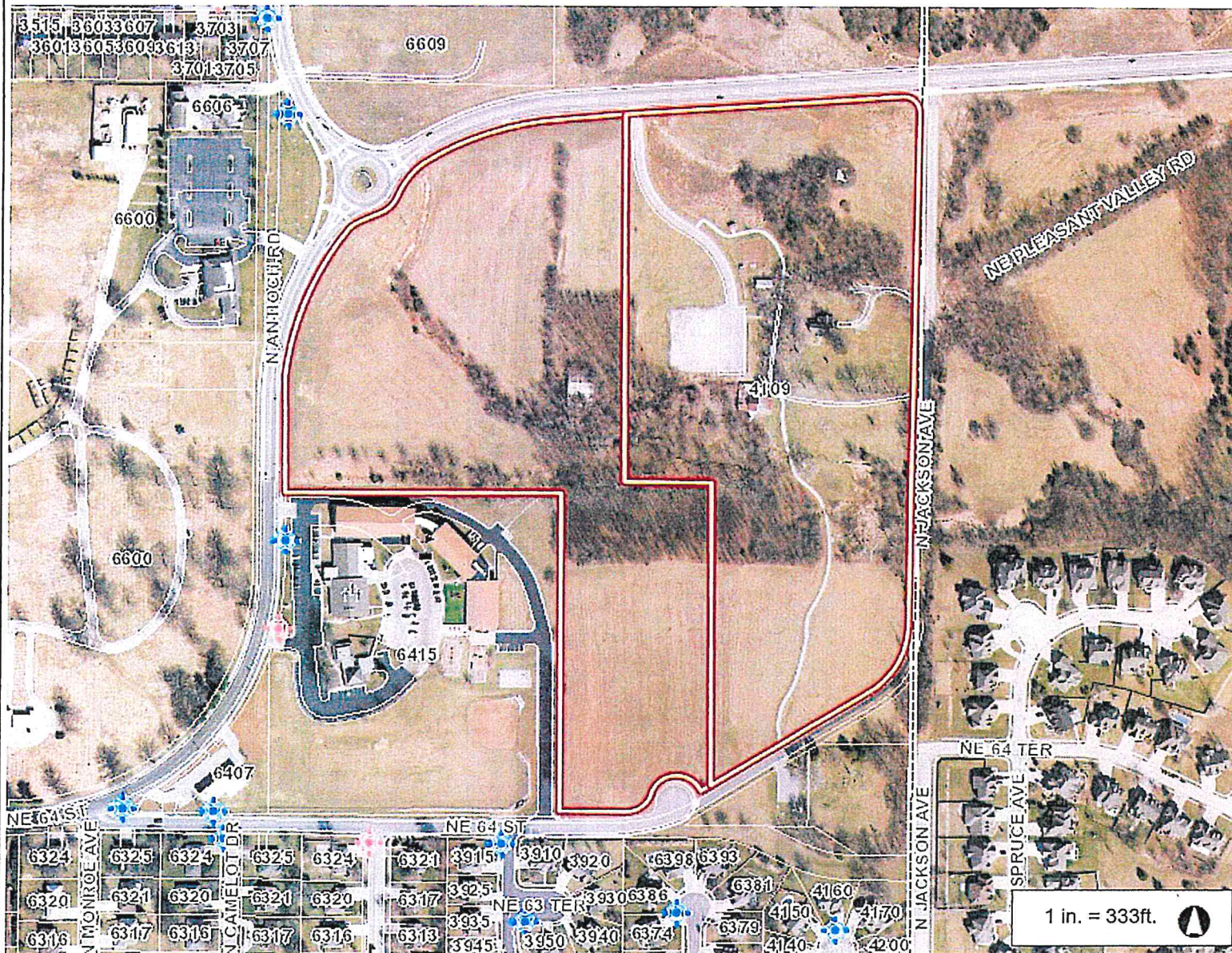
~~Community Development Administrator | Building Official~~

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

Notes

666.7 0 333.33 666.7 Feet

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



Request for Council Action

RES ☐ # City Clerk Only

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 2/4/2025

Department: Community Development

Meeting Date Requested: 2/24/2025

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

Subject: Special Event Permit

Background: The Parks, Recreation, and Cultural Arts Department will host the City's Annual Children's Garden Day. This event is in partnership with the Master Gardeners of Greater Kansas City. Attendees will learn about gardening and the importance of growing their own food.

There will be free crafts, activities, recipes, and demonstrations for children. Garden tours will be available for the attendees led by experienced master gardeners. The Mid-Continent Public Library will also be present, offering mini storytimes.

Location: Atkins-Johnson Farm and Museum Garden

Date: Saturday, July 12, 2025

Time: 9:00 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

JA
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 4, 2025
PERMIT No.: SEP25-00013
RE: TYPE 4 OUTDOOR SPECIAL EVENT

NAME OF EVENT: CHILDREN'S GARDEN DAY
LOCATION OF EVENT: 4109 NE PLEASANT VALLEY ROAD
ATKINS-JOHNSON FARM & MUSEUM
DATE OF EVENT: SATURDAY, JULY 12, 2025
TIME OF EVENT: 9:00 AM TO 12:00 PM
EST. ATTENDANCE: 500±

REQUESTED TEMPORARY VARIANCE:

- ☐ Section 2.100.250(1) Outdoor display, sale and storage.
- ☐ Section 2.100.250(3) Sales transactions.
- ☒ 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 3.100.060 Burning prohibited general; 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.

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

Signed: _____

Alan D. Napoli, C.B.O.

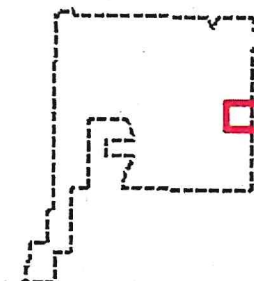
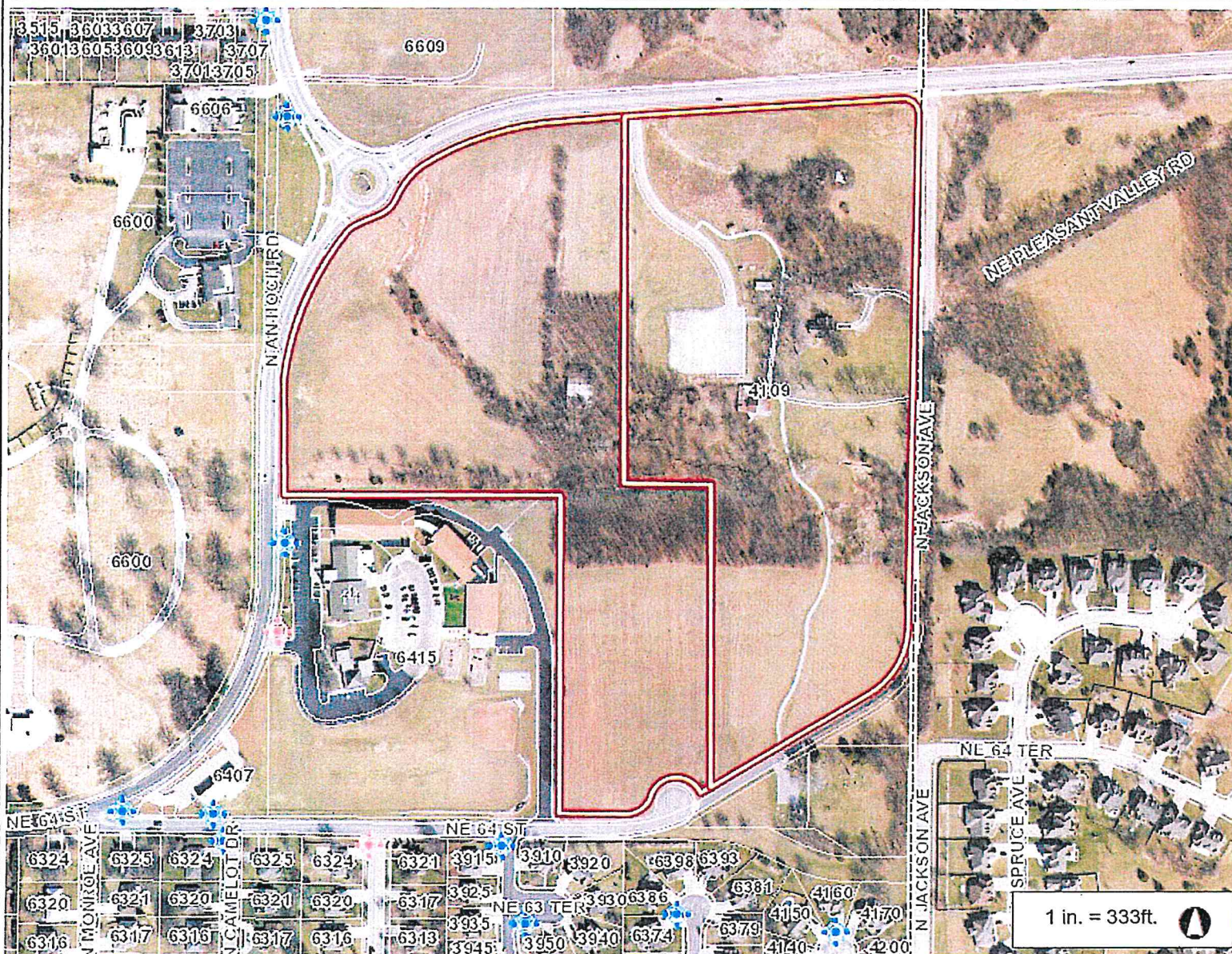
Community Development Administrator | Building Official

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

Notes

666.7 0 333.33 666.7 Feet

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



MONTHLY FINANCIAL UPDATE

JANUARY YTD 2025



2025 CITY COUNCIL GOALS

- Keep Gladstone as a safe place with a focus on crime prevention, traffic enforcement, and the recruitment and retention of high-quality police officers, firefighters and EMS personnel.
- Continue commitment to downtown, commercial corridors, and under-developed areas through effective and innovative infrastructure and redevelopment strategies.
- Provide the resources and support the strategies to continue to improve residential and commercial code enforcement.
- Build an event center to replace the existing barn on the Atkins-Johnson Farm to provide long-term programming opportunities.
- Prioritize infrastructure for neighborhood revitalization to meet the needs of our residents and encourage quality residential density and homeowner investment to preserve and increase housing values.
- Promote initiatives to beautify Gladstone by encouraging civic engagement and community pride.
- Promote diversity, equity, and inclusion in all that we do to continue to be a welcoming city to everyone.
- Continue to improve and build communication strategies to better inform and engage our residents.
- Continue towards developing Flora Park as an all-inclusive recreational space.
- Explore funding opportunities for improving infrastructure, roads, and amenities.
- Prepare for the opportunities and challenges that will come with the World Cup 2026.



Revenue Summary

- Citywide revenue is now pacing ahead of adopted budget.
- Sizable sales tax and property tax remittances received in the month of January.



Expense Summary

- Expenditures for water main breaks, AJ Farm debt buyoff, and ambulance repairs may require further staff attention.
- Expenditures are lower YoY, primarily due to unfilled open positions and lower capital expenditures.

CITYWIDE

REVENUE

Citywide revenue is now pacing at 63.9% of budget January YTD. The recent receipt of sizable sales tax and property tax remittances have now pushed overall revenue ahead of plan. As mentioned in prior months, inflows from new sales tax streams continue to generate significant revenue as well.

EXPENSE

Citywide expenditures in aggregate continue to pace well below prior year-to-date. This is mainly driven by lower capital expenditures and open headcount year-to-date. Compared to budget YTD Expenditures are also pacing below plan at 48.2%. This is despite incurring unusual cash outflow items that include a high level of watermain breaks in the first six months of the fiscal year, significant refit and repair of an ambulance, and the payoff of the AJ Farm debt.



Revenue Summary

- Total Revenue: \$15,711,620 compared to \$23,700,945 or 66.3% of budgeted.



Items to watch

- Cash receipts are currently pacing below plan, but based on historical performance are expected to finish in line with forecast.
- City staff are working on multiple multi-million dollar grants that may affect FY2025 analysis and beyond.
- The bulk of license revenue for the FY has already been received. Staff are not expecting similar cash inflows for the rest of the FY.
- One time debt proceeds from the 2024 COP are not considered operating revenues.

GENERAL FUND-REVENUE

PROPERTY TAXES

The bulk of property tax has now been received for the fiscal year based on January receipts. Current revenue through January is \$3,525,893 compared to a budget of \$4,181,000 or 84.3% of budgeted revenue.

SALES TAXES

The city has collected \$5,163,411 in sales taxes compared to a budget of \$8,520,000 or 60.6% of budgeted revenue. Sales tax continues to pace ahead of prior year now \$403,443 higher YTD.

GROSS RECEIPTS TAX

Franchise tax revenue through the end of the month sits at \$1,849,489 compared to a budget of \$3,250,000 or 56.9% of budgeted revenue. YoY revenue is pacing lower by \$176,171 primarily due to timing in Cable gross receipts.

LICENSES AND PERMITS

Revenue of \$572,985 compared to a budget of \$672,030 or 85.2% of budgeted. This can be explained by the business license renewals occurring primarily in the first quarter of fiscal FY2025. Revenue is currently pacing \$2,911 higher YoY.

INTERGOVERNMENTAL

YTD revenue sits at \$1,128,981 compared to a budget of \$1,765,000 or 63.9% of budgeted revenue. Through the month of January, revenue for all segments are exceeding budget estimates with the exception of Special Road District revenue. While some of this is explained by timing differences, items such as the State Gasoline Tax and Motor Vehicle Tax are both naturally higher YoY and ahead of forecasts.



Revenue Summary

- Charges for services remains strong compared to forecasts, namely related to animal control performance, Athletic League fees and Sr. Activities.
- Fines and Forfeitures, subject to many outside influences, are currently lower than forecasted.



Items to watch

- Parks and Rec revenue related to outdoor activity will begin to ramp up again as we approach the summer months.
- Interest revenue is currently being examined by staff to determine a weaker YoY performance of \$43,738.

GENERAL FUND- REVENUE

CHARGES FOR SERVICES

Revenue of \$2,279,873 compared to budgeted \$3,464,915 or 65.8% of budgeted. Revenues are higher YoY by \$11,108 due to strong performance in adoption fees, athletic league lines and Overnight Sr. Activities revenue.

FINES AND FORFEITURES

YTD revenue is \$207,514 out of \$470,000 budgeted or 44.2% of budgeted revenue for the fiscal year. The account category shows an increase of \$42,148 YoY; however, actualized performance is under pacing forecasts. Staff will continue to monitor.

OTHER MISC. REVENUE

YTD revenue is \$810,471 out of \$1,203,000 budgeted or 67.3% of forecasted revenue. The strong results are primarily being driven by higher interest revenue to date. However, YOY revenue is pacing \$63,889 below prior year primarily due to lower Sale of Assets revenue, Miscellaneous revenue and interest revenue.



Expense Summary

- YTD expense of \$13,382,097 compared to \$25,331,277 FY budget or 52.8% of authorized spend.



Items to watch

- Should open positions be filled, staff expect personnel costs to increase accordingly. This would be especially noticeable in the police and public works departments.
- In January the City resolved one-time payables line items with some of our large vendors resulting in a slightly higher burn rate short term.
- Spend related to water main breaks and replacements are expected to actualize higher than forecasted. Staff expect to request funding for these items through both re-allocation of current budget authority and drawdown of unrestricted fund balance.

GENERAL FUND- EXPENSE

PERSONNEL

YTD expense of \$8,353,932 out of a budgeted \$16,188,177 or 51.6% of budget. With a YoY increase of \$224,955 primarily in Fire Department wages and overtime. Despite the YoY increase, overall payroll costs are expected to be under budget while staff work to fill open positions across the city.

SUPPLIES

YTD expense of \$614,506 out of a budgeted \$1,267,635 or 48.5% of budget. Currently pacing \$6,111 below prior year. Most of the favorability can be attributed to timing differences. Staff expect this line item to fluctuate as departments incur additional expenses throughout the year.

SERVICES

YTD expense of \$2,425,887 out of a budgeted \$4,347,799 or 55.8% of budget. Currently pacing \$101,861 above prior year primarily due to higher insurance, audit and IT equipment maintenance costs. Actual spend continues to pace below budgeted year to date, mostly again due to timing differences in expense recognition. The city prepaids several large costs at the start of the fiscal year that will continue to draw down throughout the year.

CAPITAL

YTD expense of \$324,948 out of a budgeted \$523,665 or 62.1% of budget. This represents a decrease of \$1,909,119 YoY as projected in the 5 year CIP.

DEBT

YTD expense of \$501,034 out of a budgeted \$979,000 or 51.2% of budget. This increase of \$186,873 YoY is attributed to the 2024 lease purchases and paying off the AJ Farm note.



Revenue Summary

- Revenue excluding a TST transfer of \$786,000 is \$2,438,950 YTD out of a budgeted \$4,614,100 or 53.8% of forecasted.
- Revenue including the TST transfer brings inflows to 68.9% of forecasted.



Expense Summary

- YTD Expense of \$2,642,264 compared to \$5,229,372 budgeted or 50.5% of authorized spend.



Items to watch

- NKCSD has been billed for their portion of the annual natatorium expenses totaling \$725,000,

COMMUNITY CENTER AND PARKS FUND

REVENUE- SALES TAX

YTD revenue of \$615,201 out of a budgeted \$1,100,000 or 55.9% of forecasted. YoY decrease of \$11,068.

REVENUE- CHARGES FOR SERVICES

YTD revenue of \$893,546 out of a budgeted \$1,667,800 or 53.6% of forecasted which is a YoY increase of \$7,564. Membership revenue which had been pacing below budget is now pacing equal to budget at 58.3%.

EXPENSES

Personnel

YTD of \$817,252 represents a YoY increase of ~\$102,643, mostly due to changes in staffing. Representing a current spend of 59.2% budgeted.

Capital

YTD of \$263,562 represents a YoY increase of \$136,939 and an underspend vs budget of \$169,301 due to timing of incurring expenditures.



Revenue Summary

- \$623,681 out of \$1,130,000 or 55.2% of forecasted.
- Accounting corrections of \$10,000 reduce FY2025 net revenue recognized YTD.



Expense Summary

- YTD expense of \$727,593 out of \$1,223,594 or 59.5% of authorized spend.



Items to watch

- Best practice is to spend down restricted funds before unrestricted. Staff allocate police FTE as promised to voters, and expect costs in PSST to closely match budgeted.

PUBLIC SAFETY SALES TAX

REVENUE- SALES TAX

YTD revenue of \$615,180 represents a YoY decrease of \$11,078 and continues to pace below budget at 55.9%.

EXPENSES

Personnel

YTD expense of \$360,940 represents 58.5% of budgeted for the fiscal year.

Supplies

YTD expense of \$9,413 represents 17.2% of budgeted for the fiscal year. Spend in these line items will occur sporadically throughout the fiscal year.

Services

YTD expense of \$66,364 are now pacing %9,300 higher YoY and at 44.1% of budgeted.

Capital

YTD expense of \$192,250 represents 83.4% of budgeted for the fiscal year due to higher automotive capital expenditures.



CWSS – WATER AND SEWER FUND

Revenue Summary

- \$8,042,268 revenue represents 60.9% of the \$13,214,010 forecasted for the year.
- Revenue analytics are currently skewed by the large \$893,334 loan proceeds realized in FY24.



Expense Summary

- Total YTD Expense of \$7,312,272 out of \$19,237,829 or 38.0% of authorized spend.



Items to watch

- The number of water main breaks continues to outpace prior year and forecast.
- Ability to fill open positions and employee turnover.

REVENUE

YTD revenue of \$8,042,268 out of the \$13,214,010 forecasted for the FY represents 60.9% of budgeted and a YoY decline of \$505,167. This decline is directly attributed to the \$893,334 loan proceeds received in FY2024. Usage revenue is now pacing in line with prior year.

EXPENSES

Personnel

YTD expense of \$877,721 represents 50.0% of budgeted. The underspend YTD is attributed to the ongoing staffing shortage in 501 that staff continue to monitor.

Supplies

YTD expense of \$440,099 represents a 57.1% of budgeted and a YoY increase of \$56,238 primarily due to increased number of water main breaks.

Services

YTD expenses of \$4,865,045 represent 53.3% of budgeted and YoY decrease of \$251,869 primarily due to lower sewer commodity charges. This line item is subject to multiple timing issues, and is expected to catch up to budget spend before end of fiscal year.



Request for Council Action

RES ☒ # R-25-12

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 2/19/2024

Department: Finance

Meeting Date Requested: 2/26/2024

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

Subject: Amending 2025 Fiscal Year Budget

Background: The 2025 Midyear Budget review was presented to the City Council on February 10, 2025 during an open study session. Staff recommendation s will be on the agenda for City Council approval.

Budget Discussion: N/A

Public/Board/Staff Input: Staff is recommending that the 2025 budget be amended as presented in the February 10th 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.

Matt Dayton
Department Director/Administrator

JA
City Attorney

BB
City Manager



Department of Finance

Memorandum

DATE: February 19, 2025

TO: Robert Baer, City Manager

FROM: Matt Dayton, Director of Finance

RE: 2025 Fiscal Year Midyear Budget

With the 2025 fiscal year 50% complete and the 2024 fiscal year closed, we have a better understanding of how revenues, expenses, and fund balances are shaping up for the 2025 fiscal 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 programing 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 better align the with the current and future goals.

Using the December 2024 interim financial statement as a comparison, revenue at mid-year is pacing slightly below plan at 47.3% of budgeted. Inflows from new sales tax streams continue to generate significant revenue, but general sales tax revenue continues to run below budget primarily due to timing of remittance from the State of Missouri. From an expense perspective, citywide expenses are pacing lower than plan at 47.6% of budgeted. This year-to-date favorability is primarily driven by timing of debt payments, lower supply costs, and open headcount.

As we consider the proposed mid-year budget adjustments, please note that some of the recommended changes in budgeted expenditures are a result of expenditures incurred for items procured in the previous fiscal year but not received until the 2025 fiscal year. Additional recommendations primarily relate to unforeseen or new expenditures, repairs and maintenance, and overtime.

The midyear budget review for fiscal year 2025 is hereby submitted to the City Council for review. This memorandum 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.

GENERAL FUND

Based on the December Interim Financial Statement, overall revenue is trending 3% or \$321,664 higher than the previous year. Material increases (more than \$100,000 over the previous year) include additional general sales tax driven by higher marijuana sales, and due to higher electric gross receipt tax revenue. Other notable increases include higher natural gas gross receipts, state gasoline tax, emergency medical services and building rental revenue. Property tax revenue is currently pacing below budget primarily due to timing of receiving the bulk of property tax revenue until after the end of the calendar year. Staff are recommending an equity adjustment of \$1,630,000 which would provide for budget additions as detailed below.

Recommended changes in budgeted expenditures address the variations in revenue and the needs of the City. Many of the expenditures are “one time” and will not need to be budgeted on a reoccurring basis. Of the \$1,630,000 that was requested for the General Fund adjustments, \$705,333 in additional expenditures are being recommended which include technology upgrades (\$122,950), ambulance engine rebuild and uniforms (\$23,000), payoff of AJ Farm loan (\$270,000), purchase of police interceptors from prior year, vehicle outfitting and ammunition (\$105,039), and purchase of snow plow, promotion of Crew Leader to Deputy Superintendent and street light maintenance and repairs (\$126,000). Total changes in both revenue and expense are \$1,630,000. Total revenue for the General Fund is projected to be \$23,700,945. Total expenditures have increased to \$25,331,277. This will result in a net budgetary fund balance of \$9,602,758 before the required 20% minimum reserve.

COMMUNITY CENTER AND PARK TAX FUND

Revenues for the Community Center and Park Tax Fund (CCPT) through mid-year are pacing at 46.4% of budget including TST Fund transfer of \$786,000. With sales tax collections for the fund being at 48% of projected budget and 2% lower than the same time last year. Charges for services and facility rental are pacing 46% of budget YTD, but have increased \$20,779 or 2% from the previous year.

Total budgeted expenditures through mid-year for the fund are pacing moderately higher than plan at 51.1% of budgeted. The majority of the adjustments requested for the CCPT fund are to replace unbudgeted swimming pool filters and to replace the natatorium video board, along with various equipment maintenance items and significant roofing repairs to the Community Center. Recommended material adjustments for the fund include \$280,000 for swimming pool filters at the Community Center and \$110,000 for the video board. Additional budget adjustments include \$23,600 for other swimming pool repairs, \$5,000 for incidental roofing repairs, and \$13,882 for compensation adjustments. Total projected revenues for the fund are estimated to be \$4,614,100. Expenditures are projected to increase by \$433,482. Ending fund balance is expected to be \$1,495,485

PUBLIC SAFETY SALES TAX FUND

Revenue for the Public Safety Sales Tax Fund is pacing at 48% of plan and behind prior year by \$25,693 or 4.5%. An equity transfer of \$93,594 is being requested to fund the purchase of two additional police vehicles that were budgeted in prior year but not received until this fiscal year, along with the cost to upfit both vehicles. Staff recommend no changes to external revenue projections at this time. . Mid-year expenditures are over budget projections by 8.7% due to the purchase of the two new police interceptors and the associated upfit costs. Additional funding is being recommended to fund these expenditures. Total budgeted expenditures are estimated to be \$1,223,594. Projected ending fund balance for PSST Fund is \$571,794

CAPITAL IMPROVEMENT SALES TAX FUND

Changes in revenue from prior year for the CIST Fund are mainly due to the resolution ARPA funding distributions. Sales tax received is 2% over the same time last year Total revenues for the fund are projected to be \$4,135,000 which includes a \$925,000 transfer from the general fund to maintain required minimum fund balance.

Changes to the fund's expenditure from the prior authorized Capital Improvement plan include:

- City Hall Improvements and Ice Treatment : \$60,000
- NE 68th Ter and N. Bellefontaine Storm Drainage: \$550,000
- NE 76th Ter Storm Drainage & Parking: \$78,200
- Miscellaneous Stormwater Projects: \$75,000
- NE 72nd Tennis Pickle ball Court Conversion: \$(68,500)
- Flora Park ADA Playground: \$250,000
- Gladstone/KCMO Joint Dog Park: \$250,000
- AJ Farm Improvements: \$800,000
- Downtown Lighting: \$380,000

The net effect of these changes requires an additional \$1,449,700 in budget expenditure authority to execute as planned.

TRANSPORTATION SALES TAX FUND

Revenue for the Transportation Sales Tax Fund are in-line with projections.

The following changes are requested to the previously authorized capital improvement plan:

- Street Mill & Overlay Program updates: \$950,000
- Intermediate Maintenance cost updates: \$200,000
- N. Oak Complete Streets - NE 69th St to NE 72nd St: \$260,000
- Curb, Gutter, Sidewalk Replacement cost updates: \$300,000
- Linden Connector Trail cost estimation updates: \$700,000

The net effect of these changes requires an additional \$2,410,000 in budgetary expenditure authority.

CAPITAL EQUIPMENT REPLACEMENT FUND

Revenues received for the Capital Equipment Replacement Fund are pacing lower than prior year as of December 31st by \$134,088 and below plan by \$11,892 or 2.5% primarily due to lower sales tax and miscellaneous revenue. At this time, staff does not recommend and changes in budget authority or revenue estimations.

COMBINED WATERWORKS AND SEWERAGE SYSTEM (CWSS) FUND

Actual revenues for the CWSS Fund are in line with mid-year projections at 50.4% of budgeted. Usage revenue is lower by \$33,550, but is offset by higher interest revenue of \$33,887. Revenues for the CWSS fund are projected to be \$13,214,010.

Staff is recommending increases in budget for water plant improvements (\$3,000,000), for water tower project (\$2,000,000), for water main replacements (\$750,000), for sewer cleaning contract & back-ups, for increased lime expenses due to increase usage and price increases, for upgrade to water meter reading system (\$60,000), and for cell service at water locations (\$960). Total expenditures for the CWSS fund are projected to be \$19,237,830. Projected ending fund balance for the fund will be \$13,300,897

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, 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 at the City. Additional information will be available after the closing of the debt issue projected be in March.

Staff recommend changing the budget authority in aggregate as presented below:

- General Fund: \$1,630,332
- Community Center Parks Fund: \$433,482
- Public Safety Sales Tax Fund: \$93,594
- Capital Improvement Sales Tax Fund: \$1,449,700
- Transportation Sales Tax Fund: \$2,410,000
- Combines Sewerage and Waterworks Fund: \$6,023,820
- Total increase in budgetary authority: \$12,040,928

A resolution to amend the 2025 Budget based on recommended budgets will be placed on the Council agenda for consideration on February 24, 2025. If you have any questions, please contact me at your convenience.

A handwritten signature in black ink, appearing to read "Matt Dayton", with a stylized flourish at the end.

Matt Dayton

Director of Finance

RESOLUTION NO. R-25-12

A RESOLUTION AMENDING OR REVISING THE 2025 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, Transportation Sales Tax Fund, Capital Equipment Replacement Fund, and Combined Waterworks & Sewer System Fund be adopted or amended as set forth below:

	FY25 BUDGET RESOLUTION NO. R-24-28	REVISING BUDGET RESOLUTION NO. R-25-XX	EXPENDITURE INCREASE (DECREASE)
<u>General Fund Expenditures</u>	\$23,700,945	\$25,331,277	\$1,630,332
<u>Community Center Parks Sales Tax Expenditures</u>	\$4,795,890	\$5,229,372	\$433,482
<u>Public Safety Sales Tax Fund Expenditures</u>	\$1,130,000	\$1,223,594	\$93,594
<u>Capital Improvement Sales Tax Expenditures</u>	\$2,504,000	\$4,878,700	\$2,374,700
<u>Transportation Sales Tax Expenditures</u>	\$984,000	\$3,394,000	\$2,410,000
<u>Capital Equipment Replacement Expenditures</u>	\$464,000	\$464,000	\$0
<u>Combined Water & Sewerage System Expenditures</u>	\$13,214,010	\$19,237,830	\$6,023,820

RESOLUTION NO. R-25-12

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 24TH DAY OF FEBRUARY 2025.

Tina M. Spallo, Mayor

ATTEST:

Kris Keller, City Clerk



Request for Council Action

RES ☒ # R-25-13

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 2/10/2025

Department: General Administration

Meeting Date Requested: 2/24/2025

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

Subject: A Resolution encouraging residents of Gladstone to become informed on the proposed North Kansas City School District bond initiative and to vote on April 8, 2025.

Background: The City recognizes the crucial role that a high-quality public education system plays in shaping and benefiting the community. With nearly 22,000 students, the NKSD represents the second largest district in the state. Because of the consistent student population growth, NKC Schools faces challenges related to capacity, as well as aging facilities and infrastructure. In response, the proposed \$175 million bond, which will not increase taxes for residents, will support essential upgrades, including new Performing Arts Centers at Oak Park and Winnetonka High Schools, renovations at Northgate and New Mark Middle Schools, improvements at Oakwood Manor Elementary, and the purchase of the Northland Innovation Center. This Resolution encourages Gladstone residents to become informed on the proposed bond initiative and exercise their right to vote on April 8, 2025.

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.

Bob Baer
Department Director/Administrator

CW
City Attorney

BB
City Manager

RESOLUTION NO. R-25-13

A RESOLUTION ENCOURAGING THE RESIDENTS OF GLADSTONE TO BECOME INFORMED ON THE PROPOSED NORTH KANSAS CITY SCHOOL DISTRICT BOND INITIATIVE AND TO VOTE ON APRIL 8, 2025.

WHEREAS, the Gladstone City Council believes it is important to remind all citizens of the positive impact a high-quality public education system has on a community; and

WHEREAS, NKC Schools has nearly 22,000 students, and covers 82 square miles of Clay County, MO making it the county's third largest employer; and

WHEREAS, NKC Schools is the largest school district on the Missouri side of the KC metro area and the second largest school district in the state of Missouri; and

WHEREAS, NKC Schools has experienced steady growth over the past several years and is projected to grow by an additional 150 students per year in the future and demographers do not see an easing of growth for the foreseeable future for NKC Schools; and

WHEREAS, as the district grapples with capacity issues, it is also faced with aging buildings and infrastructure; and

WHEREAS, the \$175 million bonds with NO TAX INCREASE to residents will provide:

- New Performing Arts Centers at Oak Park and Winnetonka
- Renovation of Northgate and New Mark Middle Schools
- Improvements at Oakwood Manor Elementary School
- Cycle Maintenance Projects Across the District, including the Replacement of Aging Rooftop Air Conditioning Units
- District Storage Facilities
- Purchase of the Northland Innovation Center (instead of leasing), to save money and expand District academic programming

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

THAT, the City Council hereby publicly encourages all residents to become informed on the proposed North Kansas City School District bond initiative and to exercise their right to vote in the upcoming election on April 8, 2025.

INTRODUCED, READ, PASSED, AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 24TH DAY OF FEBRUARY 2025.

Tina M. Spallo, Mayor

ATTEST:

Kris Keller, City Clerk



Request for Council Action

RES ☒ # R-25-14

BILL ☐ # City Clerk Only

ORD # City Clerk Only

Date: 2/19/2025

Department: Public Works

Meeting Date Requested: 2/24/2025

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

Subject: Contract Award, Construction Inspection of the 0.3-MG Linden Water Tower and 1.0-MG Antioch Water Tower Painting and Repairs, Project WP2492C.

Background: The City is scheduled to begin painting the 0.3-MG Linden Water Tower and 1.0-MG Antioch Water Tower this year. In order to ensure a quality product, City staff requested a proposal from Lamp Rynearson, Incorporated, to assist with construction inspection. Lamp Rynearson has paint inspectors on staff that are certified by the Association for Materials Protection and Performance (AMPP). AMPP is considered the industry standard for certification.

Budget Discussion: Funds are available from the 2024 COP and budgeted in the CWSS Fund.

Public/Board/Staff Input: Lamp Rynearson is currently assisting the City on several projects including the design of water treatment plant improvements and the water service line inventory project. Staff recommends award of this time and materials contract to Lamp Rynearson to assist with construction inspection of the water towers.

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

Timothy A. Nebergall
Department Director/Administrator

JA
City Attorney

BB
City Manager

RESOLUTION R-25-14

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH LAMP RYNEARSON, INCORPORATED IN THE TOTAL AMOUNT OF \$40,850.00 FOR CONSTRUCTION INSPECTION SERVICES ON THE 0.3-MG LINDEN WATER TOWER AND 1.0-MG ANTIOCH WATER TOWER PAINTING AND REPAIRS, PROJECT WP2492C.

WHEREAS, the 0.3-MG Linden Water Tower and 1.0-MG Antioch Water Tower Painting and Repairs Project will soon be under construction; and

WHEREAS, Lamp Ryneerson, Incorporated, has performed consulting and construction inspection services for the City in the past.

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 contract with Lamp Ryneerson, Incorporated in the total amount of \$40,850.00.

FURTHER, THAT, funds for such purpose are available from the 2024 COP and budgeted in the CWSS Fund.

INTRODUCED, READ, PASSED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 24TH DAY OF FEBRUARY 2025.

Tina M. Spallo, Mayor

ATTEST:

Kris Keller, City Clerk



Request for Council Action

RES ☒ # R-25-15

BILL ☐ # City Clerk Only

ORD ☐ # City Clerk Only

Date: 2/19/25

Department: Parks & Recreation

Meeting Date Requested: 2/24/25

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

Subject: Change Order No. 1 to the Purchase of a 1.5 Story Gable Barn Kit, Project CP2454

Background: The contract for Project CP2454 was awarded to Legacy Post and Beam, Inc. as authorized by Resolution R-25-04. Change Order No. 1 expands the scope of work to include the following work:

Increase Venue Length 12': Revise to 1.5 Story Gable Post and Beam.

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

Original Contract Amount:	\$ 305,501.21
Change Order 1	29,382.36
Revised Contract Amount:	334,883.57

Funds are available from the 2024 COP.

Public/Board/Staff Input: Please see the attached memorandum prepared by staff.

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

Justin Merkey
Department Director/Administrator

JA
City Attorney

BB
City Manager

RESOLUTION NO. R-25-15

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 IN THE AMOUNT OF \$29,382.36 TO THE CONTRACT WITH LEGACY POST AND BEAM, INCORPORATED, FOR THE PURCHASE OF A 1.5 STORY GABLE BARN KIT, PROJECT CP2454.

WHEREAS, additional work under the Purchase of a 1.5 Story Gable Barn Kit, Project CP2454 has been determined necessary and is recommended by the Director of Parks, Recreation, and Cultural Arts.

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. 1 to the Purchase of a 1.5 Story Gable Barn Kit, Project CP2454 with Legacy Post and Beam, Incorporated, as follows:

Original Contract Amount:	\$ 305,501.21
Change Order 1	<u>29,382.36</u>
Revised Contract Amount:	334,883.57

FURTHER, THAT, funds for such purpose are available from the 2024 COP.

INTRODUCED, READ, PASSED, AND ADOPTED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 24TH DAY OF FEBRUARY 2025.

Tina M. Spallo, Mayor

ATTEST:

Kris Keller, City Clerk