



**City of Grain Valley Board of Aldermen
Regular Meeting Agenda**

AMENDED

December 11, 2023

7:00 P.M.

Open to the Public

Located in the Council Chambers of City Hall
711 Main Street | Grain Valley, Missouri

ITEM I: Call to Order

- Mayor Mike Todd

ITEM II: Roll Call

- City Clerk Jamie Logan

ITEM III: Invocation

- Pastor Jason Williams of Valley Community Church

ITEM IV: Pledge of Allegiance

- Alderman Tom Cleaver

ITEM V: Approval of Agenda

- City Administrator Ken Murphy

ITEM VI: Police Officer Oath of Office

- Justin Pereria

ITEM VII: Public Comment

- The public is asked to please limit their comments to three (3) minutes

ITEM VIII: Consent Agenda

- November 27, 2023 – Board of Aldermen Regular Meeting Minutes
- December 11, 2023 – Accounts Payable
- Grain Valley Marketplace Community Improvement District Resolution 2023-6

ITEM IX: Previous Business

- None

ITEM X: New Business

- None

ITEM XI: Presentations

- Service Recognition of Grain Valley VIPS James Garcia, Wayne Morey, and Kelli Schuette

ITEM XII: Public Hearing

- None

ITEM XIII: Resolutions

ITEM XIII (A) R23-73 A Resolution by the Board of Aldermen of the City of Grain Valley Authorizing the Write Off of Doubtful Utility Account Balances

*Introduced by
Alderman Rick
Knox*

To write off uncollectable and bankrupt accounts to more accurately report accounts receivable

ITEM XIII (B) R23-74 A Resolution by the Board of Aldermen of the City of Grain Valley Establishing the Need to Amend the 2023 Budget

*Introduced by
Alderman
Darren Mills*

To amend the current budget (2023) to more accurately reflect the actual revenues and expenditures

ITEM XIII (C) R23-75 A Resolution by the Board of Aldermen of the City of Grain Valley Authorizing the City Administrator to Enter Into an Agreement With Andrews Technology

*Introduced by
Alderman Ryan
Skinner*

To provide a web-based time and attendance system for employees

ITEM XIV: Ordinances

ITEM XIV (A) B23-35 An Ordinance Amending the Budget of the City of Grain Valley, Missouri for the Fiscal Year 2023

1ST & 2ND READ

*Introduced by
Alderman Tom
Clever*

To amend the current budget (2023) to more accurately reflect the actual revenues and expenditures

ITEM XV: City Attorney Report

- City Attorney

ITEM XVI: City Administrator & Staff Reports

- City Administrator Ken Murphy
- Deputy City Administrator Theresa Osenbaugh
- Police Chief Ed Turner
- Finance Director Steven Craig
- Community Development Director Mark Trosen
- Parks & Recreation Director Shannon Davies
- City Clerk Jamie Logan

ITEM XVII: Board of Aldermen Reports & Comments

- Alderman Dale Arnold
- Alderman Brian Bray
- Alderman Tom Cleaver
- Alderman Rick Knox
- Alderman Darren Mills
- Alderman Ryan Skinner

ITEM XVIII: Mayor Report

- Mayor Mike Todd

ITEM XIX: Executive Session

- Legal Actions, Causes of Action of Litigation Pursuant to Section 610.021(1), RSMo. 1998, as Amended
- Leasing, Purchase or Sale of Real Estate Pursuant to Section 610.021(2), RSMo. 1998, as Amended
- Hiring, Firing, Disciplining or Promoting of Employees (personnel issues), Pursuant to Section 610.021(3), RSMo. 1998, as Amended
- Sealed bids and related documents, until the bids are opened; and sealed proposals and related documents to a negotiated contract until a contract is executed, or all proposals are rejected, Pursuant to Section 610.021(12), RSMo. 1998, as Amended
- Individually Identifiable Personnel Records, Personnel Records, Performance Ratings or Records Pertaining to Employees or Applicants for Employment, Pursuant to Section 610.021(13), RSMo 1998, as Amended.

ITEM XX: Adjournment

Please Note

The next scheduled meeting of the Board of Aldermen is a Regular Meeting on January 8, 2024 at 7:00 P.M. The meeting will be in the Council Chambers of the Grain Valley City Hall.

Persons requiring accommodation to participate in the meeting should contact the City Clerk at 816.847.6211 at least 48 hours before the meeting.

The City of Grain Valley is interested in effective communication for all persons. Upon request, the minutes from this meeting can be made available by calling 816.847.6211.

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Consent

Agenda

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ITEM I: Call to Order

- The Board of Aldermen of the City of Grain Valley, Missouri, met in Regular Session on November 13, 2023, at 7:03 p.m. in the Board Chambers located at Grain Valley City Hall
- The meeting was called to order by Mayor Mike Todd

ITEM II: Roll Call

- Clerk Jamie Logan called roll
- *Present: Arnold, Cleaver, Mills, Skinner*
- *Absent: Bray, Knox*

-QUORUM PRESENT-

ITEM III: Invocation

- Invocation was given by Pastor Darryl Jones of Crossroads Church

ITEM IV: Pledge of Allegiance

- The Pledge of Allegiance was led by Alderman Ryan Skinner

ITEM V: Approval of Agenda

- No Changes

ITEM VI: Proclamations

- None

ITEM VII: Public Comment

- None

ITEM VIII: Consent Agenda

- November 13, 2023 – Board of Aldermen Regular Meeting Minutes
- November 27, 2023 – Accounts Payable
- *Alderman Skinner made a Motion to Accept the Consent Agenda*
- *The Motion was Seconded by Alderman Arnold*
 - *No discussion*
- *Motion to Approve the Consent Agenda was voted on with the following voice vote:*
 - *Aye: Arnold, Cleaver, Mills, Skinner*

ELECTED OFFICIALS PRESENT

Mayor Mike Todd
Alderman Dale Arnold
Alderman Ryan Skinner
Alderman Tom Cleaver
Alderman Darren Mills

ELECTED OFFICIALS ABSENT

Alderman Rick Knox
Alderman Brian Bray

STAFF OFFICIALS PRESENT

City Administrator Ken Murphy
Deputy City Administrator Theresa Osenbaugh
Community Development Director Mark Trosen
Parks & Recreation Director Shannon Davies
Police Chief Ed Turner
City Clerk Jamie Logan
City Attorney Joe Lauber

- *Nay:*
- *Abstain:*

-Motion Approved: 4-0-

ITEM IX: Previous Business

- None

ITEM X: New Business

- None

ITEM XI: Presentations

- None

ITEM XII: Public Hearing

- None

ITEM XIII: Resolutions

- None

ITEM XIV: Ordinances

Bill No. B23-33: An Ordinance Changing the Zoning on Approximately 0.75 Acres From District R-3 (Multi-Family Residential District) to District C-2 (General Business District)

Bill No. B23-33 was read by City Clerk Jamie Logan for the second reading by title only

- *Alderman Arnold moved to accept the second reading of Bill No. **B23-33** and approve it as ordinance #2439*
- *The Motion was Seconded by Alderman Skinner*
 - None
- *Motion to accept the second reading of Bill No. **B23-33** approve it as ordinance #2439 was voted upon with the following roll call vote:*
 - *Aye: Arnold, Cleaver, Mills, Skinner*
 - *Nay:*

ELECTED OFFICIALS PRESENT

Mayor Mike Todd
Alderman Dale Arnold
Alderman Ryan Skinner
Alderman Tom Cleaver
Alderman Darren Mills

ELECTED OFFICIALS ABSENT

Alderman Rick Knox
Alderman Brian Bray

STAFF OFFICIALS PRESENT

City Administrator Ken Murphy
Deputy City Administrator Theresa Osenbaugh
Community Development Director Mark Trosen
Parks & Recreation Director Shannon Davies
Police Chief Ed Turner
City Clerk Jamie Logan
City Attorney Joe Lauber

- *Abstain:*

-Bill No. B23-33 Became Ordinance #2439 4-0-

Bill No. B23-34: An Ordinance Approving the 2024 Fiscal Year Budget and Comprehensive Fee Schedule of the City of Grain Valley, Missouri

Bill No. B23-34 was read by City Clerk Jamie Logan for the second reading by title only

- *Alderman Skinner moved to accept the second reading of Bill No. B23-34 and approve it as ordinance #2440*
- *The Motion was Seconded by Alderman Mills*
 - No changes from first read
- *Motion to accept the second reading of Bill No. B23-34 approve it as ordinance #2440 was voted upon with the following roll call vote:*
 - *Aye: Arnold, Cleaver, Mills, Skinner*
 - *Nay:*
 - *Abstain:*

-Bill No. B23-34 Became Ordinance #2440 4-0-

ITEM XV: City Attorney Report

- None

ITEM XVI: City Administrator & Staff Reports

- City Administrator Ken Murphy
 - Condolences to Alderman Knox on his recent loss
 - Please let Mr. Murphy know if the Board plans to attend the library opening and new fire station open house for notice purposes
 - Mr. Murphy requested a motion to cancel the 12/25 meeting
- *Alderman Skinner made a Motion to cancel the 12/25 meeting*
- *The Motion was Seconded by Alderman Cleaver*
 - *No discussion*
- *Motion to cancel the 12/25 meeting was voted on with the following voice vote:*

ELECTED OFFICIALS PRESENT

Mayor Mike Todd
Alderman Dale Arnold
Alderman Ryan Skinner
Alderman Tom Cleaver
Alderman Darren Mills

ELECTED OFFICIALS ABSENT

Alderman Rick Knox
Alderman Brian Bray

STAFF OFFICIALS PRESENT

City Administrator Ken Murphy
Deputy City Administrator Theresa Osenbaugh
Community Development Director Mark Trosen
Parks & Recreation Director Shannon Davies
Police Chief Ed Turner
City Clerk Jamie Logan
City Attorney Joe Lauber

- *Aye: Arnold, Cleaver, Mills, Skinner*
- *Nay:*
- *Abstain:*

-Motion Approved: 4-0-

- Deputy City Administrator Theresa Osenbaugh
 - None
- Police Chief Ed Turner
 - None
- Finance Director Steven Craig
 - absent
- Parks & Recreation Director Shannon Davies
 - The tree lighting - Holiday Festival free event is Thursday evening at Armstrong Park 6-8 if rain does not impact the event
- Community Development Director Mark Trosen
 - Provided an update on the Ryan Sidewalk work
- City Clerk Jamie Logan
 - Reminded the Board of the election candidate filing dates for the 4/2/24 General Municipal Election

ITEM XVII: Board of Aldermen Reports & Comments

- Alderman Dale Arnold
 - None
- Alderman Brian Bray
 - Absent
- Alderman Tom Cleaver
 - None
- Alderman Rick Knox
 - Absent
- Alderman Darren Mills
 - None
- Alderman Ryan Skinner
 - None

ELECTED OFFICIALS PRESENT

Mayor Mike Todd
Alderman Dale Arnold
Alderman Ryan Skinner
Alderman Tom Cleaver
Alderman Darren Mills

ELECTED OFFICIALS ABSENT

Alderman Rick Knox
Alderman Brian Bray

STAFF OFFICIALS PRESENT

City Administrator Ken Murphy
Deputy City Administrator Theresa Osenbaugh
Community Development Director Mark Trosen
Parks & Recreation Director Shannon Davies
Police Chief Ed Turner
City Clerk Jamie Logan
City Attorney Joe Lauber

ITEM XVIII: Mayor Report

- None

ITEM XIX: Executive Session

- None

ITEM XX: Adjournment

- The meeting was adjourned at 7:10 P.M.

Minutes submitted by:

Jamie Logan
City Clerk

Date

Minutes approved by:

Mike Todd
Mayor

Date

ELECTED OFFICIALS PRESENT

Mayor Mike Todd
Alderman Dale Arnold
Alderman Ryan Skinner
Alderman Tom Cleaver
Alderman Darren Mills

ELECTED OFFICIALS ABSENT

Alderman Rick Knox
Alderman Brian Bray

STAFF OFFICIALS PRESENT

City Administrator Ken Murphy
Deputy City Administrator Theresa Osenbaugh
Community Development Director Mark Trosen
Parks & Recreation Director Shannon Davies
Police Chief Ed Turner
City Clerk Jamie Logan
City Attorney Joe Lauber

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DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	KCMO CITY TREASURER	KC EARNINGS TAX WH	30.86
		MO DEPT OF REVENUE	MISSOURI WITHHOLDING	3,043.82
		FRATERNAL ORDER OF POLICE	EMPLOYEE DEDUCTIONS	315.00
		HAMPEL OIL INC	CJC FUEL	947.46
		AFLAC	AFLAC AFTER TAX	73.73
			AFLAC CRITICAL CARE	11.88
			AFLAC PRETAX	309.60
			AFLAC-W2 DD PRETAX	301.61
		MIDWEST PUBLIC RISK	DENTAL	162.30
			COPAY	414.75
			COPAY	249.55
			COPAY	323.28
			QHDHP HSA	452.04
			QHDHP HSA	1,421.32
			QHDHP HSA	22.63
			VISION	32.00
			VISION	44.21
			VISION	99.15
			VISION	14.48
		HSA BANK	HSA - GRAIN VALLEY, MO	365.31
			HSA - GRAIN VALLEY, MO	545.43
			C. JONES	20.00-
			EYERLY	20.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	659.88
		CITY OF GRAIN VALLEY -FLEX	FLEX PLAN	15.00
		MISSIONSQUARE RETIREMENT	MISSIONSQUARE 457 %	1,242.42
			MISSIONSQUARE 457	437.86
			MISSIONSQUARE ROTH IRA	92.86
		INTERNAL REVENUE SERVICE	FEDERAL WH	8,556.98
			SOCIAL SECURITY	5,642.95
			MEDICARE	<u>1,319.72</u>
			TOTAL:	27,148.08
		HR/CITY CLERK	GENERAL FUND	MISSOURI LAGERS
WAGEWORKS	NOV 2023 MONTHLY FEES			63.50
STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR			19.50
MIDWEST PUBLIC RISK	DENTAL			51.84
	COPAY			365.96
	QHDHP HSA			259.33
	QHDHP HSA			358.21
HSA BANK	HSA - GRAIN VALLEY, MO			100.27
THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY			27.02
HEALTHY SOLUTIONS INC	FLU SHOT CLINIC 10/6/2023			110.00
INTERNAL REVENUE SERVICE	SOCIAL SECURITY			175.79
	MEDICARE			41.11
VALLEY MOMENTS LLC	CITY HOLIDAY LUNCHEON VENU			<u>200.00</u>
	TOTAL:			2,158.05
INFORMATION TECH	GENERAL FUND			NETSTANDARD INC
		WEB DEVELOPMENT	WEBSITE AGREEMENT	<u>1,500.00</u>
		TOTAL:	1,687.50	
BLDG & GRDS	GENERAL FUND	ORKIN	DEC 2023 MAIN ST SERVICE	81.89
		SUMMIT GENERAL CONTRACTING LLC	new sink	347.94
		COMCAST	CITY HALL AND PD VOICE EDG	<u>606.64</u>
	TOTAL:	1,036.47		

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
ADMINISTRATION	GENERAL FUND	MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	590.65		
		SAMS CLUB/SYNCHRONY BANK	HOT CHOCOLATE/NAPKINS	177.08		
		ADVANCE AUTO PARTS	JB STIK	9.00		
		WALMART/CAPITAL ONE	WREATHS	40.44		
		OFFICE DEPOT	CUSTOM BANNERS	118.99		
		STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	16.25		
		OREILLY AUTOMOTIVE INC	BUTT SPLICE/TERMKIT	38.98		
		PITNEY BOWES INC	INK PAD REPLACEMENT KIT	19.08		
		FASTENAL COMPANY	CABLE TIES	20.00		
		HOME DEPOT CREDIT SERVICES	HAND PUMP/SAND/PAINT PEN/T	107.09		
			BOWS/STRAPS	17.28		
			RETURN WREATHS	29.94-		
			WREATHS/STAPLES/GARLAND	129.88		
			MIDWEST PUBLIC RISK	DENTAL	24.25	
				DENTAL	1.98	
				COPAY	26.19	
				QHDHP HSA	11.64	
				QHDHP HSA	432.15	
			HSA BANK	HSA - GRAIN VALLEY, MO	100.97	
				HSA - GRAIN VALLEY, MO	2.20	
			THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	31.94	
			EWING IRRIGATION PRODUCTS INC	MALE PLUG/FEMALE PLUG	98.47	
			INTERNAL REVENUE SERVICE	SOCIAL SECURITY	313.11	
				MEDICARE	<u>73.24</u>	
				TOTAL:	2,370.92	
		FINANCE	GENERAL FUND	MO DEPT OF REVENUE	MISSOURI WITHHOLDING	0.50
				MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	374.57
STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR			13.00		
MIDWEST PUBLIC RISK	DENTAL			34.90		
	QHDHP HSA			265.15		
	QHDHP HSA			348.68		
HSA BANK	HSA - GRAIN VALLEY, MO			100.00		
THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY			26.02		
INTERNAL REVENUE SERVICE	SOCIAL SECURITY			182.83		
	MEDICARE			<u>42.75</u>		
	TOTAL:			1,388.40		
COURT	GENERAL FUND			MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	198.19
		STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	13.00		
		MIDWEST PUBLIC RISK	DENTAL	18.00		
			COPAY	398.00		
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	13.78		
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	156.27		
			MEDICARE	<u>36.54</u>		
			TOTAL:	833.78		
VICTIM SERVICES	GENERAL FUND	MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	206.11		
		STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	13.00		
		MIDWEST PUBLIC RISK	DENTAL	18.00		
			QHDHP HSA	321.00		
		HSA BANK	HSA - GRAIN VALLEY, MO	75.00		
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	14.33		
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	164.41		
			MEDICARE	<u>38.45</u>		
	TOTAL:	850.30				

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
POLICE	GENERAL FUND	NETSTANDARD INC	CENTRAL SQUARE	1,586.25		
		GALLS LLC	TACHYON 8 GTX DUTY BOOT	193.75		
		MISSOURI LAGERS	EMPLOYER CONTRIBUTIONS	8,080.92		
			MONTHLY CONTRIBUTIONS	609.77		
		STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	351.00		
		VISA-CARD SERVICES 1325	DARE GRADUATION	2,488.32		
		HAMPEL OIL INC	FUEL	1,896.48		
			FUEL	442.14		
		MIDWEST PUBLIC RISK	EVERLY	36.00		
			JONES, C.	88.00		
			LAVAR	88.00		
			EVERLY	642.00		
			JONES, C.	1,286.00		
			LAVAR	1,586.00		
			EVERLY	8.00		
			JONES, C.	16.00		
			LAVAR	16.00		
			DENTAL	162.00		
			DENTAL	488.60		
			COPAY	1,964.25		
			COPAY	796.00		
		COPAY	861.45			
		COPAY	758.10			
		QHDHP HSA	1,590.90			
		QHDHP HSA	2,247.00			
		QHDHP HSA	4,184.10			
		HSA BANK	HSA - GRAIN VALLEY, MO	450.00		
			HSA - GRAIN VALLEY, MO	900.00		
			C. JONES	100.00-		
			EVERLY	75.00		
		AXON ENTERPRISE INC	TASER INSTRUCTOR	495.00		
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	509.91		
		DREW'S DIESEL INC	VEHICLE MAINT	661.49		
			OIL CHANGE (NON DIESEL)	90.79		
		MO STATE HWY PATROL	CRIMINAL RECORD SEARCHES	26.50		
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	4,072.81		
			MEDICARE	952.54		
		REJIS COMMISSION	NOV 2023 LEWEB SUBSCRIPTIO	346.57		
		VISA-CARD SERVICES 1879	BADGES	739.00		
		LE DRONES	DRONETAG BEACON DIRECT/BRO	<u>232.50</u>		
			TOTAL:	41,919.14		
		ANIMAL CONTROL	GENERAL FUND	MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	168.99
				STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	13.00
MIDWEST PUBLIC RISK	COPAY			398.00		
THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY			11.73		
OAK GROVE ANIMAL CLINIC	KENNELING			4,986.00		
	VET CARE			549.76		
INTERNAL REVENUE SERVICE	SOCIAL SECURITY			87.31		
	MEDICARE			<u>20.42</u>		
	TOTAL:			6,235.21		
PLANNING & ENGINEERING GENERAL FUND	MISSOURI LAGERS			MONTHLY CONTRIBUTIONS	893.67	
		PETTY CASH	TARGET: FOAM PUMPKINS FOR	11.00		
		MICHAELS: PRESENTATION BOA	20.72			
		FUEL FOR CAREER EXPO TRIP	15.01			

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	38.97
		HAMPEL OIL INC	FUEL	48.37
		MIDWEST PUBLIC RISK	DENTAL	31.43
			DENTAL	45.14
			COPAY	113.72
			QHDHP HSA	881.51
			QHDHP HSA	88.02
		HSA BANK	HSA - GRAIN VALLEY, MO	205.96
			HSA - GRAIN VALLEY, MO	14.33
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	62.02
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	490.41
			MEDICARE	<u>114.69</u>
			TOTAL:	3,074.97
ECONOMIC DEVELOPMENT	TOURISM TAX FUND	A&A ELECTRICAL INC	ELECTRIC WORK TRAIL	<u>3,940.00</u>
			TOTAL:	3,940.00
NON-DEPARTMENTAL	PARK FUND	KCMO CITY TREASURER	KC EARNINGS TAX WH	23.88
		MO DEPT OF REVENUE	MISSOURI WITHHOLDING	522.88
		FAMILY SUPPORT PAYMENT CENTER	SMITH CASE 91316387	92.31
		AFLAC	AFLAC CRITICAL CARE	6.78
			AFLAC PRETAX	58.52
			AFLAC-W2 DD PRETAX	57.20
		MIDWEST PUBLIC RISK	DENTAL	13.54
			COPAY	18.72
			QHDHP HSA	134.65
			QHDHP HSA	39.70
			VISION	8.00
			VISION	17.16
			VISION	2.15
			VISION	0.77
		HSA BANK	HSA - GRAIN VALLEY, MO	196.46
			HSA - GRAIN VALLEY, MO	127.72
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	36.00
		MISSIONSQUARE RETIREMENT	MISSIONSQUARE 457 %	346.13
			MISSIONSQUARE 457	228.46
			MISSIONSQUARE ROTH IRA	158.87
			MISSIONSQUARE ROTH IRA	52.43
		INTERNAL REVENUE SERVICE	FEDERAL WH	1,426.39
			SOCIAL SECURITY	1,058.01
			MEDICARE	<u>247.46</u>
			TOTAL:	4,874.19
PARK ADMIN	PARK FUND	MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	904.20
		STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	35.10
		HAMPEL OIL INC	FUEL	251.76
		MIDWEST PUBLIC RISK	DENTAL	3.45
			DENTAL	51.90
			COPAY	73.19
			QHDHP HSA	633.61
			QHDHP HSA	61.52
			QHDHP HSA	136.60
		HSA BANK	HSA - GRAIN VALLEY, MO	14.38
			HSA - GRAIN VALLEY, MO	139.07
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	60.80
		QUALITY CUSTOM CONCEPTS INC	Ryan Road Sidewalk	34,006.50

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		COMCAST	CITY HALL AND PD VOICE EDG	101.11
			COMM CENTER VOICE EDGE	169.02
			PARKS MAINT VOICE EDGE	35.80
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	444.76
			MEDICARE	<u>104.01</u>
			TOTAL:	37,226.78
PARKS STAFF	PARK FUND	MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	675.23
		STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	39.00
		RECOGNITION PLUS	ADOPT-A-TREE PLAQUE	144.99
		MIDWEST PUBLIC RISK	DENTAL	54.00
			QHDHP HSA	963.00
		HSA BANK	HSA - GRAIN VALLEY, MO	225.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	48.94
		SUMMIT GENERAL CONTRACTING LLC	new sink	57.99
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	338.08
			MEDICARE	<u>79.07</u>
			TOTAL:	2,625.30
RECREATION	PARK FUND	HD GRAPHICS & APPAREL	PREK PLAYERS BBALL SHIRTS	320.00
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	5.95
			MEDICARE	<u>1.40</u>
			TOTAL:	327.35
COMMUNITY CENTER	PARK FUND	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	165.49
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	421.45
		STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	26.00
		HOME DEPOT CREDIT SERVICES	GOOF OFF/DRAIN PIPE ADAPTO	31.39
		MIDWEST PUBLIC RISK	DENTAL	36.00
			QHDHP HSA	642.00
		HSA BANK	HSA - GRAIN VALLEY, MO	150.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	29.28
		MARY ALLGRUNN	11/14-11/23 LINE DANCING	44.25
		TIFFANI KEY	11/13-11/24 SILVERSNEAKERS	125.00
			11/13-11/24 SILVERSNEAKERS	125.00
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	269.22
			MEDICARE	62.97
		ART APPROACH INC	2/18 YOUTH POTTERY	<u>480.00</u>
			TOTAL:	2,608.05
NON-DEPARTMENTAL	TRANSPORTATION	MO DEPT OF REVENUE	MISSOURI WITHHOLDING	174.34
		FAMILY SUPPORT PAYMENT CENTER	DZEKUNSKAS CASE 41452523	30.00
		AFLAC	AFLAC PRETAX	16.05
			AFLAC-W2 DD PRETAX	8.05
		MIDWEST PUBLIC RISK	DENTAL	17.23
			COPAY	67.87
			QHDHP HSA	45.08
			QHDHP HSA	121.59
			QHDHP HSA	54.19
			VISION	1.60
			VISION	1.37
			VISION	4.40
			VISION	5.55
		HSA BANK	HSA - GRAIN VALLEY, MO	11.08
			HSA - GRAIN VALLEY, MO	84.26
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	12.10

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		MISSIONSQUARE RETIREMENT	MISSIONSQUARE 457 %	73.30
			MISSIONSQUARE 457	60.00
			MISSIONSQUARE ROTH IRA	50.00
		INTERNAL REVENUE SERVICE	FEDERAL WH	497.89
			SOCIAL SECURITY	332.27
			MEDICARE	<u>77.71</u>
			TOTAL:	1,745.93
TRANSPORTATION	TRANSPORTATION	FELDMANS FARM & HOME	OXY-ACT WELD/CUT KIT MEDIU	47.19
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	660.36
		ADVANCE AUTO PARTS	HAND CLEANER	2.98
		STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	31.82
		OREILLY AUTOMOTIVE INC	BATTERY/CORE CHARGE/BATTER	36.41
			LOCK PLIERS	2.99
			CORE RETURN	22.00-
			BATTERY/CORE CHARGE/CORE E	9.64
		ORKIN	DEC 2023 MAIN ST SERVICE	7.02
			DEC 2023 JAMES ROLLO SERVI	17.19
		HAMPEL OIL INC	FUEL	237.00
		MIDWEST PUBLIC RISK	DENTAL	10.65
			DENTAL	66.09
			COPAY	79.60
			COPAY	265.35
			QHDHP HSA	212.12
			QHDHP HSA	189.97
			QHDHP HSA	418.43
			QHDHP HSA	210.85
		HSA BANK	HSA - GRAIN VALLEY, MO	44.40
			HSA - GRAIN VALLEY, MO	114.36
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	46.41
		CINTAS CORPORATION # 430	PW UNIFORMS	25.42
			PW UNIFORMS	25.42
		SUMMIT GENERAL CONTRACTING LLC	new sink	34.79
		COMCAST	CITY HALL AND PD VOICE EDG	60.66
			PW VOICE EDGE	18.09
		COMCAST	PUMP STATION INTERNET	24.32
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	332.28
			MEDICARE	<u>77.71</u>
			TOTAL:	3,287.52
CAPITAL IMPROVEMENTS	CAPITAL PROJECTS F	COBAN TECHNOLOGIES INC	COBAN CAMERAS	10,440.00
			DOCK PKG	900.00
			MOUNTS	256.00
			ANTENNAS	386.00
			H1/H2 SUPPORT KIT	125.00
			SECURED DRIVE	235.00
			DVMS SOLUTION YR 1	330.00
			DVMS RENEW YR 2 & 3	660.00
			SHIPPING / HANDLING	<u>100.00</u>
			TOTAL:	13,432.00
NON-DEPARTMENTAL	ARPA FUND	A&A ELECTRICAL INC	Electrical for LED Sign	<u>1,200.00</u>
			TOTAL:	1,200.00
NON-DEPARTMENTAL	MKTPL TIF-PR#2 SPE	UMB BANK	PROJECT #2 ZOO	5,863.23
			PROJECT #2 COUNTY	35,179.35

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			PROJECT #2 CJC	23,452.90
			PROJECT #2 CITY SALES	42,899.10
			CID/USE CAPTURED	<u>18,090.75</u>
			TOTAL:	125,485.33
NON-DEPARTMENTAL	MKT PL CID-PR2 SAL UMB BANK		CID/USE UNCAPTURED	<u>17,548.02</u>
			TOTAL:	17,548.02
NON-DEPARTMENTAL	WATER/SEWER FUND	MO DEPT OF REVENUE	MISSOURI WITHHOLDING	1,135.46
		FAMILY SUPPORT PAYMENT CENTER	DZEKUNSKAS CASE 41452523	120.00
		MO DEPT OF REVENUE	NOV 23 SALES TAX	5,056.37
			NOV 23 SALES TAX	101.13-
		AFLAC	AFLAC PRETAX	127.88
			AFLAC-W2 DD PRETAX	52.63
		MISCELLANEOUS SPRATLEY, SHEILA	20-110200-14	100.00
		MAMMEN, TERRY	20-110200-12	8.38
		HALL, CARISSA	20-117000-14	44.48
		KURTH, CRAIG	20-121000-15	15.54
		ENLOE, KAYLEE	20-122800-21	18.70
		LESSEOS, SCOTT	20-150961-02	4.96
		SIMS, KELLEY	20-199700-14	60.43
		VAUGHN, ROBBIE	20-561820-09	65.54
		KELLY, PAYTON	20-589414-03	65.54
		INGRAM, DAVID	20-589425-01	65.55
		QUIGLEY, DRAKE	20-589440-03	16.02
		BOWLES, KELLIE	20-623130-02	2.13
		SOLOMON, HAILEE	20-700440-11	65.54
		VINCENT, AMANDA	20-701380-13	65.54
		EBERT, RAYMOND	10-242800-00	17.47
		SMITH, KYLIE	20-199420-15	47.17
		COUNTRY CLUB HOMES I	20-590109-00	68.92
		COUNTRY CLUB HOMES I	20-590125-00	34.46
		COUNTRY CLUB HOMES I	20-590126-00	157.40
		COUNTRY CLUB HOMES I	20-590127-00	34.46
		DAVE RICHARDS HOMEBU	20-713063-00	36.20
		MIDWEST PUBLIC RISK	DENTAL	98.13
			COPAY	365.73
			QHDHP HSA	382.53
			QHDHP HSA	646.54
			QHDHP HSA	238.88
			VISION	6.40
			VISION	13.26
			VISION	26.30
			VISION	27.20
		HSA BANK	HSA - GRAIN VALLEY, MO	78.73
			HSA - GRAIN VALLEY, MO	517.58
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	82.22
		MISSIONSQUARE RETIREMENT	MISSIONSQUARE 457 %	517.50
			MISSIONSQUARE 457	488.68
			MISSIONSQUARE ROTH IRA	329.71
		INTERNAL REVENUE SERVICE	FEDERAL WH	3,457.35
			SOCIAL SECURITY	2,243.51
			MEDICARE	<u>524.71</u>
			TOTAL:	17,430.60
WATER	WATER/SEWER FUND	PEREGRINE CORPORATION	BILL PRINT AND MAIL	739.28

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			BILL PRINT AND MAIL	110.52
		FELDMANS FARM & HOME	OXY-ACT WELD/CUT KIT MEDIU	94.40
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	2,224.91
		ADVANCE AUTO PARTS	HAND CLEANER	6.00
		STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	102.41
		OREILLY AUTOMOTIVE INC	BATTERY/CORE CHARGE/BATTER	72.82
			LOCK PLIERS	6.00
			BATTERY/CORE CHARGE/CORE E	19.30
		ORKIN	DEC 2023 MAIN ST SERVICE	14.04
			DEC 2023 JAMES ROLLO SERVI	34.40
		HAMPEL OIL INC	FUEL	629.52
		MIDWEST PUBLIC RISK	DENTAL	46.13
			DENTAL	188.72
			COPAY	159.20
			COPAY	726.50
			QHDHP HSA	899.98
			QHDHP HSA	822.43
			QHDHP HSA	1,112.43
			QHDHP HSA	464.72
		HSA BANK	HSA - GRAIN VALLEY, MO	192.17
			HSA - GRAIN VALLEY, MO	364.91
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	153.29
		CINTAS CORPORATION # 430	PW UNIFORMS	50.82
			PW UNIFORMS	50.82
		SUMMIT GENERAL CONTRACTING LLC	new sink	69.59
		COMCAST	CITY HALL AND PD VOICE EDG	121.33
			PW VOICE EDGE	36.20
		COMCAST	PUMP STATION INTERNET	48.63
		TYLER TECHNOLOGIES INC	DEC 2023 MONTHLY FEES	97.00
		NEPTUNE TECHNOLOGY GROUP INC	METERS	4,056.90
			NEPTUNE SOFTWARE AGREEMEN	16,267.92
			NEPTUNE SOFTWARE AGREEMEN	277.74
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	1,123.00
			MEDICARE	<u>262.62</u>
			TOTAL:	31,646.65
SEWER	WATER/SEWER FUND	PEREGRINE CORPORATION	BILL PRINT AND MAIL	739.29
			BILL PRINT AND MAIL	110.53
		FELDMANS FARM & HOME	OXY-ACT WELD/CUT KIT MEDIU	94.40
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	2,219.34
		ADVANCE AUTO PARTS	HAND CLEANER	6.00
		STANDARD INSURANCE CO	DEC 23 STANDARD LIFE INSUR	102.40
		OREILLY AUTOMOTIVE INC	BATTERY/CORE CHARGE/BATTER	72.82
			LOCK PLIERS	6.00
			BATTERY/CORE CHARGE/CORE E	19.30
		ORKIN	DEC 2023 MAIN ST SERVICE	14.04
			DEC 2023 JAMES ROLLO SERVI	34.40
		HAMPEL OIL INC	FUEL	629.52
		MIDWEST PUBLIC RISK	DENTAL	46.09
			DENTAL	187.63
			COPAY	159.20
			COPAY	703.39
			QHDHP HSA	899.97
			QHDHP HSA	822.42
			QHDHP HSA	1,112.40
			QHDHP HSA	464.71

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		HSA BANK	HSA - GRAIN VALLEY, MO	192.12
			HSA - GRAIN VALLEY, MO	364.86
		THE LINCOLN NATIONAL LIFE INSURANCE CO	DEC 2023 DISABILITY	153.29
		CINTAS CORPORATION # 430	PW UNIFORMS	50.82
			PW UNIFORMS	50.82
		SUMMIT GENERAL CONTRACTING LLC	new sink	69.59
		COMCAST	CITY HALL AND PD VOICE EDG	121.33
			PW VOICE EDGE	36.20
		COMCAST	PUMP STATION INTERNET	48.63
		DIRT WORLD LANDSCAPING SUPPLY CO	YARD RESTORATION	932.20
		TYLER TECHNOLOGIES INC	DEC 2023 MONTHLY FEES	97.00
		NEPTUNE TECHNOLOGY GROUP INC	NEPTUNE SOFTWARE AGREEMEN	16,267.92
			NEPTUNE SOFTWARE AGREEMEN	277.74
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	1,120.51
			MEDICARE	<u>262.08</u>
			TOTAL:	28,488.96

NON-DEPARTMENTAL	POOLED CASH FUND	VISA-CARD SERVICES 1184	VISA-CARD SERVICES 1184	119.95
		VISA-CARD SERVICES 1325	VISA-CARD SERVICES 1325	1,052.75
		VISA-CARD SERVICES 9016	VISA-CARD SERVICES 9016	886.56
		VISA-CARD SERVICES 1788	VISA-CARD SERVICES 1788	1,391.10
		VISA-CARD SERVICES 1739	VISA-CARD SERVICES 1739	222.89
		VISA-CARD SERVICES 9313	VISA-CARD SERVICES 9313	1,419.98
		VISA-CARD SERVICES 1846	VISA-CARD SERVICES 1846	530.21
		VISA-CARD SERVICES 1853	VISA-CARD SERVICES 1853	313.92
		VISA-CARD SERVICES 1879	VISA-CARD SERVICES 1879	<u>232.18</u>
			TOTAL:	6,169.54

===== FUND TOTALS =====

100	GENERAL FUND	88,702.82
170	TOURISM TAX FUND	3,940.00
200	PARK FUND	47,661.67
210	TRANSPORTATION	5,033.45
280	CAPITAL PROJECTS FUND	13,432.00
285	ARPA FUND	1,200.00
302	MKTPL TIF-PR#2 SPEC ALLOC	125,485.33
321	MKT PL CID-PR2 SALES/USE	17,548.02
600	WATER/SEWER FUND	77,566.21
999	POOLED CASH FUND	6,169.54

	GRAND TOTAL:	386,739.04

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-CITY OF GRAIN VALLEY
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 11/18/2023 THRU 12/01/2023
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: C O U N C I L R E P O R T
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM: YES

GRAIN VALLEY MARKETPLACE COMMUNITY IMPROVEMENT DISTRICT

RESOLUTION OF THE BOARD OF DIRECTORS

RESOLUTION NO. 2023-6

NOMINATION OF SUCCESSOR DIRECTORS

WHEREAS, the Grain Valley Marketplace Community Improvement District (the “District”) established on March 28, 2016, by Ordinance No. 2381 of the City Council of the City of Grain Valley, Missouri, is a political subdivision of the State of Missouri and is transacting business and exercising powers granted to it pursuant to the Community Improvement District Act, Section 67.1401 through 67.1571 of the RSMo, as amended (the “CID Act”); and

WHEREAS, the CID Act and Article III, Section 3.6 of the Bylaws provide for the Mayor of the City to appoint Successor Directors of the District, with the consent of the City Council, and the District Bylaws as set forth in that Successor Directors shall serve for a term of four years.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Grain Valley Marketplace Community Improvement District, as follows:

1. The District hereby nominates Timothy D. Harris to serve a new four-year term as an Owner’s Representative representing Star Acquisitions, Inc. (term 4/26/2024 – 4/25/2028).
2. The District hereby nominates Robert de la Fuente to serve a new four-year term as an Owner’s Representative representing Star Acquisitions, Inc. (term 4/26/2024 – 4/25/2028).
3. The District hereby nominates Sheryl Giambalvo to serve a new four-year term as an Owner’s Representative representing Star Acquisitions, Inc. (term 11/26/2023 – 11/25/2027).
4. The District hereby nominates Blake Fulton to serve a new four-year term as an Owner’s Representative representing Star Acquisitions, Inc. (term 11/26/2023 – 11/25/2027).

5. The District hereby nominates Ken Murphy to serve a new four-year term as an City Representative representing City of Grain Valley, Missouri (term 11/26/2023 – 11/25/2027).
6. This Resolution shall take effect immediately.

Passed by the Board of Directors of the Grain Valley Marketplace Community Improvement District on November 16, 2023.



Robert de la Fuente, District Manager

Resolutions

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**CITY OF GRAIN VALLEY
BOARD OF ALDERMEN AGENDA ITEM**

MEETING DATE	12/11/2023	
BILL NUMBER	R23-73	
AGENDA TITLE	A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY AUTHORIZING THE WRITE OFF OF DOUBTFUL UTILITY ACCOUNT BALANCES	
REQUESTING DEPARTMENT	Finance Department	
PRESENTER	Steven Craig, Finance Director	
FISCAL INFORMATION	Cost as recommended:	\$12,209.46
	Budget Line Item:	600-60-77590 600-65-77590
	Balance Available:	\$40,000
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PURPOSE	To write off uncollectable and bankrupt accounts to more accurately report accounts receivable.	
BACKGROUND	Doubtful accounts should be written off on a regular basis. The balances are from 2019.	
SPECIAL NOTES	N/A	
ANALYSIS	N/A	
PUBLIC INFORMATION PROCESS	N/A	
BOARD OR COMMISSION RECOMMENDATION	N/A	
DEPARTMENT RECOMMENDATION	Recommend Approval	
REFERENCE DOCUMENTS ATTACHED	List of account numbers and amounts.	

CITY OF
GRAIN VALLEY

STATE OF
MISSOURI

December 11, 2023

RESOLUTION NUMBER
R23-73

A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY

WHEREAS, The City of Grain Valley utility billing has accounts that will not be collected;
and

WHEREAS, These accounts have been deemed uncollectable or have filed for bankruptcy;
and

WHEREAS, The city will still be able to accept payment should we receive monies for any
of the accounts; and

WHEREAS, By writing off some of the very old uncollectable accounts we more accurately
report the accounts receivable on the balance sheet.

NOW THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of Grain Valley,
Missouri as follows:

SECTION 1: Utility billing shall write off stale uncollectable accounts.

SECTION 2: Accounts to be written off are listed on the attached spreadsheet.

PASSED and APPROVED, via voice vote, (-) this __ Day of _____, 2023.

Mike Todd
Mayor

ATTEST:

Jamie Logan
City Clerk

Bad Debt Write-Off (2019)

<u>Account Number</u>	<u>Amount</u>
10-132900-06	\$161.12
10-134000-04	\$197.03
10-138400-03	\$82.75
10-141400-14	\$36.11
10-142100-11	\$33.59
10-142700-04	\$321.10
10-142700-05	\$61.96
10-146200-10	\$11.75
10-148300-02	\$14.49
10-202600-01	\$91.28
10-211400-13	\$62.52
10-215300-10	\$211.89
10-215400-07	\$222.15
10-217400-08	\$80.20
10-231200-03	\$110.28
10-238300-06	\$251.18
10-243000-06	\$91.91
10-245200-09	\$76.64
10-245700-08	\$23.50
10-248700-05	\$23.55
10-362680-04	\$156.87
10-362680-05	\$269.67
10-365300-09	\$84.46
10-365700-02	\$6.86
10-414900-04	\$32.66
10-472110-02	\$18.92
10-505520-04	\$452.90
10-557301-01	\$327.18
10-830580-11	\$135.61
10-830670-10	\$172.55
10-830710-08	\$0.19
10-830870-07	\$198.58
10-832250-02	\$123.09
10-850280-02	\$336.38
10-850390-01	\$72.39
10-850700-04	\$157.23
10-850720-08	\$140.36
10-850800-01	\$130.70
10-851010-01	\$118.63
20-101100-06	\$362.26
20-101300-05	\$109.86
20-101800-04	\$62.24
20-101900-07	\$117.77
20-104400-15	\$55.98

20-115060-05	\$53.17
20-116700-07	\$106.38
20-118300-09	\$66.32
20-120500-06	\$175.91
20-121100-15	\$5.12
20-121300-18	\$92.59
20-126800-04	\$84.81
20-151641-00	\$56.86
20-151720-03	\$160.85
20-152020-06	\$418.72
20-152180-03	\$188.21
20-152660-16	\$813.30
20-199470-09	\$121.78
20-199890-05	\$34.46
20-260560-01	\$61.94
20-561940-03	\$154.36
20-562190-08	\$13.46
20-562340-09	\$123.66
20-562470-11	\$49.90
20-562690-12	\$73.92
20-562880-09	\$264.15
20-567140-01	\$147.09
20-567190-00	\$2.46
20-567721-02	\$110.31
20-567970-01	\$24.05
20-568180-05	\$106.72
20-588412-03	\$97.70
20-592140-01	\$75.12
20-682800-04	\$61.78
20-683050-04	\$87.28
20-700990-09	\$88.09
20-701090-17	\$316.87
20-701360-12	\$299.69
20-701470-09	\$79.29
20-702210-06	\$545.32
20-709030-02	\$937.29
20-709030-03	\$18.92
20-711580-04	\$165.46
20-712064-08	\$6.56
20-721031-00	\$111.25

Total \$12,209.46

**CITY OF GRAIN VALLEY
BOARD OF ALDERMEN AGENDA ITEM**

MEETING DATE	12/11/2023	
BILL NUMBER	R23-74	
AGENDA TITLE	A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY ESTABLISHING THE NEED TO AMEND THE 2023 BUDGET	
REQUESTING DEPARTMENT	Finance	
PRESENTER	Steven Craig, Finance Director	
FISCAL INFORMATION	Cost as recommended:	N/A
	Budget Line Item:	See Ordinance
	Balance Available:	N/A
	New Appropriation Required:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PURPOSE	To amend the current budget (2023) to more accurately reflect the actual revenues and expenditures.	
BACKGROUND	N/A	
SPECIAL NOTES	N/A	
ANALYSIS	N/A	
PUBLIC INFORMATION PROCESS	N/A	
BOARD OR COMMISSION RECOMMENDATION	N/A	
DEPARTMENT RECOMMENDATION	Staff Recommends Approval	
REFERENCE DOCUMENTS ATTACHED	Resolution	

CITY OF
GRAIN VALLEY

STATE OF
MISSOURI

December 11, 2023

RESOLUTION NUMBER

R23-74

WHEREAS, the Board of Aldermen of the City of Grain Valley adopted the Fiscal Year 2023 budget on November 28, 2022; and

WHEREAS, the Fiscal Year 2023 budget estimates the year's revenues and expenditures;
and

WHEREAS, the 2023 Budget needs to be amended to more accurately reflect the actual revenues and expenditures at fiscal year-end.

NOW THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of Grain Valley, Missouri as follows:

SECTION 1: The Board of Aldermen recognize the need to amend the 2023 budget to more accurately reflect the actual revenues and expenditures.

PASSED and APPROVED, via voice vote, (-) this ___ Day of _____, 2023.

Mike Todd
Mayor

ATTEST:

Jamie Logan
City Clerk

[R23-74]

**CITY OF GRAIN VALLEY
BOARD OF ALDERMEN AGENDA ITEM**

MEETING DATE	12/11/2023	
BILL NUMBER	R23-75	
AGENDA TITLE	A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH ANDREWS TECHNOLOGY	
REQUESTING DEPARTMENT	ADMINISTRATION	
PRESENTER	Ken Murphy, City Administrator	
FISCAL INFORMATION	Cost as recommended:	\$13,315
	Budget Line Item:	100-08-78530: \$6,657.50 600-60-78530: \$3,328.75 600-65-78530: \$3,328.75
	Balance Available	100-08-78530: \$24,439 600-60-78530: \$4,069 600-65-78530: \$4,069
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PURPOSE	To provide a web-based time and attendance system for employees	
BACKGROUND	The strategic plan prioritizes community stability, aiming to enhance the city's technology and bolster employee retention. However, the current paper-based timekeeping and attendance system proves burdensome for employees, supervisors, and the processing of payroll.	
SPECIAL NOTES	N/A	
ANALYSIS	N/A	
PUBLIC INFORMATION PROCESS	N/A	
BOARD OR COMMISSION RECOMMENDATION	N/A	
DEPARTMENT RECOMMENDATION	Staff Recommends Approval	
REFERENCE DOCUMENTS ATTACHED	Resolution, Agreement, Quotes and Memo	

CITY OF
GRAIN VALLEY

STATE OF
MISSOURI

December 11, 2023

RESOLUTION NUMBER
R23-75

**A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY
AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH
ANDREWS TECHNOLOGY**

WHEREAS, the city acknowledges the importance of upgrading its timekeeping and attendance system to enhance efficiency and accuracy for employees, supervisors, and payroll; and

WHEREAS, the web-based system will reduce the amount of staff time spent manually entering data, reduce errors in processing timesheets and assist in managing attendance; and

WHEREAS, funds for the implementation of this system have been allocated in the 2024 budget.

NOW THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of Grain Valley, Missouri as follows:

SECTION 1: That the Board of Aldermen hereby authorizes and directs the City Administrator to enter into an agreement with Andrews Technology for timekeeping and scheduling.

PASSED and APPROVED, via voice vote, (-) this 11th Day of December, 2023.

Mike Todd
Mayor

ATTEST:

Jamie Logan
City Clerk



HUMAN RESOURCES

MEMORANDUM

TO: Mayor & Board of Aldermen
FROM: Khalilah Holland, Human Resources Administrator
CC: Ken Murphy, City Administrator
DATE: December 1, 2023
SUBJECT: Web-Based Time & Attendance System

The selection of a web-based time and attendance system process began with a survey of local municipalities to determine what payroll system were being used. Of the twelve responses, only one municipality uses paper. The following is list of vendors provided:

- ExecuTime, UKG/Ready, Dayforce, ADP, CitySuite, Kronos, NovaTime

A few vendors were contacted without further consideration:

- ExecuTime by Tyler Technologies – failed multiple attempts to set up a demonstration and several existing frustrations with the Incode platform.
ADP – does not have a standalone time keeping platform.
Paycor/Paycom – requires use of their time and attendance with their financial platform.
Dayforce – is offered clients with 100+ employees; offered a small business payroll/financial software by Ceridian which does not include a timekeeping system.
NeoGov – with less than 150 employees the platform is not compatible from a pricing perspective.

Human Resources and Finance had multiple online demonstrations with three vendors. The following is the recommendation in order of price and preference:

1. UKG Ready by Andrews Technology
2. Aladtec by TCP
3. TimeClock Plus by TCP

Pricing:

Table with 4 columns: Vendor, Implementation Cost, Annual Cost, First Year Cost. Rows include UKG Ready, Aladtec, and TimeClock Plus.



HUMAN RESOURCES

Preference:

UKG Ready

UKG Ready is the most user friendly. The demonstration included a view of the integration process with Incode. The City of Boonville and the City of Nixa have partnered with Andrews Technology and integrated with the Incode platform by Tyler Technologies. Both references were positive.

Aladtec

Aladtec is the most robust system with integrated advanced scheduling capabilities tailored for public safety entities. Aladtec claimed the system integrates with Incode; however, the references were unfavorable. Users stated data had to be manually entered from the time and attendance system into the payroll system.

TimeClock Plus

TimeClock Plus was the least impressive, user friendly or robust.

Noah Craft, Melissa Strader and Steven Craig are to be commended for their participation in the process of evaluating the web-based time and attendance systems. Their continued participation is imperative to the successful implementation of the selected system.

ANDREWS TECHNOLOGY
UKG TIME & ATTENDANCE PROJECT
Statement of Work

Prepared for the City of Grain Valley
November 10, 2023

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Andrews Technology - Overall Statement of Responsibility

Andrews Technology has **complete responsibility** for the following:

- Delivery of System as described on the Andrews Technology UKG Order Form
- Installation of UKG Web Based Software on UKG Servers
- Configuration of Software
- Rules Questionnaire Assistance
- Employee File Creation Assistance
- Installation of Rules and Employee File
- Installation of TYLER INCODE Interface
- Unlimited Training of all Administrators and Supervisors
 - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period(s)
- Unparalleled Customer Satisfaction During all of the Above
- Ongoing System Maintenance (see "Maintenance Agreement – Exhibit B")
 - Includes all software licenses as shown on the Andrews Technology Purchase Order Form –(See Exhibit A).

Andrews Technology **Master Customer Agreement**

This Master Customer Agreement (called the "Agreement") and its applicable Transaction Documents along with the above Description of Responsibilities and Exhibits are the complete Agreement regarding the products and services provided by Andrews Technology to the City of Grain Valley.

Definitions

Transaction Document is any document including, but not limited to the: "Master Customer Agreement"; "Statement of Work"; "Project Plan"; "Payment Schedule" and "Maintenance Agreement" that requires execution to be effective.

Change Order is a document completed by both of us that authorizes a change to a Transaction Document or Statement of Work.

Discovery is a process performed to define a Statement of Work.

Deliverable is any item, specified in a Transaction Document or Statement of Work, which we provide (Software, Hardware, Documentation, Training, Reports or Materials, Etc.).

Materials are work products such as programs, program listings, programming tools, documentation, reports, and drawings. The term "Materials" does not include Program Products, but does include modifications of a Program Product.

Product is a machine, its features, elements, cables, or accessories, or any combination thereof or a program product. The term "Product" includes the documentation required to install, support, use, and maintain the product.

Program Product is a commercially available software product and the documentation required to install, support, use, and maintain it. City of Grain Valley is the licensee (Andrews Technology is not the licensee.).

Services are technical work that we perform to complete a Statement of Work or the delivery of customer offerings. Deliverables may result from such work.

Statement of Work is a detailed list of tasks to be performed during the implementation of a project.

Changes to the Master Agreement, Project Plan or Statement of Work: Any modification of the above including, but not limited to, additional project phases, changes in system design or timeline, after execution below, will be considered a change in the agreement. Any such change may only be modified by a Change Order, which both of us must sign prior to performed services. Any such changes may affect the estimated schedule, payments, and other terms.

Our Relationship

Mutual Responsibilities: Each of us agrees that under this Agreement:

- All information exchanged is non-confidential. If either of us requires the exchange of confidential information, it will be done under a signed Non-Disclosure Agreement;
- Each will allow the other reasonable opportunity to comply before it claims that the other has not met its obligations;
- Neither of us will bring a legal action against the other more than two years after the cause of action arose.

Your other responsibilities: You agree to do the following:

- To not assign or otherwise transfer, this Agreement, without our prior written consent;
- To provide us with sufficient, free and safe access to your facilities for us to fulfill our obligations; and

To not disclose the terms of this Agreement without our prior written consent.

License Terms

Customer agrees to comply, in all material respects, with the following terms and conditions:

1. to operate and process the Software and use the Service for its own internal business purposes only, without the right to further sublicense;
2. not to decompile, disassemble or reverse engineer the Software;
3. that the license to use the Software and the Service is limited based upon authorized Usage;
4. not permit use of the Software or the Service (including timesharing or networking use) by any third party;
5. not remove the Equipment from the place of original installation without the Company's prior written consent nor sell or encumber the Equipment;
6. to grant permission to combine Customer's business data with that of other customers in a manner that does not identify the Customer or any individual in order to evaluate and improve the services offered to customers;
7. that the sublicense agreement inures to the benefit of the licensors of software and other applications, and that such licensors may directly enforce the terms of the sublicense agreement in order to protect their interests in the Software and the Service.
8. to take all reasonable steps to ensure that no unauthorized persons have access to the Service, and to ensure that no persons authorized to have such access shall take any action that would be in violation of this Agreement;

9. to ensure that the Customer has the right to publish and disclose the data and other content Customer includes in the Service, and that the Content will not (i) infringe or violate any third-party right, including (but not limited to) intellectual property, privacy, or publicity rights; (ii) be abusive, profane, or offensive to a reasonable person; or (iii) be hateful or threatening;
10. that Customer shall not (i) use, or allow the use of, the Service or the Content in contravention of any federal, state, local, foreign or other applicable law, or rules or regulations of regulatory or administrative organizations; (ii) introduce into the Service any virus or other code or routine intended to disrupt or damage the Service, or alter, damage, delete, retrieve, or record information about the Service or its users; (iii) excessively overload the systems used to provide the Service; (iv) perform any security integrity review, penetration test, load test, denial of service simulation or vulnerability scan (including without limitation the use any tool designed to automatically emulate the actions of a human user in connection with such testing); or (v) otherwise act in a fraudulent, malicious or negligent manner when using the Service;
11. to comply with the minimum security requirements for using the Service as reasonably determined by Company;
12. that when using and applying the information generated by the Services, Customer is responsible for ensuring that Customer complies with the applicable requirements of federal and state law; that if Customer is using any payroll service hereunder: (i) Customer is solely responsible for the content and accuracy of all reports and documents prepared in whole or in part by using such Service, (ii) using such Service does not release Customer of any professional obligation concerning the preparation and review of such reports and documents, (iii) Customer does not rely upon the Service provider or its third party licensor(s) for any advice or guidance regarding compliance with federal and state laws or the appropriate tax treatment of items reflected on such reports or documents, and (iv) Customer will review any calculations made by using such Service to satisfy itself that those calculations are correct.
13. that Customer will acknowledge and agree that no person nor entity not a party to this Agreement will be a third party beneficiary of any provision of this Agreement and, by way of further clarification, none of its employees or other personnel is an intended beneficiary with respect to the payroll or other services provided in connection with the Service or Software; and

14. that Customer will acknowledge and agree that use of the Service includes the ability to enter into agreements and/or to make transactions electronically. As such, the following provision will be included in Partner's agreement with the Customer: "Use of the Service includes the ability to enter into agreements and/or to make transactions electronically. CUSTOMER ACKNOWLEDGES THAT WHEN IT INDICATES ACCEPTANCE OF AN AGREEMENT AND/OR TRANSACTION ELECTRONICALLY, THAT ACCEPTANCE WILL CONSTITUTE ITS LEGAL AGREEMENT AND INTENT TO BE BOUND BY AND TO PAY FOR SUCH AGREEMENTS AND TRANSACTIONS. THIS ACKNOWLEDGEMENT THAT CUSTOMER INTENDS TO BE BOUND BY SUCH ELECTRONIC ACCEPTANCE APPLIES TO ALL AGREEMENTS AND TRANSACTIONS CUSTOMER ENTERS INTO THROUGH THE SERVICE, SUCH AS ORDERS, CONTRACTS, STATEMENTS OF WORK, AND NOTICES OF CANCELLATION.

Personnel

Each of us will authorize a person to represent us in all matters concerning this Agreement. These representatives will be available throughout the term of this Agreement. Each of us will 1) address all notices to the other's representative and 2) promptly notify the other in writing if this person is replaced.

You agree to not hire or attempt to hire any Andrews Technology employee on either a temporary or permanent basis, either directly or through a third party, without the express written consent of Andrews Technology.

Ownership and Proprietary Rights

Notwithstanding anything to the contrary stated herein, no transfer is made to Customer of any ownership to or proprietary rights in the Licensed Products, software programs, software interfaces and Documentation, and all copies of the Licensed Products, software programs, software interfaces and Documentation, including modifications by Andrews Technology contained in customized versions and related software. Customer shall NOT have any right to copy any Licensed Products, software programs, software interfaces and Documentation for use, sale, sublicensing, distribution or any other purpose.

Compliance with Laws

You agree to comply, and assist us in complying, with all applicable 1) Federal, State, and local laws and regulations and 2) building codes, ordinances, and standards.

Prices, Payment, and Taxes

You will pay to Andrews Technology the price reflected in City of Grain Valley Response Form. Payment is due on the dates agreed. Annual Maintenance after year one will be billed directly from Andrews Technology to the City of Grain Valley.

Charges for services outside of the scope of the Customer Master Agreement; Project Plan and Statement of Work are billed at a rate of \$225/hour including travel. Our payment terms are Net 30.

You agree to pay all transportation charges as required by the project and mutually agreed upon for the shipment of Equipment and Program Products (if applicable) to the location you specify.

Occasionally a manufacturer will charge us "rework" charges if a configuration is changed after a certain point in the manufacturing cycle. We will make every effort to avoid rework

charges on your behalf. If rework charges are incurred due to configuration changes requested by you, these charges will be passed on to you. You will be notified in advance of such charges.

Confidentiality

Andrews Technology will maintain the confidentiality of any information received throughout this project. This includes any confidential employee information. Upon termination Andrews Technology will return any confidential information at the request of the Customer. Customer has the responsibility of extracting any data from the system prior to the termination date. After the termination date access to the database will no longer be granted.

Termination

We may terminate this agreement or associated document for non-payment upon providing thirty days written notice. Otherwise, a Statement of Work terminates when our obligations under it are met.

You may terminate this Agreement effective upon the completion of the Statement of Work.

Customer may terminate the agreement if it does not appropriate funding to continue the use of UKG, or related services. To so terminate, Customer must give Andrews Technology written notice of the non-appropriation at least 30 days before the next annual billing following the non-appropriation. Customer may also terminate for cause. Andrews Technology will be provided a 30 day cure period to resolve any identified issues to prevent the termination.

Any terms of this Agreement, which by their nature extend beyond its termination, remain in effect until fulfilled, and apply to respective successors and assignees.

Electronic Communications

Each of us may communicate with the other by electronic means. Each of us agrees that email and respective attachments when accepted by return email are binding.

Governing Law

The laws of the State of Missouri govern this Agreement. Any legal action brought under this agreement shall be brought only in the State of Missouri.

Agreed to: City of Grain Valley

Agreed to: Andrews Technology

By: _____
Authorized signature

By: _____
Authorized signature

Name (type or print):

Mark Stuckey _____
Name (type or print):

Title

Account Executive _____
Title

Date: _____
City of Grain Valley

Date: _____
Andrews Technology

STATEMENT OF WORK

ANDREWS TECHNOLOGY – DELIVERABLES

As per the electronically attached "Order Form – Exhibit A", Andrews Technology has the following responsibilities throughout the three phased Project Plan as described above:

Software Phase

- Delivery of Software as described on Andrews Technology Purchase Order Form
- Installation of UKG Web Based Software on UKG Servers
- Configuration of Software
- Rules Questionnaire Assistance
- Employee File Creation Assistance
- Installation of Rules and Employee File
- Installation of TYLER INCODE Interface
- Unlimited Training of all Administrators and Supervisors Associated with Phase I
 - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period
- Unparalleled Customer Service During all of the Above

Hardware Phase – (Not Applicable)

- Delivery of Wall Mounted Hardware
- Installation of Hardware
- Unlimited Training of all Administrators and Supervisors Associated with Phase II
 - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period
- Unparalleled Customer Service During all of the Above

Go Live Phase

- Unlimited Training of all Administrators and Supervisors Associated with Phase III
 - Training is central site or via web
- System Testing (Adjustments as Required)
- Support During Go Live Period
- Unparalleled Customer Service During all of the Above

Ongoing System Maintenance (see "Maintenance Agreement – Exhibit B")

- Includes all hardware and software listed on Andrews Technology Purchase Order Form(s)

Other Andrews Technology Installation Responsibilities

To ensure an optimally performing UKG System, Andrews Technology will perform the following:

- Provide a person who will function as the Project Manager, responsible for securing and scheduling resources for City of Grain Valley.
- Verify that all hardware and technology readiness checks have been completed.
- If necessary, recommend a Network Readiness and Performance Assessment to ascertain what improvements are required to provide sufficient response time.
- Understand any other applications that will reside on the database server, and discuss any performance implications.
- Advise the customer of any conditions, which, in the opinion of Andrews Technology, will reduce the performance of the UKG System.
- Provide server configuration assistance as requested.

Customer Installation Responsibilities

- Schedule personnel for appropriate Andrews Technology training classes to be held at a central customer site or via the web.
- Unless otherwise specified on the order form, Customer is responsible for any ethernet cabling/jacks, phone lines, power and surge suppression at the terminal locations, unless otherwise noted.
- Provide a Customer Project Manager whose responsibilities include but are not limited to:
 - Participate in periodic meetings and status conference calls.
 - Review and approve all Project Plan Phases.
- Andrews Technology will need a completed pay rules questionnaire addressing specific pay policies, basic work rules and overtime limits. Andrews Technology must receive the completed document within three (3) weeks of scheduled installation date. The pay rules survey establishes the baseline rules used to initialize the UKG system. During the Implementation Phase you will have an opportunity to test your baseline rules.
- Provide Andrews Technology with payroll contact information for interfacing to the payroll system, if applicable.
- Work with your Andrews Technology project leader to verify communications to all terminals.

- Provide Andrews Technology access to the appropriate resources during all phases.
- Provide appropriate resources to test the UKG System to the System Specification.
- Sign-off that the Software Phase Responsibilities have been completed.
- Sign-off that the Hardware Phase Responsibilities have been completed. (If Applicable)
- Sign-off that the Go Live Phase Responsibilities have been completed.

Professional Services Overview

Payroll Rules Questionnaire:

The purpose of this document is to assist your payroll staff in defining the rules and regulations that govern your labor cost management requirements. This survey is also used as a guideline for Andrews Technology to custom configure your UKG system. Your staff members responsible for payroll and work regulations should complete this. Your Andrews Technology Representative will guide you through this survey and Andrews Technology technical staff members will answer any questions that you may have.

Employee File Creation:

City of Grain Valley is responsible for the creation of an employee import file. The content of which will be discussed with your assigned Andrews Technology project leader.

Software Configuration and Programming

Once your Payroll Rules Questionnaire and Employee File are created, your UKG software will be configured to meet your specifications. During Phase I, test data will be entered and test reports will be generated and validated. This will be a thorough process. Modifications will be made as required.

Ethernet Cable/Phone Line Installation (Not Applicable)

City of Grain Valley is responsible for the installation of all Ethernet cable and jacks and phone lines/jacks. Andrews Technology can assist you by providing information regarding the correct type of communications cable and proven installation techniques to insure error free transfer of punch data from the terminal to your UKG software. If POE is an identified requirement, Ethernet Jacks would not be necessary and Andrews Technology would design and implementation work accordingly.

Software Installation:

Communications will be tested between the server and terminal(s) after the customer installs the hardware.

Software Training:

The next aspect of the Implementation Phase of the project is the training of the key users and supervisors. Arrangements should be made to allow for uninterrupted training. This ensures that the quality of the training received is the highest possible. All training will be central site (at the customer's main office or via the web). City of Grain Valley is responsible for notifying all attendees of their assigned class schedule. All software training for key users and supervisors is **unlimited** in availability. (See below for more information)

Hardware Trainer: Andrews Technology upon completion of software installation will train the customer's Installer as to how to install and program selected terminals. (Not Applicable)

Implementation Testing and Adjustments:

Once the hardware and software is installed, programming and configuration of the system will be tested and adjustments may be made. Any changes that need to be made which vary from the pay rules survey will be identified as a change order item and may be billed on a time and materials basis. It is highly recommended that City of Grain Valley run a parallel test for one (1) to two (2) pay periods. This gives the UKG key users and supervisors time to familiarize themselves with the operation of the new software, as well as, develop new ways for management information review.

Interface Installation and Training:

The TYLER INCODE Payroll interface should be reviewed by the project leaders from both teams to determine if any modifications are required. The TYLER INCODE Payroll interface will be tested and is 100% guaranteed to work in accordance with the customer's application specifications.

Software Training Overview

Key User Training

Suggested Attendees: Payroll Manager, HR Manager, Supervisor/Administrative Assistant

Course Description – Initial Training For Key Users

This session will last for approximately six hours at your facility after the installation of the software. The class is intended to provide participants with an understanding of how to maintain employee records and schedules, setup supervisor's privileges and accounts, edit timesheets and process reports. This course also provides key users with an understanding of pay period operations that are necessary for keeping track of and managing employee time and labor data, as well as accessing and interpreting pay period based reports.

Course Description – Follow-up Training for Key Users

Following the initial training session and system installation, Andrews Technology support personnel will return for a second training session at your facility. This session will be for the previously trained employees and will last from two to four (2 to 4) hours. It will be a review of the first class; and an opportunity to answer any questions that have come up since the first training session. Additional classes are available at no additional charge.

Supervisor Training

Suggested Attendees: Supervisors and Supervisor Assistants

Course Description- Initial Supervisor Training

This course provides participants with an understanding of the daily operations that are necessary for keeping track of and managing employee time and labor data. This includes providing information needed to build and maintain individual and group schedules. Procedures will be covered for the standard client and the Supervisor and Employee Web Services. This training is available at the customer's central site or via the web. Class size should not exceed 12 students per class (maximum 2 hours per class). Supervisors are expected to train their employees on the use of Employee Web Services (if appropriate). Andrews Technology will train supervisors as to how to train their employees how to use biometric terminals. Andrews Technology has full responsibility for training employees on the use of all data collection technology (EWS/Swipe/Biometric).

Course Description – Follow-up Training for Supervisors

Following the initial training session and system installation, Andrews Technology support personnel will return for a second training session at your facility. This session will be a refresher for previously trained employees, and an introduction for supervisors not yet trained. The class will last from two to four hours. It will be a review of the first class; and an opportunity to answer any questions that have come up since the first training session. Additional classes are available at no charge. Our quote includes 24/7/365 support and unlimited webex training/support.

Statement Of Work Phase Completion Sign-Off

When a Phase is complete, a meeting of both implementation teams is held. At this meeting, the system is signed off as being complete for all areas of responsibility as addressed in the Statement of Work.

Software Phase Sign-Off

Agreed to: City of Grain Valley

Agreed to: Andrews Technology

By: _____
Authorized signature

By: _____
Authorized signature

Name (type or print):

Mark Stuckey

Name (type or print):

Title

Account Executive

Title

Date: _____
City of Grain Valley

Date: _____
Andrews Technology

Hardware Phase Sign-Off

Agreed to: City of Grain Valley

Agreed to: Andrews Technology

By: _____
Authorized signature

By: _____
Authorized signature

Name (type or print):

Mark Stuckey

Name (type or print):

Title

Account Executive

Title

Date: _____
City of Grain Valley

Date: _____
Andrews Technology

Go Live Phase Sign-Off

Agreed to: City of Grain Valley

Agreed to: Andrews Technology

By: _____
Authorized signature

By: _____
Authorized signature

Name (type or print):

Mark Stuckey

Name (type or print):

Title

Account Executive

Title

Date: _____
City of Grain Valley

Date: _____
Andrews Technology

Exhibit B - Maintenance Agreement

Execution below entitles City of Grain Valley (the "Customer") to full maintenance coverage provided by Andrews Technology ("Vendor") for the attached time and attendance system for five years from the date of execution below. This agreement is renewed automatically every five years unless advised by the Customer in writing no less than thirty days prior to the five year anniversary of the date of execution of this agreement.

Maintenance coverage is all inclusive and is described in more detail below:

- On-Site Maintenance includes the following features:
 - All technicians are dispatched locally
 - Service is available 24 hours-a-day; seven days-a-week.
 - Customer's assigned technical team can be reached directly by cell phone 24/7.
 - Toll-Free support is available as a back-up to direct contact with assigned technical team.
 - On-site support is available.
 - Machine replacement is next day provided call received prior to 2:00pm.
 - Parts replacement is next day provided call is received prior to 2:00pm as mentioned above.
 - Customer is responsible for annually completing brief "Customer Satisfaction Survey" to determine assigned technician's performance regarding above standards.
- Hardware depot maintenance. Vendor will overnight the customer a replacement device. The Customer is responsible for sending the failing device back to the Vendor.
- Labor
- Hardware upgrades
- Software upgrades
- Toll-free online support
- On-line support

If the customer elects not to execute this document, and therefore be covered on a time and materials basis, the customer is responsible for all machine and parts replacements. The Vendor's hourly rate for service, including travel, is \$225 per hour (two hour minimum). Hardware and software upgrades are chargeable to the Customer when not covered under maintenance contract.

Maintenance Terms

WARRANTEE: Vendor warrants the listed products to be free from defects in material and workmanship, and perform in material respects in accordance with the system specifications (or equivalent) document under normal use for the Warranty Period of 90 days. The term of this agreement will begin after the expiration of the warranty, run for a term of five years from such date, and continue for subsequent five-year terms thereafter until terminated. After the first 5 year term, maintenance will be billed at the applicable rate at that time.

MAINTENANCE COVERAGE: Five years of software and equipment support for the products listed above will be provided by Vendor to maintain proper functioning of the entire system and the replacement of malfunctioning devices. This signed agreement provides unlimited remote telephone and/or internet support, covering any questions with the configuration or operation of the system. Software updates or patches of the installed version will be provided on a need, or request, basis at no additional charge.

SUPPORT TERMS: Support is available twenty-four hours a day; seven days a week except holidays. Without a maintenance agreement, service will be billed at the prevailing hourly rate. In this instance, there will be a two hour minimum per phone call for support.

PRICE INCREASES: The annual maintenance charges will not exceed the consumer price index in place at the time of the announced increase. Historically 3% annually.

LIMITS OF LIABILITY: Failure due to customer alteration of equipment with which the above products are connected, moving or altering of the software or equipment, and/or any problems caused by such actions are not covered under this agreement and are subject to billing at the prevailing hourly rate. This agreement does not cover accidents, misuse, theft, power failure/surge, lightning or storm, or other casualties. The unserviceability of the products will be solely determined by the Vendor. This agreement is not valid until properly signed by the Customer's authorized agent and the Vendor, and may not be amended unless approved by both parties, in writing, and signed by a duly authorized officer of both parties. This agreement may be canceled by either party upon 30 days written notice. Terms are net, paid yearly in advance and renewed each year at the prevailing rates. Additional equipment, or software, may be added by the customer providing written notification. In no situation, will the Vendor, or its employees, be held responsible for any loss incurred pertaining to the use, misuse, or failure of the above-mentioned products and or services.

Agreed to: City of Grain Valley

Agreed to: Andrews Technology

By: _____
Authorized signature

By: _____
Authorized signature

Name (type or print):

Mark Stuckey

Name (type or print):

Title

Account Executive

Title

Date: _____
City of Grain Valley

Date: _____
Andrews Technology

Ordinances

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**CITY OF GRAIN VALLEY
BOARD OF ALDERMEN AGENDA ITEM**

MEETING DATE	12/11/2023	
BILL NUMBER	B23-35	
AGENDA TITLE	AN ORDINANCE AMENDING THE BUDGET OF THE CITY OF GRAIN VALLEY, MISSOURI FOR THE FISCAL YEAR 2023	
	Finance	
PRESENTER	Steven Craig, Finance Director	
FISCAL INFORMATION	Cost as recommended:	Not Applicable
	Budget Line Item:	See Ordinance
	Balance Available:	Not Applicable
	New Appropriation Required:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
PURPOSE	Annual amendment to the current budget (2023) to more accurately reflect the actual revenues and expenditures.	
BACKGROUND	N/A	
SPECIAL NOTES		
ANALYSIS	N/A	
PUBLIC INFORMATION PROCESS	N/A	
BOARD OR COMMISSION RECOMMENDATION	N/A	
DEPARTMENT RECOMMENDATION	Staff Recommends Approval	
REFERENCE DOCUMENTS ATTACHED	Ordinance	

BILL NO. B23-35

ORDINANCE NO.
SECOND READING
FIRST READING

AN ORDINANCE AMENDING THE BUDGET OF THE CITY OF GRAIN VALLEY, MISSOURI FOR THE FISCAL YEAR 2023

WHEREAS, the Board of Aldermen adopted the Fiscal Year 2023 budget on November 28, 2022 by Ordinance No. 2405; and

WHEREAS, the Fiscal Year 2023 budget estimates the year’s revenues and expenditures; and

WHEREAS, the annual fiscal year budget amendment done at year-end helps to more accurately reflect the actual revenues and expenditures at fiscal year-end; and

WHEREAS, this amendment addresses 2023.

NOW THEREFORE, BE IT ORDAINED by the Board of Aldermen of the City of Grain Valley, Missouri as follows:

SECTION 1: The following expenditures are hereby appropriated from the revenues and fund balances of each fund, to each fund, for the purpose stated:

Fund	Revenues	Expenditures	Balance
General Fund	\$5,076,661	\$5,027,850	\$48,811
Economic Development	\$35,000	\$33,250	\$1,750
Park Fund	\$1,811,599	\$1,800,890	\$10,709
Transportation Fund	\$1,261,835	\$1,190,926	\$70,909
Public Health Fund	\$147,300	\$133,500	\$13,800
Debt Service Fund	\$2,749,785	\$2,731,860	\$17,925
Water/Sewer Fund	\$7,353,737	\$6,800,255	\$553,482
Capital Improvement Fund	\$600,000	\$600,000	\$0
Old Towne TIF Fund	\$410,000	\$410,000	\$0
ARPA Fund (285)	\$2,555,000	\$1,525,730	\$1,029,270
Downtown Improvement Fund (286)	\$2,164,346	\$75,000	\$2,089,346
2022 GO Bonds (291)	\$10,700,000	\$10,700,000	\$0
Marketplace TIF (300)	\$5,000	\$5,000	\$0
Marketplace TIF Reserve (301)	\$594,346	\$594,346	\$0
Marketplace TIF Project #2 (302)	\$1,350,000	\$1,350,000	\$0
Marketplace IDA Bonds (305)	\$206,500	\$205,838	\$662
Marketplace NID (310)	\$223,100	\$219,296	\$3,804
Marketplace CID (321)	\$650,000	\$650,000	\$0
Interchange Mercado CID Project #3 (322)	\$35,000	\$35,000	\$0
Interchange Village of Grain Valley Project #3 (323)	\$38,100	\$38,100	\$0
Interchange Mercado TDD Project #3 (324)	\$10,000	\$10,000	\$0
Interchange TIF Project #1A (325)	\$916,000	\$915,000	\$1,000
Interchange TIF Project #1B (326)	\$29,000	\$28,000	\$1,000
Interchange TIF Project #3 (330)	\$525,000	\$524,000	\$1,000
Interchange TIF Project #4 (340)	\$150,000	\$149,000	\$1,000

SECTION 2: Effective Date: the amendment is in effect immediately after passage.

Read two times and PASSED by the Board of Aldermen this ____ day of _____, 2023, the aye and nay votes being recorded as follows:

ALDERMAN ARNOLD	_____	ALDERMAN BRAY	_____
ALDERMAN CLEAVER	_____	ALDERMAN KNOX	_____
ALDERMAN MILLS	_____	ALDERMAN SKINNER	_____

Mayor _____ (in the event of a tie only)

Approved as to form:

Lauber Municipal Law
City Attorney

Mike Todd
Mayor

ATTEST

Jamie Logan
City Clerk

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Staff
Reports

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MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity

I. COURT INFORMATION		Contact information same as last report <input type="checkbox"/>	
Municipality: GRAIN VALLEY		Reporting Period: November, 2023	
Mailing Address: 711 MAIN	Software Vendor: Tyler Technologies		
Physical Address: 711 MAIN	County JACKSON	Circuit: 16	
Telephone Number: (816) 847-6240	Fax Number: (816) 847-6209		
Prepared By: Bethany Searcy	E-mail Address bsearcy@cityofgrainvalley.org	iNotes <input type="checkbox"/>	
Municipal Judge(s): SUSAN WATKINS	Prosecuting Attorney: SARAH OLDRIDGE		
II. MONTHLY CASELOAD INFORMATION			
	Alcohol & Drug related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations / informations) pending at start of month	48	1,703	279
B. Cases (citations / informations) filed	0	0	0
C. Cases (citations / informations) disposed			
1. jury trial (Springfield, Jefferson County, and St. Louis County only)	0	0	0
2. court / bench trial - GUILTY	0	0	0
3. court / bench trial - NOT GUILTY	0	0	0
4. plea of GUILTY in court	0	0	0
5. Violations Bureau Citations (i.e., written plea of guilty) and bond forfeitures by court order (as payment of fines / costs)	0	0	0
6. dismissed by court	0	0	0
7. nolle prosequi	0	0	0
8. certified for jury trial(not heard in the Municipal Division)	0	0	0
9. TOTAL CASE DISPOSITIONS	0	0	0
D. Cases (citations / informations) pending at end of month [pending caseload = (A + B) - C9]	48	1,703	279
E. Trial de Novo and / or appeal applications filed	0	0	0
III. WARRANT INFORMATION (pre- & post-disposition)		IV. PARKING TICKETS	
1. # Issued during reporting period	0	# Issued during period	0
2. # Served/withdrawn during reporting period	1	<input type="checkbox"/> Court staff does not process parking tickets	
3. # Outstanding at end of reporting period	385		

Office of State Courts Administrator, Statistics, 2112 Industrial Drive, P.O. Box 104480, Jefferson City, MO 65110

MUNICIPAL DIVISION SUMMARY REPORTING FORM

I. COURT INFORMATION	Municipality: GRAIN VALLEY	Reporting Period: November, 2023
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V. DISBURSEMENTS			
Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		Other Disbursements cont.	
Fines - Excess Revenue	\$ 0.00		\$
Clerk Fee - Excess Revenue	\$ 0.00		\$
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$ 0.00		\$
Bond forfeitures (paid to city) - Excess Revenue	\$ 0.00		\$
Total Excess Revenue	\$ 0.00		\$
Other Revenue (non-minor traffic and ordinance violations not subject to the excess revenue percentage limitation)			\$
Fines - Other	\$ 50.00		\$
Clerk Fee - Other	\$ 0.00		\$
Judicial Education Fund (JEF) <input checked="" type="checkbox"/> Court does not retain funds for JEF	\$ 0.00		\$
Peace Officer Standard and Training (POST) Commission surcharge	\$ 0.00		\$
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$ 0.00		\$
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$ 0.00		\$
Law Enforcement Training (LET) Fund surcharge	\$ 0.00		\$
Domestic Violence Shelter surcharge	\$ 0.00		\$
Inmate Prisoner Detainee Security Fund surcharge	\$ 0.00		\$
Sheriff's Retirement Fund (SRF) surcharge	\$ 0.00		\$
Restitution	\$ 0.00		\$
Parking ticket revenue (including penalties)	\$ 0.00		\$
Bond forfeitures (paid to city) - Other	\$ 500.00		\$
Total Other Revenue	\$ 550.00	Total Other Disbursements	\$ 0.00
Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs, witness fees, and board bill/jail costs.		Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$ 550.00
	\$	Bond Refunds	\$ 0.00
	\$	Total Disbursements	\$ 550.00

MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

<u>I. COURT INFORMATION</u>		Municipality: Grain Valley Municipal		Reporting Period: Nov 2, 2023 - Nov 30, 2023		
Mailing Address: 711 MAIN STREET, GRAIN VALLEY, MO 64029						
Physical Address: 711 MAIN STREET, GRAIN VALLEY, MO 64029			County: Jackson County		Circuit: 16	
Telephone Number:			Fax Number:			
Prepared by: BETHANY SEARCY			E-mail Address:			
Municipal Judge:						
<u>II. MONTHLY CASELOAD INFORMATION</u>				Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations/informations) pending at start of month				50	415	364
B. Cases (citations/informations) filed				2	34	22
C. Cases (citations/informations) disposed						
1. jury trial (Springfield, Jefferson County, and St. Louis County only)				0	0	0
2. court/bench trial - GUILTY				0	0	0
3. court/bench trial - NOT GUILTY				0	2	0
4. plea of GUILTY in court				1	19	4
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)				0	1	0
6. dismissed by court				0	2	1
7. <i>nolle prosequi</i>				0	3	1
8. certified for jury trial (not heard in Municipal Division)				0	0	0
9. TOTAL CASE DISPOSITIONS				1	27	6
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]				51	422	380
E. Trial de Novo and/or appeal applications filed				0	0	0
<u>III. WARRANT INFORMATION (pre- & post-disposition)</u>			<u>IV. PARKING TICKETS</u>			
1. # Issued during reporting period		0	1. # Issued during reporting period		0	
2. # Served/withdrawn during reporting period		8	<input type="checkbox"/> Court staff does not process parking tickets			
3. # Outstanding at end of reporting period		356				

MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: Grain Valley Municipal	Reporting Period: Nov 2, 2023 - Nov 30, 2023
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<u>V. DISBURSEMENTS</u>			
Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$1,244.50	Court Automation	\$70.00
Clerk Fee - Excess Revenue	\$108.00	Total Other Disbursements	\$70.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$3.33	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$1,961.00
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Bond Refunds	\$2,123.00
Total Excess Revenue	\$1,355.83	Total Disbursements	\$4,084.00
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)			
Fines - Other	\$381.50		
Clerk Fee - Other	\$12.00		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$0.00		
Peace Officer Standards and Training (POST) Commission surcharge	\$10.00		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$71.30		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$0.37		
Law Enforcement Training (LET) Fund surcharge	\$20.00		
Domestic Violence Shelter surcharge	\$40.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
Total Other Revenue	\$535.17		



HUMAN RESOURCES

MEMORANDUM

TO: Mayor & Board of Aldermen
FROM: Khalilah Holland, Human Resources Administrator
CC: Ken Murphy, City Administrator
DATE: December 1, 2023
SUBJECT: Human Resources Update

November in Review

- Biometric wellness screening event
Great River Walk Challenge
Live Well Rewards Program
Final selection of web-based timekeeping and scheduling system
Attended the Public Sector HR Association (PSHRA) monthly meeting
Attended the MPR Benefits Advisory Committee meeting
End of year performance evaluations generated
Affordable Care Act reporting requirements webinar
Preparation continues for the 2024 employee assessment meetings
Finalized proposed employee handbook changes
Disseminated liability, property and workers' compensation renewal questionnaires
Completion of Bureau of Labor Statistics (BLS) statistical survey
HR Coordinator obtained the LAGERS Administrator certification

Current Positions Available

Full-Time

Table with 4 columns: Position, Date Open, Applicants, Status. Rows include Police Officer (4), Fleet Technician (1), School Resource Officer (1), and Crime Analyst & Evidence Technician.

711 Main Street
Grain Valley, MO 64029
816.847.6200



HUMAN RESOURCES

Part-Time

- None

Promotions

- None

Recently Filled Positions

- Clifton Dermody, Public Works Maintenance Worker
- Kevin Lange, Reserve Police Officer starting December 4th

December Anniversaries

<u>Name</u>	<u>Department</u>	<u>Years of Service</u>
Christine Thompson	PD	20
Matt Arends	PD	6



Community Development
Mark Trosen, Director

**Board of Aldermen Report
December 11, 2023**

(For the Month of November; 2023 YTD)

Permits Issued – 364; YTD 953

Single Family – 2 YTD 60
Duplex – 0; YTD 0
Four-plex – 0; YTD 0
Commercial New – 0; YTD 11
Commercial Other – 1; YTD 14
Residential Other – 6; YTD 131
Fence – 2; YTD 106

Roof -346; YTD 496

Pools – 0; YTD 18
Irrigation – 0; YTD 10
Solar – 1; YTD 18
Right-of-Way – 4; YTD 66
Construction – 0; YTD 5
Signs – 2; YTD 16
Planning/Zoning – 0; YTD 2

Codes Enforcement & Inspections – 406; YTD 4,514

Total Building Inspections – 148; YTD 1,673
 Residential – 128; YTD 1,394
 Commercial – 20; YTD 273
 Misc. Stops- 0; YTD 6
Code Violation Inspections – 196; YTD 2,218
 New – 128; YTD 1,540
 Closed- 68; YTD 678
Utility Inspections – 62; YTD 623
 Sewer – 15; YTD 112
 Water – 12; YTD 92
 Sidewalks – 7; YTD 78
 Driveways – 12; YTD 110
 Right-of-Way – 0; YTD 0
 Final Grade – 3; YTD 67
 PW Finals – 13; YTD 164

Public Works

Work Orders Completed – 209; YTD 1,155
Utility Locate Requests – 201; YTD 3,469
Water Main Taps – 17; YTD 142
Water Meters –
 New Construction Install – 13; YTD 229
 Repairs/replacements – 80; YTD 208
Water Sampling for MoDNR Permit – Completed 15 state water samples.

Additional Items –

The Public Works crews went out and removed all the speed humps/bumps, along with the signage that was placed out for the speed humps for the upcoming snow season.

They have been working on the valve program and the meter replacement program. PW has completed 66 valve inspections and preventative maintenance activities, along with 80-meter replacements for the 2023 meter replacement program.

Public Works is now back at 100% fully staffed for the first time in 2 years!

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