CITY OF GRAIN VALLEY BOARD OF ALDERMEN
REGULAR MEETING AGENDA

SEPTEMBER 14, 2020
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 Chuck Johnston

ITEM II: ROLL CALL
- City Clerk Jamie Logan

ITEM III: INVOCATION
- Pastor Wayne Geiger of First Baptist Church of Grain Valley

ITEM IV: PLEDGE OF ALLEGIANCE
- Alderman Nancy Totton

ITEM V: APPROVAL OF AGENDA
- City Administrator Ken Murphy

ITEM VI: PROCLAMATIONS
- None

ITEM VII: CITIZEN PARTICIPATION
- Citizens are Asked to Please Limit Their Comments to Two (2) Minutes

ITEM VIII: CONSENT AGENDA
- August 24, 2020 – Board of Aldermen Regular Meeting Minutes
- August 31, 2020 – Board of Aldermen Workshop Minutes
- September 14, 2020 – Accounts Payable
- September 14, 2020 – Human Resources Destruction Certificate

ITEM IX: PREVIOUS BUSINESS
- City Facility Needs

ITEM X: NEW BUSINESS
- Liquor License Request - The Pub and Patio LLC

ITEM XI: PRESENTATIONS

- None

ITEM XII: PUBLIC HEARING

- Property Tax Levy

ITEM XIII: ORDINANCES

ITEM XIII (A) B20-20 1ST & 2ND READ

An Ordinance to Establish the City of Grain Valley, Missouri's Tax Levies for the 2020 Calendar Year for General Municipal Government Operations; The Retirement of General Obligation Debt; Park Maintenance; and Public Health Purposes

To meet the required timelines for establishing the tax rate within Jackson County, Missouri. The tax generated provides revenues for operating the city and making the debt service payments

ITEM XIII (B) B20-21 1ST READ

An Ordinance Amending the City Code by Adding Chapter 660 Regarding Mobile Food Units

To set regulations and license requirements for mobile food units operating within the city limits

ITEM XIII (C) B20-22 1ST READ

An Ordinance Accepting Property for Additional Right-of-Way on NW Lindenwood Drive

To accept property for additional right-of-way that is needed on Lindenwood Drive

ITEM XIII (D) B20-23 1ST READ

An Ordinance by the Board of Aldermen of the City of Grain Valley Authorizing the City Administrator to Enter into an Easement Agreement with Habitat-Missouri, LLC for the Conveyance of the Blue Branch Creek, Farmington Meadows Trail Spur Easement to the City

To designate the Blue Branch Creek, Farmington Meadows Trail Spur as a City Easement for the purpose of offering a recreational amenity that is accessible to the general public and providing long-term trail improvements and trail maintenance by city staff

ITEM XIII (E) B20-24 1ST READ

An Ordinance Amending Title III, Traffic Code, Schedule II, Stop Intersections of the Code of Ordinances

To add a four way stop intersection at NW Woodbury Drive and NW Pecan Drive

ITEM XIII (F) **An Ordinance Amending Chapter 240, Parks and Recreation, of the Code of Ordinances, in Section 240.160 Section (Merchandising)**
B20-25
1ST READ

To amend Chapter 240, Parks and Recreation, pertaining to the sale of merchandise and services on park property that provides greater detail to the restrictions and who has the authority to waive the park ordinance

ITEM XIII (G) **An Ordinance Amending Section 340.240 of the Municipal Code of Ordinances of the City of Grain Valley, Missouri, Related to Requiring Helmets while Riding Motorcycles and Motor-Tricycles**
B20-26
1ST READ

To update the code of ordinances related to Wearing a Safety Helmet to align with recent changes in state laws

ITEM XIV: RESOLUTIONS

ITEM XIV (A) **A Resolution by the Board of Aldermen of the City of Grain Valley Authorizing the City Administrator to Enter into an Agreement with General Code for a Full Codification Review**
R20-43

To provide a complete review of the Municipal Code

ITEM XIV (B) **A Resolution by the Board of Aldermen of the City of Grain Valley Authorizing the City Administrator to Enter into an Agreement with Neapolitan Labs LLC**
R20-44

To develop, design and deploy an updated website

ITEM XIV (C) **A Resolution by the Board of Aldermen of the City of Grain Valley Authorizing the City Administrator to Sign an Agreement with Brinks, Incorporated as Receipt of a Donated 2009, International 200 Series Truck**
R20-45

To serve as a multi-purpose vehicle for the police department

ITEM XV: CITY ATTORNEY REPORT

- City Attorney

ITEM XVI: CITY ADMINISTRATOR & STAFF REPORTS

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

ITEM XVII: BOARD OF ALDERMEN REPORTS & COMMENTS

- Alderman Shea Bass
- Alderman Tom Cleaver
- Alderman Bob Headley
- Alderman Rick Knox
- Alderman Jayci Stratton
- Alderman Nancy Totton

ITEM XVIII: MAYOR REPORT

- Mayor Chuck Johnston

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 GRAIN VALLEY BOARD OF ALDERMEN IS A WORKSHOP ON SEPTEMBER 17, 2020 AT 6:00 P.M. THE MEETING WILL BE HELD IN THE BURGESS ROOM AT THE GRAIN VALLEY COMMUNITY CENTER

PERSONS REQUIRING AN 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

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 via Zoom Conference due to the COVID-19 Pandemic at 7:00 p.m.
- The meeting was called to order by Mayor Johnston

ITEM II: ROLL CALL

- City Clerk Jamie Logan called roll
- *Present: Bass, Cleaver, Headley, Knox, Stratton, Totton*
- *Absent:*

-QUORUM PRESENT-

ITEM III: APPROVAL OF AGENDA

- No Changes

ITEM IV: PROCLAMATIONS

- None

ITEM V: CONSENT AGENDA

- August 10, 2020 – Board of Aldermen Regular Meeting Minutes
- August 24, 2020 – Accounts Payable
- *Alderman Headley made a Motion to Accept the Consent Agenda*
- *The Motion was Seconded by Alderman Cleaver*
  - No Discussion
- *Motion to Approve the Consent Agenda was voted on with the following voice vote:*
  - *Aye: Bass, Cleaver, Headley, Knox, Stratton, Totton*
  - *Nay: None*
  - *Abstain: None*

-MOTION APPROVED: 6-0-

ITEM VI: PREVIOUS BUSINESS

- None

ITEM VII: NEW BUSINESS

- None

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ELECTED OFFICIALS PRESENT	ELECTED OFFICIALS ABSENT	STAFF OFFICIALS PRESENT
Mayor Chuck Johnston		City Administrator Ken Murphy
Alderman Shea Bass		Deputy City Administrator Theresa Osenbaugh
Alderman Tom Cleaver		Chief James Beale
Alderman Bob Headley		Finance Director Steven Craig
Alderman Rick Knox		Parks and Recreation Director Shannon Davies
Alderman Jayci Stratton		Community Development Director Mark Trosen
Alderman Nancy Totton		City Clerk Jamie Logan
		City Attorney Joe Lauber

ITEM VIII: PRESENTATIONS

- None

ITEM IX: PUBLIC HEARING

- None

ITEM X: ORDINANCES

- None

ITEM XI: RESOLUTIONS

Resolution No. R20-40: A Resolution by the Board of Aldermen of the City of Grain Valley, Missouri Adopting the 2020 Employee Handbook

- *Alderman Headley motioned to approve Resolution No. R20-40*
- *The Motion was Seconded by Alderman Totton*
- *Mr. Murphy stated the handbook we were working from was a 2014-2015 version; Littler Law reviewed the handbook for legal updates and other inconsistencies; Highlights and changes included disability insurance, service award program, added Christmas Eve as a holiday, modifications to sick leave modification program, addressed smoking and vaping; this was reviewed by department heads and Littler Law*
- *Resolution No. R20-40 was voted upon with the following voice vote:*
  - *Aye: Bass, Cleaver, Headley, Knox, Stratton, Totton*
  - *Nay: None*
  - *Abstain: None*

-Resolution No. R20-40 Approved: 6-0-

Resolution No. R20-41: A Resolution Authorizing the Offering for Sale of General Obligation Refunding Bonds for the Benefit of the City of Grain Valley, Missouri

- *Alderman Headley motioned to approve Resolution No. R20-41*
- *The Motion was Seconded by Alderman Knox*
  - *Mr. Murphy shared this was the follow up from the last meeting and the Baker Tilly presentation*
  - *Alderman Headley asked if this starts the process of being able to refund; Mr. Ryan-Feldman from Baker Tilly shared this would begin the process*

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- *Resolution No. R20-41 was voted upon with the following voice vote:*
  - *Aye: Bass, Cleaver, Headley, Knox, Stratton, Totton*
  - *Nay: None*
  - *Abstain: None*

-Resolution No. R20-41 Approved: 6-0-

Resolution No. R20-42: A Resolution by the Board of Aldermen of the City of Grain Valley, Missouri Authorizing the City Administrator to Enter into an Agreement with Tyler Technologies for the Purchase, Implementation and Training Required for MyCivic Mobile Application, MyCivic 311 Citizen Engagement, and Tyler Technologies Cloud Computing Services (SaaS Flip)

- *Alderman Headley motioned to approve Resolution No. R20-42*
- *The Motion was Seconded by Alderman Totton*
  - *Mr. Murphy stated when we agreed to accept the CARES funding, part of that went to technology funding to include more access to permits, etc. which these softwares would allow that to occur; this should allow more remote access for citizens; COVID reminded the City how much Cloud computing is needed; Alderman Knox asked for clarification on what CARES can be used towards; Mr. Murphy shared there are several categories and basically anything that became a need that was unbudgeted prior to COVID; Alderman Headley asked for clarification on maintenance costs for the 5-year period; The cost shown on this resolution is the up front cost with a similar billing structure going forward*
- *Resolution No. R20-42 was voted upon with the following voice vote:*
  - *Aye: Bass, Cleaver, Headley, Knox, Stratton, Totton*
  - *Nay: None*
  - *Abstain: None*

-Resolution No. R20-42 Approved: 6-0-

ITEM XII: CITY ATTORNEY REPORT

- None

ITEM XIII: CITY ADMINISTRATOR & STAFF REPORTS

- City Administrator Ken Murphy
  - Hoping to have Chambers updated with COVID preventative measures by 8/31 meeting
- Deputy City Administrator Theresa Osenbaugh

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- None
- Chief James Beale
  - None
- Finance Director Steven Craig
  - None
- Parks & Recreation Director Shannon Davies
  - None
- Community Development Director Mark Trosen
  - Written Report
- City Clerk Jamie Logan
  - None

ITEM VIV: BOARD OF ALDERMEN REPORTS & COMMENTS

- Alderman Shea Bass
  - None
- Alderman Tom Cleaver
  - A couple of citizens have brought the Sni-A-Bar & AA intersection brought to his attention and to review the markings in that area as they may need repainted
- Alderman Bob Headley
  - Thanked Mark and his team for the work they did on the 4-way stop at a blind intersection as a neighbor brought this to his attention
- Alderman Rick Knox
  - None
- Alderman Jayci Stratton
  - None
- Alderman Nancy Totton
  - None

ITEM XV: MAYOR REPORT

- Mayor Chuck Johnston
  - None

ITEM XVI: EXECUTIVE SESSION

- None

ITEM XVII: ADJOURNMENT

- The meeting adjourned at 7:14 P.M.

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Minutes submitted by:

Jamie Logan
City Clerk

Date

Minutes approved by:

Chuck Johnston
Mayor

Date

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ELECTED OFFICIALS PRESENT	ELECTED OFFICIALS ABSENT	STAFF OFFICIALS PRESENT
Mayor Chuck Johnston		City Administrator Ken Murphy
Alderman Shea Bass		Deputy City Administrator Theresa Osenbaugh
Alderman Tom Cleaver		Chief James Beale
Alderman Bob Headley		Finance Director Steven Craig
Alderman Rick Knox		Parks and Recreation Director Shannon Davies
Alderman Jayci Stratton		Community Development Director Mark Trosen
Alderman Nancy Totton		City Clerk Jamie Logan
		City Attorney Joe Lauber

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ITEM I: CALL TO ORDER

- The Board of Aldermen of the City of Grain Valley, Missouri, met for a Workshop Session on August 31, 2020 at 6:00 p.m. in the Council Chambers located at Grain Valley City Hall
- The meeting was called to order by Mayor Johnston

ITEM II: ROLL CALL

- City Clerk Jamie Logan called roll
- *Present: Bass, Cleaver, Headley, Knox, Stratton, Totton*
- *Absent:*

-QUORUM PRESENT-

ITEM III: DISCUSSION

- **City Facility Needs**
  - City Administrator Murphy provided a recap back to the last workshop and what options were available to meet the current needs of the City
  - He directed the Board to review the needs analysis from the master plan recently completed
  - Since the dollar amount was not supported on the prior project and bond issue, Mr. Murphy asked the Board to share any figures they believe the voters would be supportive of to know how to move forward based on their conversations during the election time as well as if they had heard any thoughts about potentially moving operations apart (City Hall and Police Department) and whether phasing the project more would have been supported
  - Jim Stuffelbeam from Sapp Design and Mike Hewlett with Helix Designs introduced themselves to the new board members and offered to answer any questions that would help the board make the key decisions of the future of the property; they provided a chart with several facility options
  - Mr. Murphy shared they are currently exploring ideas on how to best reach citizens and be able to survey them and receive feedback efficiently and inexpensively
  - Mr. Stuffelbeam walked briefly through the potential options looking at options such as using the existing site and doing a quick renovation, doing a new addition with square footage additions, as well as a few options using the existing building and doing some things at the Farm site; Mr. Helix shared if the Farm was developed, the farm site could be developed more and have future opportunities since not all would be available land would be utilized in the beginning
  - Mayor Johnston said citizens he spoke to would like to focus on the existing

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location vs. reviewing the Farm site; he would like a survey to take place quickly to know what they want; then he would like to focus on that

- Alderman Cleaver felt the site wasn't the pushback, but citizens had an issue with the dollar amount that would have been spent
- Mayor Johnston would like the feedback to be received again & for the survey to ask specifically about how much they would want to spend and if they actually want to move or stay at the existing location
- Alderman Totton asked how much the current facility could be worth; Mr. Murphy said they only have estimates on this from prior reviews and Mr. Murphy shared the current buildings would most likely be sold and demolished since the current site is so specialized; Mr. Murphy stated again dollar amount and location are needed to get to the next phase; we need to look at what the needs are of the facilities and not to just band-aid something for now and to make sure to consider what the future needs might be as well
- Alderman Knox shared his citizen feedback has been that the price tag was too high on the initial proposed complex, and they do not want the Police Station at the farm site and that they would like a nicer recreation center
- Alderman Headley likes the idea of owning the farm property for future opportunity; he has heard comments regarding the community center and the voters he's spoken to would like an indoor pool & for a proposed indoor pool to work with the school district; he had not heard any feedback about having the police department at the farm, but shared this could be due to his ward being at the opposite side of town from the proposed future site; He could see making the current site a Police Department in order to keep in the center of town as many requested
- Alderman Stratton agrees that there is no other property available in town to be able to grow to if they were to sell the farm site
- Alderman Headley likes everything (Police and City Hall) in the same building, but wants a good footprint to use
- Mayor Johnston shared he feels we have the space here and land at the current site; He also feels the police department would like to be separate from City Hall; he believes this building could be added onto; Mr. Murphy shared on Facility Options Test 12's drawing, it showed what this could potentially look like
- Alderman Stratton feels if we use this current site, we are eliminating future revenue and if we sell the Farm property, we are extinguishing future opportunities for the City's growth as it would be less desirable from a commercial perspective
- Alderman Knox asked if possible to move City Hall, Rec Center and a pool to the farm and keep the Police Station here; refer to test 16

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- Mayor Johnston said he feels the prior pool plan would remove the outdoor pool; Mr. Murphy said it ended up on the past citizen feedback that the citizens would like a pool facility it to be open year-round vs. 2 ½ months
- Mr. Stuffelbeam shared when you start renovating and building lots of items, the price would be closer to what the initial master plan would have looked like; phasing would help stretch the costs out
- Mr. Murphy stated if going to the Farm property and only one building were built, the site development would be closer to 1 million and could be closer to the road; if built closer to road with less square footage it would be a cheaper option from what was looked at in the past; Dollar amount and budget are needed to move forward then options can be narrowed down
- Mr. Helix said it is important to reference the comprehensive plan when making decisions that will effect the future
- Alderman Stratton shared our community is used to doing things in phases as the school district does things in that manner; she'd be comfortable doing the master plan in phases
- Alderman Cleaver likes the ideas thrown out and doesn't mind separating the Police station
- Mayor Johnston said they need to know the needs first and not just the budget; Mr. Murphy shared the needs were listed in the Master Plan; Alderman Knox said priority list is needed first; Alderman Stratton would like to free up the current site for future development and move things towards the ball fields
- Alderman Headley asked if we officially lost the library opportunity; currently the library hasn't found another site yet, but they wanted to be next to other properties too and that was what was appealing about building the new facility there; Alderman Stratton shared if we moved to the farm, wouldn't it be more attractive to other businesses to move down there and if things were built at the farm site, there would be room for other things to come on board at a later date
- Alderman Knox thinks a 15 million dollar bond would pass; Mr. Murphy said in the past, the school district phases but each time they are maxing out their capacity; he said they looked at what has been passed before which was the mid-teen range
- Mayor Johnston feels there were too many things people didn't want on the last bond issue
- Alderman Totton feels senior citizens are upset that there aren't senior events right now; that is due to COVID not due to the bond issues/facilities; the City Hall and Police Department issues are Needs and the recreation center is a nice to have; Alderman Knox feels our citizens support our Police Department and now is the time to do this while the support is there

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- Alderman Headley asked what is needed next; would the elected officials send in their opinions and go from there, Alderman Knox asked to move forward surveying through water bill; the survey method is difficult to decide on and how to reach the registered voters to get good survey results and to phrase questions to get information related to price, location, etc.
- Mr. Murphy shared the survey could include something to try and determine why the bond issue was not passed by the voters; was it timing, was it cost, etc.; asked if registered voter list is an appropriate path and if the board was comfortable moving forward with that; Alderman Stratton and Knox felt that was a good indicator of interest
- Alderman Cleaver feels a 15-20 million range could be passed and Alderman Knox agreed
- Alderman Headley feels likes 15-25 million with a caveat of the low end could be phased
- Alderman Stratton was okay with ranges provided, but asked how long the phasing would extend and could be 1-4% cost increase each year we wait and would become a bonding capacity issue and Mr. Murphy shared he thinks it would be 5 years or so before going to the next phase
- Alderman Totton said she will talk to the seniors about this and said they are upset dealing with the schools every election; she was directed to share her dollar amount she'd be comfortable with and she said 20 million
- Alderman Bass likes the 15-20 million dollar range and he likes focusing on the police facility needs
- Mayor Johnston was comfortable with any amount so long as voters are informed of how their taxes would be effected and so long as they still step up road maintenance and will their taxes go down
- Mr. Murphy said they will work on a survey as the next step and a dollar amount will be helpful to work on that step
- Mayor feels a lot could be done here for 15 million without the infrastructure costs at the farm

- **Individual Sewer Connection Requirements**
  - Mr. Murphy shared this has been a topic over the last couple of months; There is a short list of properties (12-13 properties) not on city sewer within the city limits; This typically happens by voluntary annexations due to the cost associated to hook up to city sewer/water as sometimes infrastructure is not available; The City Engineer asked in prior discussions if there have been any complaints with smell and if these properties are not causing issues then they could leave it as is; Mr.

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Murphy didn't feel too many citizens would be too happy to receive a letter on their door suddenly to hook up to city sewer due to code; shared grandfathering could be an option and update the code to state they can stay that way until certain criteria are met; Other areas handle things in this way such as zoning; Triggers to switch over to the City sewer could be a system failure; There have been discussions if ownership change could be an appropriate time to make the change and it was determined this wouldn't be appropriate time due to the cost associated

- Alderman Headley asked if it was legal to saddle someone with a switchover during a change of ownership when non-conforming; and they aren't attorneys, but didn't feel since non-conforming it could still be treated as it was; Some citizens out there would need to convert at a large price tag depending on their set up at their homes when they aren't currently causing any issues; Alderman Knox asked those on their own septic to receive a letter stating the code and let them know if all working properly then they are okay, but if they had issues going forward they would need to hook up; Mr. Murphy felt this should be added to the code if this is the intent going forward and a letter should go out to those effected at that point; Alderman Headley asked if you have a septic system or pond, what are the odds someone would come to the City for a permit alerting to the change; The code should be very clear as to what maintenance would be or when it would trigger someone to connect; Alderman Cleaver said he agrees with updating the code and sending a letter; Alderman Bass asked if going forward, would the code capture all new annexations and it would be listed in the code

- **Speed Limit Review**
  - There was a complaint recently about speeding on a specific road; when the code was reviewed after learning of the 15mph speed limit, a list of roads with a 15 mph speed limit was compiled; Most of these roads were determined the 15 mph was due to tight turns or narrowing roads; The City Engineer reviewed the ordinances relating to the 15 mph roads and some cases some of the roads had reduced speeds because someone requested it and how would this be enforced if usually 25 mph and is it reasonable to be that low; some of these roads it isn't feasible and it doesn't seem there is a special need for a limit that low
  - Alderman Headley asked why we didn't update to current standards at 25 mph; Mr. Murphy shared anytime a speed limit is changed, be prepared for pushback; Alderman Bass asked if there were some roads listed with higher traffic flow where that low of a speed limit wouldn't be feasible; the City Engineer didn't think there would be a justifiable reason to be this low at his first glance; Alderman Knox shared many of these have been this way for as long as he can remember and some

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of these neighborhoods have a lot of kids; Alderman Totton says many streets have people speeding on them

- Mayor Johnston suggested we could have a sign coming into the city saying 25 mph unless otherwise posted; Alderman Stratton shared she had feedback that the lower the better; Most of these streets are located on the South side of town and these affected are not recent speed limit changes; the board agreed leaving the speed limits as is so long as there are not any complaints

ITEM IV: ADJOURNMENT

- The meeting adjourned at 7:52 P.M.

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Minutes submitted by:

_____ _____
Jamie Logan Date
City Clerk

Minutes approved by:

_____ _____
Chuck Johnston Date
Mayor

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	KCMO CITY TREASURER	KC EARNINGS TAX WH	41.15
		MO DEPT OF REVENUE	MISSOURI WITHHOLDING	2,327.01
		FRATERNAL ORDER OF POLICE	EMPLOYEE DEDUCTIONS	336.00
		HAMPEL OIL INC	CJC FUEL	393.51
			CJC FUEL	678.98
		AFLAC	AFLAC AFTER TAX	126.59
			AFLAC CRITICAL CARE	24.96
			AFLAC PRETAX	300.98
			AFLAC-W2 DD PRETAX	200.25
		MISCELLANEOUS JACKSON COUNTY, MISSOU	JACKSON COUNTY, MISSOURI:	222.23
		JACKSON COUNTY, MISSOU	JACKSON COUNTY, MISSOURI:	5,493.17
		MIDWEST PUBLIC RISK	DENTAL	171.25
			OPEN ACCESS	476.00
			OPEN ACCESS	212.52
			HSA	469.35
			HSA	1,508.73
			HSA	167.12
			VISION	16.00
			VISION	43.20
			VISION	115.50
			VISION	22.34
		HSA BANK	HSA - GRAIN VALLEY, MO	319.39
			HSA - GRAIN VALLEY, MO	433.81
		SHERIFFS RETIREMENT SYSTEM	AUG 2020 SHERIFF RETIREMEN	84.55
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	214.72
		CITY OF GRAIN VALLEY -FLEX	FLEX - DEPENDENT CARE	213.80
		HOPE HOUSE	AUG 20 DOMESTIC VIOLENCE	112.00
		MO DEPT OF REVENUE	AUG 2020 CVC FUNDS	206.77
		MO DEPT OF PUBLIC SAFETY	AUG 20 TRAINING FUND	29.00
		ICMA RC	ICMA 457 %	297.39
			ICMA 457	415.51
			ICMA ROTH IRA	27.77
		INTERNAL REVENUE SERVICE	FEDERAL WH	6,546.30
			SOCIAL SECURITY	4,434.34
			MEDICARE	1,037.07
			TOTAL:	27,719.26
HR/CITY CLERK	GENERAL FUND	VALIDITY SCREENING SOLUTIONS	MILLER/SLACK SCREENING	80.00
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	157.08
		GENERAL CODE LLC	GENERAL CODE CODIFICATION	1,155.91
		OFFICE DEPOT	FILEPROOF FILE CABINET	3,599.99
		WAGEWORKS	AUG 2020 MONTHLY FEES	63.50
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	12.00
		LITTLER MENDELSON PC	HANDBOOK REVIEW/UPDATE	481.00
		MIDWEST PUBLIC RISK	DENTAL	34.90
			HSA	246.35
			HSA	324.03
		HSA BANK	HSA - GRAIN VALLEY, MO	100.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	16.58
		CONCENTRA MEDICAL CENTERS	SLACK/MILLER : SCREENINGS	179.00
		CENTRAL JACKSON COUNTY FPD	CPR AED COURSE	700.00
			CPR AED COURSE	600.00
			CPR AED COURSE	500.00
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	111.01
			MEDICARE	25.96
			TOTAL:	8,387.31

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
INFORMATION TECH	GENERAL FUND	NETSTANDARD INC	JUL DATASAFE BACKUPS	875.00
			NETSTANDARD CLARITY	3,708.00
			08/12-0911 OFFICE 365	748.00
		OFFICE DEPOT	CABLES	73.90
		CDW GOVERNMENT	Unifi 48 port Switch	821.48
			Unifi 24 port Switch	833.26
		VERIZON WIRELESS	CELLULAR SERVICE 08/19-09/	92.94
			CELLULAR SERVICE 08/19-09/	27.09-
			TOTAL:	7,125.49
BLDG & GRDS	GENERAL FUND	A&A ELECTRICAL INC	RETROFIT FLUORESCENT STRIP	126.60
		SAMS CLUB/GECRB	KITCHEN SUPPLIES	20.98
		REDLINE AUTOMATIC FIRE SPINKLER PROTEC	PERFORM ANNUAL TEST AND IN	129.00
		ORKIN	12/18/2017 SERVICE	69.48
		GENERAL ELEVATOR	SEPT SERVICE	144.00
		EVERGY	513 GREGG ST	46.28
			600 BUCKNER TARNSEY RD	15.56
			596 BUCKNER TARNSEY	14.55
			CAPPELL & FRONT, PH, PUBLI	11.08
			618 JAMES ROLLO CT	100.34
			1608 NW WOOD BURY DR	37.31
			6100 S BUCKNER TARSNEY	11.86
			618 JAMES ROLLO CT	27.90
			711 MMAIN ST CITY HALL	1,458.23
			620 JAMES ROLLO CT	25.87
			517 GREGG	89.50
			1805 NW WILLOW DR	37.39
		STANGER INDUSTRIES INC	CHECK FOR LEAK	358.80
			TOTAL:	2,724.73
ADMINISTRATION	GENERAL FUND	PEREGRINE CORPORATION	PHONE INSERT	300.00
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	325.89
		SAMS CLUB/GECRB	SUPPLIES	19.98
			KITCHEN SUPPLIES	77.42
		OFFICE DEPOT	YARDSTICK/TAPE/PENS/NOTEBO	39.79
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	15.00
		MIDWEST PUBLIC RISK	DENTAL	23.88
			HSA	396.62
		HSA BANK	HSA - GRAIN VALLEY, MO	61.99
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	30.55
		CDW GOVERNMENT	Logitech MeetUp	854.99
			Dell Optiplex 3070	601.97
		BAKER TILLY MUNICIPAL ADVISORS, LLC	COVID-19 STRESS TEST	3,660.80
		THE EXAMINER	RFP: CITY WEBSITE DESIGN &	47.04
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	258.24
			MEDICARE	60.40
			TOTAL:	6,774.56
ELECTED	GENERAL FUND	OFFICE DEPOT	EASEL	9.55
			HOLDER, SIGN	4.42
			TOTAL:	13.97
FINANCE	GENERAL FUND	MO DEPT OF REVENUE	MISSOURI WITHHOLDING	0.50
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	229.63
		OFFICE DEPOT	YARDSTICK/TAPE/PENS/NOTEBO	85.79
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	12.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		MIDWEST PUBLIC RISK	DENTAL	34.90
			HSA	149.50
			HSA	324.03
		HSA BANK	HSA - GRAIN VALLEY, MO	37.50
			HSA - GRAIN VALLEY, MO	50.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	24.23
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	168.96
			MEDICARE	39.52
			TOTAL:	1,156.56
COURT	GENERAL FUND	MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	147.51
		OFFICE DEPOT	YARDSTICK/TAPE/PENS/NOTEBO	28.28
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	12.00
		MIDWEST PUBLIC RISK	DENTAL	18.00
			DENTAL	0.95
			HSA	299.00
			HSA	17.73
		HSA BANK	HSA - GRAIN VALLEY, MO	75.00
			HSA - GRAIN VALLEY, MO	2.74
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	15.23
		RAY COUNTY SHERIFFS DEPARTMENT	JULY 2020	810.00
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	172.41
			MEDICARE	40.32
			TOTAL:	1,639.17
VICTIM SERVICES	GENERAL FUND	MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	127.32
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	12.00
		MIDWEST PUBLIC RISK	DENTAL	34.90
			HSA	648.05
		HSA BANK	HSA - GRAIN VALLEY, MO	100.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	13.43
		VERIZON WIRELESS	CELLULAR SERVICE 08/19-09/	40.60
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	135.70
			MEDICARE	31.74
			TOTAL:	1,143.74
FLEET	GENERAL FUND	MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	71.03
		ADVANCE AUTO PARTS	DIESEL EXHAUST FLUID	68.95
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	6.00
		OREILLY AUTOMOTIVE INC	LEAK KIT	213.99
			BULK OIL DRY	50.00
			NITRILE GLV	43.47
		MIDWEST PUBLIC RISK	DENTAL	17.45
			HSA	149.50
		HSA BANK	HSA - GRAIN VALLEY, MO	37.50
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	7.50
		CINTAS CORPORATION # 430	PW/WOLTZ UNIFORMS	9.92
			PW/WOLTZ UNIFORMS	9.92
			PW/WOLTZ UNIFORMS	9.92
			PW/WOLTZ UNIFORMS	9.92
			PW/WOLTZ UNIFORMS	9.92
			PW/WOLTZ UNIFORMS	9.92
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	55.22
			MEDICARE	12.92
			TOTAL:	793.05

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
POLICE	GENERAL FUND	GALLS LLC	SCOTT LATENT PRINT KIT	267.27
			SMITH WESSON NICKLE LEG IR	381.85
			SM01 350100 RESTRAINT CHAI	189.25
			18IN BOX OF 10 NON-REFLECT	438.61
		MISSOURI LAGERS	EMPLOYER CONTRIBUTIONS	4,101.12
			MONTHLY CONTRIBUTIONS	261.07
		SAMS CLUB/GECRB	KITCHEN SUPPLIES	59.72
		ADVANCE AUTO PARTS	AIR FILTER/CABIN AIR FILTE	16.94
		STATE BANK OF MISSOURI	09/20 IN-CAR SYSTEM	2,314.61
		OFFICE DEPOT	STAMP	20.99
			FRESHNER	19.16
			PADS/CLIPS/WASTEBAGS/LABEL	166.54
			LABELS/LUBRICANT	22.67
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	288.00
		HAMPEL OIL INC	BULK GASOHOL/DIESEL	1,447.67
			BULK GASOHOL/DIESEL	248.99
			BULK GASOHOL/DIESEL	1,257.23
			BULK GASOHOL/DIESEL	179.06
		COMCAST	HIGH SPEED INTERNET	149.85
		MIDWEST PUBLIC RISK	DENTAL	162.00
			DENTAL	523.50
			OPEN ACCESS	756.00
			OPEN ACCESS	1,640.00
			OPEN ACCESS	721.20
			HSA	1,970.80
			HSA	2,392.00
			HSA	3,888.30
			HSA	570.70
		HSA BANK	HSA - GRAIN VALLEY, MO	600.00
			HSA - GRAIN VALLEY, MO	1,100.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	402.04
		METRO FORD	KIT/HOSE	107.28
		VERIZON WIRELESS	CELLULAR SERVICE 08/19-09/	49.02-
			CELLULAR SERVICE 08/19-09/	196.78
			CELLULAR SERVICE 08/19-09/	1,312.78
		FACTORY MOTOR PARTS CO	REGULATOR- WINDOW	105.36
		CREATIVE PRODUCT SOURCING INC	ENGLISH ELEMENTARY KEEPIN	464.25
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	3,060.85
			MEDICARE	715.85
		MOLLE CHEVROLET INC	PLATE	68.06
		GEARZONE PRODUCTS	CLIP ON PHONW HOLSTER/POCK	48.98
			TOTAL:	32,588.31
ANIMAL CONTROL	GENERAL FUND	MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	98.50
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	12.00
		HAMPEL OIL INC	BULK GASOHOL/DIESEL	51.49
			BULK GASOHOL/DIESEL	37.38
		MIDWEST PUBLIC RISK	OPEN ACCESS	378.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	10.40
		VERIZON WIRELESS	CELLULAR SERVICE 08/19-09/	40.60
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	77.30
			MEDICARE	18.08
			TOTAL:	723.75
PLANNING & ENGINEERING	GENERAL FUND	MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	514.02
		ADVANCE AUTO PARTS	CABIN AIR FILTER	11.46

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	35.97
		HAMPEL OIL INC	BULK GASOHOL/DIESEL	48.89
			BULK GASOHOL/DIESEL	29.03
		MIDWEST PUBLIC RISK	DENTAL	49.36
			DENTAL	10.21
			OPEN ACCESS	108.18
			HSA	819.99
			HSA	81.24
		HSA BANK	HSA - GRAIN VALLEY, MO	205.68
			HSA - GRAIN VALLEY, MO	14.24
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	54.25
		VERIZON WIRELESS	CELLULAR SERVICE 08/19-09/	6.09
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	394.65
			MEDICARE	92.32
			TOTAL:	2,475.58
ECONOMIC DEVELOPMENT	TOURISM TAX FUND	KC AREA DEVELOPMENT COUNCIL	KCADC DUES	7,500.00
			TOTAL:	7,500.00
NON-DEPARTMENTAL	PARK FUND	KCMO CITY TREASURER	KC EARNINGS TAX WH	21.36
		MO DEPT OF REVENUE	MISSOURI WITHHOLDING	445.27
		FAMILY SUPPORT PAYMENT CENTER	SMITH CASE 91316387	92.31
		AFLAC	AFLAC CRITICAL CARE	6.78
			AFLAC PRETAX	54.53
			AFLAC-W2 DD PRETAX	71.41
		MISCELLANEOUS	SAMOAN-ENGLISH 7TH DAY ADV	150.00
		JACKSON COUNTY, MISSOU	JACKSON COUNTY, MISSOURI:	49.09
		JACKSON COUNTY, MISSOU	JACKSON COUNTY, MISSOURI:	1,213.57
			KAYLEE ROBINSON:	50.00
			PATTY CRAWFORD:	190.00
		MIDWEST PUBLIC RISK	DENTAL	30.94
			HSA	323.33
			HSA	37.60
			VISION	16.00
			VISION	12.40
			VISION	1.10
		HSA BANK	HSA - GRAIN VALLEY, MO	85.00
			HSA - GRAIN VALLEY, MO	70.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	8.27
		CITY OF GRAIN VALLEY -FLEX	FLEX - DEPENDENT CARE	210.57
		ICMA RC	ICMA 457 %	172.28
			ICMA 457	593.95
			ICMA ROTH IRA	46.88
			ICMA ROTH IRA	3.50
		INTERNAL REVENUE SERVICE	FEDERAL WH	1,194.99
			SOCIAL SECURITY	1,008.09
			MEDICARE	235.75
			TOTAL:	6,394.97
PARK ADMIN	PARK FUND	NETSTANDARD INC	NETSTANDARD CLARITY	618.00
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	529.30
		AT&T	U-VERSE PARK MAINTENANCE	69.55
		OFFICE DEPOT	YARDSTICK/TAPE/PENS/NOTEBO	17.12
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	31.20
		HAMPEL OIL INC	BULK GASOHOL/DIESEL	249.77
			BULK GASOHOL/DIESEL	394.25

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		WEX BANK	FUEL PURCHASE	32.00
			FUEL PURCHASE	29.50
		MIDWEST PUBLIC RISK	DENTAL	3.51
			DENTAL	83.76
			HSA	1,034.67
			HSA	88.13
			HSA	129.62
		HSA BANK	HSA - GRAIN VALLEY, MO	14.61
			HSA - GRAIN VALLEY, MO	230.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	55.81
		VERIZON WIRELESS	CELLULAR SERVICE 08/19-09/	80.61
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	378.67
			MEDICARE	88.56
			TOTAL:	4,158.64
PARKS STAFF	PARK FUND	A&A ELECTRICAL INC	RETROFIT FLUORESCENT STRIP	21.10
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	383.07
		ADVANCE AUTO PARTS	LUBE	9.66
		SHERWIN WILLIAMS	FOOTBALL FIELD PAINT	33.96
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	36.00
		REDLINE AUTOMATIC FIRE SPINKLER PROTEC	PERFORM ANNUAL TEST AND IN	21.50
		SITEONE LANDSCAPE SUPPLY LLC	FOOTBALL FIELD MOSQUITO SP	153.03
		HOME DEPOT CREDIT SERVICES	FURNANCE FILTER/CHAIN	56.55
			PITCHING MOUND REPAIR	81.93
			PITCHING MACHINE EXT CORD	92.86
		MIDWEST PUBLIC RISK	DENTAL	36.00
			DENTAL	34.90
			HSA	492.70
			HSA	598.00
		HSA BANK	HSA - GRAIN VALLEY, MO	150.00
			HSA - GRAIN VALLEY, MO	100.00
		MOXIE PEST CONTROL	WASP TREATMENT @ FOOTBALL	185.00
		ANDERSON RENTALS & SALES	CONCRETE MIXING TRAILER	470.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	39.63
		EVERGY	701 SW EAGLES PKWY	154.87
			ARMSTRONG PARK 041503	95.37
			ARMSTRONG PARK DR	33.47
			ARMSTRONG PARK 09805	56.97
			ARMSTRONG PARK 017576	110.66
			28605 E HWY AA	37.86
			JAMES ROLLO SHELTER #2	48.95
			MAIN-ARMSTRONG SHELTER 1	23.14
			618 JAMES ROLLO CT	50.17
			ARMSTRONG PARK	39.61
			6100 S BUCKNER TARSNEY RD	112.61
			28605 E HWY AA	196.67
			618 JAMES ROLLO CT	13.95
		STANGER INDUSTRIES INC	CHECK FOR LEAK	59.80
			COMMUNITY CENTER HVAC	1,377.36
		LAWN & LEISURE	WEEDER ATTACHMENT	265.39
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	284.72
			MEDICARE	66.59
			TOTAL:	6,024.05
RECREATION	PARK FUND	OFFICE DEPOT	MOUSEPAD	15.66
			TOTAL:	15.66

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
COMMUNITY CENTER	PARK FUND	MELODY TAYLOR	08/10-08/21 SILVERSNEAKERS	75.00
		UNIFIRST CORPORATION	JANITORIAL SUPPLIES	110.45
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	138.38
		OFFICE DEPOT	YARDSTICK/TAPE/PENS/NOTEBO	2.74
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	12.00
		HOME DEPOT CREDIT SERVICES	COMM CENTER SHELF UNIT	16.31
		MIDWEST PUBLIC RISK	DENTAL	18.00
			HSA	299.00
		HSA BANK	HSA - GRAIN VALLEY, MO	75.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	14.60
		VERIZON WIRELESS	CELLULAR SERVICE 08/19-09/	40.60
		FREDAH JOHNSTON	08/11-08/20 LINE DANCING	182.40
		EVERGY	713 MAIN ST	2,436.00
			713 MAIN #A	188.81
		QUILL CORPORATION	JANITORIAL SUPPLIES	23.16
			JANITORIAL SUPPLIES	40.04
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	197.09
			MEDICARE	46.08
			TOTAL:	3,915.66
POOL	PARK FUND	WALMART COMMUNITY	CONCESSION PRODUCTS	6.01
		HOME DEPOT CREDIT SERVICES	FURNANCE FILTER/CHAIN	34.64
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	147.61
			MEDICARE	34.52
			TOTAL:	222.78
NON-DEPARTMENTAL	TRANSPORTATION	MO DEPT OF REVENUE	MISSOURI WITHHOLDING	152.80
		FAMILY SUPPORT PAYMENT CENTER	DZEKUNSKAS CASE 41452523	30.00
		AFLAC	AFLAC PRETAX	4.64
			AFLAC-W2 DD PRETAX	8.05
		MIDWEST PUBLIC RISK	DENTAL	17.23
			OPEN ACCESS	26.39
			OPEN ACCESS	27.72
			HSA	62.58
			HSA	75.18
			HSA	79.35
			VISION	3.20
			VISION	0.80
			VISION	4.40
			VISION	5.54
		HSA BANK	HSA - GRAIN VALLEY, MO	4.96
			HSA - GRAIN VALLEY, MO	75.81
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	2.58
		ICMA RC	ICMA 457 %	26.87
			ICMA 457	16.50
			ICMA ROTH IRA	30.00
		INTERNAL REVENUE SERVICE	FEDERAL WH	429.01
			SOCIAL SECURITY	287.54
			MEDICARE	67.27
			TOTAL:	1,438.42
TRANSPORTATION	TRANSPORTATION	A&A ELECTRICAL INC	RETROFIT FLUORESCENT STRIP	12.66
		AMERICAN PUBLIC WORKS ASSN	APWA 2020-2021 MEMBERSHIP	152.00
		NETSTANDARD INC	JUL DATASAFE BACKUPS	175.00
			NETSTANDARD CLARITY	370.80
			08/12-09/11 OFFICE 365	149.60

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CARTER WATERS	K SATUROCK PREMIUM W/ KEVL	179.00
			K SATUROCK PREMIUM W/KEVLA	268.50
			K SATUROCK PREMIUM W/KEVLA	268.50
			K SATUROCK PREMIUM W/ KEVL	268.50
			K SATUROCK PREMIUM W/ KEVL	268.50
		FELDMANS FARM & HOME	BARRIER YEAR LONG CON 2.5	34.80
			HOSE CLAMP/SUCTION HOSE	18.00
			BARRIER YEAR LONG CON 2.5	0.68
			BARRIER YEAR LONG CON 2.5	17.39
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	397.19
		SAMS CLUB/GECRB	SUPPLIES	10.96
		ADVANCE AUTO PARTS	STARTER	27.99
			WASHER PUMP	3.19
			BATTERY	18.75
			BATTERY CORE	18.75-
			FRICTION RDY CALIPR	20.00
		OFFICE DEPOT	BOARD CORK MDF FRAME	4.64
			YARDSTICK/TAPE/PENS/NOTEBO	4.90
			BATTERY	3.84
			BATTERY	1.92-
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	29.37
		OREILLY AUTOMOTIVE INC	AIR FRESHENERS	1.60
			PLIERS	5.20
			OIL FILTER	0.66
			BATTERY	61.36
			HOSE GUARD/HYD HOSE/MEGACR	34.24
			TRAILER CABL	3.16
			CABLE	1.00
			TRAILER CABL	3.16-
			BATTERY	8.70
			HYD HOSE/MEGACRIMP	76.27
			HOSE GUARD	6.74
			TRAILER CABL	1.53
		REDLINE AUTOMATIC FIRE SPINKLER PROTEC	PERFORM ANNUAL TEST AND IN	12.90
		ORKIN	12/18/2017 SERVICE	5.95
			08/20/20 SERVICE	11.63
		HAMPEL OIL INC	BULK GASOHOL/DIESEL	156.72
			BULK GASOHOL/DIESEL	197.25
		FASTENAL COMPANY	SPAS 7/8	5.71
			QUIK LNK 3/8	5.06
			AG-JOBBER 3/8/ XL BLCK DG	3.76
			AG-JOBBER 3/8/ XL BLCK DG	10.46
			48-32-5033SKTADPTSET	2.80
		HOME DEPOT CREDIT SERVICES	1/ X 48 GAL NIPPLE/ 3/4 BL	7.15
			PAINT	19.39
			DUCT TAPE/FLASHLIGHT	8.71
		GOODYEAR COMMERCIAL TIRE	2) GY 265/70R17 WRL AT ADV	71.18
		WEX BANK	FUEL PURCHASE	6.15
		MENARDS - INDEPENDENCE	MECHANIX 4X IMPACT	5.68
		MISCELLANEOUS	DPF CLEANING SOLUTIONS:	40.00
		MIDWEST PUBLIC RISK	DENTAL	10.66
			DENTAL	66.05
			OPEN ACCESS	124.62
			OPEN ACCESS	75.60
			OPEN ACCESS	108.18
			HSA	295.62

DEPARTMENT	FUND	VENDOR NAME		DESCRIPTION	AMOUNT
				HSA	117.34
				HSA	259.22
				HSA	309.52
		HSA BANK		HSA - GRAIN VALLEY, MO	29.43
				HSA - GRAIN VALLEY, MO	154.24
		THE LINCOLN NATIONAL LIFE INSURANCE CO		SEPT 2020 DISABILITY	41.80
		JOHN DEERE FINANCIAL		CALCIUM TANK	1.09
		J&A TRAFFIC PRODUCTS		2 1/4 X 2 1/4 X 3 12GA TEL	310.50
				2X2X12 14GA TELESPAR POST	455.25
				2X2X12 14 GA TELESPAR POST	434.25
		VERIZON WIRELESS		CELLULAR SERVICE 08/19-09/	87.37
				CELLULAR SERVICE 08/19-09/	6.09
		CINTAS CORPORATION # 430		PW/WOLTZ UNIFORMS	26.19
				PW/WOLTZ UNIFORMS	28.22
				PW/WOLTZ UNIFORMS	28.73
				PW/WOLTZ UNIFORMS	28.73
				PW/WOLTZ UNIFORMS	26.54
				PW/WOLTZ UNIFORMS	32.88
		EVERGY		655 SW EAGLES PKWY	36.69
				618 JAMES ROLLO CT	100.34
				AA HWY & SNI-A-BAR BLVD	39.04
				702 SW EAGLES PKWY	41.60
				GRAIN VLY LED ST LTS	12,236.81
				618 JAMES ROLLO CT	27.90
				711 MMAIN ST CITY HALL	124.99
		SUMMIT GENERAL CONTRACTING LLC			251.85
		STANGER INDUSTRIES INC		CHECK FOR LEAK	35.88
		SUPER DUTY SERVICE		DEGAS PRESSURE TEST	15.00
		CSTK INC		GLASS-REAR	67.27
		EJ EQUIPMENT INC		FREIGHT FOR SEWER CAMERA L	40.19
		OAK GROVE RENTAL INC		DEMO HAMMER	15.23
				DEMO HAMMER/CONCRETE SAW	37.73
		VIKING-CIVES MIDWEST INC		10-TON COMBO PINTLE HITCH	27.40
		FACTORY MOTOR PARTS CO		CLUTCH ASY	55.88
		SUMMIT TRUCK GROUP		PIGTAIL	10.68
		INTERNAL REVENUE SERVICE		SOCIAL SECURITY	287.54
				MEDICARE	67.27
				TOTAL:	20,029.30
NON-DEPARTMENTAL	PUBLIC HEALTH	MISCELLANEOUS	JACKSON COUNTY, MISSOU	JACKSON COUNTY, MISSOURI:	19.49
			JACKSON COUNTY, MISSOU	JACKSON COUNTY, MISSOURI:	481.86
				TOTAL:	501.35
PUBLIC HEALTH	PUBLIC HEALTH	CENTRAL JACKSON COUNTY FPD		FY2020 EMA CONTRIBUTION	14,333.00
				TOTAL:	14,333.00
NON-DEPARTMENTAL	OLD TOWNE TIF	MISCELLANEOUS	JACKSON COUNTY, MISSOU	JACKSON COUNTY, MISSOURI:	1,724.22
				TOTAL:	1,724.22
NON-DEPARTMENTAL	MKTPL TIF-PR#2 SPE	UMB BANK		PRO #2 1ST & 4TH QTR CORR	5,314.50
				PRO #2 1ST & 4TH QTR CORR	29,202.01
				PRO #2 1ST & 4TH QTR CORR	20,823.80
				PROJECT #2 CITY SALES	3,554.41
				TOTAL:	58,894.72
NON-DEPARTMENTAL	MKT PL CID-PR2 SAL	UMB BANK		CID/USE	1,897.20

DEPARTMENT	FUND	VENDOR NAME		DESCRIPTION	AMOUNT
				CID/USE UNCAPTURED	1,840.28
				TOTAL:	3,737.48
NON-DEPARTMENTAL	DEBT SERVICE FUND	MISCELLANEOUS	JACKSON COUNTY, MISSOU	JACKSON COUNTY, MISSOURI:	431.17
			JACKSON COUNTY, MISSOU	JACKSON COUNTY, MISSOURI:	10,657.96
				TOTAL:	11,089.13
NON-DEPARTMENTAL	WATER/SEWER FUND	KCMO CITY TREASURER		KC EARNINGS TAX WH	8.70
		MO DEPT OF REVENUE		MISSOURI WITHHOLDING	1,043.71
		FAMILY SUPPORT PAYMENT CENTER		DZEKUNSKAS CASE 41452523	120.00
		MO DEPT OF REVENUE		AUG 20 SALES TAX	4,544.22
				AUG 20 SALES TAX	90.88-
		AFLAC		AFLAC PRETAX	36.54
				AFLAC-W2 DD PRETAX	88.33
		MISCELLANEOUS	DUTZEL, HEATHER	10-340500-08	50.00
			LEARY, JEREMY S	10-239500-04	11.70
			CLARK, ADAM	10-822180-01	64.24
			ISOM, GARY	10-830990-05	31.08
			OWEN, GREGORY L	20-562650-06	9.26
			GEORGE, MICHAEL	20-109200-02	9.42
			GINGER, JULIE	20-118400-11	53.08
			ATCHLEY, RECECCA	20-151660-04	15.54
			HANNA, RYAN	20-199510-12	63.24
			YOUNG, IVY	20-199750-09	15.54
			ADVANCED RENTALS LLC	20-199750-11	15.54
			JOHNSTON, JESSICA	20-555417-01	65.54
			JANES, BRIANA	20-562660-13	41.03
			RODRIGUEZ, ZACHARY	20-567140-03	8.87
			BLACK, KAYTLINN	20-567610-01	5.94
			CLOUSE, KAYLA	20-567840-05	57.50
			ELEVATE DESIGN & BUI	20-568119-00	15.54
			H & J CUSTOM HOME BU	20-568124-00	15.54
			GRAHAM HOMES	20-568216-00	21.88
			DAVIS, LORA	20-568520-05	14.65
			HOOD, CASSADAY	20-588411-01	65.54
			HENRICH, BROOKE	20-592040-10	65.54
			CARROLL, MONICA	20-598500-02	15.54
			DAVE RICHARDS HOMEBU	20-623669-00	0.56
			FOUSHEE HOMES, INC	20-623678-00	15.54
			BC RESIDENTIAL HOMES	20-623682-00	15.54
			ELEVATE DESIGN & BUI	20-623713-00	13.12
			SNYDER, KYLE	20-701510-14	65.54
			GEORGE, JENNIFER	20-701760-10	65.54
			MACKLIN, TAMMIE	20-701800-08	65.54
			DOWNS, DONALD & JOYC	20-711360-01	24.12
			DAVE RICHARDS HOME B	20-713009-00	17.28
			NIEMEYER, DENISE	20-567533-03	13.93
		MIDWEST PUBLIC RISK		DENTAL	108.18
				OPEN ACCESS	105.56
				OPEN ACCESS	129.36
				HSA	292.04
				HSA	633.89
				HSA	485.03
				VISION	12.80
				VISION	7.60
				VISION	22.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			VISION	28.12
		HSA BANK	HSA - GRAIN VALLEY, MO	70.98
			HSA - GRAIN VALLEY, MO	467.88
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	60.03
		CITY OF GRAIN VALLEY -FLEX	FLEX - DEPENDENT CARE	162.29
		ICMA RC	ICMA 457 %	200.82
			ICMA 457	216.54
			ICMA ROTH IRA	143.73
		INTERNAL REVENUE SERVICE	FEDERAL WH	3,086.16
			SOCIAL SECURITY	1,956.32
			MEDICARE	457.51
			TOTAL:	15,425.92
WATER	WATER/SEWER FUND	A&A ELECTRICAL INC	INSTALL 20A DEDICATED CIRC	361.00
			RETROFIT FLUORESCENT STRIP	25.32
		AMERICAN PUBLIC WORKS ASSN	APWA 2020-2021 MEMBERSHIP	304.00
		NETSTANDARD INC	JUL DATASAFE BACKUPS	350.00
			NETSTANDARD CLARITY	741.60
			08/12-09/11 OFFICE 365	299.20
		PEREGRINE CORPORATION	20 BILL PRINT & MAIL	589.19
			20 BILL PRINT & MAIL	113.41
		FELDMANS FARM & HOME	BARRIER YEAR LONG CON 2.5	69.59
			HOSE CLAMP/SUCTION HOSE	36.00
			BARRIER YEAR LONG CON 2.5	1.35
			BARRIER YEAR LONG CON 2.5	34.80
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	1,334.50
		SAMS CLUB/GECRB	SUPPLIES	21.91
		ADVANCE AUTO PARTS	STARTER	56.00
			WASHER PUMP	6.36
			BATTERY	37.52
			BATTERY CORE	37.52-
			FRICTION RDY CALIPR	39.99
			THRED LOCKBLU/263 THREAD L	51.03
		VANCO SERVICES LLC	AUG 2020 GATEWAY ES20605	70.93
		OFFICE DEPOT	BOARD CORK MDF FRAME	9.28
			YARDSTICK/TAPE/PENS/NOTEBO	17.59
			BATTERY	7.67
			CALENDAR	4.49
			BATTERY	3.83-
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	95.13
		OREILLY AUTOMOTIVE INC	AIR FRESHENERS	3.19
			PLIERS	10.39
			OIL FILTER	1.30
			BATTERY	122.73
			HOSE GUARD/HYD HOSE/MEGACR	68.49
			TRAILER CABL	6.32
			CABLE	2.00
			TRAILER CABL	6.32-
			BATTERY	17.38
			HYD HOSE/MEGACRIMP	152.55
			HOSE GUARD	13.50
			TRAILER CABL	3.06
		REDLINE AUTOMATIC FIRE SPINKLER PROTEC	PERFORM ANNUAL TEST AND IN	25.80
		ORKIN	12/18/2017 SERVICE	11.91
			08/20/20 SERVICE	23.26
		LITTLER MENDELSON PC	HANDBOOK REVIEW/UPDATE	240.50

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		HAMPEL OIL INC	BULK GASOHOL/DIESEL	313.44
			BULK GASOHOL/DIESEL	394.50
		FASTENAL COMPANY	SPAS 7/8	11.41
			QUIK LNK 3/8	10.11
			AG-JOBBER 3/8/ XL BLCK DG	7.54
			48-32-5033SKTADPTSET	5.60
		COMMENCO INC	SWEPT ANTENNA LINE AT TWO	187.00
		HOME DEPOT CREDIT SERVICES	1/ X 48 GAL NIPPLE/ 3/4 BL	14.32
			LOCTITE GAPS & CRACKS	5.98
			PAINT	38.76
			PAINT	69.30
			DUCT TAPE/FLASHLIGHT	17.40
		GOODYEAR COMMERCIAL TIRE	2) GY 265/70R17 WRL AT ADV	142.35
		WEX BANK	FUEL PURCHASE	12.31
		KANSAS CITY SOUTHERN RAILWAY	08/04/20-08/03/2021ANNAUL	50.00
		MENARDS - INDEPENDENCE	MECHANIX 4X IMPACT	11.34
		MISCELLANEOUS	DPF CLEANING SOLUTIONS:	80.00
		MIDWEST PUBLIC RISK	DENTAL	37.29
			DENTAL	207.46
			OPEN ACCESS	249.21
			OPEN ACCESS	151.20
			OPEN ACCESS	252.42
			HSA	689.79
			HSA	634.45
			HSA	1,092.81
			HSA	946.01
			BYRD	36.00-
			BYRD	1,194.00-
		HSA BANK	HSA - GRAIN VALLEY, MO	144.14
			HSA - GRAIN VALLEY, MO	474.40
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	139.72
		JOHN DEERE FINANCIAL	CALCIUM TANK	2.20
		VERIZON WIRELESS	CELLULAR SERVICE 08/19-09/	174.73
			CELLULAR SERVICE 08/19-09/	14.21
		CINTAS CORPORATION # 430	PW/WOLTZ UNIFORMS	52.39
			PW/WOLTZ UNIFORMS	56.44
			PW/WOLTZ UNIFORMS	57.46
			PW/WOLTZ UNIFORMS	57.46
			PW/WOLTZ UNIFORMS	53.07
			PW/WOLTZ UNIFORMS	65.74
		EVERGY	825 STONEBROOK DR	62.47
			1301 TYER RD UNIT A	90.18
			618 JAMES ROLLO CT	125.43
			110 SNI-A-BAR BLVD	79.96
			1301 TYER RD UNIT B	409.71
			618 JAMES ROLLO CT UNIT B	2,376.49
			618 JAMES ROLLO CT	34.88
			711 MMAIN ST CITY HALL	249.98
			1012 STONEBROOK LN	65.07
		SUMMIT GENERAL CONTRACTING LLC		503.71
		STANGER INDUSTRIES INC	CHECK FOR LEAK	71.76
		SUPER DUTY SERVICE	DEGAS PRESSURE TEST	30.00
		CSTK INC	GLASS-REAR	134.52
		OAK GROVE RENTAL INC	DEMO HAMMER	30.44
			DEMO HAMMER/CONCRETE SAW	75.47
		VIKING-CIVES MIDWEST INC	10-TON COMBO PINTLE HITCH	54.80

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		FACTORY MOTOR PARTS CO	CLUTCH ASY	111.76
		TYLER TECHNOLOGIES INC	SEPT 20 MONTHLY FEES	97.00
			CRAIG: REGULAR BILLING INC	137.50
		SUMMIT TRUCK GROUP	PIGTAIL	21.36
		NEPTUNE TECHNOLOGY GROUP INC	METER READ GATEWAYS	15,579.78
			CREDIT	500.00-
		SCHULTE SUPPLY INC	8" X 3/4" BRASS SADDLE	252.68
			8" X 3/4" BRASS SADDLE	252.68
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	978.17
			MEDICARE	228.77
			TOTAL:	32,581.10
SEWER	WATER/SEWER FUND	A&A ELECTRICAL INC	RETROFIT FLUORESCENT STRIP	25.32
		AMERICAN PUBLIC WORKS ASSN	APWA 2020-2021 MEMBERSHIP	304.00
		NETSTANDARD INC	JUL DATASAFE BACKUPS	350.00
			NETSTANDARD CLARITY	741.60
			08/12-09/11 OFFICE 365	299.20
		PEREGRINE CORPORATION	20 BILL PRINT & MAIL	589.19
			20 BILL PRINT & MAIL	113.41
		FELDMANS FARM & HOME	BARRIER YEAR LONG CON 2.5	69.59
			HOSE CLAMP/SUCTION HOSE	36.00
			50# PERENNIAL RYEGRASS	76.99
			BARRIER YEAR LONG CON 2.5	1.35
			BARRIER YEAR LONG CON 2.5	34.80
		MISSOURI LAGERS	MONTHLY CONTRIBUTIONS	1,334.46
		SAMS CLUB/GECRB	SUPPLIES	21.91
		ADVANCE AUTO PARTS	STARTER	56.00
			WASHER PUMP	6.36
			BATTERY	37.52
			BATTERY CORE	37.52-
			FRICTION RDY CALIPR	39.99
		VANCO SERVICES LLC	AUG 2020 GATEWAY ES20605	70.93
		OFFICE DEPOT	BOARD CORK MDF FRAME	9.27
			YARDSTICK/TAPE/PENS/NOTEBO	17.58
			BATTERY	7.67
			CALENDAR	4.50
			BATTERY	3.84-
		STANDARD INSURANCE CO	SEPT 20 STANDARD LIFE INSU	95.13
		OREILLY AUTOMOTIVE INC	AIR FRESHENERS	3.19
			PLIERS	10.39
			OIL FILTER	1.30
			BATTERY	122.73
			64OZ HANDCLNR	8.99
			HOSE GUARD/HYD HOSE/MEGACR	68.49
			TRAILER CABL	6.32
			CABLE	2.00
			TRAILER CABL	6.32-
			BATTERY	17.38
			HYD HOSE/MEGACRIMP	152.55
			HOSE GUARD	13.50
			TRAILER CABL	3.06
		REDLINE AUTOMATIC FIRE SPINKLER PROTEC	PERFORM ANNUAL TEST AND IN	25.80
		ORKIN	12/18/2017 SERVICE	11.91
			08/20/20 SERVICE	23.27
		LITTLER MENDELSON PC	HANDBOOK REVIEW/UPDATE	240.50
		HAMPEL OIL INC	BULK GASOHOL/DIESEL	313.44

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			BULK GASOHOL/DIESEL	394.50
		FASTENAL COMPANY	SPAS 7/8	11.41
			QUIK LNK 3/8	10.11
			AG-JOBBER 3/8/ XL BLCK DG	7.54
			48-32-5033SKTADPTSET	5.60
		ALLIANCE PUMP & MECHANICAL	EMERGENCY REPAIR	3,759.45
			EMERGENCY REPAIR	675.97
		USABLUEBOOK	MSA ADVANTAGE OV/AG CARTRI	304.24
			MSA ADVANTAG N95 PREFILTER	69.11
		HOME DEPOT CREDIT SERVICES	1/ X 48 GAL NIPPLE/ 3/4 BL	14.32
			PAINT	38.76
			5 SHELF CHROME WIRE UNIT	103.90
			PVC PIPE/1/2 BARB X 1/2 MI	15.58
			DUCT TAPE/FLASHLIGHT	17.40
		GOODYEAR COMMERCIAL TIRE	2) GY 265/70R17 WRL AT ADV	142.35
		WEX BANK	FUEL PURCHASE	12.31
		MENARDS - INDEPENDENCE	MECHANIX 4X IMPACT	11.34
		MISCELLANEOUS	DPF CLEANING SOLUTIONS:	80.00
		MIDWEST PUBLIC RISK	DENTAL	37.30
			DENTAL	207.42
			OPEN ACCESS	249.22
			OPEN ACCESS	151.20
			OPEN ACCESS	252.42
			HSA	689.77
			HSA	634.47
			HSA	1,092.81
			HSA	946.03
		HSA BANK	HSA - GRAIN VALLEY, MO	144.15
			HSA - GRAIN VALLEY, MO	474.38
		DEVELOPERS HELPERS LLC	TOPSOIL	600.00
		THE LINCOLN NATIONAL LIFE INSURANCE CO	SEPT 2020 DISABILITY	139.72
		JOHN DEERE FINANCIAL	CALCIUM TANK	2.20
		VERIZON WIRELESS	CELLULAR SERVICE 08/19-09/	174.73
			CELLULAR SERVICE 08/19-09/	14.21
		CINTAS CORPORATION # 430	PW/WOLTZ UNIFORMS	52.39
			PW/WOLTZ UNIFORMS	56.44
			PW/WOLTZ UNIFORMS	57.46
			PW/WOLTZ UNIFORMS	57.46
			PW/WOLTZ UNIFORMS	53.07
			PW/WOLTZ UNIFORMS	65.74
		EVERGY	925 STONEBROOK DR	23.14
			WOODLAND DR	263.75
			405 JAMES ROLLO DR	365.33
			1326 GOLFVIEW DR SEWER	94.95
			618 JAMES ROLLO CT	125.43
			WINDING CREEK SEWER	23.21
			618 JAMES ROLLO CT	34.88
			711 MMAIN ST CITY HALL	249.98
			1201 SEYMOUR RD	23.14
			110 NW SNI-A-BAR PKWY	23.14
			1017 ROCK CREEK LN	23.14
		SUMMIT GENERAL CONTRACTING LLC		503.71
		STANGER INDUSTRIES INC	CHECK FOR LEAK	71.76
		SUPER DUTY SERVICE	DEGAS PRESSURE TEST	30.00
		CSTK INC	GLASS-REAR	134.52
		EJ EQUIPMENT INC	FREIGHT FOR SEWER CAMERA L	120.58

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		OAK GROVE RENTAL INC	DEMO HAMMER	30.44
			DEMO HAMMER/CONCRETE SAW	75.47
		VIKING-CIVES MIDWEST INC	10-TON COMBO PINTLE HITCH	54.80
		FACTORY MOTOR PARTS CO	CLUTCH ASY	111.76
		TYLER TECHNOLOGIES INC	SEPT 20 MONTHLY FEES	97.00
			CRAIG: REGULAR BILLING INC	137.50
		SUMMIT TRUCK GROUP	PIGTAIL	21.36
		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	978.15
			MEDICARE	228.70

* REFUND CHECKS *

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	WATER/SEWER FUND	MCMURRY, TEANA	US REFUNDS	100.00
			TOTAL:	21,092.23

FUND TOTALS		
100	GENERAL FUND	93,265.48
170	TOURISM TAX FUND	7,500.00
200	PARK FUND	20,731.76
210	TRANSPORTATION	21,467.72
230	PUBLIC HEALTH	14,834.35
250	OLD TOWNE TIF	1,724.22
302	MKTPL TIF-PR#2 SPEC ALLOC	58,894.72
321	MKT PL CID-PR2 SALES/USE	3,737.48
400	DEBT SERVICE FUND	11,089.13
600	WATER/SEWER FUND	69,099.25
	GRAND TOTAL:	302,344.11

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-CITY OF GRAIN VALLEY
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 8/15/2020 THRU 9/04/2020
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

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CITY OF GRAIN VALLEY
DESTRUCTION CERTIFICATE

The City of Grain Valley follows the rules set by the Missouri Secretary of State's Office. The Missouri Secretary of State's Office oversees document retention in Missouri's political subdivisions in accordance Missouri Revised Statutes Chapter 109, Section 255. According to the Missouri Records Retention Manual published by that office, certain records need only be retained for limited periods of time, at which point they can be destroyed.

Each City department reviewed the manual and provided the City Clerk's office with the list of documents below available for destruction per the Missouri Records Retention Manual.

Retention Schedule Number	**Type of Document**	**Quantity/Series**	**Department**
0001	Accident Report Files	2013, 2014, 2015	Administration
GS012.1	Correspondence-Transitory	2011	Human Resources
GS030	Equal Employment Opportunity (EEO) Reports	2013, 2014	Human Resources
GS032	Employee Benefit Records	2000	Human Resources
GS055	Bid Records	1998	Human Resources
GS056	Insurance Policy Records	1999, 2005 – 2014	Human Resources
GS057	Insurance Claims Files	2012, 2013, 2014, 2015	Administration
GS061	Employment Grievance and Complaint Records	2012	Human Resources
GS062	Employment Recruitment & Selection Records	2017	Human Resources
GS067	Vehicle Ownership and Maintenance Records	2005, 2009, 2010, 2011, 2014, 2015, 2016, 2017	Administration
GS090	Unemployment Insurance Case Files	2014	Human Resources
GS091	Worker's Compensation Case File	2015	Human Resources
GS100	Health Policy Documentation	2011	Human Resources

Approved via Consent Agenda this *14th* day of *September 2020.*

By:

_____

Chuck Johnston
Mayor

Attest:

_____
Jamie Logan
City Clerk

Staff witnessed the destruction of the above records via _____ on this _____ day of _____ _____, 20___ in accordance with the practice outlined by the Secretary of State's office above.

This list serves as the permanent record and be attached to the minutes for this regularly scheduled Board of Aldermen meeting.

Public Hearing

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PUBLIC NOTICE

NOTICE OF PUBLIC HEARING TO SET TAX LEVY FOR 2020

A hearing will be held at 7:00 P.M., Monday, September 14, 2020, at the Grain Valley City Hall, located at 711 Main Street, in the City of Grain Valley, Missouri, at which citizens may be heard on the property tax rates proposed to be set by the City of Grain Valley, Missouri. The levy amount is per $100 of assessed value.

Assessed Valuation (by categories)*	Prior Year 2019		Current Year 2020	Change Assessed Valuation
Real Estate including Railroad & Utility	202,758,664	203,635,763	0.4%	
Personal Property including Railroad & Utility	38,134,493	38,559,321	1.1%	
Total	**240,893,157**		**242,195,084**	0.5%
New Construction	2,267,200		3,030,791	

	2019 Tax Levy	2020 Revenue	Proposed Tax Levy	Estimated Revenue	Change in Revenue
General Fund	0.4923	1,185,917	0.4967	1,202,983	1.4%
Debt Service Fund	0.9551	2,300,771	0.9493	2,299,158	-0.1%
Parks & Recreation	0.1087	261,851	0.1097	265,688	1.5%
Public Health	0.0433	104,307	0.0437	105,839	1.5%
Total	**1.5994**	**3,852,846**	**1.5994**	**3,873,668**	

This notice was prepared utilizing the latest data available from Jackson County. Changes in figures from the county or state offices may result in changes in some or all the estimates. **PUBLISH DATE: September 4, 2020**

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CITY OF GRAIN VALLEY
2020 ESTIMATED TAX LEVY

	General	Park	Public Health	Debt Service	Total
2019 LEVY	0.4923	0.1087	0.0433	0.9551	1.5994
Revenue (2020 budget)	$ 1,185,917	$ 261,851	$ 104,307	$ 2,300,771	$ 3,852,845
2020 Levy	0.4967	0.1097	0.0437	0.9493	**1.5994**
Revenue (2021 budget)	**$ 1,202,983**	**$ 265,688**	**$ 105,839**	**$ 2,299,158**	**$ 3,873,668**
					0.0000
2020 Levy - ceiling allowed rate	0.4967	0.1097	0.0437	0.9493	1.5994
Revenue (2021 budget)	$ 1,202,983	$ 265,688	$ 105,839	$ 2,299,158	$ 3,873,668

Each penny in levy represents 24,220 in total revenue.

Difference -revenue-	$ 17,066	$ 3,837	$ 1,533	$ (1,613)	$ 20,823

2019 Assessed Valuation	$240,893,157
2019 Sept Assessed Valuation	$242,195,084
Increase by %	0.5%

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Ordinances

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CITY OF GRAIN VALLEY BOARD OF ALDERMEN AGENDA ITEM		
MEETING DATE	09/14/2020	
BILL NUMBER	B20-20	
AGENDA TITLE	**AN ORDINANCE TO ESTABLISH THE CITY OF GRAIN VALLEY, MISSOURI'S ANNUAL TAX LEVIES FOR THE 2020 CALENDAR YEAR FOR GENERAL MUNICIPAL GOVERNMENT OPERATIONS; THE RETIREMENT OF GENERAL OBLIGATION DEBT; PARK MAINTENANCE; AND PUBLIC HEALTH PURPOSES**	
REQUESTING DEPARTMENT	Administration & Finance	
PRESENTER	Ken Murphy, City Administrator Steven Craig, Finance Director	
FISCAL INFORMATION	Cost as recommended:	N/A
	Budget Line Item:	N/A
	Balance Available:	
	New Appropriation Required:	[ ] Yes [X] No
PURPOSE	To meet the required timelines for establishing the tax rate within Jackson County, Missouri. The tax generated provides revenue for operating the city and making the debt service payments.	
BACKGROUND	N/A	
SPECIAL NOTES	N/A	
ANALYSIS	N/A	
PUBLIC INFORMATION PROCESS	Newspaper publication on 9/4/2020 and public hearing on 9/14/2020	
BOARD OR COMMISSION RECOMMENDATION	N/A	
DEPARTMENT RECOMMENDATION	Staff Recommends Approval	

REFERENCE DOCUMENTS ATTACHED	N/A

CITY OF GRAIN VALLEY **STATE OF MISSOURI**

BILL NO. *B20-20*

ORDINANCE NO. _____
SECOND READING _____
FIRST READING _____

AN ORDINANCE TO ESTABLISH THE CITY OF GRAIN VALLEY, MISSOURI'S ANNUAL TAX LEVIES FOR THE 2020 CALENDAR YEAR FOR GENERAL MUNICIPAL GOVERNMENT OPERATIONS; THE RETIREMENT OF GENERAL OBLIGATION DEBT; PARK MAINTENANCE; AND PUBLIC HEALTH PURPOSES

WHEREAS, the Board of Aldermen, City of Grain Valley, Missouri are required by statute to adopt an annual budget and establish a tax rate sufficient to meet the planned expenditures for the upcoming fiscal year; and

WHEREAS, the Board conducted a public hearing on September 14, 2020, to solicit and listen to public input for the City tax levies for the upcoming year.

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

SECTION 1: The City of Grain Valley's annual tax levies for 2020 shall be levied on each one hundred dollars ($100) assessed valuation of all taxable real estate, personal property, including individual and business personal property, and all locally assessed railroad and other utility real estate and personal property in the City of Grain Valley, Missouri at the following rates:

A. General Municipal Government Operations - $0.4967 for general municipal government operations to be deposited in General Fund.

B. Retirement of General Obligation Debt - $0.9493 for the retirement of general obligation debt, including the payment of principal and interest, to be deposited in the Debt Service Fund.

C. Park Fund - $0.1097 for park maintenance to be deposited in the Park Fund.

D. Public Health - $0.0437 for public health purposes to be deposited in the Public Health Fund.

Total City Levy - $1.5994

Read two times and PASSED by the Board of Aldermen this _____ day of _____, *2020,* the aye and nay votes being recorded as follows:

ALDERMAN BASS	_____	ALDERMAN CLEAVER	_____
ALDERMAN HEADLEY	_____	ALDERMAN KNOX	_____
ALDERMAN STRATTON	_____	ALDERMAN TOTTON	_____

Mayor _____ (in the event of a tie only)

Approved as to form:

_____ _____

Lauber Municipal Law
City Attorney

Chuck Johnston
Mayor

ATTEST:

_____

Jamie Logan
City Clerk

CITY OF GRAIN VALLEY BOARD OF ALDERMEN AGENDA ITEM		
MEETING DATE	09/14/2020	
BILL NUMBER	B20-21	
AGENDA TITLE	**AN ORDINANCE AMENDING THE CITY CODE BY ADDING CHAPTER 660 REGARDING MOBILE FOOD UNITS**	
REQUESTING DEPARTMENT	Administration	
PRESENTER	Ken Murphy, City Administrator	
FISCAL INFORMATION	Cost as recommended:	$0.00
	Budget Line Item:	N/A
	Balance Available	N/A
	New Appropriation Required:	[ ] Yes [X] No
PURPOSE	To set regulations and license requirements for mobile food units operating within the city limits	
BACKGROUND	Mobile food units, such as “food trucks” have become an increasingly popular business model within the city. Current Municipal Code does not regulate where food trucks can operate or define the license requirements needed prior to operation. This chapter corrects those deficiencies.	
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	Ordinance

CITY OF GRAIN VALLEY **STATE OF MISSOURI**

BILL NO. *B20-21*

ORDINANCE NO. _____
SECOND READING _____
FIRST READING _____

AN ORDINANCE AMENDING THE CITY CODE BY ADDING CHAPTER 660 REGARDING MOBILE FOOD UNITS

WHEREAS, the City of Grain Valley is authorized to issue an occupational license in accordance with Chapter 605 of the City Code; and

WHEREAS, the City of Grain Valley wishes to continue to support local businesses throughout the Metro Area; and

WHEREAS, the Board of Aldermen believes it is in the best interests of the City of Grain Valley and its residents to amend the City Code to regulate Mobile Food Units.

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

SECTION 1: The City Code is hereby amended by adding one new chapter regarding mobile food units, to read as follows:

Chapter 660 Mobile Food Units

660.010. Definitions

Mobile Food Unit

A food service business that sells prepared food at retail from a movable vehicle (such as a truck), a portable structure with wheels (such as a trailer with wheels), or a pushcart.

660.020. Business License Required

A. All mobile food units are required to be properly licensed under Chapter 605. Those who currently have a license for a brick and mortar store will not be required to obtain an additional occupation license provided the Employer Identification Number (EIN) for both operations is the same.

B. A business license is not required for the following events:
    1. Grain Valley Fair
    2. Events administered and/or co-sponsored by the City of Grain Valley

660.030. Business License Issuance

A. No person shall operate a food truck within the city limits unless such person first obtains a business license as provided by Chapter 605.

B. All mobile food units shall comply with all other applicable regulations under Chapter 605 or other Chapters of this Code.

660.040. Permissible Locations for Food Trucks.
Food Trucks may conduct business at the following locations:

1. Private property when properly zoned for retail sales with the written permission of property owner.
2. Parking lot in a residential district with written permission of property owner and owners of property immediately abutting parked mobile food unit.
3. City property designated for this purpose.

660.050. Operation Requirements.
Mobile food units licensed under this Chapter shall:

1. have a current sanitary inspection from the County Health Department prior to selling any food to the public; and
2. be attended at all times, whether serving or not; and
3. limit operations to the period between 6:30 a.m. and 9:00 p.m.

SECTION 2: This ordinance shall be in full force and effect from and after the date of its passage and approval.

SECTION 3: The provisions of this ordinance are severable and if any provision hereof is declared invalid, unconstitutional, or unenforceable, such determination shall not affect the validity of the remainder of this ordinance.

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

ALDERMAN BASS	_____	ALDERMAN CLEAVER	_____
ALDERMAN HEADLEY	_____	ALDERMAN KNOX	_____
ALDERMAN STRATTON	_____	ALDERMAN TOTTON	_____

Mayor _____ (in the event of a tie only)

Approved as to form:

_____
Lauber Municipal Law
City Attorney

_____
Chuck Johnston
Mayor

ATTEST:

_____
Jamie Logan
City Clerk

CITY OF GRAIN VALLEY BOARD OF ALDERMEN AGENDA ITEM		
MEETING DATE	9/14/2020	
BILL NUMBER	B20-22	
AGENDA TITLE	**AN ORDINANCE ACCEPTING PROPERTY FOR ADDITIONAL RIGHT-OF-WAY ON NW LINDENWOOD DRIVE**	
REQUESTING DEPARTMENT	COMMUNITY DEVELOPMENT DEPARTMENT	
PRESENTER	MARK TROSEN, DIRECTOR	
FISCAL INFORMATION	Cost as recommended:	N/A
	Budget Line Item:	N/A
	Balance Available	N/A
	New Appropriation Required:	[] Yes [X] No
PURPOSE	To accept property for additional right-of-way that is needed on Lindenwood Drive.	
BACKGROUND	The Board of Aldermen approved Ordinance 2509 for the Final Plat of Rosewood Hills 10th Plat. To access this area, a three-lane culvert is planned to cross over the creek. Additional Right-of-Way is needed on NW Lindenwood Drive, west of the creek for the approach to the three-lane culvert.	
SPECIAL NOTES	None	
ANALYSIS	The property owner north of Lindenwood Drive is the Rosewood Hills Homes Association. The Association has executed a Quit Claim Deed providing the additional right-of-way for NW Lindenwood Drive. The property owner south of Lindenwood Drive is L&B Development Inc. L&B Development has executed a Quit Claim Deed providing the additional right-of-way for NW Lindenwood Drive.	

PUBLIC INFORMATION PROCESS	N/A
BOARD OR COMMISSION RECOMMENDATION	N/A
DEPARTMENT RECOMMENDATION	Staff Recommends Approval.
REFERENCE DOCUMENTS ATTACHED	Ordinance, Quit Claim Deed from Rosewood Hills Homes Association, Quit Claim Deed from L&B Development Inc.

CITY OF GRAIN VALLEY **STATE OF MISSOURI**

BILL NO. *B20-22*

ORDINANCE NO. _____
SECOND READING _____
FIRST READING _____

AN ORDINANCE ACCEPTING PROPERTY FOR ADDITIONAL RIGHT-OF-WAY ON NW LINDENWOOD DRIVE.

WHEREAS, the Mayor and the Board of Aldermen are committed to the development of the City.

WHEREAS, Ordinance 2509 was approved for the final plat of Rosewood Hills – 10th Plat; and

WHEREAS, access to the Rosewood Hills – 10th Plat is a planned three-lane culvert over the creek; and

WHEREAS, a Quit Claim Deed has been executed by the Rosewood Hills Homes Association and a Quit Claim Deed has been executed by the L&B Development, Inc. to provide the land needed for the additional right-of-way for NW Lindenwood Drive; and

WHEREAS, the Board of Aldermen is in acceptance of the land for right-of-way that is dedicated for public purposes.

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

SECTION 1: The Board accepts the land described in the Quit Claim Deed executed by the Rosewood Hills Homes Association for right-of-way to NW Lindenwood Drive and authorizes Staff to record the Quit Claim Deed with the Jackson County Recorder of Deeds.

SECTION 2: The Board accepts the land described in the Quit Claim Deed executed by L&B Development Inc. for right-of-way to NW Lindenwood Drive and authorizes Staff to record the Quit Claim Deed with the Jackson County Recorder of Deeds.

Read two times and PASSED by the Board of Aldermen this ___day of_____, *2020*, the aye and nay votes being recorded as follows:

ALDERMAN BASS	_____	ALDERMAN CLEAVER	_____
ALDERMAN HEADLEY	_____	ALDERMAN KNOX	_____
ALDERMAN STRATTON	_____	ALDERMAN TOTTON	_____

Mayor _____ (in the event of a tie only)

Approved as to form:

_____ _____

Lauber Municipal Law
City Attorney

Chuck Johnston
Mayor

ATTEST:

_____

Jamie Logan
City Clerk

QUIT CLAIM DEED

This Deed, made and entered into this 5th day of August, 2020 by and between Rosewood Hills Homes Association, Inc, a Missouri Corporation of the County of Jackson, State of Missouri, hereinafter referred to as "Grantors", and City of Grain Valley, hereinafter referred to as "Grantees". The mailing address of the Grantees is: 711 Main Street Grain Valley, Missouri 64029

WITNESSETH, THAT THE SAID GRANTORS, in consideration of the sum of ONE DOLLAR ($1.00) & OTHER VALUABLE CONSIDERATION DOLLARS, to them paid by the said GRANTEES (the receipt of which is hereby acknowledged) do by these REMISE, RELEASE and FOREVER QUIT CLAIM unto the GRANTEES, their heirs and assigns, the following described lots, tracts or parcels of land lying, being and situate in the County of Jackson and State of Missouri, to-wit:

SEE EXHIBIT "B" ATTACHED HERETO

TO HAVE AND TO HOLD THE SAME, with all and singular the rights, privileges, appurtenances and immunities thereto belonging unto the said Grantees and unto his/her/their heirs and assigns forever; so that neither the said Grantors nor his/her/their heirs nor any other person or persons, for him/her/them or in his/her/their name or behalf, shall or will hereinafter claim or demand any right or title to the aforesaid property or any part hereof, but they and each of them shall, by these presents, be excluded and forever barred.

IN WITNESS WHEREOF, the said grantor(s) have hereunto set his and seals the day and year above written.

_____ (Seal) _____ (Seal)
Heather Dixon, President Colleen Bridges, Secretary

State of Missouri
County of Jackson

On this 5th day of August, 2020, before me, Peggy Mainard, a Notary Public in and for said state, personally appeared Heather Dixon, President and Colleen Bridges, Secretary of Rosewood Hills Homes Association, Inc a Missouri Corportation known to me to be the person(s) who executed the foregoing instrument, in behalf of said corporation and acknowledged to me that he executed the same for the purposes therein stated.

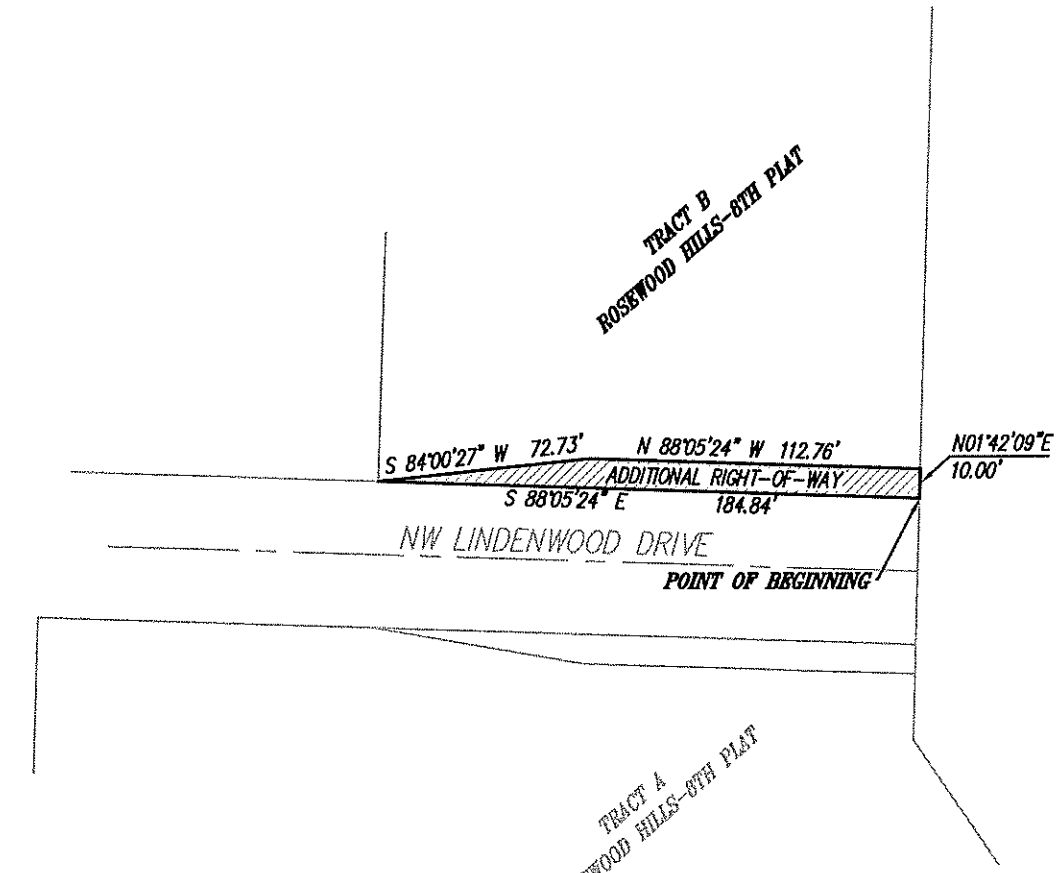
In Testimony Whereof, I have hereunto set my hand and affixed my official seal the day and year last above written.

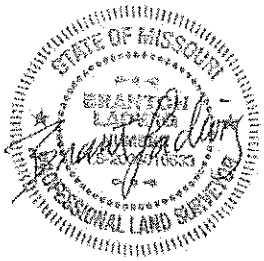
_____
Notary Public Peggy Mainard

My commission expires: June 02, 2023

PEGGY MAINARD
NOTARY PUBLIC-NOTARY SEAL
STATE OF MISSOURI
JACKSON COUNTY
MY COMMISSION EXPIRES JUNE 2, 2023
COMMISSION # 15388490

RIGHT-OF-WAY EXHIBIT "B"

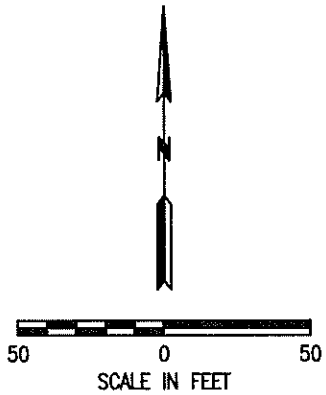




JAN. 16, 2020

LEGAL DESCRIPTION:

All that part of Tract B, Rosewood Hills-8th Plat, a subdivision in the City of Grain Valley, Missouri, more particularly described as; Beginning at the Southeast corner of said Tract B; thence North 01 degrees 42 minutes 09 seconds East, along the East line of said Tract B, a distance of 10.00 feet; thence North 88 degrees 05 minutes 24 seconds West, a distance of 112.76 feet; thence South 84 degrees 00 minutes 27 seconds West, a distance of 72.73 feet, to a point on the South line of said Tract B; thence South 88 degrees 05 minutes 24 seconds East, along the South line of said Tract B, a distance of 184.84 feet, to the Point of Beginning. Containing 1,487.96 square feet.



LADWIG & ASSOCIATES, LLC.
LAND SURVEYORS
33604 E. 235th Street
Pleasant Hill, Missouri 64080
816-309-6621

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QUIT CLAIM DEED

This Deed, made and entered into this 5th day of August, 2020 by and between L & B Development, Inc. a Missouri Corporation of the County of Jackson, State of Missouri, hereinafter referred to as "Grantors", and City of Grain Valley, hereinafter referred to as "Grantees". The mailing address of the Grantees is: 711 Main Street Grain Valley, Missouri 64029

WITNESSETH, THAT THE SAID GRANTORS, in consideration of the sum of ONE DOLLAR ($1.00) & OTHER VALUABLE CONSIDERATION DOLLARS, to them paid by the said GRANTEES (the receipt of which is hereby acknowledged) do by these REMISE, RELEASE and FOREVER QUIT CLAIM unto the GRANTEES, their heirs and assigns, the following described lots, tracts or parcels of land lying, being and situate in the County of Jackson and State of Missouri, to-wit:

SEE EXHIBIT "A" ATTACHED HERETO

TO HAVE AND TO HOLD THE SAME, with all and singular the rights, privileges, appurtenances and immunities thereto belonging unto the said Grantees and unto his/her/their heirs and assigns forever; so that neither the said Grantors nor his/her/their heirs nor any other person or persons, for him/her/them or in his/her/their name or behalf, shall or will hereinafter claim or demand any right or title to the aforesaid property or any part hereof, but they and each of them shall, by these presents, be excluded and forever barred.

IN WITNESS WHEREOF, the said grantor(s) have hereunto set his and seals the day and year above written.

_____ (Seal) _____(Seal)
Robert E. Schmidt, Vice President

State of Missouri
County of Jackson

On this 5th day of August, 2020, before me, Peggy Mainard, a Notary Public in and for said state, personally appeared Robert E. Schmidt, Vice President of L & B Development, Inc a Corportation known to me to be the person(s) who executed the foregoing instrument, in behalf of said corporation and acknowledged to me that he executed the same for the purposes therein stated.

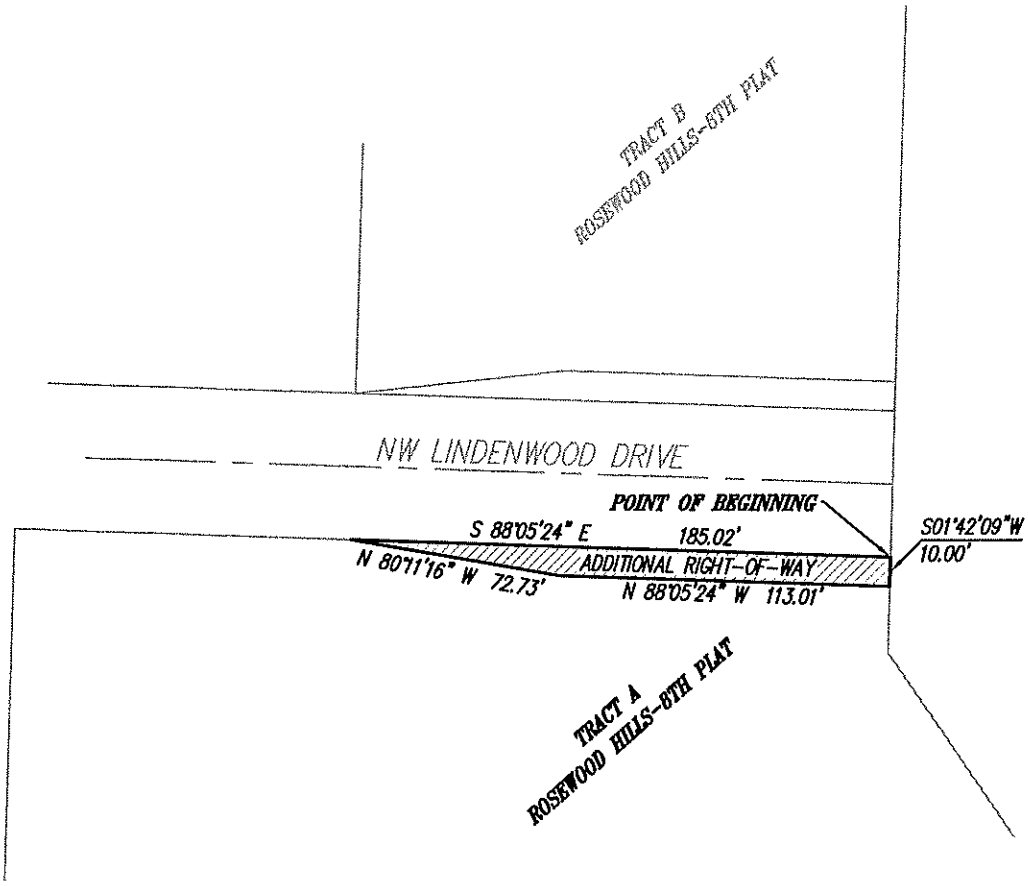
In Testimony Whereof, I have hereunto set my hand and affixed my official seal the day and year last above written.

_____
Notary Public Peggy Mainard

My commission expires: June 02, 2023

PEGGY MAINARD
NOTARY PUBLIC-NOTARY SEAL
STATE OF MISSOURI
JACKSON COUNTY
MY COMMISSION EXPIRES JUNE 2, 2023
COMMISSION # 15388490

RIGHT-OF-WAY EXHIBIT "A"

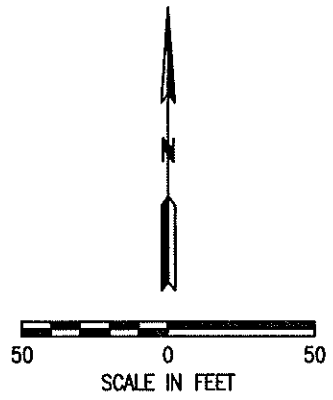


STATE OF MISSOURI
BRANTON LADWIG
NUMBER 2006016633
PROFESSIONAL LAND SURVEYOR

JAN. 16, 2020

LEGAL DESCRIPTION:

All that part of Tract A, Rosewood Hills-8th Plat, a subdivision in the City of Grain Valley, Missouri, more particularly described as; Beginning at the Northeast corner of said Tract A; thence South 01 degrees 42 minutes 09 seconds West, along the East line of said Tract A, a distance of 10.00 feet; thence North 88 degrees 05 minutes 24 seconds West, a distance of 113.01 feet; thence North 80 degrees 11 minutes 16 seconds West, a distance of 72.73 feet, to a point on the North line of said Tract A; thence South 88 degrees 05 minutes 24 seconds East, along the North line of said Tract A, a distance of 185.02 feet, to the Point of Beginning. Containing 1,490.13 square feet.



LADWIG & ASSOCIATES, LLC.
LAND SURVEYORS
33604 E. 235th Street
Pleasant Hill, Missouri 64080
816-309-6621

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CITY OF GRAIN VALLEY BOARD OF ALDERMEN AGENDA ITEM		
MEETING DATE	09/14/2020	
BILL NUMBER	B20-23	
AGENDA TITLE	**AN ORDINANCE BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN EASEMENT AGREEMENT WITH HABITAT-MISSOURI, LLC FOR THE CONVEYANCE OF THE BLUE BRANCH CREEK, FARMINGTON MEADOWS TRAIL SPUR EASEMENT TO THE CITY**	
REQUESTING DEPARTMENT	PARKS AND RECREATION	
PRESENTER	Shannon Davies, Director of Parks and Recreation	
FISCAL INFORMATION	Cost as recommended:	$0.00
	Budget Line Item:	N/A
	Balance Available	N/A
	New Appropriation Required:	[ ] Yes [X] No
PURPOSE	To designate the Blue Branch Creek, Farmington Meadows Trail Spur as a City Easement for the purpose of offering a recreational amenity that is accessible to the general public and providing long-term trail improvements and trail maintenance by city staff.	
BACKGROUND	This section of trail is part of the City's Trails Master Plan. Missouri-Habitat, LLC agreed that once the construction of the Blue Branch Creek Trail was completed, they would convey this property back to the city as a non-exclusive easement, per the Restoration and Trails Contract with Missouri-Habitat, LLC entered in to back on September 9, 2013. The city will maintain this trail easement in perpetuity.	

SPECIAL NOTES	This easement is 16-feet in width and approximately 225-feet in length connecting the Blue Branch Creek Trail to an existing City easement at Laura Lane, adjacent to Farmington Meadows Lake. Within that 16-feet is a 10-feet wide, asphalt trail.
ANALYSIS	N/A
PUBLIC INFORMATION PROCESS	Park Board meetings Trails Master Plan Committee meetings
BOARD OR COMMISSION RECOMMENDATION	Park Board Recommends Approval
DEPARTMENT RECOMMENDATION	Parks and Recreation Staff Recommend Approval
REFERENCE DOCUMENTS ATTACHED	Ordinance, Easement Agreement

CITY OF GRAIN VALLEY **STATE OF MISSOURI**

BILL NO. *B20-23*

ORDINANCE NO. _____
SECOND READING _____
FIRST READING _____

AN ORDINANCE BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY, MISSOURI AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN EASEMENT AGREEMENT WITH HABITAT-MISSOURI, LLC FOR THE CONVEYANCE OF THE BLUE BRANCH CREEK, FARMINGTON MEADOWS TRAIL SPUR EASEMENT TO THE CITY

WHEREAS, the Board of Aldermen of the City of Grain Valley is committed to providing safe, pedestrian connectivity that promotes physical fitness and healthy opportunities for the residents of our community; and

WHEREAS, the City of Grain Valley entered into a Restoration and Trails Contract with Missouri-Habitat, LLC in September of 2013 for the construction of a recreational trail at Blue Branch Creek with pedestrian connectivity to Farmington Meadows Lake and established for public use; and

WHEREAS, Missouri-Habitat, LLC is granting this non-exclusive, trail easement in favor of the City of Grain Valley per the stipulations outlined in the executed Restoration and Trails Contract.

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

SECTION 1: The Board of Aldermen recognize the importance of pedestrian connectivity in our community and the need to designate the Blue Branch Creek, Farmington Meadows Trail Spur as a city easement.

SECTION 2: The City Administrator is hereby authorized to enter into an easement agreement with Missouri Habitat, LLC for the conveyance of the Blue Branch Creek, Farmington Meadows Trail Spur Easement to the City of Grain Valley.

Read two times and PASSED by the Board of Aldermen this ___day of_____, *2020*, the aye and nay votes being recorded as follows:

ALDERMAN BASS	_____	ALDERMAN CLEAVER	_____
ALDERMAN HEADLEY	_____	ALDERMAN KNOX	_____
ALDERMAN STRATTON	_____	ALDERMAN TOTTON	_____

Mayor _____ (in the event of a tie only)

Approved as to form:

_____	_____
Lauber Municipal Law City Attorney	Chuck Johnston Mayor

ATTEST:

_____
Jamie Logan
City Clerk

1. Title of Document:	Easement Agreement
2. Date of Document:	August 20, 2020
3. Grantor:	Habitat-Missouri, L.L.C., a Missouri limited liability company
4. Grantor's Address:	24820 Miller Road Harrisonville, Missouri 64701
5. Grantee:	City of Grain Valley, Missouri, a municipal corporation
6. Grantee's Address:	711 Main Street Grain Valley, Missouri 64029
7. Legal Description:	See Exhibits "A" and "B", pages 6-9

EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT (this "Agreement") is made this ____ day of August, 2020, by Habitat-Missouri, L.L.C., having an address of 24820 Miller Road, Harrisonville, Missouri 64701 ("Grantor"), in favor of the City of Grain Valley, Missouri, having an address of 711 Main Street, Grain Valley, Missouri 64029 ("Grantee").

RECITALS

A. Grantor is the fee simple owner of that certain real property located in Grain Valley, Jackson County, Missouri, legally described on Exhibit "A" attached hereto (the "Grantor's Property").

B. Pursuant to that certain Restoration and Trails Contract, dated as of September 9, 2013, by and between Grantor and Grantee (the "Trail Contract"), Grantor agreed to, among other things, grant in favor of Grantee an easement to utilize certain trails and areas ancillary to such trails located upon Grantor's Property (the "Easement Area"; the Easement Area is legally described on Exhibit "B" attached hereto. This Easement Area is for a Trail Spur not included in the Easement Agreement between Grantor and Grantee dated May 29, 2020.

C. Grantor desires to grant a non-exclusive easement over the Easement Area for the purpose of allowing Grantee to use such trails and areas ancillary thereto, upon the terms and conditions set forth in this Agreement and in the Trails Contract.

AGREEMENT

1.0 **GRANT OF EASEMENT.**

1.1 Grantor hereby grants and conveys to Grantee and Grantee's residents, guests, invitees, agents, licensees, successors and assigns a non-exclusive easement for pedestrian and bicycle use and the operation and maintenance of the trails and the ancillary areas associated therewith, located upon the Easement Area (the "Easement").

1.2 Grantor reserves for itself and for its guests, invitees, licensees, successors and assigns the right to occupy and utilize the Easement Area, so long Grantor and its guests, invitees, licensees, successors and assigns do so without materially interfering with the right to use, operate and maintain the Easement Area granted to Grantees hereunder.

1.3 Grantee may construct such improvements in the Easement Area as are contemplated in the Restoration and Trails Contract between the parties dated September 9, 2013. Grantor will not construct any improvements within the Easement Area without the express written consent of the Grantee. Grantor shall have no obligation to construct or maintain improvements upon any area ancillary to the trails constructed upon the Easement Area or to repair or maintain any portion of the Easement Area under this Agreement.

1.4 Neither Grantee, nor its residents, guests, invitees, agents, licensees, successors and assigns, shall remove any improvement or structure located on the Grantors' Property, whether

now or hereafter existing and whether located within the Easement Area or otherwise, for any reason or purpose whatsoever.

1.5 Grantee shall repair, at Grantee's sole cost and expense, any damage or destruction to all or any portion of Grantor's Property, or any other item of property belonging to Grantor, whether real or personal (and whether located within the Easement Area or elsewhere on Grantor's Property), arising from or related to the use of the Easement Area by Grantee, members of the public or Grantee's residents, guests, invitees, agents, licensees, successors and assigns.

2.0 TERM.

2.1 The Easement granted herein shall be perpetual in nature and shall be binding upon the successors and assigns of Grantor. The benefit and burden of this Agreement and the covenants and agreements contained herein shall run with the land.

3.0 MISCELLANEOUS.

3.1 This Agreement may not be modified except in a writing signed by Grantor and Grantee, or their respective successors and assigns.

3.2 This Agreement, in conjunction with the Trail Contract, sets forth the complete and entire agreement between Grantor and Grantee concerning the subject matter hereof and of the Trail Contract. Except as set forth herein and in the Trails Contract, there are no covenants, promises, agreements, conditions or understandings, either oral or written, between them with respect to the subject matter hereof and of the Trails Contract other than those set forth herein and therein.

3.3 All notices pertaining to this Agreement shall be in writing sent by certified United States mail, postage prepaid, return receipt requested, or commercial overnight courier that provides tracking and proof of receipt of items mailed and addressed as set forth hereinabove. Each party shall have the right to specify that notice be addressed to any other address by giving the other party written notice thereof. This Agreement will be recorded in the office of the Recorder of Deeds for Jackson County, Missouri. Grantor will bear the cost of such recording.

3.4 This Agreement will be governed by, and construed, interpreted and enforced in accordance with, the laws of the State of Missouri.

3.5 This Agreement may be executed in counterparts, and all counterparts when taken together shall constitute one and the same original agreement.

3.6 The failure of any party to insist upon strict performance of any of the terms, covenants or conditions hereof shall not be deemed a waiver of any rights or remedies that party may have hereunder or at law or equity and shall not be deemed a waiver of any subsequent breach or default in any of such terms, covenants or conditions.

IN WITNESS WHEREOF, Grantor has caused this Agreement to be executed as of the day and year first above written.

GRANTOR:

HABITAT-MISSOURI, L.L.C.

By: James Drake
Name: James Drake
Title: Managing Member

GRANTOR'S ACKNOWLEDGMENT:

STATE OF MISSOURI)
) ss
COUNTY OF Johnson)

On this 20 day of August, 2020, before me, a Notary Public, personally appeared James Drake, to me known, who, being by me duly sworn did say that he is the managing member of Habitat-Missouri, L.L.C., and that said instrument was signed in behalf of said limited liability company by authority of its managing member, and said managing member acknowledged said instrument to be the free act and deed of said limited liability company.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year last above written.

Hayley Lewis
Notary Public

My Commission Expires: 6/19/24

HAYLEY LEWIS
MY COMM. EXPIRES
NOTARY
PUBLIC
06-19-2024
STATE OF KANSAS

IN WITNESS WHEREOF, Grantee has caused this Agreement to be executed as of the day and year first above written.

GRANTEE:

CITY OF GRAIN VALLEY, MISSOURI

By: _____
Name: _____
Title: _____

GRANTEE'S ACKNOWLEDGMENT:

STATE OF MISSOURI)
) ss
COUNTY OF _____)

On the _____ day of _____, 2020 before me, a Notary Public personally appeared _____, Mayor, City of Grain Valley, Missouri, to me known to be the same person described in and who executed the foregoing instrument, and acknowledged that he executed the same as his free act and deed.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year last above written.

_____
Notary Public

My Commission Expires:

EXHIBIT A

Grantor's Property

TRACT I
Tract A - Winding Creeks Estates, 2nd Plat

TRACT II
A tract of land in the Southwest Quarter of Section 34, Township 49N, Range 30W in Grain Valley, Jackson County, Missouri, described as follows:
Commencing at the Southwest corner of Section 34; thence North 01 degree, 52 minutes, 20 seconds East, along the West line of the Southwest Quarter, 1246.64 feet, to the POINT OF BEGINNING; thence South 86 degrees, 39 minutes, 27 seconds East, 446.57 feet; thence North 73 degrees, 14 minutes, 07 seconds East, 219.58 feet; North 83 degrees, 11 minutes, 28 seconds East, 186,49 feet; South 58 degrees, 35 minutes, 42 seconds East, 563.42 feet; thence South 03 degrees, 13 minutes, 50 seconds West, 198.80 feet, to a point on the existing North Right-Of-Way of SW Eagles Parkway, formerly known as Missouri State Highway "A-A"; thence North 57 degrees, 06 minutes, 37 seconds East, along the North Right-Of-Way, 84.24 feet, to the intersection of the centerline of Blue Branch Creek; thence, North and West, along the meandering of the centerline of the creek to the West fine of Section 34; thence South 01 degree, 52 minutes, 20 seconds West, along the West line, 93.74 feet, to the POINT OF BEGINNING, containing 2.5 acres, more or less.

TRACT III
A tract of land lying in Section 3, Township 48, Range 30, in the City of Grain Valley, Jackson County, Missouri, being more particularly described as follows:
Commencing at the Northeast corner of Section 3, Township 48, Range 30, in the City of Grain Valley, Jackson County, Missouri; thence North 88 degrees 06 minutes 24 seconds West, 1,996.92 feet along the North line of said Section 3; thence South 01 degree 43 minutes 06 seconds West, 273.37 feet to the Point of Beginning of this description; thence South 88 degrees 02 minutes 19 seconds, East, 1,605.79 feet; thence South 01 degree 48 minutes 13 seconds West, 104.61 feet to the centerline of Blue Branch; thence meandering Southwesterly along the centerline of Blue Branch to a point that is North 88 degrees 06 minutes 24 seconds West, 1,996.92 feet and South 01 degree 43 minutes 06 seconds West, 884.76 feet from the Northeast corner of Section 3, Township 48, Range 30; thence North 01 degree 43 minutes 06 seconds East, 611.39 feet to the Point of Beginning of this description.

TRACT IV
A tract of land lying partially in Section 3, Township 48, Range 30 and partially in Section 34, Township 49, Range 30 in the City of Grain Valley, Jackson County, Missouri and being more particularly described as follows:
Commencing at the Northeast corner of Section 3, Township 48, Range 30 in the City of Grain Valley, Jackson County, Missouri; thence North 88 degrees, 06 minutes, 24 seconds West, 1996.92 feet along the North line of said Section 3 to the point of beginning of this description; thence South 01 degree, 43 minutes, 06 seconds West, 884.76 feet to a point in the centerline of Blue Ranch; thence meandering Northwesterly along the centerline of said Blue Branch to a point that is North 88 degrees, 06 minutes, 24 West, 3,830.93 feet and North 01 degree, 53 minutes, 36 seconds East, 378.28 feet

from the Northeast corner of said Section 3, Township 48, Range 30; thence South 90 degrees, 00 minutes, 00 seconds East, 152.01; thence South 61 degrees, 07 minutes, 54 seconds East, (measured), South 61 degrees, 24 minutes, 38 seconds East (plat), 839.12; thence South 88 degrees, 06 minutes, 24 seconds East, 934.26 feet (measured), South 88 degrees 14 minutes, 36 seconds East, 225.00 feet and South 88 degrees, 06 minutes, 24 seconds East, 659.41 feet (plat), and South 88 degrees, 06 minutes, 24 seconds East, 49.64 feet (deed) to the point of beginning of this description.

EXHIBIT B

Easement Area

THAT PART OF THE NORTHEAST 1/4 OF SECTION 3, TOWNSHIP 48 NORTH, RANGE 30 WEST, IN THE CITY OF GRAIN VALLEY, JACKSON COUNTY, MISSOURI BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF TRACT "A", *SNI-A-BAR CROSSING AT SNI-A-BAR FARMS-2nd PLAT,* A SUBDIVISION IN SAID CITY, COUNTY, AND STATE; THENCE NORTH 12°-52'-l0"EAST ALONG THE NORTHERLY PROLONGATION OF THE WEST LINE OF SAID TRACT "A", A DISTANCE OF 101.69 FEET TO THE POINT OF INTERSECTION OF SAID NORTHERLY PROLONGATION WITH THE SOUTHERLY PROLONGATION OF THE EAST LINE OF LOTS 15, 16, 19, & 20, *FARMINGTON MEADOWS- 1ST PLAT,* A SUBDIVISION IN SAID CITY, COUNTY, AND STATE; THENCE NORTH 27°-22'-27" WEST ALONG SAID SOUTHERLY PROLONGATION, A DISTANCE OF 3.03 FEET TO THE POINT OF BEGINNING OF THE TRACT OF LAND TO BE HEREIN DESCRIBED; THENCE CONTINUING NORTH 27°-22'-27" WEST ALONG SAID SOUTHERLY PROLONGATION, A DISTANCE OF 28.56; THENCE SOUTH 71 °-49'-48" EAST, A DISTANCE OF 332.73 FEET; THENCE SOUTH 44°-20'-18" WEST, A DISTANCE OF 22.28 FEET; THENCE NORTH 71 °-49'-48" WEST, A DISTANCE OF 302.51 FEET TO THE POINT OF BEGINNING; CONTAINING 6,352 SQUARE FEET OR 0.146 ACRES, MORE OR LESS.

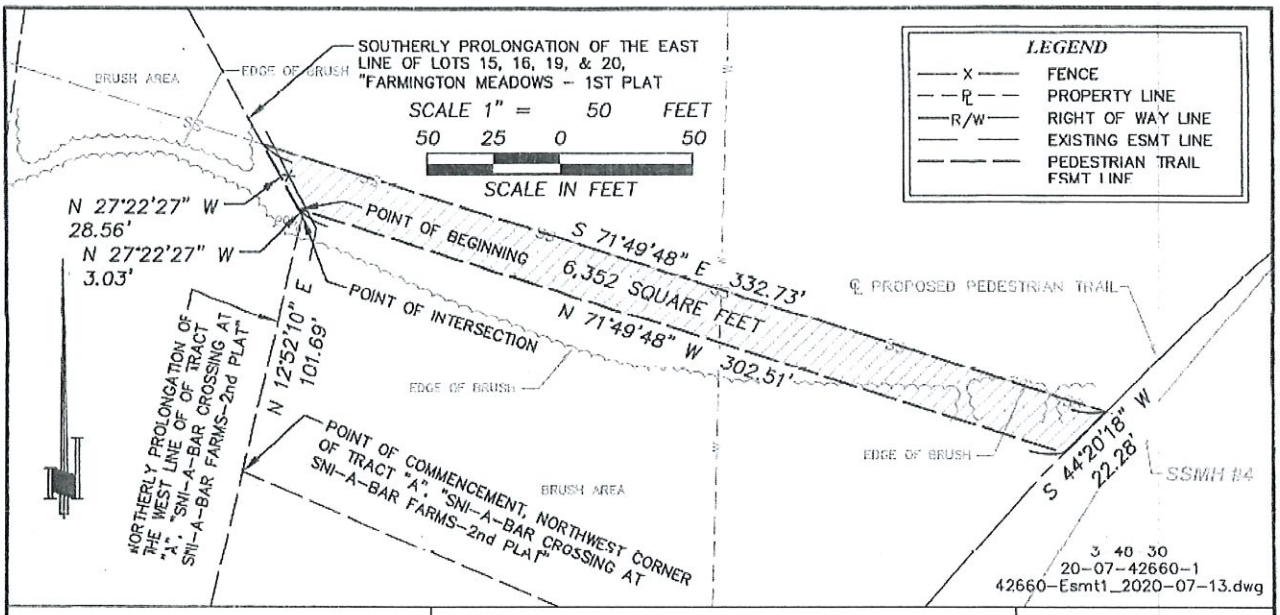

EXHIBIT A

PROPERTY OWNER: THE CITY OF GRAIN VALLEY
PROPERTY ADDRESS: FARMINGTON MEADOWS PARK
LOT#/PLAT NAME: PART OF THE NORTHEAST 1/4 OF SECTION 3, TOWNSHIP 48 NORTH, RANGE 30 WEST

PROJECT NAME: GRAIN VALLEY TRAIL
FOR: LAMP RYNEARSON, INC
9001 STATE LINE ROAD, SUITE 200
KANSAS CITY, MISSOURI 64114
DATE: JULY 13, 2020

PEDESTRIAN TRAIL EASEMENT
6,352 SQUARE FEET

STATE OF MISSOURI
JAMES S. ANDERSON
NUMBER LS-1726
REGISTERED LAND SURVEYOR
7/14/20

JAMES S. ANDERSON, PLS #1726

ANDERSON
SURVEY COMPANY
1270 NE DELTA SCHOOL ROAD
LEE'S SUMMIT, MISSOURI 64064
(816) 246-5050
MISSOURI CERTIFICATE OF AUTHORITY, 000076

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CITY OF GRAIN VALLEY BOARD OF ALDERMEN AGENDA ITEM		
MEETING DATE	9/14/2020	
BILL NUMBER	B20-24	
AGENDA TITLE	**AN ORDINANCE AMENDING TITLE III, TRAFFIC CODE, SCHEDULE II, STOP INTERSECTIONS OF THE CODE OF ORDINANCES**	
REQUESTING DEPARTMENT	COMMUNITY DEVELOPMENT	
PRESENTER	Mark Trosen, Community Development Director	
FISCAL INFORMATION	Cost as recommended:	$1,040
	Budget Line Item:	210-55-73740
	Balance Available	$4,493
	New Appropriation Required:	[ ] Yes [X] No
PURPOSE	To add a four way, stop intersection at NW Woodbury Drive and NW Pecan Drive	
BACKGROUND	See attached Traffic Study and request from the Woodbury HOA.	
SPECIAL NOTES		
ANALYSIS		
PUBLIC INFORMATION PROCESS	N/A	
BOARD OR COMMISSION RECOMMENDATION	N/A	
DEPARTMENT RECOMMENDATION	Staff Recommends Approval	
REFERENCE DOCUMENTS ATTACHED	Ordinance, City Engineer Traffic Study; Request from HOA	

CITY OF GRAIN VALLEY **STATE OF MISSOURI**

BILL NO. *B20-24*

ORDINANCE NO. _____
SECOND READING _____
FIRST READING _____

AN ORDINANCE AMENDING TITLE III, TRAFFIC CODE, SCHEDULE II, STOP INTERSECTIONS OF THE CODE OF ORDINANCES

WHEREAS, the City of Grain Valley, Missouri, through its Code of Ordinances has the authority to erect signs giving notice to drivers to stop at intersections at locations specified within the corporate limits; and

WHEREAS, according to Section 315.010, the City Engineer has authority install traffic control devices; and

WHEREAS, the Mayor and the Board of Aldermen have reviewed this change and deemed it to be in the best interest of the City.

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

SECTION 1: Title III, Traffic Code, Schedule II, Stop Intersections of the Code of Ordinances is hereby amended to include the following:

Stop On	**At**
NW Woodbury Drive	NW Pecan Drive
NW Pecan Drive	NW Woodbury Drive

Read two times and PASSED by the Board of Aldermen this ___day of_____, *2020*, the aye and nay votes being recorded as follows:

ALDERMAN BASS	_____	ALDERMAN CLEAVER	_____
ALDERMAN HEADLEY	_____	ALDERMAN KNOX	_____
ALDERMAN STRATTON	_____	ALDERMAN TOTTON	_____

Mayor _____ (in the event of a tie only)

Approved as to form:

_____	_____
Lauber Municipal Law City Attorney	Chuck Johnston Mayor

ATTEST:

_____
Jamie Logan
City Clerk

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Dickson, Christy

From: Dickson, Christy
Sent: Monday, November 11, 2019 8:46 AM
To: 'mtrosen@cityofgrainvalley.org'
Subject: Woodbury Estates- Stop sign needed

Importance: High

Follow Up Flag: Follow up
Due By: Wednesday, December 4, 2019 4:00 PM
Flag Status: Completed

Mark-
Per your conversation with Shannon Davis, I am emailing you as the president of the Woodbury Estates HOA.

With the new road going all the way through from Buckner Tarsney to Duncan, we are having a big issue with individuals speeding.

Our biggest issue is the speed one can get to from the top of the hill on Woodbury Drive just after the townhomes going north on Woodbury Drive. We would like to see a stop sign at the corner of Pecan drive / Woodbury Drive. This is the intersection of our back pool.

I have personal experienced on two different occasions of cars almost hitting me as I am walking across the street at this intersection.

A stop sign at this intersection would at least make cars stop before they attempt to pick up speed again.

We appreciate your help with this.

Thanks

Christy Dickson
Account Executive | Vice President | Healthcare Practice
Lockton Companies
444 W. 47th St., Suite 900 | Kansas City, MO 64112
Tel: 816.960.9422 | Fax: 816.783.9422 | Email: cdickson@lockton.com

Grain Valley
Come Home To Opportunity

TRAFFIC CONTROL DEVISE REQUEST FORM

This form may be used by the public to report a perceived traffic concern on a city owned street. When this form is submitted, City staff will evaluate the complaint to determine the nature of the problem, and make sure that the location is a City-maintained street. After the initial report, City staff will explain how residents may put together a petition to verify that there is a widespread concern.

Contact Information

Name (please print): Christy Dickson — on behalf of Woodbury Estates Subdivision (HOA President)

Address, City, and Zip: 1701 NW Cottonwood Circle

Phone Number: 816-522-6226

Email: cdickson@lockton.com

1. Please describe the location of the traffic concern. Attach a map or picture if necessary: Intersection of Pecan Drive & Woodbury Drive

2. Please describe the nature of the traffic issue you are concerned with (attach additional sheets if necessary): See attached email

3. Please list possible solutions to the problem that you would like the City of Grain Valley to consider. Install stop sign or speedbumps

Please fill out this form and return to:

City of Grain Valley
Public Works Department
711 S. Main St.
Grain Valley, Mo 64029
Phone (816) 847-6220

Grain Valley
Come Home To Opportunity

NEIGHBORHOOD PETITION FORM

Please fill out this form and return with attached sheets to:

City of Grain Valley
Public Works Department
711 S. Main St.
Grain Valley, MO 64029
Phone: (816) 847-6220

THE UNDERSIGNED AGREE TO THE FOLLOWING:
1. All persons signing this petition do hereby certify that they own property or reside at a location directly effected by the issue:
2. All persons signing this petition do hereby agree there is a concern defined in the request form provided to the City:
3. All persons signing this petition do hereby agree that the following contact person(s) represents the neighborhood in matters pertaining to items 1 and 2 above:

Name of key contact person #1 (please print): Christy Dickson HOA President

Address, City, and Zip Code: 1701 NW Cottonwood Circle

Telephone (day): 816-522-6226

Fax: _____

E-mail: cdickson@lockton.com

Name of key contact person #2 (please print): N/A

Address, City, and Zip Code: _____

Telephone (day): _____

Fax: _____

E-mail: _____

Please attach additional pages if necessary to discuss the request.

Date Submitted: 12-11-19

Grain Valley
Come Home To Opportunity

NEIGHBORHOOD PETITION FORM (continued)

This petition is provided so that residents in a neighborhood may verify that there is a widespread concern related to a traffic issue. City staff will identify an "area of influence" in the neighborhood. The area of influence includes properties abutting the street and properties on intersecting streets within a reasonable distance of the traffic concern. The Public Works Department will provide a map and addresses for the area of influence. The petition must be signed by at least 75 percent of the owners or residents of properties within the "area of influence." Each property is entitled to one signature. Valid signatures include those from (1) a property owner or spouse, (2) an adult head of household, or (3) an adult renting the property.

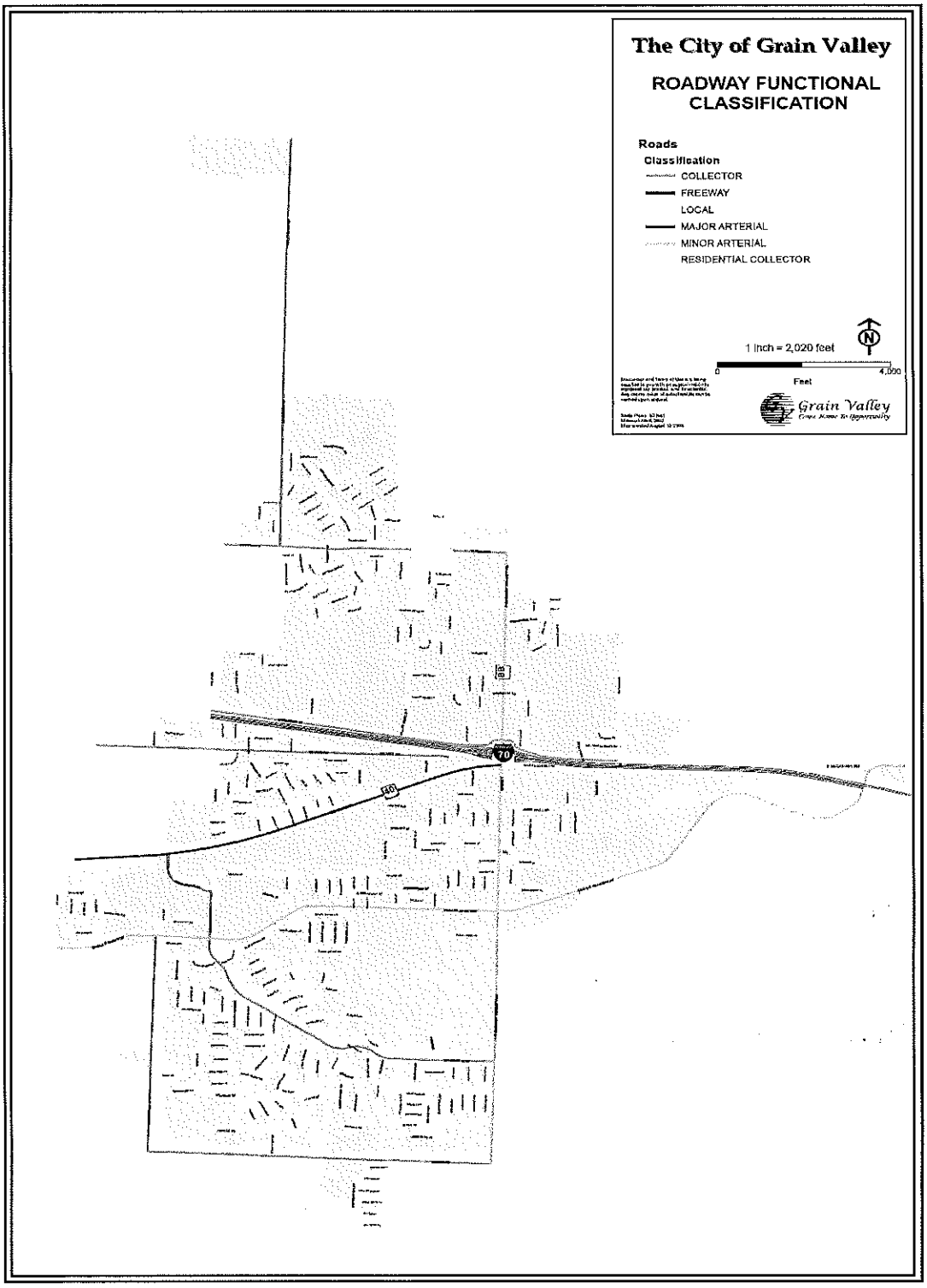
SIGNATURE Christy Dixon HOA President

PRINTED NAME Christy Dickson

ADDRESS OF PROPERTY [redacted] Intersection Pecan Drive + Woodbury Drive

DATE 12-11-19

Grain Valley
Come Home To Opportunity



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Traffic Study Conducted at

Woodbury and Pecan Streets

For a 4-Way Stop Intersection

July 2020

Background:

The intersection of Woodbury and Pecan is located in Woodbury Subdivision 3rd Plat. Woodbury Drive is classified as a residential collector, while Pecan is classified as a residential access street. The intersection is currently controlled with stop signs on Pecan only. The speed limit for both roads is 25 miles per hour (mph).

The City of Grain Valley received a request and petition from Christy Dickson the president of the Woodbury Home Owners Association (HOA) on December 4, 2019 to create a four way stop at the intersection due to the speed of vehicles on Woodbury Drive. An initial study was completed in December 2019. The results of the study were inconclusive as the primary pedestrian generator is a pool at the intersection which was closed for the season. Woodbury has recently become a through street increasing traffic at the intersection and the pedestrians traffic present because the neighborhood pool is located at this intersection creates concerns. Therefore, the study was completed a second time in July 2020.

Data Collection:

Various parts of the study were conducted at different times. Speed studies were conducted by the Police Department over 18 days from July 3rd to July 21st. The results of this study indicate that 11,835 vehicles passed through the intersection on Woodbury Drive. The maximum speed recorded was 45 mph and the average speed recorded was 21 mph. Although the average speed recorded was below the speed limit on Woodbury a significant number of vehicles were exceeding 30 mph.

Vehicle and pedestrian counts were taken by engineering staff at the intersection from 6:30 am to 7:30 pm on July 2, 2020. These hours were chosen to make sure that pedestrian traffic and residents leaving and returning from work would be at their highest levels. Data collected from these counts is summarized in the attached table.

Site Distance was measured using As-Built plans for this intersection. The shortest sight distance measured for vehicles entering the intersection on Woodbury as seen from Pecan was 300 feet. This distance was measured for vehicles entering Woodbury from the east and looking south.

Standards:

The standards for placing traffic control devises are established by the Federal Highway Administration in the Manual of Uniform Traffic Devices. The manual was last published in 2009 with amendments added in 2012. Chapter 2b. Regulatory Signs, Barricades, and Gates addresses the application of signs. Section 2B.04 addresses Right-of-Way at Intersections. According to this section the use of yield or stop signs should be considered at the intersection of two minor streets or local roads where the intersection has more than three approaches and where one or more of the following conditions exit:

A. The combined vehicular, bicycle and pedestrian traffic volume entering the intersection from all approaches averages more than 2,000 units per day.
B. The ability to see conflicting traffic on an approach is not sufficient to allow a road user to stop or yield in compliance with normal right of way rule if such stopping or yielding is necessary; and/or
C. Crash records indicate that five or more crashes that involve failure to yield the right-of-way at the intersection under normal right-of-way rule have been reported within a 3-year period, or that three or more such crashes have been reported within a two-year period.

This section also states that "Yield or stop signs should not be used for speed control."

Section 2B.07 addresses the use of Multi-Way Stop Applications as requested in this case. Section 2B.07 states that that "The restrictions on the use of stop signs described in Section 2B.04 apply to multi-way stop applications.

The following criteria should be considered in the engineering study for a multi-way stop sign installation:

A. Where traffic control signals are justified, the multi-way stop is an interim measure for the installation of the traffic control signal.
B. Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashed include right-turn and left-turn collisions as well as right angle collisions.
C. Minimum volumes:
    1. The vehicular volume entering from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and
    2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but
    3. If the 85th percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70% of the values provide in items 1 and 2.
D. Where no single criterion is satisfied, but Criteria B, C.1 and C.2 are all satisfied to 80% of the minimum values. Criterion C.3 is excluded from this condition.

Option:
Other criteria that may be considered in an engineering study include:
A. The need to control left turn conflicts;
B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;
C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and
D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where a multi-way stop control would improve traffic operational characteristics of the intersection.

Analysis:
The following is the analysis of the criteria and the data collected.

- *The combined vehicular, bicycle, and pedestrian volume entering the intersection from all approaches averages more than 2,000 units per day.* **Based on the traffic counts collected by the engineering staff on July 2, 2020, 586 units passed through this intersection and based on those counts, the intersection count is estimated at 1,300 units per day. Based on this number the required 2,000 units per day has not been met.**
- *The ability to see conflicting traffic on an approach is not sufficient to allow a road user to stop or yield in compliance with normal right of way rule if such stopping or yielding is necessary;* **Sight distance was measured using as-built drawings of the intersection. The minimum distance measured was 300 feet. For a 25 mph speed limit the most restrictive distance is 280 feet for traffic traveling south on Woodbury. The minimum distance measured for traffic traveling north on Woodbury was 360 feet. However, since some of the traffic was recorded traveling over 30 mph the most restrictive sight distance at that speed is 335 feet.**
- *Crash records indicate that five or more crashes that involve failure to yield the right-of-way at the intersection under normal right-of-way rule have been reported within a 3-year period, or that three or more such crashes have been reported within a two-year period.* A **records search indicated that no crashes have been recorded at this intersection. Therefore, this criteria does not apply.**
- *Where traffic control signals are justified, the multi-way stop is an interim measure for the installation of the traffic control signal.* **Since no signal is contemplated at this intersection, this criteria does not apply.**
- *Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashed include right-turn and left-turn collisions as well as right angle collisions.* **A records search indicates that no crashes have been recorded at this intersection, so this criteria does not apply.**

- *The vehicular volume entering from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day;* **The average hourly volume recorded during both the morning and evening peak hours was 108 vehicles per hour, so this criteria does not apply.**
- *The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour;* **Based on vehicle counts during the same time period the average units entering the intersection from the minor street (Pecan) was 76, so this criteria does not apply.**
- *If the 85th percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70% of the values provide in items 1 and 2.* **The maximum speed recorded for Woodbury was 45 mph and the 85th percentile was 24 mph, so this criteria does not apply.**

Optional Criteria:

- *The need to control left turn conflicts;* **No left turn conflicts were observed.**

- *The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;* **Since a neighborhood pool is located at this intersection which is a high pedestrian generator, pedestrian traffic is in conflict.**

- *Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop;* **Sight distance is sufficient for the posted 25 mph speed limit, however, problems arise when vehicles are traveling at or over 30 mph.**
- *An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where a multi-way stop control would improve traffic operational characteristics of the intersection.* **Pecan is not a residential collector street so this criteria does not apply.**

Conclusions and Recommendations:

Although the intersection doesn't meet all of the requirements for a 4-way stop, it does meet one criteria when the true speed of traffic is considered instead of the speed limit. This criteria is the ability to see conflicting traffic since the minimum sight distance is 300 feet and a significant portion of the traffic exceeds 30 mph. The minimum required sight distance for 30 mph is 335 feet. In addition, the pool located at this intersection is a significant pedestrian generator and causes conflicts with pedestrian traffic. Therefore based on these 2 criteria, I recommend the installation of a 4-way stop intersection.

I also recommend increased enforcement in the area until the intersection can be signed.

Study Prepared by:

Richard J. Tuttle

Richard J. Tuttle, P.E.
City Engineer

CITY OF GRAIN VALLEY BOARD OF ALDERMEN AGENDA ITEM		
MEETING DATE	9/14/2020	
BILL NUMBER	B20-25	
AGENDA TITLE	**AN ORDINANCE AMENDING CHAPTER 240, PARKS AND RECREATION, OF THE CODE OF ORDINANCES, IN SECTION 240.160 SECTION (MERCHANDISING)**	
REQUESTING DEPARTMENT	Parks and Recreation	
PRESENTER	Shannon Davies, Director of Parks and Recreation	
FISCAL INFORMATION	Cost as recommended:	N/A
	Budget Line Item:	N/A
	Balance Available	N/A
	New Appropriation Required:	[] Yes [X] No
PURPOSE	To amend Chapter 240, Parks and Recreation, pertaining to the sale of merchandise and services on park property that provides greater detail to the restrictions and who has the authority to waive the park ordinance.	
BACKGROUND	The current ordinance was last updated in 1990 and lacks the detailed information needed with regard to the restrictions of the sale of merchandise and services on park property, what entities are allowed to vend versus what entities need prior approval via a permit, and who has the authority to waive the park ordinance and under what circumstances.	
SPECIAL NOTES	NONE	
ANALYSIS	NONE	
PUBLIC INFORMATION PROCESS	NONE	

BOARD OR COMMISSION RECOMMENDATION	Park Board Recommends Approval
DEPARTMENT RECOMMENDATION	Staff Recommends Approval
REFERENCE DOCUMENTS ATTACHED	Ordinance, old ordinance

CITY OF GRAIN VALLEY **STATE OF MISSOURI**

BILL NO. *B20-25*

ORDINANCE NO. _____
SECOND READING _____
FIRST READING _____

AN ORDINANCE AMENDING CHAPTER 240, PARKS AND RECREATION, OF THE CODE OF ORDINANCES, IN SECTION 240.160 SECTION (MERCHANDISING)

WHEREAS, the Grain Valley Park Board proposed a text amendment to Chapter 240 to make changes to the Code of Ordinances of the City of Grain Valley for the sale of services and merchandise on park property; and

WHEREAS, the existing ordinance was last updated in 1990 and is very broad, lacking detailed information regarding the restrictions for the sale of services and merchandise on park property; and

WHEREAS, this ordinance amendment provides greater detail regarding those restrictions; and

WHEREAS, this ordinance amendment gives the Director of Parks and Recreation the authority to evaluate and approve/disapprove all requests to sell merchandise and services on park property; and

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

SECTION 1: That Chapter 240, Parks and Recreation, of the Code of Ordinances of the City of Grain Valley Missouri be amended to include text to read as follows:

Section 240.160 MERCHANDISING

A. Solicitation by any individual or organization is strictly prohibited. No person shall sell or offer for sale or advertise any goods, merchandise, or any product, service or other goods, or solicit contributions, or maintain any concession in any City park or City park, parking lot associated therewith, or use any City park facilities or City park property for commercial purposes except as authorized by the Director of Parks and Recreation on behalf of the Park Board or their designee or pursuant to a written agreement with the City of Grain Valley.

1. No person shall erect or place or cause to be erected or placed a stand, building, structure, wagon, tent, vehicle, car, trailer or any other thing to be used for the purpose of selling, dispensing or conveying merchandise, refreshments, service,

food, beverages, sports goods and supplies, or articles or advertisement of merchandise or service of any kind in or upon a City park unless such person has been granted permission by way of a written permit to do so by the Director of Parks and Recreation on behalf of the Park Board or their designee or is doing so pursuant to a written agreement with the City of Grain Valley.

2. No person shall use any City park, or sports courts, athletic field, swimming pool, shelter, or facility or portion thereof, owned or leased by the City, for instruction of any sort concerning physical fitness or athletic performance for which a fee is charged by that person, or to operate or conduct individual or group lessons, clinic, fitness programs or to run tournaments for which a fee is charged unless such person has been granted permission by way of a written permit to do so by the Director of Parks and Recreation on behalf of the Park Board or their designee or is doing so pursuant to a written agreement with the City of Grain Valley. This prohibition applies both to the person giving the instruction and the person receiving it. This does not apply to training given by City employees or by persons under a contract or permit with the City as part of a program of the City. This does not apply to coaches of teams playing in City administered leagues or in leagues which have a lease, permit, or user agreement with the City to use a City facility for their sport's use.

3. Any person that requests and is issued a permit to sell or dispense any merchandise, refreshments, service, food, beverages, sports goods, or supplies in a City park shall obtain and maintain a current City business license necessary to sell or dispense any merchandise, refreshments, service, food, beverages, sports goods, or supplies pursuant to Chapter 605 and any other required County or State license or permit, and shall provide any required reports and payments to the City, County or State.

4. It shall be unlawful for any person to sell or dispense any merchandise, refreshments, service, food, beverages, goods, and supplies in or from any City park for a fee without approval and permit from the Director of Parks and Recreation on behalf of the Park Board or their designee or a valid contract to do so from the City of Grain Valley.

5. Events administered and/or co-sponsored by the City of Grain Valley shall be exempt.

Read two times and PASSED by the Board of Aldermen this _____ day of September *2020*, the aye and nay votes being recorded as follows:

ALDERMAN BASS	_____	ALDERMAN CLEAVER	_____
ALDERMAN HEADLEY	_____	ALDERMAN KNOX	_____
ALDERMAN STRATTON	_____	ALDERMAN TOTTON	_____

Mayor _____ (in the event of a tie only)

Approved as to form:

_____
Lauber Municipal Law
City Attorney

_____
Chuck Johnston
Mayor

ATTEST:

_____
Jamie Logan
City Clerk

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Section 240.160. Merchandising. [Code 1985, §26.670; CC 1990 §17-16]

A. Any person desiring to sell merchandise of any kind in a park shall, in addition to any other necessary licenses, obtain a permit to do so from the Park Board. In addition, any person desiring to operate a concession stand shall be required to sign a lease agreement with the City to operate such concession stand.

B. Approval of the Board of Aldermen is required for any person to operate a concession stand in a park.

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CITY OF GRAIN VALLEY BOARD OF ALDERMEN AGENDA ITEM		
MEETING DATE	09/14/2020	
BILL NUMBER	B20-26	
AGENDA TITLE	**AN ORDINANCE AMENDING SECTION 340.240 OF THE MUNICIPAL CODE OF ORDINANCES OF THE CITY OF GRAIN VALLEY, MISSOURI, RELATED TO REQUIRING HELMETS WHILE RIDING MOTORCYCLES AND MOTOR-TRICYCLES**	
REQUESTING DEPARTMENT	POLICE	
PRESENTER	James W. Beale Sr, Chief of Police	
FISCAL INFORMATION	Cost as recommended:	N/A
	Budget Line Item:	N/A
	Balance Available	N/A
	New Appropriation Required:	[] Yes [X] No
PURPOSE	To update the code of ordinances related to Wearing of Safety Helmet to align with recent changes in state laws	
BACKGROUND	House Bill 1963, Section 302.020 and 302.026, RSMo has been updated to include new provisions related to Motorcycle operators, and no protective headgear required. The updated code of ordinances will bring Grain Valley into conformance with the state changes.	
SPECIAL NOTES	NA	
ANALYSIS	Provide notes if applicable	
PUBLIC INFORMATION PROCESS	N/A	

BOARD OR COMMISSION RECOMMENDATION	N/A
DEPARTMENT RECOMMENDATION	Staff Recommends Approval
REFERENCE DOCUMENTS ATTACHED	Ordinance, Memo and Blackline Ordinance

CITY OF GRAIN VALLEY **STATE OF MISSOURI**

BILL NO. *B20-26*

ORDINANCE NO. _____
SECOND READING _____
FIRST READING _____

AN ORDINANCE AMENDING SECTION 340.240 OF THE MUNICIPAL CODE OF ORDINANCES OF THE CITY OF GRAIN VALLEY, MISSOURI, RELATED TO REQUIRING HELMETS WHILE RIDING MOTORCYCLES AND MOTOR-TRICYCLES

WHEREAS, the City's Board of Aldermen is authorized pursuant to Section 300.660 RSMo to adopt by ordinance referencing the Model Traffic Ordinance as adopted at Sections 300.010 to 300.600 RSMo; and

WHEREAS, the Board of Aldermen did so adopt the Model Traffic Ordinance by virtue of Ordinance, which is now codified as Title III of the Municipal Code of the City of Grain Valley ("City Traffic Code"); and

WHEREAS, Title III, Section 340.240, of the City Traffic Code, entitled "Wearing of Safety Helmet Required," regulates the requirement of wearing helmets while operating or occupying as a passenger any motorcycle upon the streets and highways of the City of Grain Valley ("City"); and

WHEREAS, the Missouri Governor signed House Bill 1963 into law easing helmet requirements for motorcyclists in the State of Missouri; and

WHEREAS, the Board of Aldermen now desires to amend Section 340.240 of the City Traffic Code to accurately reflect the new statutory changes.

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

SECTION 1: Section 340.240 of the Code of Ordinances of the City of Grain Valley, Missouri shall be amended as follows

Section 340.240 Protective Headgear Required, When.

A. Every person under twenty-six years of age who is operating or riding as a passenger on any motorcycle or motor-tricycle, as defined in Section 300.010, upon any highway or street of this city shall wear protective headgear at all times the vehicle is in motion; except that:

    1. Any person twenty-six years of age or older operating any motorcycle or motor-tricycle who has been issued an instruction permit shall wear protective headgear at all times the vehicle is in motion.

B. The protective headgear shall meet reasonable standards and specifications established by the director.

1. The standards and specifications are those required by Federal Motor Vehicle Safety Standard (FMVSS) 218. The National Highway Traffic Safety Administration (NHTSA) established standards for motorcycle helmets to ensure a certain degree of protection in a crash in Federal Motor Vehicle Safety Standard 218. DOT-compliant helmets are helmets that meet this safety standard, while noncompliant helmets are helmets that do not.

C. Any qualified motorcycle operator who is twenty-six years of age or older may operate a motorcycle or motor-tricycle upon any highway of this state without wearing protective headgear if he or she, in addition to maintaining proof of financial responsibility in accordance with chapter 303 RSMo, is covered by a health insurance policy or other form of insurance which will provide the person with medical benefits for injuries incurred as a result of an accident while operating or riding on a motorcycle or motor-tricycle.

1. Proof of coverage required by Subsection C of this Section shall be provided, upon request by authorized law enforcement, by showing a copy of the qualified operator's insurance card.

D. No person shall be stopped, inspected, or detained solely to determine compliance with Subsections A, B, and C.

E. Any person who shall violate any of the provisions of this section shall be deemed guilty of an infraction and, upon conviction, shall pay a fine not to exceed twenty-five dollars.

1. Notwithstanding all other provisions of law and court rules to the contrary, no court costs shall be imposed upon any person due to such violation.

2. No points shall be assessed for a failure to wear such protective headgear.

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

SECTION 3: This ordinance shall be in full force and effect from and after its passage and approval.

Read two times and PASSED by the Board of Aldermen this ___day of_____, *2020*, the aye and nay votes being recorded as follows:

ALDERMAN BASS	_____	ALDERMAN CLEAVER	_____
ALDERMAN HEADLEY	_____	ALDERMAN KNOX	_____
ALDERMAN STRATTON	_____	ALDERMAN TOTTON	_____

Mayor _____ (in the event of a tie only)

Approved as to form:

_____	_____
Lauber Municipal Law	Chuck Johnston
City Attorney	Mayor

ATTEST:

_____
Jamie Logan
City Clerk

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GRAIN VALLEY
POLICE

711 Main St
Grain Valley, MO 64029
Phone 816.847.6250
Fax 816.847.6259

TO: Grain Valley Board of Aldermen
FROM: James W. Beale Sr, Chief of Police
SUBJECT: Ordinance to Amend Section 340.240
DATE: September 4th, 2020

On August 28th, 2020 Missouri House Bill 1963 took effect, which enacted new revisions and provisions related to existing Missouri Statues which covered No, Protective Headgear Required when operating a Motorcycle with the production of insurance coverage.

The existing Grain Valley Ordinance (Section 340.240), which included provisions for the wearing of safety helmet required, is no longer valid because it does not conform to the existing state law. I and Kelly ST. John from the Lauber Law Firm worked to develop the proposed ordinance now being presented for consideration by the Board of Aldermen. Ms. St. John revised the city ordinance to conform to the new Missouri Statute. The proposed ordinance has been placed on the Agenda for the Board of Alderman meeting of September 14th, 2020.

Submitted for your information and review.

Respectfully,

James W. Beale Sr, Chief of Police

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BILL NO._____ **ORDINANCE NO:_____**

AN ORDINANCE AMENDING SECTION 340.240 OF THE MUNICIPAL CODE OF ORDINANCES OF THE CITY OF GRAIN VALLEY, MISSOURI, RELATED TO REQUIRING HELMETS WHILE RIDING MOTORCYCLES AND MOTOR-TRICYCLES.

WHEREAS, the City's Board of Aldermen is authorized pursuant to Section 300.660 RSMo to adopt by ordinance referencing the Model Traffic Ordinance as adopted at Sections 300.010 to 300.600 RSMo; and

WHEREAS, the Board of Aldermen did so adopt the Model Traffic Ordinance by virtue of Ordinance, which is now codified as Title III of the Municipal Code of the City of Grain Valley ("City Traffic Code"); and

WHEREAS, Title III, Section 340.240, of the City Traffic Code, entitled "Wearing of Safety Helmet Required," regulates the requirement of wearing helmets while operating or occupying as a passenger any motorcycle upon the streets and highways of the City of Grain Valley ("City"); and

WHEREAS, the Missouri Governor signed House Bill 1963 into law easing helmet requirements for motorcyclists in the State of Missouri; and

WHEREAS, the Board of Aldermen now desires to amend Section 340.240 of the City Traffic Code to accurately reflect the new statutory changes.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY, MISSOURI, AS FOLLOWS:

Section 1: Section 340.240 of the Code of Ordinances of the City of Grain Valley, Missouri shall be amended as follows (new text **marked in bold and underlined**, deleted text ~~*in italics and struck through*~~):

Section 340.240 ~~*Wearing of Safety Helmet Required.*~~ **Protective Headgear Required, When.**

~~*A. It shall be unlawful for any person to operate or occupy as a passenger any motorcycle on any street, alley or other public place in the City unless such person is equipped with and wearing a helmet which conforms with the following specifications:*~~

A. Every person under twenty-six years of age who is operating or riding as a passenger on any motorcycle or motor-tricycle, as defined in Section 300.010, upon any highway or street of this city shall wear protective headgear at all times the vehicle is in motion; except that:

1. Any person twenty-six years of age or older operating any motorcycle or motor-tricycle who has been issued an instruction permit shall wear protective headgear at all times the vehicle is in motion.

~~*1. The helmet shall be constructed essentially in the form of a shell around the head, and shall be constructed to absorb impact energy. The shell shall begin above the eyes, covering the forehead, and be formed over and around the top of the head above a*~~

~~*plane level with the base of the shell covering the forehead. It may be formed around the back and sides of the head.*~~

B. The protective headgear shall meet reasonable standards and specifications established by the director.

1. The standards and specifications are those required by Federal Motor Vehicle Safety Standard (FMVSS) 218. The National Highway Traffic Safety Administration (NHTSA) established standards for motorcycle helmets to ensure a certain degree of protection in a crash in Federal Motor Vehicle Safety Standard 218. DOT-compliant helmets are helmets that meet this safety standard, while noncompliant helmets are helmets that do not

~~*2. The shell of the helmet shall have a reasonable smooth external surface, and there shall be no external projections greater than one-eighth (⅛) inch above the outer surface thereof, except a clip for goggles or face protector where provided for in the construction.*~~

C. Any qualified motorcycle operator who is twenty-six years of age or older may operate a motorcycle or motor-tricycle upon any highway of this state without wearing protective headgear if he or she, in addition to maintaining proof of financial responsibility in accordance with chapter 303 RSMo, is covered by a health insurance policy or other form of insurance which will provide the person with medical benefits for injuries incurred as a result of an accident while operating or riding on a motorcycle or motor-tricycle.

1. Proof of coverage required by Subsection C of this Section shall be provided, upon request by authorized law enforcement, by showing a copy of the qualified operator's insurance card.

~~*3. The helmet shall be made of materials heavy enough to withstand a serious impact and made of a heavy plastic or other durable material that will not deteriorate appreciable when exposed to rain, snow, sleet, sun, cold, dust, vibrations, contact with skin or hair, or with age. The helmet shall be equipped with a harness or chin strap for maintaining its position on the wearer's head. Such helmets shall provide such protective standards as that is approved.*~~

D. No person shall be stopped, inspected, or detained solely to determine compliance with Subsections A, B, and C.

E. Any person who shall violate any of the provisions of this section shall be deemed guilty of an infraction and, upon conviction, shall pay a fine not to exceed twenty-five dollars.

1. Notwithstanding all other provisions of law and court rules to the contrary, no court costs shall be imposed upon any person due to such violation.

2. No points shall be assessed for a failure to wear such protective headgear.

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

Section 3: This ordinance shall be in full force and effect from and after its passage and approval.

Read two times and PASSED by the Board of Aldermen this ___day of_____, 2020, the aye and nay votes being recorded as follows:

ALDERMAN BASS	_____	ALDERMAN CLEAVER	_____
ALDERMAN HEADLEY	_____	ALDERMAN STRATTON	_____
ALDERMAN TOTTON	_____	ALDERMAN WEST	_____

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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Resolutions

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CITY OF GRAIN VALLEY BOARD OF ALDERMEN AGENDA ITEM		
MEETING DATE	09/14/2020	
BILL NUMBER	R20-43	
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 GENERAL CODE FOR A FULL CODIFICATION REVIEW**	
REQUESTING DEPARTMENT	Administration	
PRESENTER	Jamie Logan, City Clerk	
FISCAL INFORMATION	Cost as recommended:	$14,498
	Budget Line Item:	100-07-72080: $7,249.00 2020 $1449.50 2021 $5074.00 2022 $725.50 600-00-72000: $2,899.60 2020 $579.80 2021 $2029.60 2022 $290.20 600-65-72000: $2,899.60 2020 $579.80 2021 $2029.60 2022 $290.20 210-55-72000: $1,449.80 2020 $289.90 2021 $1014.80 2022 $145.10
	Balance Available:	See Special Notes
	New Appropriation Required:	[X] Yes [ ] No
PURPOSE	To provide a complete review of the Municipal Code	

BACKGROUND	The City contracts with General Code to provide an online and hard copy of the city's Municipal Code. This contract includes a bi-annual supplemental update and regular incorporation of new and updated ordinances into the Municipal Code. Grain Valley's code was originally codified in 1996 and while it has been updated continuously, there are inconsistencies, errors and outdated information that could affect the Code's enforceability and alignment with relevant state statutes. This project will be a full recodification, including a review of the 1996 code as updated over the years. This process will ensure that legislation is up to date and in line with state statue and in an organized and consistent format and style. It is recommended that a full recodification project occur every 12-15 years.
SPECIAL NOTES	This project will be completed over the course of the next 18-20 months with an expected start date in the fall of this year. Project costs, while overall will equal $14,498, will be split amongst the 2020-2022 budget years with the majority of the costs being built into the 2021 budget which will be brought to the Board of Aldermen later this year. The following is the anticipated schedule of payments: • 2020: $2,899- This is an unbudgeted expense for the current year. Funds will be reallocated to the identified line items (see fiscal information) with a budget adjustment • 2021: $10,148- These funds have been included in the 2021 budget which will be presented to the Board of Aldermen for approval later this year • 2022: $1,451- These funds will be included in the 2022 budget which will be presented to the Board of Aldermen for approval at a later date The project costs will be split amongst four funds: General, Water, Sewer and Transportation.
ANALYSIS	N/A

PUBLIC INFORMATION PROCESS	N/A
BOARD OR COMMISSION RECOMMENDATION	N/A
DEPARTMENT RECOMMENDATION	Staff Recommends Approval
REFERENCE DOCUMENTS ATTACHED	Resolution, Recodification Proposal, Performance and Payment Schedule

CITY OF GRAIN VALLEY **STATE OF MISSOURI**

September 14, 2020

RESOLUTION NUMBER
R20-43

A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH GENERAL CODE FOR A FULL CODIFICATION REVIEW

WHEREAS, the Board of Aldermen of the City of Grain Valley is charged with setting the Municipal Code for the City; and

WHEREAS, the Municipal Code that the City of Grain Valley is currently operating from was last fully codified in 1996; and

WHEREAS, there may still be errors, inconsistencies, and outdated information in the Municipal Code even with chapter updates to the Municipal Code occurring on a regular basis.

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

SECTION 1: The City Administrator is hereby authorized to enter into an agreement with General Code for recodification services.

PASSED and APPROVED, via voice vote, (___-___) this ____ Day of _____ , 2020.

_____
Chuck Johnston
Mayor

ATTEST:

_____
Jamie Logan
City Clerk

GENERAL CODE

A Member of the ICC Family of Companies







Proposal for Codification Services

PREPARED FOR:

City of Grain Valley, Missouri

PREPARED BY:

SUSAN LANE

CODIFICATION ACCOUNT MANAGER

slane@generalcode.com

800.836.8834

DATE:

February 25, 2020

(Valid for six months)

GENERAL CODE

A Member of the ICC Family of Companies

February 25, 2020

Jamie Logan
City Clerk, City of Grain Valley
711 Main Street
Grain Valley, MO 64029

Dear Ms. Logan,

General Code is delighted to present the City of Grain Valley with this proposal for codification services. As detailed in the enclosed proposal, our custom solution incorporates General Code's state-specific knowledge, innovative technology and experienced staff to make your Code accurate, enforceable and easily accessible by the City's constituents and broader community.

As an experienced codifier that has served communities and municipal staff for over a half century, General Code's unique knowledge of local government drives us to create better codification solutions and technology that are grounded in municipal input, and support both the current and future needs of your community. Our collaborative approach leverages our team's unique understanding of codification and combines your feedback with our cutting-edge technology – such as our online Code platform, *eCode360*® – to transform the way municipal officials and citizens access and share Code information.

Beyond the numbers and strategies presented in this proposal, we offer the City a long-standing commitment to creating community-focused solutions, coupled with our core values, including integrity, personal responsibility and honest care and concern for local governments and the communities they serve. Throughout the codification process, our Missouri Account Manager, Susan Lane, will be available to meet you and answer any questions the City may have.

We are committed to helping Grain Valley experience a higher standard of codification.

As a member of the International Code Council family of companies, General Code and the ICC are proud to provide robust Code solutions that benefit the community, encourage economic growth, and help the City save time and resources.

We look forward to serving your community.

Sincerely,

Cristina LoVerde
Vice President of Client Engagement

Susan Lane
Codification Account Manager

Experience the Higher Standard. Explore the Possibilities.



Table of Contents

Executive Summary....2

Recommended Solution for Grain Valley....4

Project Materials....6

The General Code Codification Process....7

Investment Details and Options....10

Performance and Payment Schedule....11

Authorization and Agreement....12



Executive Summary

A thorough review of your request has given us a better understanding of your unique needs and helped us determine ways that we can partner with you to make the City of Grain Valley's Code a more useful and effective resource for your community. The executive summary below serves as an overview for building a collaborative codification solution that can help the City achieve its goals. Full solution details are listed in the Recommended Solution section on page 4 of this proposal.

Situation Analysis

The City of Grain Valley's Code was originally codified in 1996, and it was last updated in 2020. However, the Code may still contain inconsistencies, errors and outdated information that could potentially affect the Code's enforceability and alignment with relevant state statutes.

It is our understanding that the City would like a complete recodification, including a comprehensive review of the 1996 Code as updated through Ordinance No. 2484. This process would ensure that legislation is up-to-date and in line with state statutes and the current needs of your constituents, in addition to making the overall Code consistent in organization, format, style, and content.

Our Solution

Our comprehensive codification solution for Grain Valley includes:

- **An Editorial and Legal Analysis and recodification of existing materials**
  This process will identify conflicts, redundancies and inconsistencies in the Code and enable you to incorporate the necessary revisions to ensure that your Code is enforceable and fully complies with state statutes
- **Update your online Code housed on our innovative *eCode360* platform**
  Once your new Code is ready, we update your *eCode360* site to make it is available online to your community and staff
- **3 custom printed Code books, with an option for additional printed volumes**
  We will provide you with 3 fully customized print copies of your new Code, with additional copies as requested

Solution Benefits

General Code has extensive experience in Missouri. We currently serve over 3,200 municipalities across the United States and Canada, including 273 in Missouri. Based on over a half a century of experience working with local governments, we understand the needs and challenges of communities like yours as well as the importance of collaborating throughout the codification process. A comprehensive codification solution from General Code will:

1. Deliver a Code that is always accessible to the public and up-to-date
2. Help you keep Grain Valley's Code enforceable
3. Improve transparency with constituents
4. Save Grain Valley's staff time and resources by empowering constituents to find Code information independently

Who Benefits?

1. **Constituents**—Citizens will be able to find and use laws in a comprehensive, up-to-date and understandable format
2. **Staff**—All staff members will be able to gather the information they need to answer questions from both citizens and other municipal officials
3. **Planners/Developers**—Your new Code will provide a clear view of existing regulations and make it easier to determine the impact of proposed changes and amendments on development and growth initiatives
4. **Attorneys**—Legal staff can draft and amend legislation more efficiently by using *eCode360* to research similar laws that other communities have passed

Grain Valley's Investment

The price of General Code's recommended solution will be $14,498.

A detailed breakdown of the investment and available options can be found in the Investment Details and Options section on page 10.



Recommended Solution for Grain Valley

Based on our discussions with the City, we have put together a collaborative codification solution built for your community's specific needs. In addition to having years of codification experience, our staff is uniquely qualified to serve your community, based on backgrounds in municipal law, code enforcement, zoning and planning, information technology, and government administration. Our recommended solution includes the following services from General Code:

Provide an Editorial and Legal Analysis

Our project team will do a thorough review and analysis of your legislation and provide recommendations for keeping your Code clear, reliable and enforceable. The Editorial and Legal Analysis workbook contains specific questions compiled by your Code consultant while reviewing the City's legislation. These questions highlight errors, inconsistencies and other issues that may affect the accuracy, clarity and enforceability of your final Code. The Editorial and Legal Analysis workbook guides your stakeholders to make decisions about revisions to the legislation. All final decisions regarding the sufficiency of the legislation which is to be codified, and any changes to be made to said legislation, shall be the province of the City officials and the City Attorney.

Update your online Code housed on *eCode360*

The City's current online Code will remain available for the City's staff and general public for the duration of this project. Once the project has been completed, we will update the City's *eCode360* with the new version of the City's Code.

Publish a Custom Printed Code

General Code will publish 3 printed copies of your Code in high-quality, custom-imprinted expandable post binders. The Code pages will be designed in an 8 ½-by-11-inch page size, using 11-point Times New Roman font in a single-column format on 100% recycled paper.

General Code lets you customize the look of your final printed Code, including the color of your binder (blue, dark red, green, brown, black or gray) and the color of the silk-screen lettering on the binder cover (white, silver or gold). We can also emboss the City's Seal on the front and spine for added impact at no additional charge. Each copy of the Code will include a set of tab dividers for individual customization and will also be serial-numbered for easy identification.

Provide Ongoing Code Maintenance

In order to provide the City of Grain Valley with continued and ongoing access to an up-to-date Code throughout the project lifecycle, we will supplement the existing Code during the project. As part of the scheduled project stages, supplements will be completed prior to the preparation of the Editorial and Legal Analysis and prior to the preparation of the Draft.

After the project is completed, your Code will evolve as your community changes and grows. In order to maintain your Code as an accurate and reliable resource, it is important that the City keeps the Code up-to-date after initial publication. General Code's supplementation services are designed to make the process easy, fast and accurate.

The charge for supplementation shall be outside the scope of the project pricing. Therefore, the City should continue to budget for annual supplementation throughout the duration of the project.



Project Materials

Source Materials

General Code will use the following source materials for the codification project:

> General Code's library copy of the City's 1996 Code, as updated to Ordinance No. 2484

Project Scope

This proposal and the scope of this project consider only the legislation submitted for review as listed above. The processing, review, and inclusion of any materials not submitted are outside the project scope as proposed and therefore may be subject to additional charges. We request that the City routinely send any new legislation upon adoption. These additional materials will be included in additional supplements to the Code as deemed appropriate, up to the point of the Editorial and Legal Analysis and prior to the preparation of the Draft, and shall be subject to additional charges.



The General Code Codification Process

Our goal is to organize your legislation into a systematized, clean format, designed to provide you and your community with an easy-to-understand, simple to reference, and logically indexed Code.

We Know Your Community

Our Code consultants have an average of 15 years building and maintaining Codes and have helped develop Codes for more than 273 communities across Missouri. This state-specific knowledge gives us an understanding of the shared history, values and concerns of your area, helping us better work with you to build a Code that reflects the values of your community.

We Include You in the Process

The project workflow that General Code has developed is highly collaborative, allowing you to engage with a Code consultant at every key stage of the codification process. Our Code consultants are invested in working with local governments and strive to ensure that your Code improves transparency within your community while accurately reflecting your laws.

Process Outline

Beginning a Code Project

To begin the project, the City shall provide the source materials for the new Code. For more detail, see the source materials listed on page 6.

Project Launch

At the beginning of the project, General Code will consult with Grain Valley's designated contact person to review the project generally and to clarify any initial questions for both General Code and the City.

Code Manuscript and Code Supplement

The City's existing Code will be used as the Manuscript for the project. The Code will be supplemented just prior to preparation of the Editorial and Legal Analysis in order to optimize the City's review of the Code, and also so that General Code is reviewing the most up-to-date material.

Editorial and Legal Analysis

For the second part of the analysis of the City's legislation, we will prepare an Editorial and Legal Analysis for your review. Our staff of editors and attorneys is in contact with hundreds of communities and will provide you with the benefit of their experience, including information you can use to determine how your legislation can be revised and improved. Your project team will do a thorough review and analysis of your legislation and provide specific recommendations and input for improvement. The Analysis will be compiled into a workbook with an easy-to-use checklist format. City officials, including the City Attorney, will have the final decision-making authority for the resolution of any and all issues

The Editorial and Legal Analysis will include the following:

- Identification of duplications, conflicts and inconsistencies between or within various sections of the Code
- Identification of duplications, conflicts and inconsistencies with Missouri statutes
- Any practical recommendations to make your legislation more enforceable
- Suggestions regarding fines, fees and penalties
- Suggestions on ways to modernize your legislation

Your Responsibilities

The City will review the Editorial and Legal Analysis and make the final decisions on any changes that are deemed necessary. All final decisions regarding the sufficiency of the legislation which is to be codified, and any changes to be made to said legislation, shall be the province of the City officials and the City Attorney.

A review period is set by the performance schedule. We stress the importance of staying within the allotted time period to avoid disruptions in the production process and delays in the delivery of the Code.

Code Supplement

In order to minimize the timeframe during which the City's Code is out-of-date prior to publication, the Code will be supplemented just prior to preparation of the Draft. Once the Draft is prepared, supplementation of the prior Code shall be discontinued until Code publication is complete.

Final Editing of the Manuscript

Once the Editorial and Legal Analysis is returned, an editor will begin the final editing process. During this time, we will:

- Edit the text to incorporate any revisions and additions previously approved in the Editorial and Legal Analysis phase
- Update the Table of Contents listing all chapters and articles included in the Code, as applicable
- Include cross-references and Editor's Notes, as required, and add historical notations indicating the source and date of adoption of each enactment
- Proofread all copy to correct typographical and spelling errors

Draft

General Code will submit a Draft of the Code for final review by the City. At this time, the editorial work on your project will be completed; therefore, if the City requires any additional changes, further charges will apply.

Comprehensive Index

During final publication, General Code will prepare a comprehensive index that is designed to let you quickly and easily locate information in the Code.

Code Adoption Legislation

We will prepare adoption legislation for the proposed Code and give it to the City Attorney for review and enactment by the governing body.

The Code should be adopted as soon as possible to formally enact the many revisions authorized by the City and establish the Code as the permanent enforceable system of law in the City.

If the Code adoption legislation is enacted and returned to us within 90 days of submission, we will include this material in the Code free of charge. Once the Code is adopted, it can be amended directly to change, add or delete material.

Code Delivery

General Code will make your *eCode360* site available to the public and deliver 3 printed copies of your Code in custom imprinted, expandable post binders.

Ongoing Supplementation

As the City adopts new legislation, General Code's supplementation services will help you keep your Code up-to-date, accurate and a reliable resource for your community.

Investment Details and Options

Codification Project Price $14,498

Services included with the codification project:

- Project Launch
- Editorial Work
- Proofreading
- Shipping

Initial deliverables included with the codification project:

- Organizational Analysis
- Editorial and Legal Analysis
- Manuscript
- Draft

Final deliverables included with the codification project:

- Publication of 3 Code Volumes in Expandable Imprinted Post Binders
- Comprehensive Index
- Disposition List
- Customizable Tabs
- Code Adoption Legislation
- Updated *eCode360*

Supplementation

Charges for supplementation after during the phases of the project are outside the scope of work and the base price of the project. Therefore, the City should budget separately for ongoing supplementation during the recodification project.

Performance and Payment Schedule

Codification Project Price $14,498

Performance Schedule

Deliverable	Delivery Date
New Code Project Launch	Within 30 days of contract signing
***Submission of the Manuscript and Editorial and Legal Analysis**	Within 180 days of contract signing; the City has 100 days for review
Submission of Draft	Within 145 days of receipt of responses to the Editorial and Legal Analysis; the City has 45 days to review
Delivery of the Code	Within 40 days of approval to proceed with the publication of the Code

Performance schedule reflects only business days excluding legal holidays.

**Code supplements shall be prepared prior to this stage to ensure that the Code remains up-to-date throughout the project.*

Payment Schedule

Percentage of Total Project Price	Milestone
20%	Due within 30 days of contract signing
40%	Due upon submission of the Manuscript and Editorial and Legal Analysis
30%	Due upon submission of the Draft
Balance	Due upon delivery of the Code

Code supplements shall be invoiced separately and are outside the scope of the project pricing. Estimates are available upon request.

Authorization and Agreement

The City of Grain Valley, Type 1S, February 25, 2020

Codification Project Price $14,498

Please note that charges for supplementation during the phases of the project are outside the scope of work and the base price of the project. Therefore, the City should budget separately for ongoing supplementation during the recodification project.

The City of Grain Valley, Missouri, hereby agrees to the procedures outlined above, and to General Code's Codification Terms and Conditions, which are available at http://www.generalcode.com/terms-and-conditions-documents/.

City of Grain Valley, Jackson County, Missouri

By: _____ Witnessed by: _____

Title: _____ Title: _____

Date: _____ Date: _____

GENERAL CODE, LLC

By: _____ Witnessed by: _____

Title: _____ Title: _____

Date: _____ Date: _____

This document serves both as a proposal and as an agreement. To accept this proposal and delegate authority to General Code to administer the codification project, complete the form above, including authorized signatures. A signed copy of this agreement will be mailed back to Grain Valley for its records.

Scan and email the completed form to contracts@generalcode.com. You may also fax the completed form to General Code at (585) 328-8189 or return it by mail to General Code, 781 Elmgrove Road, Rochester, NY 14624.

Experience the Higher Standard.

Explore the Possibilities.

781 Elmgrove Road | Rochester, NY 14624 | 800.836.8834 | generalcode.com

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Performance and Payment Schedule

Codification Project Price $14,498

Performance Schedule

Deliverable	Delivery Date
New Code Project Launch	Within 30 days of contract signing Based on General Code receiving your signed proposal in October 2020, your project would begin in November 2020.
***Submission of the Manuscript and Editorial and Legal Analysis**	Within 180 days of contract signing; the City has 100 days for review We would complete the Editorial and Legal Analysis around May, 2021. We give you 100 days (which you are not held to, but it's just to help keep you on a schedule) to answer questions in the Analysis and return it to us. With this100 days for your work to be completed, it puts us at August - September 2021.
Submission of Draft	Within 145 days of receipt of responses to the Editorial and Legal Analysis; the City has 45 days to review We would complete the final draft by December 2021 and you have 45 days which puts you in February – March 2022 to complete the final review and give us the green light to print and deliver.
Delivery of the Code	Within 40 days of approval to proceed with the publication of the Code Based on the above dates, your code should be delivered in April – May 2022 and ready for adoption.

Performance schedule reflects only business days excluding legal holidays.

**Code supplements shall be prepared prior to this stage to ensure that the Code remains up-to-date throughout the project.*

Payment Schedule

Percentage of Total Project Price	Milestone
20%	Due within 30 days of contract signing November 2020 20% Invoiced $2899
40%	Due upon submission of the Manuscript and Editorial and Legal Analysis No later than May 2021 40% Invoiced $5799
30%	Due upon submission of the Draft No later than December 2021 30% Invoiced $4349
Balance	Due upon delivery of the Code No later than April - May 2022 Invoiced Balance $1451

Code supplements shall be invoiced separately and are outside the scope of the project pricing. Estimates are available upon request.

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CITY OF GRAIN VALLEY BOARD OF ALDERMEN AGENDA ITEM		
MEETING DATE	September 14, 2020	
BILL NUMBER	R20-44	
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 NEAPOLITAN LABS LLC**	
REQUESTING DEPARTMENT	Administration	
PRESENTER	Theresa Osenbaugh, Deputy City Administrator	
FISCAL INFORMATION	Cost as recommended:	$22,0000
	Budget Line Item:	100-10-74450: $20,000 100-08-74620: $2,000
	Balance Available	100-10-74450: CARES Act funding is transferred to the line item as agreements are approved by the Board of Alderman 100-08-74620: $2,013
	New Appropriation Required:	[x] Yes [ ] No
PURPOSE	To develop, design and deploy an updated website	
BACKGROUND	The City's current website was developed in 2015 and no longer meets the needs of the City or the user. A redevelopment of the website has been discussed for several years but funds have not been allocated in the annual budget. With the COVID-19 pandemic, it has become increasingly important to have a website that functions well and is easy to navigate for residents and others visiting the site.	
SPECIAL NOTES	The majority of funding is from an unbudgeted revenue stream as a result of the CARES Act funding which has been received from Jackson County. Additional line items have been created for the tracking of CARES ACT revenues and expenses and the balance available reflects the total amount expected to be allocated to COVID related expenses in this line item. The remaining revenue was previously budgeted funds for website projects.	
ANALYSIS	N/A	

PUBLIC INFORMATION PROCESS	N/A
BOARD OR COMMISSION RECOMMENDATION	N/A
DEPARTMENT RECOMMENDATION	Staff Recommends Approval
REFERENCE DOCUMENTS ATTACHED	Resolution, Memo, Proposal and Agreement

CITY OF GRAIN VALLEY **STATE OF MISSOURI**

September 14, 2020

RESOLUTION NUMBER
R20-44

A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH NEAPOLITAN LABS LLC

WHEREAS, the City has maintained the current website since 2015 and desires to increase the usability for citizens and those visiting the site; and

WHEREAS, it is recommended that websites be redesigned from time to time to stay responsive, consistent and accessible for users;

WHEREAS, the main source of funding is from an unbudgeted revenue stream as a result of the Coronavirus Aid, Relief, and Economic Security (CARES) Act. These dollars originated from Jackson County (approximately $865,000) and have been transferred to the City.

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 Neapolitan Labs LLC for development, design and deployment of the City's website.

PASSED and APPROVED, via voice vote, (-) this ____ Day of September, 2020.

_____
Chuck Johnston
Mayor

ATTEST:

_____
Jamie Logan
City Clerk

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Memorandum

To: Ken Murphy, City Administrator

From: Theresa Osenbaugh, Deputy City Administrator

Date: 08/28/2020

Re: Website Development & Hosting

The current website for the City was developed in 2015. Recommendations suggest that website design be revisited every 2-3 years and/or when the website no longer meets the needs of the user. Our current website takes multiple "clicks" to get to some of the most commonly used pages, the search function is often unreliable, there are many accessibility deficits, and there are many new features that could be incorporated into a website design which the City currently does not have such as alerts, frequently asked questions, and more.

While a website redesign has been discussed in recent years, funds have not been included in the budget for a redevelopment. With the recent changes from COVID-19 and the increased interaction that citizens are relying on to be completed online, having a website that meets the residents and City's needs is crucial.

The City issued a Request for Proposal on August 11, 2020 and proposals were due August 25, 2020. The City received six submissions in response to the RFP outlining website development, annual support and hosting fees and training. The four-year total costs for the proposals ranged from $22,100-$36,375 with various levels of site development, annual support and training.

Staff proposes entering into an agreement with Neapolitan Labs for the project. Neapolitan Labs is a small business which primarily works with municipalities, school districts, community and chamber organizations to develop modern and responsive websites that are easy for clients to use and maintain. In addition to a complete website redevelopment and staff training, fees will include annual allocations for minor additional development as needed, support services and website hosting. They propose beginning work in mid-September with a website launch in mid-December.

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City of Grain Valley, Missouri

Website Development Agreement

August 31, 2020

PREPARED BY

Brian McMillin
President

Caley Lewis
Chief Business Officer

Neapolitan Labs LLC
500 Locust St., Suite 125
Des Moines, IA 50309

PREPARED FOR

Theresa Osenbaugh
Deputy City Administrator

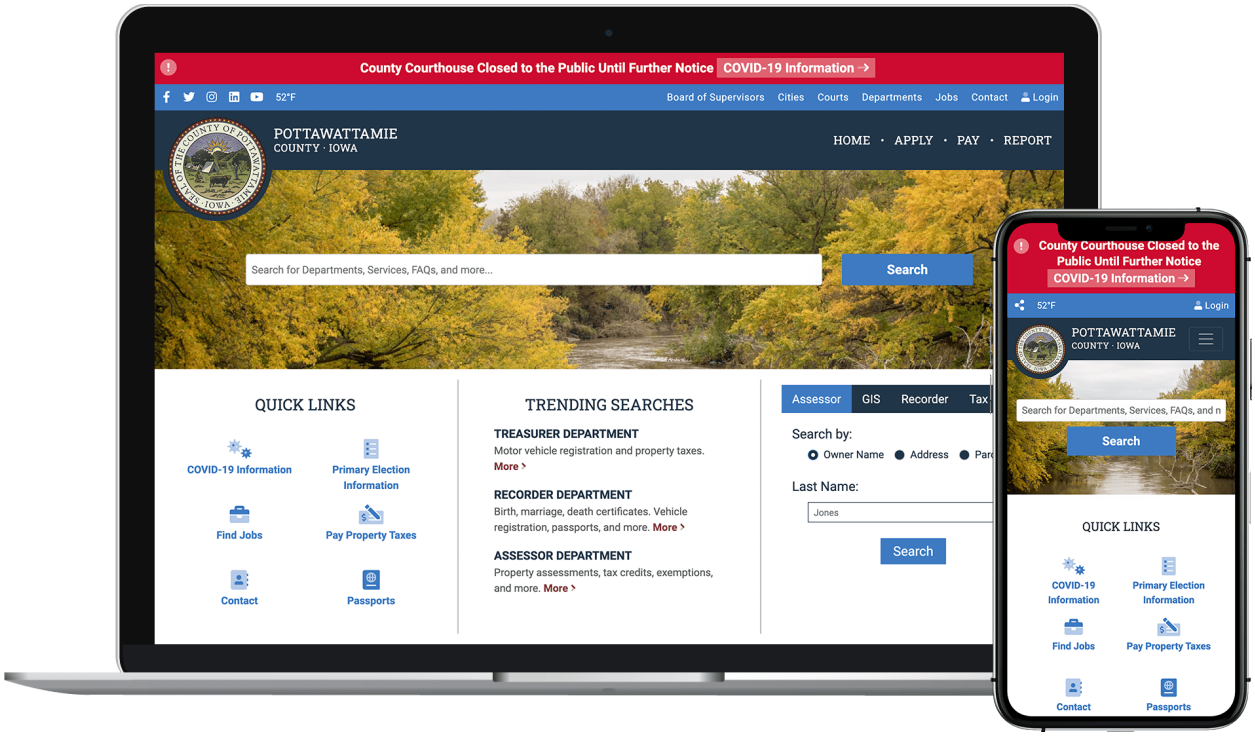
City of Grain Valley, Missouri

Overview

Neapolitan Labs will develop and implement a new, mobile-optimized, user-friendly website built for citizens of Grain Valley. The website will be powered by the proprietary and easy-to-use *Mint Chip Lab* platform.

Key Features & Functionality

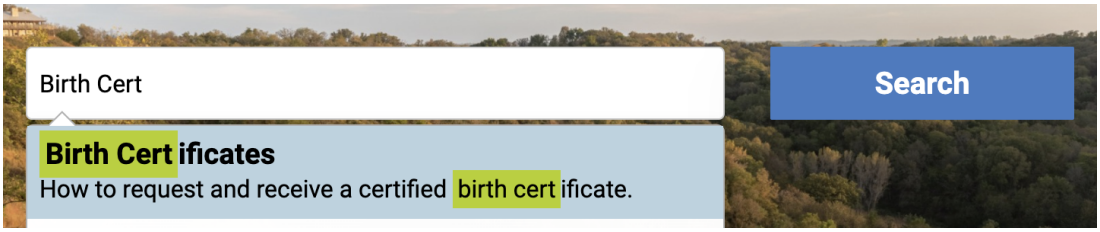
Fully Responsive Designs
The new Grain Valley website will be built for every device break-point, from high-resolution 4K monitors to the most dated smartphones. No technology, plugins, or features will be utilized which limit compatibility with modern browsers or devices. The design will be created to incorporate *City of Grain Valley* branding with a pleasant and professional selection of colors and fonts.



Pottawattamie County's website is built for all devices, including desktops and smartphones

Site Search

Search will be a prominent part of the website, either on the homepage or reached via the header, to let users quickly find the content they are looking for. The *Mint Chip Lab* platform is built to allow easy assignment of search keywords to pieces of content, from park shelter reservations to police department services. Search terms will be tracked via Google Analytics.



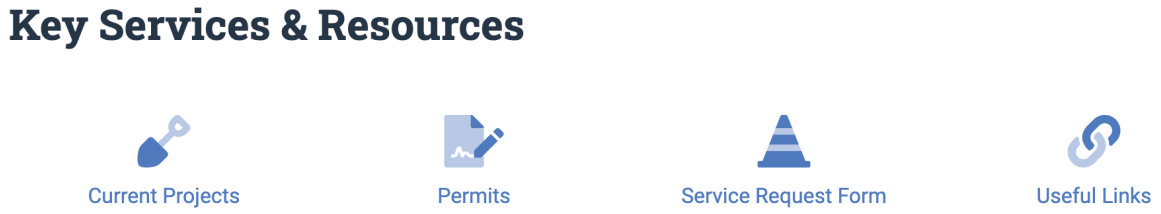
birth certificates search excerpt from Pottawattamie County

Departments

Each department in Grain Valley will have a consistent landing page with key content:

- Basic department details (name, hours, location, phone numbers, key staff members)
- Introduction of department responsibilities and key services
- Highlighted links (including local site content, external website links)
- Social media profiles will be presented in a consistent manner
- Contact form directed to the specified departmental contact or contacts to generate an email without exposing direct department emails

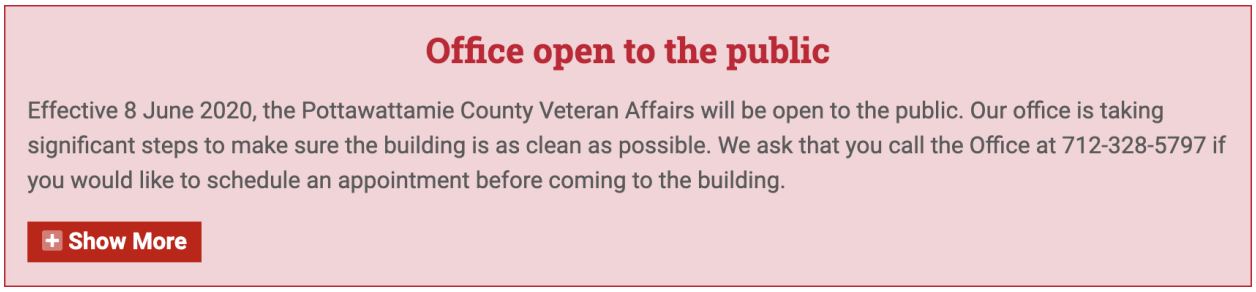
Departments will be able to customize their sections with unique imagery and create additional pages within their sections such as *Aquatic Center*, *Crime Prevention*, and *Human Resources*. Site administrators will be able to customize the placement of these sections within their lists of services and/or highlighted links. Sections of heightened importance can be promoted on the website homepage when applicable. No duplicate editing processes will be required.



partial list of department services from Pottawattamie County

Department Alerts

Departments, such as *Parks and Recreation*, can create department-specific alert messaging to be highlighted within their department homepage or section pages:



departmental alert message from Pottawattamie County

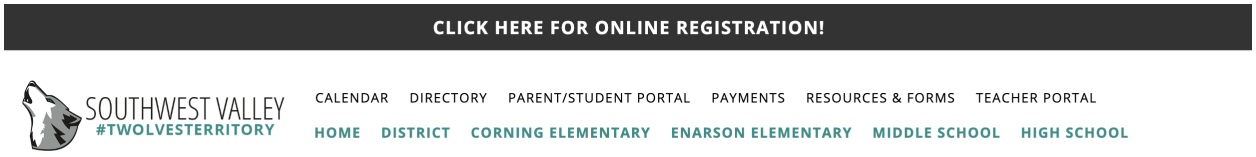
Website Organization

The current website is sometimes difficult to navigate, especially when looking for information within department subsections, like youth leagues or property tax information. Neapolitan Labs team will complete a detailed review of the current site plus other Midwestern city websites with similar demographic profiles and propose a site map as part of the blueprint step in the website development process.

This blueprint process includes a kick-off meeting to review research findings and get input from selected city staff and/or council members with the goal of leaving the meeting with a plan for the new website organization (sitemap) to be incorporated into the new design.

Alerts

An *Alerts* module will be implemented to allow users with appropriate access to add an alert to the top of all pages on the website. These alerts could inform of closures, cancellations, snow or flood events and can be programmed to display indefinitely or for a defined length of time. Alerts for standard holiday closures can be programmed in advance, and priority alerts are available to highlight most important announcements with larger text and bolder colors. All alerts can be set up to take users to a webpage, press release, or other links to find more details, when applicable.



sample standard alert box from Southwest Valley Schools

Requests for Proposals

A section will be introduced to list RFPs for city projects. Proposals can be assigned a deadline date and automatically removed from the website once the date has passed. If desired, interested respondents can be required to insert basic information (e.g. business name and address) before downloading RFP details. A deadline can be assigned for all RFPs and they will not appear on the website after the deadline.

Agendas and Minutes

The *Agendas and Minutes* module will be implemented, allowing for easy posting of Board of Aldermen meeting information. Agendas and/or minutes can be uploaded individually and directly to the website as PDF files or linked to external sources. A video link can be attached to each meeting. Additional minutes could be added by other commissions or boards as needed (e.g. *Planning & Zoning Commission*.)



Meeting #21 - Regular Meeting August 6, 2019	Packet	Minutes	-
Meeting #20 - Regular Meeting July 16, 2019	Packet	Minutes	Watch
Meeting #6 - Board of Heatlh July 2, 2019	Packet	Minutes	Watch
Meeting #19 - Regular Meeting July 2, 2019	Packet	Minutes	Watch
Meeting #5 - Board of Heatlh June 18, 2019	Packet	Minutes	Watch
Meeting #18 - Regular Meeting June 18, 2019	Packet	Minutes	Watch
Meeting #17 - Regular Meeting June 4, 2019	Packet	Minutes	Watch

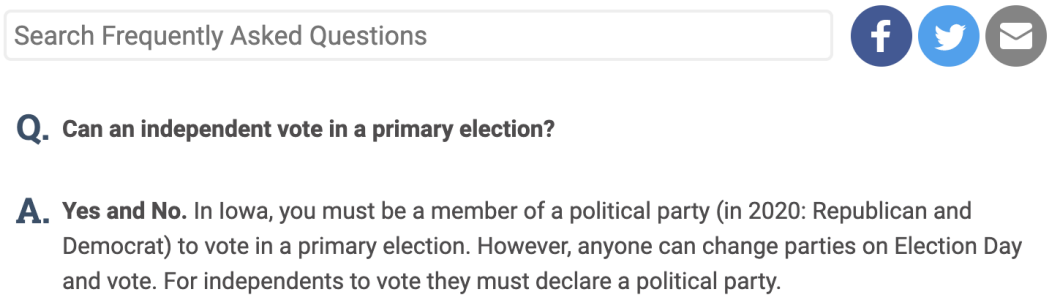
example listing of packets/agendas, minutes, and video links from the City of Ottumwa

Event Calendar

In addition to Board of Aldermen meetings, a calendar will be present for the City to add other key events or holidays (e.g. Household Hazardous Waste Event, Labor Day office closures.) Upcoming events will be viewable in a list or the traditional calendar format.

Frequently Asked Questions
A FAQ module will be installed to allow departments to post and maintain lists of frequently asked questions and answers. The FAQs will dynamically display within each department section plus be findable via the website search and an overall page of sitewide FAQs.

Subcategories will be allowed, and this dynamic format will be an improvement from the current website's PDF FAQs (e.g. *Aquatic Center*, *Buildings and Inspections*, *Police Department*, etc.)



searchable FAQs excerpt from Jones County Elections

Job Opportunities
Neapolitan Labs will integrate with Government Jobs / NEOGOV to show any active employment opportunities directly on the Grain Valley website.

When a job posting has expired or is taken down from Government Jobs, it will be automatically removed from the City website. Users will be able to click through to the Government Jobs site to read full details and/or apply.



job openings excerpt, synced with NEOGOV from Pottawattamie County

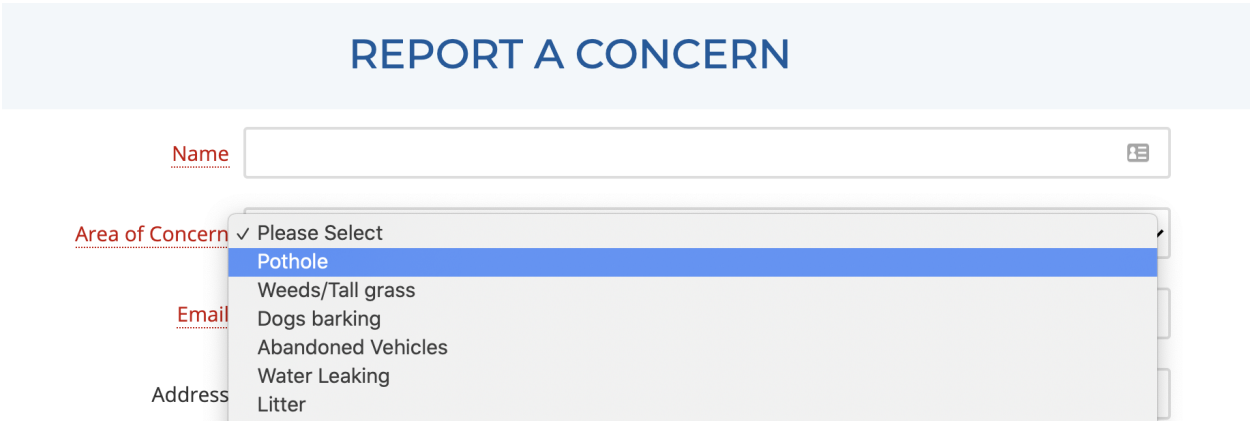
News and Announcements
The homepage will include space for news and announcements to be posted. This provides an avenue for city staff to communicate updates to the public in a consistent fashion, including citywide announcements like COVID-related closures or election information, or department-specific news like new pool hours or parks and rec programs.

Photos and videos can be associated with announcements, and videos will not have to be downloaded to be viewed. Additionally, employees will be able to schedule news items to be posted at a future date and optionally set an expiration date for news items to be removed from the website once the information is no longer relevant.

Interactive Forms
Electronic forms will be developed and integrated into the website where applicable. These forms will allow users to submit information online in a consistent manner, with details routed to appropriate City staff members to review and respond accordingly.

This will include a "Fix it Form" designed for residents to select from a dropdown of reportable issues and enter details about the concern and the concern's location. Submissions can include a request for response via email, phone, or no response, and will be routed internally to allow the designated department(s) and/or staff member(s) to respond accordingly.

Also, an overall *Contact* form will be built for general questions, and up to 4 online forms can be created to replace current PDF forms or email processes, such as the swimming pool permit applications. Fields can be marked as required and completed forms can be routed to meet City requirements. Additional forms can be built at a per-form cost, starting at $150.

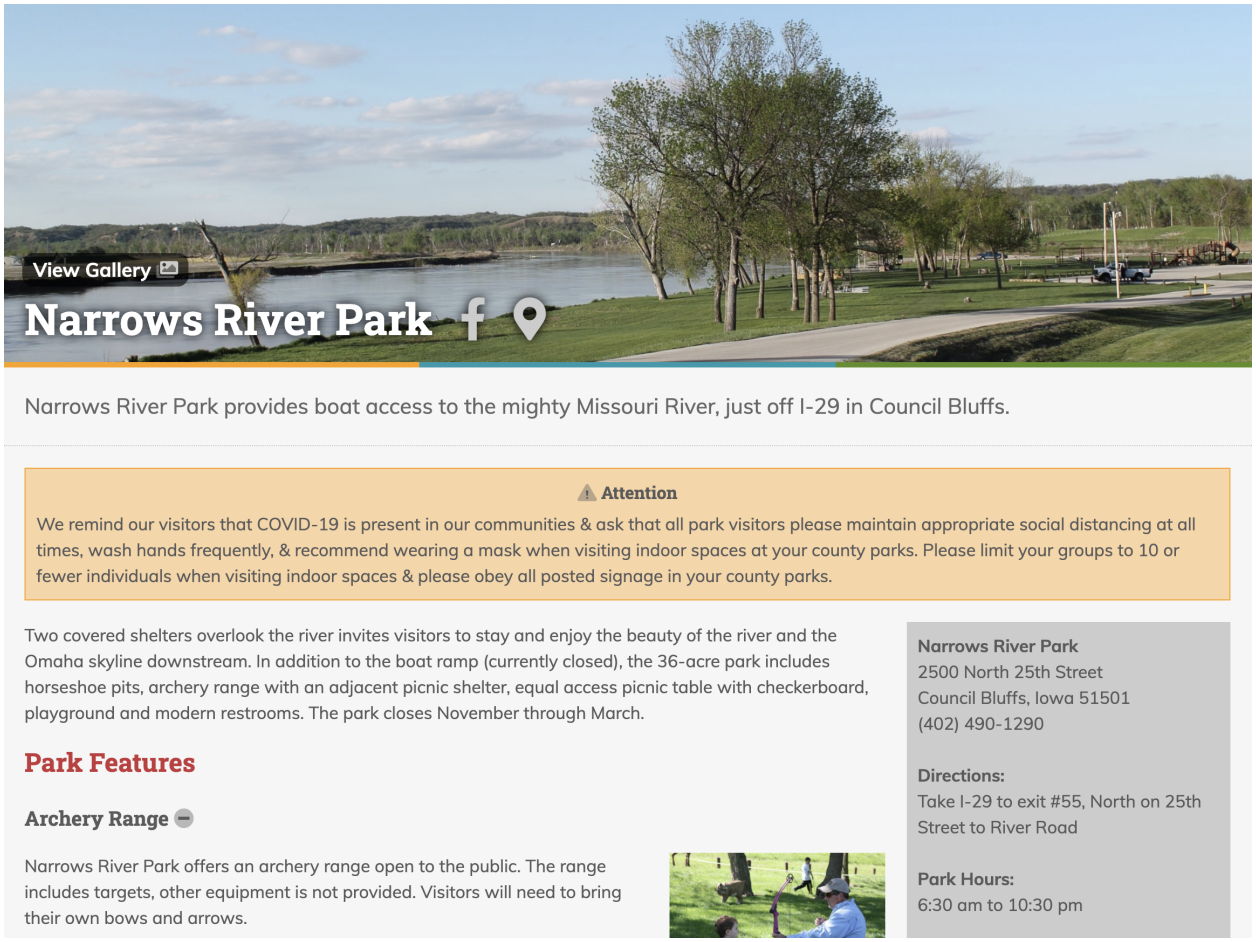


report a concern form excerpt, from City of Ottumwa, Iowa

Parks & Recreation

Neapolitan Labs sees an opportunity to significantly enhance the *Parks & Recreation* section by making it easier for users to find information for residents and potential residents to see the great facilities and programs available in Grain Valley.

A new *Parks* module can be created to provide details on each of the community's parks. A key photo or photo gallery can be associated with each park. Features and amenities can be selected and displayed on park landing pages in a consistent fashion:

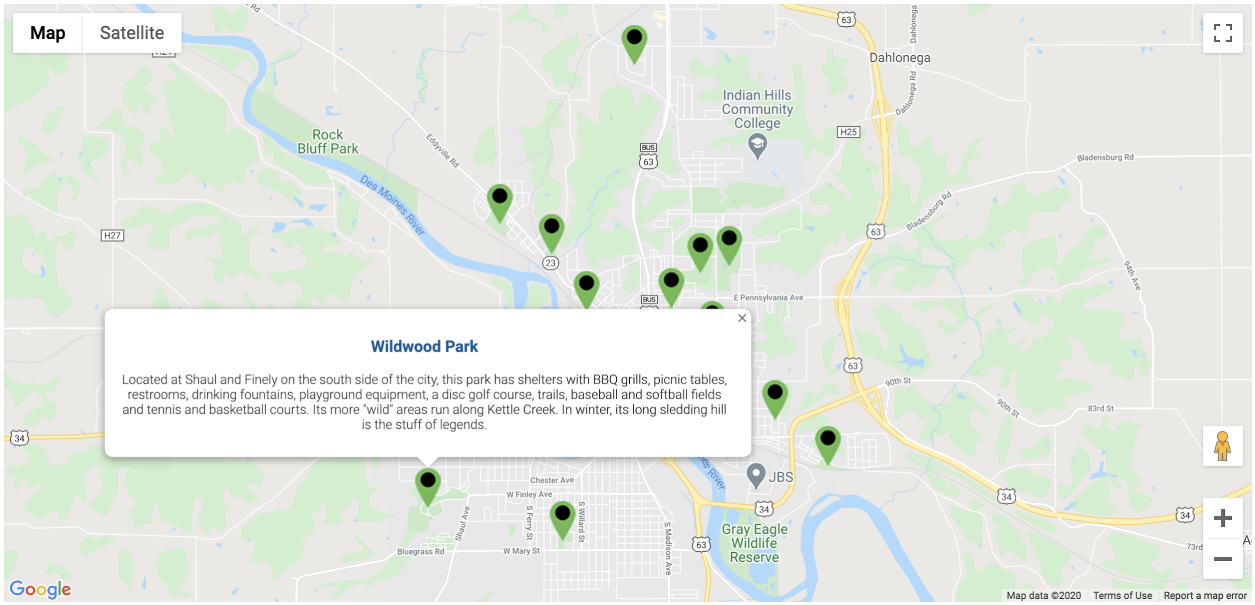


Pottawattamie Conservation park listing

Available shelters and rentals can be displayed in a dynamic list, allowing users to filter based upon amenities (e.g. tables, BBQ pit) and capacity. A rental request form will be built allowing users to request a reservation with automated confirmation emails sent. Online payments are supported via Square, Stripe, and/or PayPal.

Additionally, the *Youth Programs* could be improved with a module dedicated for these programs. Consistent information such as registration and schedule links, fees, deadlines, and birthday requirements, could be collected via the *Mint Chip Lab* administration system and displayed on the website in a consistent manner.

Finally, an *Interactive Map* would be introduced to allow users to see all of Grain Valley's park facilities on a single map -- with markers for park shelters, ball fields, the aquatic center and more.



Interactive Park Map

Social Media

Grain Valley is active on Facebook, but the default embed options are often slow to load and limited in capabilities. The *Juicer* tool will be licensed and used to visually show the latest posts (e.g. parks announcements, maks, police video, etc. in a fast-loading and compelling user format.



social media embed from Unleash Council Bluffs

Additional Modules & Features

Neapolitan Labs will work with the City of Grain Valley to identify and implement modules to improve user experience and site management of website content.

Room for Growth

The website will be powered by the proprietary *Mint Chip Lab* content management system, which allows website administrators to add additional departments, sections, files, news items, images, and other website content easily and quickly without assistance from Neapolitan Labs.

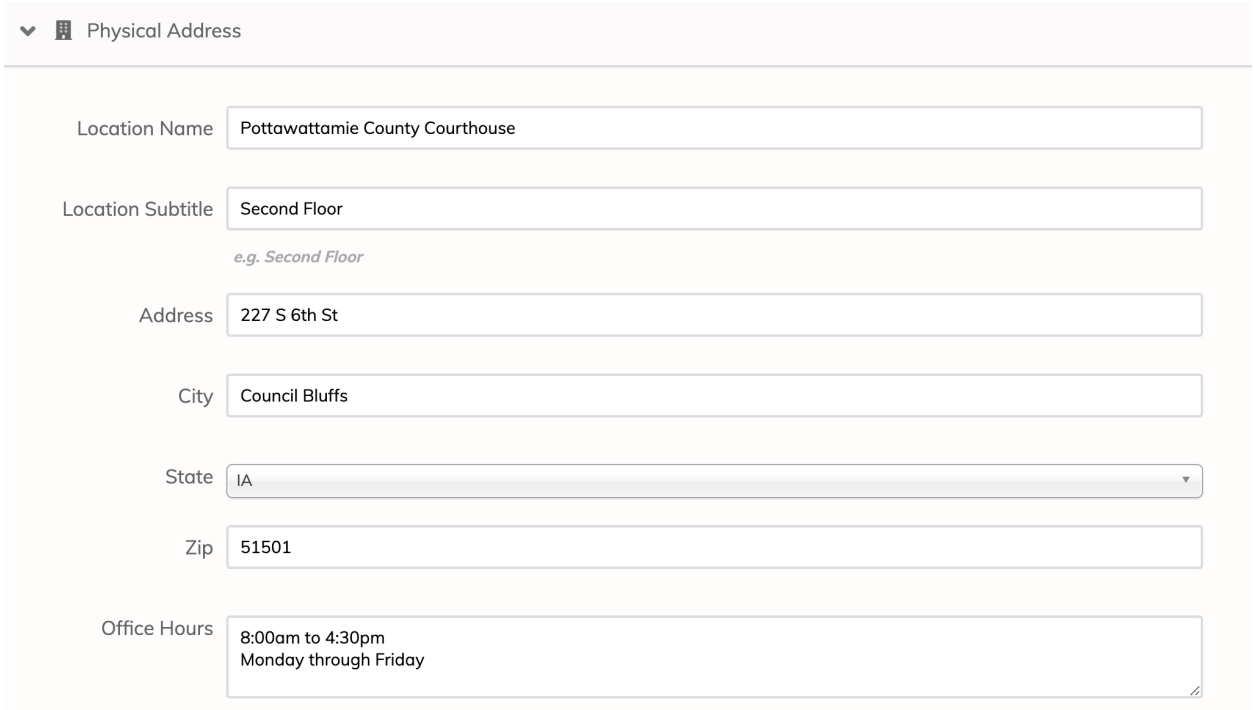
Technology

Mint Chip Lab

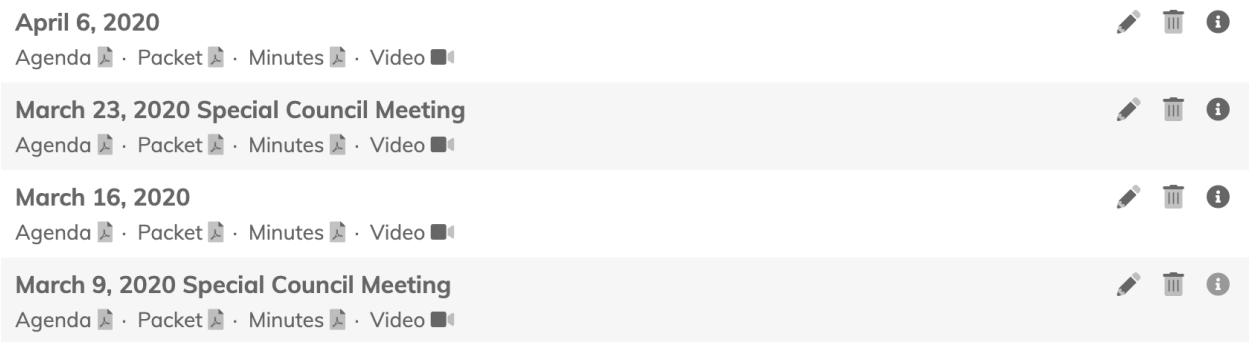
The website will be powered by *Mint Chip Lab*, the proprietary content management system developed and maintained by Neapolitan Labs. Since its inception in 2004, Neapolitan Labs has focused on the development and implementation of content management systems to make website updates easy and efficient even for non-technical users. The *Mint Chip Lab* platform was officially launched in 2017, built to incorporate all of the best features built for clients over the past 16 years.

Modules will be customized and/or built to meet Grain Valley's needs. Information is stored in databases where content is dynamically retrieved and presented on the front-end and Intranet websites, as appropriate. All long-form content is maintained via the well-respected, WYSIWYG CKEditor. The platform is regularly updated and upgraded to improve user experience. Granular permissions can be assigned to each user to restrict updates to specific modules or content within specific sections of the public-facing and/or Intranet websites.

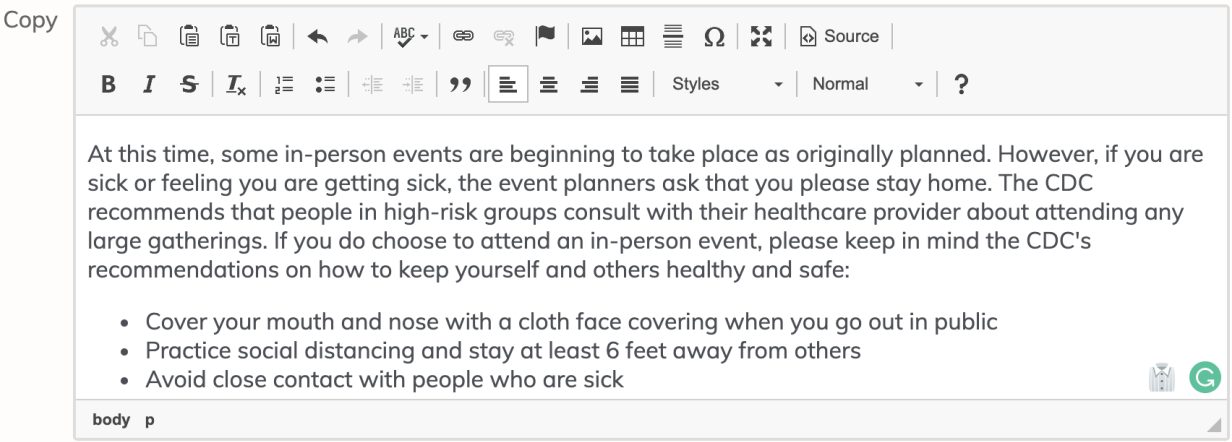
Several screenshots showcasing *Mint Chip Lab* are included below, but a follow-up meeting is highly recommended for an interactive look at the platform.



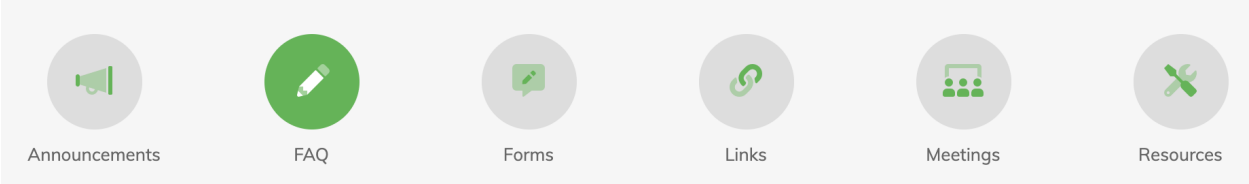
individual department management excerpt from Pottawattamie County



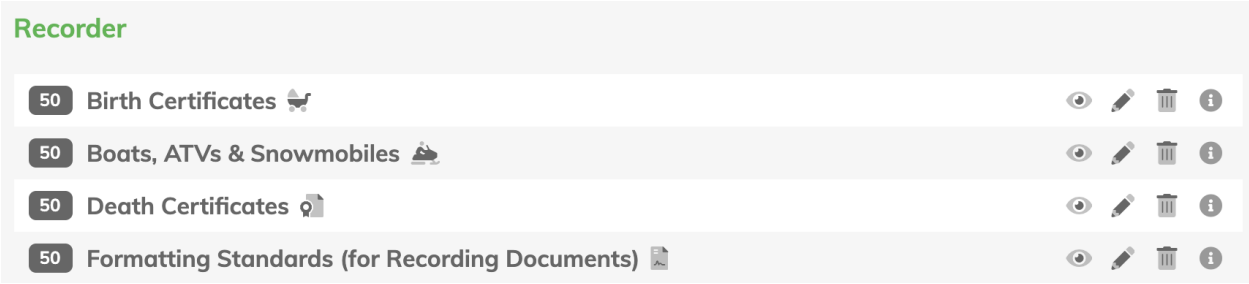
meeting agendas, minutes, packets, and video management excerpt from City of Riverside



rich text editing capabilities excerpt from Council Bluffs Convention & Visitors Bureau



sample modules within Mint Chip Lab



list of department services excerpt from Pottawattamie County

Accessibility
The website will be developed to be compliant with core 508 accessibility standards, using the WAVE compliance test. While all core code and images will be fully compliant, the City will be responsible for defining ALT text for images added to content pages and verifying PDFs uploaded to the website meet accessibility standards. An accessibility statement and contact information for accessibility questions will be incorporated into the website footer.

Hosting
Neapolitan Labs will utilize its proprietary *Mint Chip Lab* platform for the Grain Valley website. This requires external hosting for security, maintenance, and efficiency reasons. Neapolitan Labs directly monitors the security and health of all of its hosted client websites, including the Grain Valley website, which will be part of a virtual private server installation. Technical support and upgrades to the content management system are significantly easier and more efficient. *Mint Chip Lab* and Neapolitan Labs client websites are powered by PHP code with mySQL databases storing the majority of website content.

SiteLock protection, including malware scanning and removal plus a web application firewall, will be installed immediately after the hosting account is established during the development process. The entire site and accompanying database are backed up on a daily basis. Access to Mint Chip Lab is restricted to City employees with login credentials, and authorized users can manage employee access in real-time.

While Neapolitan Labs retains rights to its *Mint Chip Lab* platform, the City of Grain Valley is the owner of all website content and can request exports of database information at any time.

Search Engine Optimization
The website will be built with readable URLs such as cityofgrainvalley.org/police/ to meet search engine best practices. Page titles and META tags will be customizable via *Mint Chip Lab* for all pages throughout the website. Websites powered by *Mint Chip Lab* have received very high scores in Google's benchmarks, including site security, page speed, and mobile-friendly design standards have become increasingly important in search algorithms.

Web Tools
Mint Chip Lab incorporates a number of tools for site maintenance and accuracy. All content editor sections are powered by the well-respected and well-documented CKEditor, which has built-in spell-check capabilities. An *orphaned files and images* report allows for lists to be generated on-demand of files and images which have been uploaded to *Mint Chip Lab* but are not linked anywhere within the public-facing or Intranet websites.

Analytics
Google Analytics will be integrated so the Client can continue to monitor website users, visits, and page views. Custom code will be added to track PDF downloads, for the most complete look at website usage. Regular email reports will be established for delivery to City staff and/or department heads as desired.

Content Transfer
Neapolitan Labs will meet with the City of Grain Valley departments to review current website information, along with anything that needs to be added to the new website. All information needed for website launch will be imported by Neapolitan Labs to minimize the City's time requirements for the project.

Site Transition
Neapolitan Labs will collaborate with the Client to ensure a smooth transition from the current to the new website, from both a user perspective and search engine optimization. The most important element of this transition will be ensuring all current website URLs at cityofgrainvalley.org are mapped to the equivalent URLs on the new website as part of the *Redirects* module within *Mint Chip Lab*. Following the launch, an automated site map will be established and submitted to Google so the search engine is aware of the updated website content and structure.

Neapolitan Labs Advantages

Research-Driven, Customized Design
Neapolitan Labs will create a best-in-class website for the City of Grain Valley. A data-driven approach will be used for design and development, ensuring the entire website is easy to navigate on all devices. Websites from cities across the Midwest will be reviewed by the Neapolitan Labs team with distinctive features highlighted to consider for inclusion on the new site. Frequent communication and regular discussions either in-person or by video conference will help ensure the new website meets the needs of all project stakeholders.

Powerful, Flexible Content Management System
The website will be powered by the aforementioned *Mint Chip Lab* platform, which makes website management as efficient and easy as possible. The platform is database-driven, with customized tables established for each client and function. The easy-to-use platform is designed to allow complete customization of the website front-end, yielding a "best-of-both-worlds" situation for clients. A choice doesn't have to be made between modern design and a reliable content management system.

Experience with Government Websites
Neapolitan Labs powers the primary websites for many large and medium sized county and city clients across the Midwest and hosts election-specific websites for 12 Iowa counties. Neapolitan Labs is committed to meeting individually with the department head in the City of Grain Valley as part of this project to ensure all needs are met leading up to the new website launch.

Familiarity and Locality
The City of Grain Valley is near and dear to our Chief Business Officer's heart. She grew up in Pleasant Hill, Missouri, and her first job was at the tanning salon in the strip mall on Eagles Parkway. She played Grain Valley in High School conference games (basketball and softball), and she has friends and family who live there. She is very invested in making sure Grain Valley is represented to the fullest extent via the website as it's a town full of heart, growth, and good people!

Support
Neapolitan Labs is Midwest-based and committed to providing great support to its clients. A ticketing system in *Mint Chip Lab* allows users to ask questions directly while they are logged in and working on website updates. Staff is available by phone and email and after hours in case emergency support is needed.

Proposed Start Date and Timeline

Neapolitan Labs expects to build and launch the new Grain Valley website over a three-month timeline. Agreement execution on September 15 would allow for website launch the week of December 14. Major project milestones include:

- **Week 2 > Kickoff Meeting** with stakeholders to review best-in-class city websites and review all content on the existing websites. Combined with input from the City of Grain Valley, Neapolitan Labs expects to leave the meeting with a preliminary site map and game plan for new website development.

- **Week 4 > Design Mockups** shared to showcase concepts based upon findings from the kickoff meeting. Neapolitan Labs will gather feedback and create up to two design revisions to meet City needs. Simultaneous to design work, Neapolitan Labs will be establishing needed functionality within *Mint Chip Lab* to power the website.

- **Weeks 5 and 6 > Design Revisions** will be produced and shared with the City of Grain Valley for feedback. By the end of Week 8, Neapolitan Labs expects to have an agreed-upon website design to allow the commencement of front-end development.

- **Week 7 > Department Meetings** will be held, as Neapolitan Labs meets 1:1 with each key Grain Valley department with a presence on the new website. The new design will be shared, current website content will be reviewed, and a game plan will be established for content to transfer, and new content needed, for the new website.

- **Weeks 10 and 11 > Interactive Design Preview.** A fully-interactive site will be built for desktop and mobile devices based upon the agreed-upon designs completed four weeks prior, with the website available for review. Project stakeholders and department heads will be provided with access information *and* Mint Chip Lab training to prepare for launch.

- **Week 12 > Website Launch.** Neapolitan Labs will work closely with the City of Grain Valley to launch the new website at its current domain name, or a new one (e.g. a .gov domain) if desired. Team members will be available for extended support hours during the week of website launch to address any issues and/or provide guidance on *Mint Chip Lab* questions that may arise once the website is launched.

Hosting and Support

As part of this agreement, Neapolitan Labs will continue to adhere to the hosting standards specified earlier in this proposal. In addition:

- Website support directed to Neapolitan Labs will receive a response within 24 hours. At a minimum, the response from Neapolitan Labs will acknowledge the email and provide a timeline for addressing the issue(s) and/or question(s) contained within the email. Neapolitan Labs will provide phone and email contact information for urgent after-hours support.

- In cases where a technical website issue has been identified, and the website does not function as expected or previously promised, a firm timeline will be presented and the work will be completed at no cost. With this agreement, five hours of annual website updates and development to the front-end website and/or *Mint Chip Lab* modules are provided at no cost.

- In scenarios where new features or functionality are requested which require significant development work, Neapolitan Labs will provide a statement of work including cost and a firm deadline for completion. Development work will proceed if approved by the client.

An in-person website review will be scheduled annually, where Neapolitan Labs will present key website metrics from heat maps and analytics and discuss opportunities for development leveraging built-in hours included with each renewal.

Costs

Neapolitan Labs prices the entire website development package, as outlined above, at **$22,000**. This cost includes secure website hosting and support for the first year. Beginning at the launch anniversary, the annual website hosting and support cost is **$1,500**.

Development, Design, and Deployment		
Mint Chip Lab	• Provisioning of all features and modules, from *Departments* to *Meeting Minutes*, etc. • Creation of new modules specific to Grain Valley...	$6,000
Website Design	• Mockups and interactive previews • Up to 2 rounds of revisions • Fully-responsive design	$6,000
Website Development	• Custom website development based upon selected design • Transfer of existing content from the current website plus any new content provided • Website transition	$10,000
Hosting & Support		
Server and Security	• Private server • SSL certificate • SiteLock integration	*Included for 1 Year*
Total First-Year Cost		**$22,000**

Terms and Conditions

A down-payment of 50% of the core costs ($11,000) is invoiced at project commencement. The balance ($11,000) will be invoiced upon project completion.

Hosting and Support

As part of this agreement, Neapolitan Labs will continue to adhere to the hosting standards specified earlier in this proposal. In addition:

- Website support directed to Neapolitan Labs will receive a response within 24 hours. At a minimum, the response from Neapolitan Labs will acknowledge the email and provide a timeline for addressing the issue(s) and/or question(s) contained within the email. Neapolitan Labs will provide phone and email contact information for urgent after-hours support.

- In cases where a technical website issue has been identified, and the website does not function as expected or previously promised, a firm timeline will be presented and the work will be completed at no cost. With this agreement, five hours of annual website updates and development to the front-end website and/or *Mint Chip Lab* modules are provided at no cost.

- In scenarios where new features or functionality are requested which require significant development work, Neapolitan Labs will provide a statement of work including cost and a firm deadline for completion. Development work will proceed if approved by the client.

A webinar website review will be scheduled annually, where Neapolitan Labs will present key website metrics from heat maps and analytics and discuss opportunities for development leveraging built-in hours included with each renewal. The annual cost for website hosting and support, as outlined above, beginning in the second year, is **$1,500.**

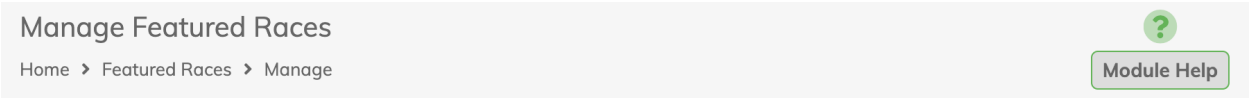
Annual Hosting and Support		
Server and Security	• Private server • SSL certificate • SiteLock integration	
Website Development	• Up to 5 hours	
Support	• 24 hours standard response • 24/7 emergency support • On-demand training	
Annual Cost		**$1,500**

Training & Services

Super User Training
Neapolitan Labs is committed to user training via webinar prior to website launch that includes a super-user training for one or more City employees who would serve as website administrators. This in-depth training session would last approximately 4 hours and cover all *Mint Chip Lab* modules built for the City.

User Training
Additionally, each department (e.g. Police, Parks & Rec) should assign one or more employees to be trained on the *Mint Chip Lab* platform. This training will focus on the specific modules used by each department and would last approximately 60-90 minutes depending on the department.

Built-in Documentation
Documentation for key features is built into the *Mint Chip Lab* platform, and is accessible at any time by clicking the *Module Help* icon.



Module help links are built into Mint Chip Lab

Training Costs
Webinar training is included as part of the website development proposal at no additional costs. An optional set of training sessions, where Neapolitan Labs would spend up to two days on-site, is available at a one-time cost of $1,500.

Optional In-Person Training		
In-Person Training	• 1x Super-user training • Up to 8 sessions of department or module-specific training • Held on-site in Grain Valley, MO	$1,500
Total		**$1,500**

Agreement Acceptance

With signature, Client agrees to the cost and payment terms, and the developer will adhere to stated project solutions and turnaround times.

_____	_____
Theresa Osenbaugh, *Deputy City Administrator* City of Grain Valley, Missouri	Date
_____	_____
Brian McMillin, *President* Neapolitan Labs	Date

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ADDITIONAL TERMS AGREEMENT

This Additional Terms Agreement is made between Neapolitan Labs (Labs) and City of Grain Valley (City).

WHEREAS, City selected Labs to provide certain products and services set forth in the Website Development Agreement, and Neapolitan Labs desires to provide such products and services under the terms of the Website Development Agreement and these Additional Terms Agreement.

NOW THEREFORE, in consideration of the foregoing and of the mutual covenants and promises set forth in this Agreement, Labs and City agree as follows:

SECTION A – WEBSITE DEVELOPMENT SERVICES

1. If the website development package does not perform as warranted, Labs will use all reasonable efforts, consistent with industry standards, to cure the defect.
2. In the event any of City's data has been lost or damaged due to an act or omission of Labs or its subcontractors or due to a defect in Lab's software, Labs will use best commercial efforts to restore all the data with the goal of minimizing any Data loss as greatly as possible.

SECTION B – WARRANTY

1. Services Warranty. Labs will perform the services in a professional, workmanlike manner, consistent with industry standards. In the event Labs provide services that do not conform to this warranty, Labs will re-perform such services at no additional cost to City.

SECTION C - INVOICING AND PAYMENT; INVOICE DISPUTES

1. Invoicing and Payment. Labs will invoice fees for services quoted in Website Development Agreement.
2. Invoice Disputes. If any delivered service does not conform to the warranties in the Website Development Agreement or this Agreement, City will provide written notice within thirty (30) days of receipt of the applicable invoice. The written notice must contain reasonable detail of the issues City contend are in dispute so that Labs can confirm the issue and respond with either a justification of the invoice, an adjustment to the invoice, or a proposal addressing the issues presented in the notice. Labs will develop an action plan that outlines reasonable steps to be taken by each to resolve any issues presented in the notice.
3. City may withhold payment of the amount(s) in dispute, and only those amounts, until Labs completes the action items outlined in the plan.

SECTION D – TERM AND TERMINATION

1. Term. The services outlined in the Website Development Agreement and this Agreement shall be completed within twelve (12) weeks of City of Grain Valley Board of Aldermen approval. The term may be extended by mutual agreement of the parties.

2. Termination. This Agreement may be terminated by City for any reason upon 30 days' written notice to Labs.
3. Force Majeure. Either party has the right to terminate this Agreement if a Force Majeure event suspends performance of the Website Development Agreement for a period of forty-five (45) days or more.
4. Lack of Appropriations. If City should not appropriate or otherwise make available funds, City may unilaterally terminate this Agreement upon thirty (30) days written notice to Labs.

SECTION E – INDEMNIFICATION AND INSURANCE

1. Intellectual Property Infringement Indemnification. Labs shall defend City against any third party claim(s) that the services provided infringes that third party's patent, copyright, or trademark, or misappropriates its trade secrets, and will pay the amount of any resulting adverse final judgment or settlement.
2. General Indemnification. Labs will indemnify and hold harmless the City and City's agents, officials, and employees from and against any and all third-party claims, losses, liabilities, damages, costs, and expenses (including reasonable attorney's fees and costs) for (a) personal injury or property damage to the extent caused by Labs negligence or willful misconduct.
5. Insurance. During the course of performing services under this Agreement, Labs agrees to maintain the following levels of insurance: (a) Commercial General Liability of at least $1,000,000; (b) Professional Liability of at least $1,000,000; (c) Workers Compensation complying with applicable statutory requirements; and (d) Excess/Umbrella Liability of at least $5,000,000. Labs will add City as an additional insured to Labs Commercial General Liability policies, which will automatically add City as an additional insured to Labs Excess/Umbrella Liability policy as well. Labs will provide City with copies of certificates of insurance upon written request.

SECTION F– GENERAL TERMS AND CONDITIONS

1. Optional Items. Pricing for any listed optional products and services in the Website Development Agreement will be valid for twelve (12) months from the Effective Date.
2. Nondiscrimination. Labs will not discriminate against any person employed or applying for employment concerning the performance of Labs responsibilities under this Agreement. This discrimination prohibition will apply to all matters of initial employment, tenure, and terms of employment, or otherwise with respect to any matter directly or indirectly relating to employment concerning race, color, religion, national origin, age, sex, sexual orientation, ancestry, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, marital status, or political affiliation. Labs will post, where appropriate, all notices related to nondiscrimination as may be required by applicable law.
6. E-Verify. Labs has complied, and will comply, with the E-Verify procedures administered by the U.S. Citizenship and Immigration Services Verification Division for all of Labs employees assigned to City's project.

7. Subcontractors. Labs will not subcontract any services under this Agreement without City's prior written consent, not to be unreasonably withheld.
8. Binding Effect; No Assignment. This Agreement shall be binding on, and shall be for the benefit of, either City's or Lab's successor(s) or permitted assign(s). Neither party may assign this Agreement without the prior written consent of the other party.
9. Force Majeure. Except for payment obligations, neither party will be liable for delays in performing its obligations under this Agreement to the extent that the delay is caused by Force Majeure; provided, however, that within ten (10) business days of the Force Majeure event, the party whose performance is delayed provides the other party with written notice explaining the cause and extent thereof, as well as a request for a reasonable time extension equal to the estimated duration of the Force Majeure event.
10. No Intended Third Party Beneficiaries. This Agreement is entered into solely for the benefit of the parties. No third party will be deemed a beneficiary of this Agreement, and no third party will have the right to make any claim or assert any right under this Agreement. This provision does not affect the rights of third parties under any Third Party Terms.
11. Entire Agreement; Amendment. This Agreement and the Website Development Agreement represents the entire agreement between City and Labs with respect to the subject matter hereof, and supersedes any prior agreements, understandings, and representations, whether written, oral, expressed, implied, or statutory. This Agreement and the Website Development Agreement may only be modified by a written amendment signed by an authorized representative of each party.
12. Severability. If any term or provision of this Agreement or Website Development Agreement is held invalid or unenforceable, the remainder of this Agreement and Website Development Agreement will be considered valid and enforceable to the fullest extent permitted by law.
13. No Waiver. In the event that the terms and conditions of this Agreement are not strictly enforced by either party, such non-enforcement will not act as or be deemed to act as a waiver or modification of this Agreement, nor will such non-enforcement prevent such party from enforcing each and every term of this Agreement thereafter.
14. Independent Contractor. Labs are an independent contractor for all purposes under this Agreement.
15. Confidentiality. Both parties recognize that their respective employees and agents, in the course of performance of this Agreement and Website Development Agreement, may be exposed to confidential information and that disclosure of such information could violate rights to private individuals and entities, including the parties. Confidential information is nonpublic information that a reasonable person would believe to be confidential and includes, without limitation, personal identifying information (e.g., social security numbers) and trade secrets, each as defined by applicable state law. Each party agrees that it will not disclose any confidential information of the other party and further agrees to take all reasonable and appropriate action to prevent such disclosure by its employees or agents. The confidentiality covenants contained herein will survive the termination or

cancellation of this Agreement. This obligation of confidentiality will not apply to information that:

(a) is in the public domain, either at the time of disclosure or afterwards, except by breach of this Agreement by a party or its employees or agents; or

(b) is the subject of a legitimate disclosure request under the open records laws or similar applicable public disclosure laws governing this Agreement.

16. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of Missouri, without regard to its rules on conflicts of law.
17. Authorized Signatures. Each party represents to the other that the signatory set forth below is duly authorized to bind that party to this Agreement.
18. Contract Documents. This Agreement includes the Website Development Agreement and is incorporated herein by reference and made a part hereof.

Neapolitan Labs	**City of Grain Valley**
By_____	By _____
Name:	Name:
Title:	Title:
Effective Date:	Effective Date:

CITY OF GRAIN VALLEY BOARD OF ALDERMEN AGENDA ITEM		
MEETING DATE	09/14/2020	
BILL NUMBER	R20-45	
AGENDA TITLE	**A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY AUTHORIZING THE CITY ADMINISTRATOR TO SIGN AN AGREEMENT WITH BRINKS, INCORPORATED AS RECIEPT OF A DONATED 2009, INTERNATIONAL 200 SERIES TRUCK**	
REQUESTING DEPARTMENT	POLICE	
PRESENTER	James W. Beale Sr, Chief of Police	
FISCAL INFORMATION	Cost as recommended:	Not Applicable
	Budget Line Item:	Not Applicable
	Balance Available:	Not Applicable
	New Appropriation Required:	[] Yes [X] No
PURPOSE	To serve as a multi-purpose vehicle for the police department. To provide the police officers with a piece of equipment which enables them to respond to higher priority incidents without the aid of additional resources. A) To transport multiple prisoners B) To transport multiple officers to an assignment C) To rescue an injured victim or officer during a hostage or barricade situation D) To rescue a victim trapped in stalled vehicle in high water E) To display during community events	

BACKGROUND	Brinks Supports First Responders Donation Program. 2009 International; Series 200; Model 4300, with VIN# 1HTMMAAM89H138853, Unit 092084. Vehicle has Ballistic Capabilities of NIJ3A or NIJ3.
SPECIAL NOTES	Title and Agreement delivered upon receipt of vehicle. High mileage vehicle (200,000-400,000 miles).
ANALYSIS	This donated truck will greatly enhance the ability of the Grain Valley Police Department to address incidents and provide services independently. It will reduce the cost associated with requiring additional resources.
PUBLIC INFORMATION PROCESS	Not Applicable
BOARD OR COMMISSION RECOMMENDATION	Not Applicable
DEPARTMENT RECOMMENDATION	Staff Recommends Approval
REFERENCE DOCUMENTS ATTACHED	Resolution, Maintenance Reports & Pictures

CITY OF GRAIN VALLEY **STATE OF MISSOURI**

September 14, 2020

RESOLUTION NUMBER
R20-45

A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF GRAIN VALLEY, MISSOURI AUTHORIZING THE CITY ADMINISTRATOR TO SIGN AGREEMENT WITH BRINKS, INCORPORATED AS RECIEPT OF A DONATED 2009, INTERNATIONAL 200 SERIES TRUCK

WHEREAS, the Board of Aldermen of the City of Grain Valley; must approve all Agreements; and

WHEREAS, the Grain Valley Police Department does not currently have a multi-purpose vehicle to use in high-level incidents; and

WHEREAS, the approval of this donated vehicle from Brinks, Incorporated will greatly enhance the ability of the Grain Valley Police Department to handle high-level incidents without the aid of outside agencies assistance; and

WHEREAS, the Board of Aldermen have reviewed this recommendation and believe it to be in the best interest of the Grain Valley Police Department.

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

SECTION 1: The City Administrator is hereby authorized to sign an agreement with Brinks, Incorporated as receipt of a donated 2009, International 200 Series Truck

PASSED and APPROVED, via voice vote, (-) this __ Day of _____, 2020.

_____
Chuck Johnston
Mayor

ATTEST:

_____
Jamie Logan
City Clerk

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Dunbar ARMORED

VEHICLE NO. 092084 | REPAIR BRANCH CODE 540 | MO. DAY YR. 3 22 19

REPAIR ORDER # 701484

LOCATION

❑ DUNBAR ARMORED ❑ DUNBAR GUARD ❑ DUNBAR ALARM ❑ DUNBAR ARMORED AIR ❑ DUNBAR BEP

AUTHORIZED AND/OR RECEIVED BY SIGNATURE OF REQUESTOR

ROAD CALL INFORMATION > | # OF DRIVER / GUARDS IN VEHICLE | TOTAL MAN HOURS LOST | METER READING (NO 10ths) 369170

VENDOR / TOWING PO # | STATE INSPECTION DUE MONTH

PART CONTROL - ENTER APPROPRIATE CODE
IF PART USED FOR PM ENTER PM
IF PARTS ARE WARRANTY ENTER W
IF PARTS ARE SUBLET ENTER V
IF PARTS ARE NOT STOCK ITEM ENTER N
IF BILL BACK TO DEPARTMENT ENTER DC

INTER DEPARTMENTAL CHARGE [Y] | DVIR SIGNED

REASON FOR REPAIR LIST ON FACE OF BACK/HARD COPY

04	DRIVER REPORT	23	MGT. DEC. MODIFY
05	ENROUTE REPAIR	24	P.M. AUDIT
07	PRE-DELIVERY	31	ACCIDENT NOT REPORTED
08	P.M.	32	ACCIDENT
09	REWORK/CREDIT	33	MFR. RECALL
10	ROAD CALL CPM	34	ST/FED INSPECT
11	ROUTINE	35	DRIVER RELATED
12	POLICY ADJUSTMENT	37	VANDALISM
13	DOT/RD SIDE INSPEC	38	WARRANTY
14	P.M. FOLLOW UP REPAIRS	39	DAMAGE
15	TIRE YARD CHECK	40	VEHICLE TERMINATION
16	AFTER RD. CALL/REPAIRS	41	REPAINT

REPAIR CLASS (CHECK ONE)
[✓] 1 SCHEDULED
❑ 2 NON SCHEDULED
❑ 3 EMERGENCY

[✓] 1 FACILITY
❑ 2 ON ROAD
❑ 3 CUSTOMER LOCATION
❑ 4 YARD

REPAIR SITE ❑ VENDOR

IF THIS IS A CONTINUATION RO ❑ TO ❑ FROM | ❑ ✓ (CHECK HERE) ENTER REPAIR ORDER # | TIME STAMP DOWN

DATE PROMISED | TIME | TIME STAMP COMPLETED

WRITTEN BY: J.S. | CLOSED BY: J.S. | INITIAL BLOCK WHEN REPAIR IS COMPLETED | IF DC OR W CHECK BOX

SEC.	SYS.	PART NO./DESCRIPTION	QTY.	UNIT COST	EXT. COST	PARTS CONTROL
1	32	EL399038 STAINLESS BATT. WING	4			
2	43	5010720R91 TURBO W/ KIT	1	3,149.30		
4	33	1828345C91 CAM SENSOR	1	97.40		
3	33	3627365C91 CABLE ECM FEED	1	128.15		
3	33	3594396C92 CABLE POS. BATTERY	1	82.39		
3	33	3627375C91 CABLE BATT. NEG	1	73.32		
3	33	TXT186870217 PLUG BODY	1	3.99		
4	33	TXT126870305 PIGTAIL 3	2	1.39		
2	43	3805867C2 CLAMP EXHAUST	1	38.66		

SYS	RR	DC X	SEC	SYM	INSTRUCTIONS
31	11		1		Get Truck Into Shop, charge Batteries, clean CABLES, Order Parts
43	11		2		R&R TurBo
33	11		3		R&R ECM FeeD CABLE, Positive CABLE, Neg. CABLE
33	11		4		R&R CAM & Harness

LABOR →	EST COM	SEC.	EMPLOYEE NUMBER	SYS	WK ACC	TIME HRS.	TIME 100ths
		1	15411 DC W	31	13	2	0
		2	15411 DC W	43	03	8	0
		3	15411 DC W	33	03	2	0
		4	15411 DC W	33	03	2	0
			DC W				
			DC W				
			DC W				
			DC W				

SYSTEM WORK CODE

SEC	SYS	* PART NO./DESCRIPTION	QTY.	UNIT COST	EXT. COST	PARTS CONTROL
		QTS. OIL 15W40				
		QTS. ATF SYNATF				
		PTS. GEAR LUBE SYNREAR				
		QTS. ANTIFREEZE AFREEZE				
		STICKER [F] FHWA				
		STICKER [S] #				

LABOR COST | PARTS COST | TOTAL COST | DC LABOR | DC PARTS | DC TOTAL

VENDOR	INVOICE NO.	PARTS COST	LABOR COST	W/ACC	REPLACEMENT METER READING
				V	
				V	
				V	

SERVICE TRUCK MILEAGE (NO 10ths) FINISH | START | TOTAL

S-HOURS | TOTAL HOURS

Dunbar ARMORED

VEHICLE NO. 092084 | REPAIR BRANCH CODE 540 | MO. DAY YR. 6 11 19

REPAIR ORDER # 690390

LOCATION

❑ DUNBAR ARMORED ❑ DUNBAR GUARD ❑ DUNBAR ALARM ❑ DUNBAR ARMORED AIR ❑ DUNBAR BEP

AUTHORIZED AND/OR RECEIVED BY SIGNATURE OF REQUESTOR

ROAD CALL INFORMATION > | # OF DRIVER / GUARDS IN VEHICLE | TOTAL MAN HOURS LOST | METER READING (NO 10ths) 371622

VENDOR / TOWING PO # | STATE INSPECTION DUE MONTH

PART CONTROL - ENTER APPROPRIATE CODE
IF PART USED FOR PM ENTER PM
IF PARTS ARE WARRANTY ENTER W
IF PARTS ARE SUBLET ENTER V
IF PARTS ARE NOT STOCK ITEM ENTER N
IF BILL BACK TO DEPARTMENT ENTER DC

REASON FOR REPAIR LIST ON FACE OF BACK/HARD COPY			
04	DRIVER REPORT	23	MGT. DEC. MODIFY
05	ENROUTE REPAIR	24	P.M. AUDIT
07	PRE-DELIVERY	31	ACCIDENT NOT REPORTED
08	P.M.	32	ACCIDENT
09	REWORK/CREDIT	33	MFR. RECALL
10	ROAD CALL CPM	34	ST/FED INSPECT.
11	ROUTINE	35	DRIVER RELATED
12	POLICY ADJUSTMENT	37	VANDALISM
13	DOT/RD.SIDE INSPEC.	38	WARRANTY
14	P.M. FOLLOW UP REPAIRS	39	DAMAGE
15	TIRE YARD CHECK	40	VEHICLE TERMINATION
16	AFTER RO. CALL/REPAIRS	41	REPAINT

INTER DEPARTMENTAL CHARGE [Y] | DVIR SIGNED

REPAIR CLASS ✓(CHECK ONE)
❑ 1 SCHEDULED
❑ 2 NON SCHEDULED
❑ 3 EMERGENCY

❑ 1 FACILITY
❑ 2 ON ROAD
❑ 3 CUSTOMER LOCATION
❑ 4 YARD

REPAIR SITE ❑ VENDOR

IF THIS IS A CONTINUATION RO ❑ ✓ (CHECK HERE) ❑ TO ❑ FROM ENTER REPAIR ORDER #

TIME STAMP DOWN | DATE PROMISED | TIME | TIME STAMP COMPLETED

WRITTEN BY J.S. | CLOSED BY J.S.

INITIAL BLOCK WHEN REPAIR IS COMPLETED | IF DC OR W CHECK BOX

SEC.	SYS.	PART NO./DESCRIPTION	QTY.	UNIT COST	EXT. COST	PARTS CONTROL
1	34	26079091C1 CONNECTOR	5	.99		
1	34	58939101C1 SEALER	5	2.17		
1	34	20338161C1 TERMINAL	5	2.69		
1	34	20339131C1 TERMINAL	5	.72		

REASON FOR REPAIR

SYS	RR	DC X	SEC	SYM	INSTRUCTIONS
34	04		1		Repair R/S HeadLight wiring & secure wire
02	11		2		Grind Door, stop rubbing, R&R striker Bolt, & Adjust Door, opens good now

LABOR → | EST COM

SEC.	EMPLOYEE NUMBER	SYS	WK ACC	TIME HRS.	TIME 100ths
1	092575 DC W	34	03	2	0
2	092575 DC W	02	13	2	50

SYSTEM WORK CODE

SEC	SYS	PART NO./DESCRIPTION		QTY.	UNIT COST	EXT. COST	PARTS CONTROL
		QTS. OIL	15W40				
		QTS. ATF	SYNATF				
		PTS. GEAR LUBE	SYNREAR				
		QTS. ANTIFREEZE	AFREEZE				
		STICKER [F]	FHWA				
		STICKER [S] #					

LABOR COST | PARTS COST | TOTAL COST | DC LABOR | DC PARTS | DC TOTAL

VENDOR	INVOICE NO.	PARTS COST		LABOR COST	WKACC
			V		
			V		
			V		

REPLACEMENT METER READING

SERVICE TRUCK MILEAGE (NO 10ths)
FINISH
START
TOTAL

S-HOURS | TOTAL HOURS

DUN-150
REV.: 6/14

BRINKS

VEHICLE NO. 092084 | REPAIR BRANCH CODE B0540 | MO. 9 DAY 16 YR. 19

REPAIR ORDER # 717334

LOCATION

AUTHORIZED AND/OR RECEIVED BY SIGNATURE OF REQUESTOR

ROAD CALL INFORMATION | NUMBER IN VEHICLE | TOTAL MAN HOURS LOST | METER READING (NO 10ths) 373899

VENDOR / TOWING PO # | STATE INSPECTION DUE MONTH

PART CONTROL - ENTER APPROPRIATE CODE
IF PART USED FOR PM ENTER PM
IF PARTS ARE WARRANTY ENTER W
IF PARTS ARE SUBLET ENTER V
IF PARTS ARE NOT STOCK ITEM ENTER N
IF BILL BACK TO DEPARTMENT ENTER DC

INTER DEPARTMENTAL CHARGE [Y] | DVIR SIGNED

REASON FOR REPAIR LIST ON FACE OF BACK/HARD COPY

04	DRIVER REPORT	23	MGT. DEC. MODIFY
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10	ROAD CALL CPM	34	ST/FED INSPECT.
11	ROUTINE	35	DRIVER RELATED
12	POLICY ADJUSTMENT	37	VANDALISM
13	DOT/RD.SIDE INSPEC.	38	WARRANTY
14	P.M. FOLLOW UP REPAIRS	39	DAMAGE
15	TIRE YARD CHECK	40	VEHICLE TERMINATION
16	AFTER RD. CALL/REPAIRS	41	REPAINT

REPAIR CLASS ✓(CHECK ONE)
- ❑ 1 SCHEDULED
- ❑ 2 NON SCHEDULED
- ❑ 3 EMERGENCY

❑ 1 FACILITY
❑ 2 ON ROAD
❑ 3 CUSTOMER LOCATION
❑ 4 YARD

REPAIR SITE ❑ VENDOR

IF THIS IS A CONTINUATION RO ❑✓ (CHECK HERE) ❑ TO ❑ FROM 717160 ENTER REPAIR ORDER #

TIME STAMP DOWN | DATE PROMISED / / | TIME | TIME STAMP COMPLETED

WRITTEN BY | CLOSED BY | INITIAL BLOCK WHEN REPAIR IS COMPLETED | IF DC OR W CHECK BOX

SEC.	SYS.	PART NO./DESCRIPTION	QTY.	UNIT COST	EXT. COST	PARTS CONTROL	SYS	RR	DC X	SEC	SYM	INSTRUCTIONS	LABOR →	EST COM	SEC.	EMPLOYEE NUMBER	SYS	WK ACC	TIME HRS.	TIME 100ths
6	41	FLTCCID4RSTAR Charge Air cooler	1	663.49			45	16		1		R&R High Pressur Oil Pump			1	092575 DC W	45	03	4	0
1	45	5011336R91 H.P. Pump	1	1377.50			32	16		2		R&R Batteries & 2 CABles Jumpers			2	092575 DC W	32	03	2	0
7	16	3533356C3 Shock (Front)	2	63.70			44	16		3		R&R Fuel Filter Housing			3	092575 DC W	44	03	3	0
5	15	K1201 King Pin	1	314.20			13	11		4		R&R Front Brake PADs & Rear BRAKE PADS			4	092575 DC W	13	03	6	0
2	32	1754390 (31) Battery	3	79.95			15	16		5		R&R Front King Pins & Both streeing Knuckles			5	092575 DC W	15	03	16	0
2	32	EL791109 CABles	2	17.67			41	16		6		R&R Air chArge cooler			6	092575 DC W	41	03	4	0
4	13	2599722C92 Front PAD KiD	1				16	16		7		R&R Front Shocks			7	092575 DC W	16	03	2	0
4	13	MKD769Prem Rear Brake PADS	1																	
5	15	22246R1 Key	3	3.32																
5	15	2593374C91 L/H Stg Knuckle	1	763.77																
5	15	2593375C91 R/H Stg Knuckle	1	763.77																

SYSTEM WORK CODE

SEC	SYS	PART NO./DESCRIPTION		QTY.	UNIT COST	EXT. COST	PARTS CONTROL
		QTS. OIL	15W40				
		QTS. ATF	SYNATF				
		PTS. GEAR LUBE	SYNREAR				
		QTS. ANTIFREEZE	AFREEZE				
		STICKER [F]	FHWA				
		STICKER [S] #					

VENDOR	INVOICE NO.	PARTS COST		LABOR COST	WK ACC
			V		
			V		
			V		

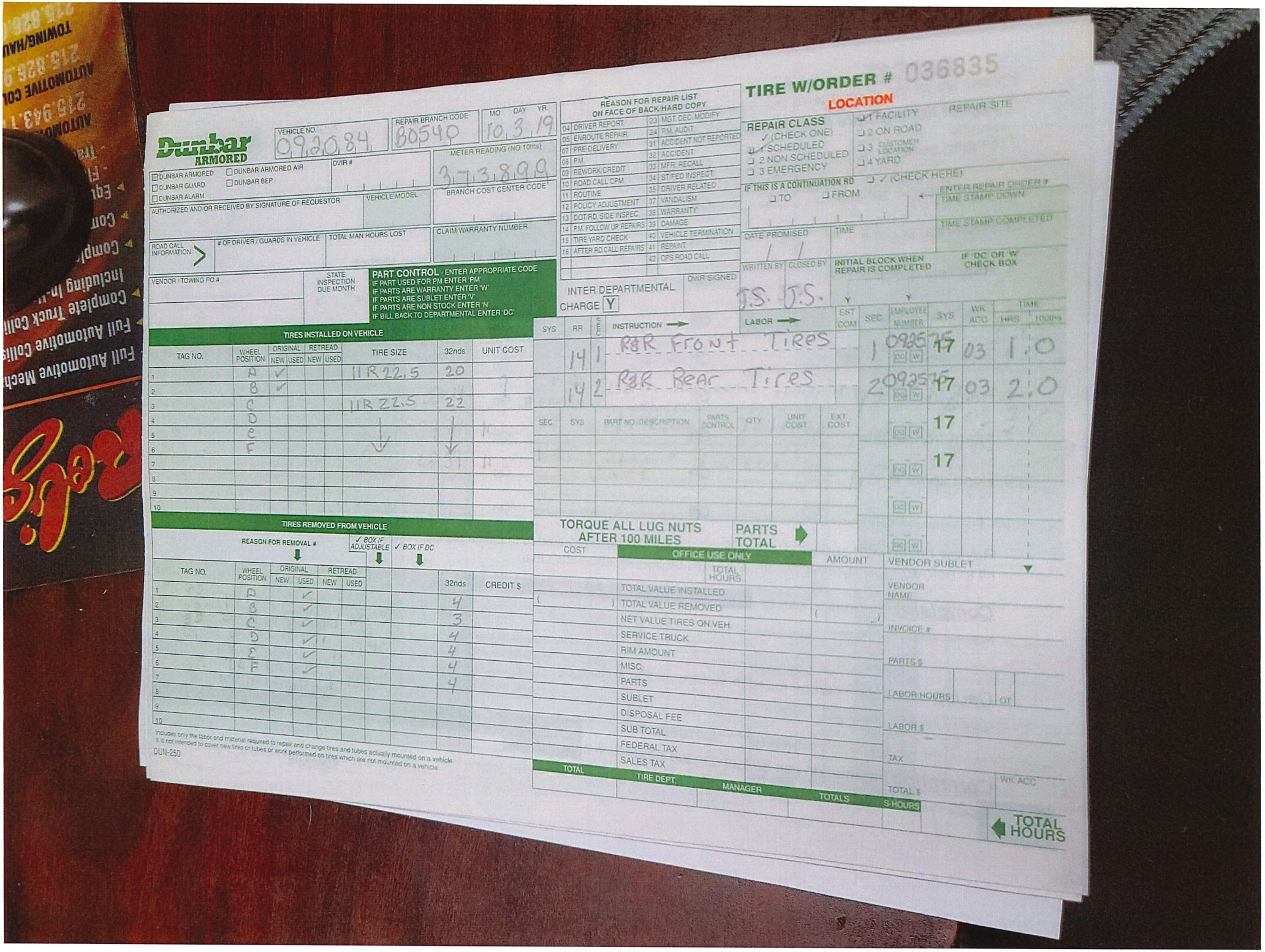
REPLACEMENT METER READING

SERVICE TRUCK MILEAGE (NO 10ths) FINISH / START / TOTAL

LABOR COST	
PARTS COST	
TOTAL COST	
DC LABOR	
DC PARTS	
DC TOTAL	

S-HOURS

DUM-150
REV. 3/19



Dunbar ARMORED

VEHICLE NO. 092084 | REPAIR BRANCH CODE B0540 | MO DAY YR. 10,3,19

☑ DUNBAR ARMORED ☐ DUNBAR ARMORED AIR ☐ DUNBAR GUARD ☐ DUNBAR BEP ☐ DUNBAR ALARM

DVIR # | METER READING (NO 10ths) 373899

AUTHORIZED AND/OR RECEIVED BY SIGNATURE OF REQUESTOR | VEHICLE MODEL | BRANCH COST CENTER CODE

ROAD CALL INFORMATION > | # OF DRIVER / GUARDS IN VEHICLE | TOTAL MAN HOURS LOST | CLAIM/WARRANTY NUMBER

VENDOR / TOWING PO # | STATE INSPECTION DUE MONTH

PART CONTROL - ENTER APPROPRIATE CODE
IF PART USED FOR PM ENTER 'PM'
IF PARTS ARE WARRANTY ENTER 'W'
IF PARTS ARE SUBLET ENTER 'V'
IF PARTS ARE NON STOCK ENTER 'N'
IF BILL BACK TO DEPARTMENTAL ENTER 'DC'

TIRES INSTALLED ON VEHICLE

TAG NO.	WHEEL POSITION	ORIGINAL NEW	ORIGINAL USED	RETREAD NEW	RETREAD USED	TIRE SIZE	32nds	UNIT COST
1	A	✓				11R22.5	20	
2	B	✓						
3	C					11R 22.5	22	
4	D					↓		
5	E							
6	F							
7								
8								
9								
10								

TIRES REMOVED FROM VEHICLE

REASON FOR REMOVAL # ⬇ | ✓ BOX IF ADJUSTABLE ⬇ | ✓ BOX IF DC ⬇

TAG NO.	WHEEL POSITION	ORIGINAL NEW	ORIGINAL USED	RETREAD NEW	RETREAD USED			32nds	CREDIT $
1	A		✓					4	
2	B		✓					3	
3	C		✓					4	
4	D		✓					4	
5	E		✓					4	
6	F		✓					4	
7									
8									
9									
10									

Includes only the labor and material required to repair and change tires and tubes actually mounted on a vehicle. It is not intended to cover new tires or tubes or work performed on tires which are not mounted on a vehicle.

DUN-250

REASON FOR REPAIR LIST ON FACE OF BACK/HARD COPY

04	DRIVER REPORT	23	MGT. DEC. MODIFY
05	ENROUTE REPAIR	24	P.M. AUDIT
07	PRE-DELIVERY	31	ACCIDENT NOT REPORTED
08	P.M.	32	ACCIDENT
09	REWORK/CREDIT	33	MFR. RECALL
10	ROAD CALL CPM	34	ST/FED INSPECT.
11	ROUTINE	35	DRIVER RELATED
12	POLICY ADJUSTMENT	37	VANDALISM
13	DOT/RD. SIDE INSPEC.	38	WARRANTY
14	P.M. FOLLOW UP REPAIRS	39	DAMAGE
15	TIRE YARD CHECK	40	VEHICLE TERMINATION
16	AFTER RD CALL REPAIRS	41	REPAINT
		42	OPS ROAD CALL

INTER DEPARTMENTAL CHARGE Y | DVIR SIGNED

TIRE W/ORDER # 036835

LOCATION

REPAIR CLASS (CHECK ONE)
✓ 1 SCHEDULED
☐ 2 NON SCHEDULED
☐ 3 EMERGENCY

REPAIR SITE
☐ 1 FACILITY
☐ 2 ON ROAD
☐ 3 CUSTOMER LOCATION
☐ 4 YARD

IF THIS IS A CONTINUATION RO ☐ TO ☐ FROM | ☐ ✓ (CHECK HERE) ENTER REPAIR ORDER #

DATE PROMISED | TIME | TIME STAMP DOWN | TIME STAMP COMPLETED

WRITTEN BY: J.S. | CLOSED BY: J.S. | INITIAL BLOCK WHEN REPAIR IS COMPLETED | IF 'DC' OR 'W' CHECK BOX

SYS	RR	S/C	INSTRUCTION →	LABOR →	EST COM	SEC	EMPLOYEE NUMBER	SYS	WK ACC	TIME HRS	TIME 100ths
	141		R&R Front Tires			1	092575 DC W	17	03	1.0	
	142		R&R Rear Tires			2	092575 DC W	17	03	2.0	

SEC	SYS	PART NO./DESCRIPTION	PARTS CONTROL	QTY	UNIT COST	EXT. COST				
							DC W	17		
							DC W	17		
							DC W			
							DC W			

TORQUE ALL LUG NUTS AFTER 100 MILES | PARTS TOTAL

COST	OFFICE USE ONLY	AMOUNT
	TOTAL HOURS	
	TOTAL VALUE INSTALLED	
( )	TOTAL VALUE REMOVED	( )
	NET VALUE TIRES ON VEH.	
	SERVICE TRUCK	
	RIM AMOUNT	
	MISC.	
	PARTS	
	SUBLET	
	DISPOSAL FEE	
	SUB TOTAL	
	FEDERAL TAX	
	SALES TAX	
TOTAL		

TIRE DEPT. | MANAGER | TOTALS | S-HOURS

VENDOR SUBLET
VENDOR NAME
INVOICE #
PARTS $
LABOR HOURS | OT
LABOR $
TAX
TOTAL $ | WK ACC

TOTAL HOURS

BRINKS

VEHICLE NO. 092084 | REPAIR BRANCH CODE 80540 | MO. 10 DAY 4 YR. 19

AUTHORIZED AND/OR RECEIVED BY SIGNATURE OF REQUESTOR

ROAD CALL INFORMATION | NUMBER IN VEHICLE | TOTAL MAN HOURS LOST | METER READING (NO 10ths) 373899

VENDOR / TOWING PO # | STATE INSPECTION DUE MONTH

PART CONTROL - ENTER APPROPRIATE CODE
IF PART USED FOR PM ENTER PM
IF PARTS ARE WARRANTY ENTER W
IF PARTS ARE SUBLET ENTER V
IF PARTS ARE NOT STOCK ITEM ENTER N
IF BILL BACK TO DEPARTMENT ENTER DC

INTER DEPARTMENTAL CHARGE Y | DVIR SIGNED

REASON FOR REPAIR LIST ON FACE OF BACK/HARD COPY

04	DRIVER REPORT	23	MGT. DEC. MODIFY
05	ENROUTE REPAIR	24	P.M. AUDIT
07	PRE-DELIVERY	31	ACCIDENT NOT REPORTED
08	P.M.	32	ACCIDENT
09	REWORK/CREDIT	33	MFR. RECALL
10	ROAD CALL CPM	34	ST/FED INSPECT.
11	ROUTINE	35	DRIVER RELATED
12	POLICY ADJUSTMENT	37	VANDALISM
13	DOT/RD.SIDE INSPEC.	38	WARRANTY
14	P.M. FOLLOW UP REPAIRS	39	DAMAGE
15	TIRE YARD CHECK	40	VEHICLE TERMINATION
16	AFTER RD. CALL/REPAIRS	41	REPAINT

REPAIR ORDER # 717160
LOCATION

REPAIR CLASS (CHECK ONE): ❑1 SCHEDULED ❑2 NON SCHEDULED ❑3 EMERGENCY
❑1 FACILITY ❑2 ON ROAD ❑3 CUSTOMER LOCATION ❑4 YARD
REPAIR SITE ❑ VENDOR

IF THIS IS A CONTINUATION RO ❑✓ (CHECK HERE) TO 717334 FROM
ENTER REPAIR ORDER #
TIME STAMP DOWN
DATE PROMISED / / TIME
TIME STAMP COMPLETED
WRITTEN BY CLOSED BY
INITIAL BLOCK WHEN REPAIR IS COMPLETED
IF DC OR W CHECK BOX

SEC.	SYS.	PART NO./DESCRIPTION	QTY.	UNIT COST	EXT. COST	PARTS CONTROL
8	18	3833576C1 Wheel SEAL	2	24.28		
8	18	408103C1 GASKET HUB CAP	2	8.45		
8	18	FLT25820 BEARING CUP	2	11.51		
8	18	FLT25877 BEARING CONE	2	17.08		
8	18	FLTJM207010 BEARING CUP	2	19.03		
8	18	FLTJM207049A BEARING CONE	2	46.66		
3	44	1873938C98 Fuel Filter Header	1	488.10		
3	44	1873906C1 GASKET	1	29.21		
9	33	1835985C91 CAM/CRANK SENSOR	1	100.23		
9	33	1828345C91 MAGNETIC SENSOR	1	97.40		
10	34	TL44302R LED TAIL LIGHT	1	19.72		

SYS	RR	DC X	SEC	SYM
18	14		8	
33	14		9	
34	14		10	
02	39		11	

INSTRUCTIONS

R&R Both Sides Inner & outer Bearings & Wheel Seals
R&R Both Magnetic position & Cam/Crank Sensors
R&R L/R Lower Tail Light
R&R Engine Dog Box Cover

LABOR → EST COM

SEC.	EMPLOYEE NUMBER	SYS	WK ACC	TIME HRS	TIME 100ths
8	092575	18	03	3	0
9	092575	33	03	3	0
10	092575	34	03		50
11	092575	02	03	2	0

SYSTEM WORK CODE

SEC	SYS	PART NO./DESCRIPTION	QTY.	UNIT COST	EXT. COST	PARTS CONTROL
		QTS. OIL 15W40				
		QTS. ATF SYNATF				
		PTS. GEAR LUBE SYNREAR				
		QTS. ANTIFREEZE AFREEZE				
		STICKER F FHWA				
		STICKER S #				

LABOR COST
PARTS COST
TOTAL COST
DC LABOR
DC PARTS
DC TOTAL
S-HOURS
TOTAL HOURS

VENDOR	INVOICE NO.	PARTS COST		LABOR COST	WKACC	REPLACEMENT METER READING
			V			
			V			
			V			

SERVICE TRUCK MILEAGE (NO 10ths)
FINISH
START
TOTAL

DUN-150
REV.: 3/19

BRINKS

VEHICLE NO. 092084 | REPAIR BRANCH CODE B0540 | MO. 10 DAY 8 YR. 19

REPAIR ORDER # 717163

LOCATION

AUTHORIZED AND/OR RECEIVED BY SIGNATURE OF REQUESTOR

ROAD CALL INFORMATION | NUMBER IN VEHICLE | TOTAL MAN HOURS LOST | METER READING (NO 10ths) 373899

VENDOR / TOWING PO # | STATE INSPECTION DUE MONTH

PART CONTROL - ENTER APPROPRIATE CODE
IF PART USED FOR PM ENTER PM
IF PARTS ARE WARRANTY ENTER W
IF PARTS ARE SUBLET ENTER V
IF PARTS ARE NOT STOCK ITEM ENTER N
IF BILL BACK TO DEPARTMENT ENTER DC

INTER DEPARTMENTAL CHARGE [Y] | DVIR SIGNED

REASON FOR REPAIR LIST ON FACE OF BACK/HARD COPY

04	DRIVER REPORT	23	MGT. DEC. MODIFY
05	ENROUTE REPAIR	24	P.M. AUDIT
07	PRE-DELIVERY	31	ACCIDENT NOT REPORTED
08	P.M.	32	ACCIDENT
09	REWORK/CREDIT	33	MFR. RECALL
10	ROAD CALL CPM	34	ST/FED INSPECT.
11	ROUTINE	35	DRIVER RELATED
12	POLICY ADJUSTMENT	37	VANDALISM
13	DOT/RD.SIDE INSPEC.	38	WARRANTY
14	P.M. FOLLOW UP REPAIRS	39	DAMAGE
15	TIRE YARD CHECK	40	VEHICLE TERMINATION
16	AFTER RD. CALL/REPAIRS	41	REPAINT

REPAIR CLASS ✓(CHECK ONE)
- ❑ 1 SCHEDULED
- ❑ 2 NON SCHEDULED
- ❑ 3 EMERGENCY

❑ 1 FACILITY ❑ 2 ON ROAD ❑ 3 CUSTOMER LOCATION ❑ 4 YARD

REPAIR SITE ❑ VENDOR

IF THIS IS A CONTINUATION RO ❑✓ (CHECK HERE) ❑ TO ❑ FROM 717160 ENTER REPAIR ORDER #

TIME STAMP DOWN

DATE PROMISED / / | TIME | TIME STAMP COMPLETED

WRITTEN BY J.S. | CLOSED BY J.S.

INITIAL BLOCK WHEN REPAIR IS COMPLETED

IF DC OR W CHECK BOX

SEC.	SYS	PART NO./DESCRIPTION	QTY.	UNIT COST	EXT. COST	PARTS CONTROL	SYS	RR	DC X	SEC	SYM	INSTRUCTIONS
11	02	3669949401 BOLT	8	1.19								
11	02	3510918C1 INSERT	8	3.34								
11	02	3595204C93 ENGINE COVER	1	641.25								

REASON FOR REPAIR

LABOR → | EST COM | SEC. | EMPLOYEE NUMBER | SYS | WK ACC | TIME HRS. 100ths

DC W

SYSTEM WORK CODE

SEC	SYS		PART NO./DESCRIPTION	QTY.	UNIT COST	EXT. COST	PARTS CONTROL
		QTS. OIL	15W40				
		QTS. ATF	SYNATF				
		PTS. GEAR LUBE	SYNREAR				
		QTS. ANTIFREEZE	AFREEZE				
		STICKER [F]	FHWA				
		STICKER [S] #					

LABOR COST | PARTS COST | TOTAL COST | DC LABOR | DC PARTS | DC TOTAL

VENDOR	INVOICE NO.	PARTS COST		LABOR COST	W/ACC
			V		
			V		
			V		

REPLACEMENT METER READING

SERVICE TRUCK MILEAGE (NO 10ths)
FINISH
START
TOTAL

S-HOURS

TOTAL HOURS

DJM-150
REV. 3/19

The Dunbar Companies

The Most Trusted Name In Security

"B" PM

The Inspection Completed On This Vehicle Meets Or Exceeds All Requirements Of Sections 396.17 Thru 396.25 Of FMCSR, as well as Annual Inspections Requirements.

Unit # 092084 Odometer Reading _____
Date 9/5/19 Branch B0540
RO# 717325

TECH #		PM SERVICE OPERATIONS	WkAcc
O	1	Visual walk around vehicle. Check exterior prior to entering vehicle. Record vehicle # above. Check state inspection date. Record due date. _____ Emission due date. _____	—
9	2	Wash out the radiator with a garden hose. Wash batteries if needed. Do not use pressure washer.	✓
	3	Check steering wheel for cracks, general condition, & mounting.	✓
2	4	Check condition of seat mounting. Check upholstery for rips. Fasten seatbelt, check latch operation. Check seat operation fore, aft, & height adjuster. Leave seatbelt fastened during test drive.	✓
5	5	Insert key & check operation of ignition switch. With the key on, check the warning lights & buzzers. Check emergency siren at this time.	✓
7	6	Check mounting condition of the transmission shifter assembly. Put transmission in drive & try to start the engine. The engine should not crank. Start engine now. Put in reverse. Is back up alarm working?	✓
5	7	Listen for noise, misfire, or rough idle. Visually check for excessive smoke. Proceed with test drive.	✓
	8	Check speedometer/odometer operation. Record road test end mileage. _____	✓
	9	Check the operation of all gauges. Note oil pressure, engine temperature, & fuel readings. Oil Pressure 50 Fuel Level Full Engine Temperature 180	✓
	10	Check the operation of the service brakes. Check the operation of the parking brake. Will the parking brake hold the vehicle from moving? Pump down air pressure to 60 PSI. Check to ensure that the low air warning buzzer and light are working. Dot Violation if not working.	✓
	11	Check to ensure that the transmission shifts through its range of operation.	✓
	12	Check steering action, left & right. Check horn operation. Ensure that the steering wheel is centered.	✓
	13	Check dimmer switch. Check turn signals & 4-way flashers. Does switch cancel?	✓
	14	Check the operation of the air conditioner, heater, & defroster. Check the operation of both front & rear units if equipped. Check both interior sun visors if equipped.	✓
	15	Check the permit holder for mounting & condition. Check to ensure that the registration, insurance card & permits are all current. Check the mounting & operation of all two way communication devices.	✓
	16	Check the operation of the windshield washers & wipers. Check the condition of all glass for cracks or glazing. Replace wiper blades if they do not wipe the windshield glass clean. Apply Rain-X to the exterior of all glass.	✓
	17	Check all lights from driver's seat. Check high beam operation & indicator light. Check and repair all dash lights. Walk around vehicle & check all lights & mirrors at this time to ensure that they are working, mounted properly, & that none of the lights & mirrors are damaged or missing.	✓
	18	Inspect condition & operation of hood latches. Check condition & mounting of fender mirrors if equipped. Check hood for proper alignment. Check hood, grill, headlights, & turn signal lenses for damage.	✓
	19	Inspect the left steps & grab handles on left door. Inspect door hinges & lube. Check lock operation & lube locks. Open door & inspect the inside of door, weather stripping, door stops, & DVIR holder. Lube all locks & latches. Wipe off excess lube.	✓
	20	Check the underside of dash for loose wires & connections. Secure as needed. Check pedal pads for wear, pedal shafts for side play, & the linkage for excessive wear. Lube all pivot points as required. Check brake booster for leaks.	✓
	21	Inspect parking brake cable for wear, parking brake frame for cracks, general condition & mounting. Lube all linkage & cable pivot points. Is the cotter pin bent over & secure in the clevis pin?	✓
	22	Press the accelerator to full throttle. Get out of the vehicle & check throttle lever for cracking over center. Check throttle lever spring & mounting bolt for wear & cracks. Spring loaded cable must have 1/4" load on it. #1 reason for low power complaints. Correct now if lever or spring is worn, broken, or cable is out of adjustment.	✓
	23	With accelerator at full throttle, check modulator cable for proper adjustment. Correct adjustment is 1/8" at the accelerator pedal. Correct now if it is out of adjustment.	✓
	24	Check steering column condition & mounting brackets. Check the u-joint & yoke for looseness.	✓
	25	Check the condition of the floor mats. Are they properly secured?	✓
↓	26	Check the mounting condition of Safety Triangles. Secure the Triangle Kit to the floor behind the hoppers seat. Put Dunbar Tape around the Triangle kit box. Fire Extinguisher should be mounted on the wall behind the driver's seat. DOT violation if both are not mounted.	✓
	27	Lubricate the seat runners & pivot points with Silicone spray. Do not use Grease. Inspect the tether straps.	✓

TECH #		PM SERVICE OPERATIONS	WkAcc
9	28	Check the wiper motors for proper mounting. Check the driver's roof vent. Check the operation & mounting of the defroster fans. Check the operation & mounting of the dome lights.	✓
8	29	Inspect the bus bar & lube all pivot points. Adjust the bar so the hopper door is tight & secure.	✓
2	30	Check the hoppers fan for proper mounting & operation. Does it run on both speeds? Check the operation of the safe drop chute. Lube the chute door hinge & check for broken welds. Lube the hinge on the clean out door. Inspect & lube lock. Check the safe light for proper operation. Check the body mounting bolt inside the safe for looseness. Are there any signs of rust?	✓
5	31	Check the cargo compartment for rust, holes, or damage. Check the body mounting bolts for looseness. Lube & inspect the door locks & hinges on currency cage. Check the interior for damage. Check to ensure that all wiring harnesses are secured properly. Check all cargo area lights.	✓
7	32	Lube rear doors & lock linkage. Ensure that slam locks are dropping into floor pockets & that top lock is secured properly. Check all rear door glass & door panels.	✓
5	33	Check grab handle mounting. Check all BR glass. Check & service hopper seat & seatbelt the same as the driver's seat. Check to ensure that all interior decals are legible & not damaged. Remove any unauthorized decals.	✓
	34	Check the mounting of the Red Dot unit. Lube all cables. Service A/C air filter. Wash out & reinstall. Replace only if damaged or defective. Ensure that drain tube is clear. Clean debris from drain pan. Reassemble.	✓
	35	Check hoppers door the same as driver's. Check entry step and grab handle to verify that they are secure. Verify that the mirror is on the inside of the hoppers door. Inspect fuel tank cap and gasket.	✓
	36	Inspect all exterior decals, truck numbers & permits. Remove any unauthorized decals. Note any damaged or worn decals on the follow-up sheet. Inspect body for damage. Notify Fleet Supervisor of any decal or body damage issues. Does truck need to be repainted? Yes No (Circle One) If yes, notify supervisor.	✓
	37	Lube rear door hinges. Check weather stripping. Clean out floor pockets. Check door steps, cables, pull straps, & slam locks. Are they working properly? Do not put vehicle back in service if any lock is not working properly. Initial here verifying that all locks are working properly. Int. _____	✓
	38	Inspect front & rear bumper condition and mounting. Do both front & rear licenses plates have four (4) bolts securing them? If equipped, inspect block heater plug for loose or damaged wiring. Secure as needed.	✓
	39	Inspect & lube hood pins. Inspect hood cables, springs, & inner hood panels. Inspect wiring on hood. Inspect electric horn. Secure any loose or hanging wiring.	✓
	40	Inspect cowl seal, wiper blades, arms, & roof visor. Check wiring to marker lights. Secure if needed	✓
	41	Inspect master cylinder and brake booster for leaks. Inspect lines & hoses. Top off reservoir.	✓
	42	Inspect windshield washer reservoir for cracks. Top off the reservoir.	✓
	43	Check the oil level in both front hubs. Inspect the lug nuts & studs for looseness & rust.	✓
	44	Check air pressure in both front tires. Any tire with less than 80 PSI is considered flat & should be removed or repaired. Adjust to 100 PSI as needed. Check tire tread depth. Determine lowest reading on the tire. Minimum is 5/32nds all tires. Record all readings on PM sheet. Check tires for any damage or defects. Inspect rims for cracks, rust, & hand hole alignment. Inspect axle flanges & nuts. Inspect rear tires the same way. Adjust pressure to 100 PSI & record readings on PM sheet. Torque all wheels to specs.	T
	45	Inspect the condition & mounting of steering box, steering shaft, hoses, & pump. Check fluid level. Jack up the front end of the truck and secure on jack stands. Record all brake lining readings now.	✓
	46	Check both kingpins. 1/8" maximum allowable play. Record L/F 1/8 R/F 1/16 Inspect wheel seals for leaks.	F
	47	Inspect condition and mounting of pitman arm, drag link, & steering arm. Are tires rubbing anywhere? Adjust steering stops if necessary. Check shock absorbers, mounting rubbers, & brackets.	✓
	48	Check front springs & all attaching components. Torque front u-bolts to specs. See attached chart.	T
	49	Inspect front crossmember, radiator support, and mounts. Inspect all coolant hoses, radiator for plugging, and weep hole in water pump for signs of leaking. Inspect front engine mount and wiring looms and hoses. Are they secure? Inspect transmission cooling lines for leaks. Ensure that lines are secure & not rubbing on frame or axle.	✓
	50	Inspect the tie rod ends and tie rod tube for any damage or wear. Are joints in tie rod ends tight?	✓
↓	51	Inspect the entire engine for oil leaks. Inspect the turbo and exhaust outlet and pipe for signs of leaking oil.	✓
	52	Check the starter mounting and wiring connections. Inspect L-Strap on starter for rust or corrosion.	✓

DUN - 023 3 M11

T = Torque NE = Not Equipped ✓ = OK A = Adjusted C = Changed F = Follow Up Needed

TECH #		PM SERVICE OPERATIONS	WkAcc
09	53	Inspect the rubber engine and transmission mounts. Rust indicates that the bolts are loose.	✓
2	54	Inspect the entire transmission for leaks including hoses and fittings. Check the transmission yoke and bearing for end play. Inspect fuel tank mounting brackets. Check tank breather. Is it clear?	✓
5	55	Inspect the parking brake linkage and cable. Inspect the lining and record the remaining lining thickness. Record lining thickness here. _____ Adjust parking brake NOW.	✓
7	56	Check for any hanging wires, hoses, loose body bolts. Check hoses for the Red Dot for signs of leaks, deterioration, or rubbing.	✓
5	57	Carefully inspect fuel tank mounting brackets for cracks and loose mounting bolts. Check for damage to the tanks or brackets. Notify supervisor of any problems. Drain water from the fuel tank NOW.	✓
	58	Inspect the exhaust system for leaks, broken mounting brackets, missing clamps, and rotted pipes.	✓
	59	Inspect the driveline for looseness in the U-joints. Inspect the center bearing for looseness and cracked mounting brackets. Inspect the slip yokes for wear. Minor wear is ok. Talk to supervisor before replacing.	✓
	60	Check rear spring and all attached components for cracks and wear. Torque u-bolts to specs. NOW SEE ATTACHED CHART FOR PROPER TORQUE SPECS.	T
	61	Inspect the pinion seal for leaks. Seeps are not leaks. Dampness is not a leak. Check the rear wheel seals for signs of leaks. Fill the differential with the proper oil. Remove & clean the axle breather vent.	✓
	62	Inspect the rear mud flaps. Should be straight and level. Inspect the wiring and back up alarm mounting.	✓
	63	Inspect the rear bumper for any broken welds or mounting bolts.	✓
	64	Check air cleaner restriction gauge and record reading. 8 Air Filters are not to be changed until they reach 18" of restriction. Check the gauge to ensure that it is not cracked, broken, or missing. DO NOT REMOVE FILTER AND BLOW IT OUT WITH AIR OR TAP IT ON THE GROUND TO REMOVE DIRT. Box Broken	F
	65	Inspect the fan for damage or loose blades. Shake the fan to check for looseness in the fan clutch. Check the fan hub bearing. Check the belt tensioner for looseness and noise. Check the water pump bearing for end play. Inspect all belts for wear or cracking. Replace any belts that are cracked NOW. Cheaper to replace belts now than on the road.	✓
	66	Torque the alternator mounting bracket bolts to the proper specifications. Torque the alternator bolt to proper specs. Check the A/C compressor mounting bracket for looseness. Torque the compressor mounting bolts to specs.	T
	67	Check the routing of the A/C lines to ensure that they are secured properly & not chafing. Secure NOW.	✓
	68	Evacuate all Freon from the A/C system. Record amount of Freon removed. _____ Lbs _____ Oz. Recharge with the proper amount of Freon. REFER TO FREON CHARGE SHEET. Record amount of Freon charged to the system. _____ Lbs _____ Oz. Install dust caps on both charge ports. All A/C line fittings must be crimp style, HOSE CLAMP FITTINGS NOT PERMITTED ON A/C SYSTEM. Test run A/C system. Does the compressor clutch cycle? Circle One YES NO	—
	69	Check the hose clamps on the air intake system. Should be spring loaded clamps, not regular hose clamps. Inspect all of the piping &hoses for the intake system.	✓
	70	Inspect the exhaust manifold for leakage, looseness, & broken bolts.	✓
	71	Inspect the A/C dryer mounting. Replace the pressure switch wire ends with a fully enclosed end if not already equipped. NO LOOSE OR EXPOSED WIRE END CONNECTORS.	✓
	72	Check the injector lines for leaks & or missing clamps. All steel lines must have steel clamps & rubbers in place & must be tight & secure.	✓
	73	Inspect all seals on the injection pump. Check all fuel supply lines for chafing and dry rot. Check the fuel solenoid wiring connections for corrosion. Replace rubber boot on solenoid if cracked or missing. Lubricate injection pump linkage with silicone spray. Check all HP Oil Pump lines for signs of leaks.	✓
	74	Inspect the fuel cable linkage at the injection pump for mounting, chafing, & wear. Replace now if worn or damaged. Check and lube the cable ends & ball stud with silicone spray. Check throttle lever for loose mounting bolts & broken spring in the lever. Push pedal to the floor & check to ensure that the cable is loaded on the spring at full throttle. #1 Cause of low power complaints on mechanical engines.	✓
	75	Remove battery cables from all batteries, negative end first, & clean the ends with a stainless steel wire brush. Check the cables for chafing, rubbing, proper routing. Ensure that the cables are secured properly.	✓
	76	Load test each battery individually. If you have a CARBON PILE load tester use the following procedure. Load test each battery to 1/2 of its CCA rating. Battery voltage should not drop below 9.2 Volts. Remove from truck if voltage drops below 9.2 Volts.	—
✓	77	If you have a new Electronic tester, follow the manufacturer's directions. All batteries are to be tested as a group and individually with the new tester. Attach print out of the test to the PM Sheet.	✓

TECH #		PM SERVICE OPERATIONS	WkAcc
09	78	Reconnect all battery cables, positive end first. Connect load tester cables for the next test. Start the truck. With A/C on, increase the engine speed to 1000 RPM. Alternator output should be 13.8 to 14.2 Volts. Record alternator output here. _____. Apply Dielectric grease to the ECM fuse & fuse holder in the battery box. DO NOT PUT ANY DI-ELECTRIC GREASE OR SPRAY OF ANY SORT ON THE BATTERY CABLE ENDS. NO EXCEPTIONS.	✓
2	79	Test the freeze protection level of the coolant. Should be (-37 TO -40 degrees) Record reading on sheet before adjusting to proper level. Protection Level _____ DCA Reading _____ 1500/3200 is OK.	✓
5	80	Pressure test cap,inspect cap gasket. Pressurize coolant system to 20 Lbs. Inspect for leaks. Check Red Dot hoses for leaks at this time. Coolant system should not lose more than 1 Lb in 5 minutes. Hold pressure on the system & inspect the entire coolant system for leaks, chafed hoses, damaged or rotted radiator tubes or cooling fins. Hold pressure on the system until oil change is complete.	✓
5	81	Drain the motor oil. Reinstall the drain plug & tighten NOW. Change the oil filters. Inspect the condition of the oil fill cap and gasket. Refill the crankcase with the proper amount of oil. Start the engine & run until oil pressure rises to normal level. Shut engine off & check oil level. Top off as needed. Do not change the fuel filter until you have run the engine after the oil has been changed.	✓
	82	Remove transmission spin-on filter. Remove magnet & clean. Reinstall magnet & new spin-on filter.	✓
	83	Clean fuel strainer and replace fuel filter. Start engine & run until oil pressure is normal. Check transmission fluid level. Shut off engine & recheck engine oil level. Check radiator pressure tester and record reading now. 20 Lbs. Remove coolant system pressure tester, and replace radiator cap NOW.	✓
	84	Grease the entire chassis. Kingpins & driveshaft u-joints must purge grease from both ends of the kingpin & from all four bearing cups. If any do not purge, correct at the end of the PM inspection.	✓
	85	Perform visual and hand inspection of the tires. Slide your hand across both front tires. Any sharp edges indicate a toe adjustment problem. Paint a white stripe in the center of both front tires. Scribe a sharp line in the painted area. Remove the jack stands & set the entire truck back on the ground. The front tires should be set on folded up plastic trash bags. Check toe-in & adjust if needed. Toe should be set 0" to 1/32" toe-in. Retorque pinch bolts when adjustment is complete.	T
	86	Check entire truck, & remove any grease from handles, steering wheel, seats, & any other surface.	✓
	87	Install a new FMCSR/PM Sticker at every PM service. Sticker should have the unit #, mileage, month & year, PM service performed, and antifreeze check areas punched. Initial here that sticker has been installed correctly.	✓
	88	Road Test unit before it is returned to service. Road Test Completed Int. JMS	✓
	89	B: 10 / 100 (32nds / lbs) — B1: (/) — A: 8 / 100 — A1: (/) — F: (/) — E: (/) — D: (/) — C: (/) — J: 12 / 100 — I: 12 / 100 — H: 12 / 100 — G: 12 / 100. Record Tire Pressures As Read, Not Adjusted. Record Tread Depth At The Lowest Spot on The Tire.	
	90	Record the Lowest Brake Lining Reading From Each Wheel Position. Record all Readings in 32nds, NOT Percentages. RF 8/32 RLA _____/_____ RFD _____/_____ RRD 10/32 LF 8/32 LLA _____/_____ LFD _____/_____ LRD 10/32	
	91	U-Bolt Torque Specs: 5/8" - 185 ft lbs; 3/4" - 300 ft lbs; 7/8" - 400 ft lbs; 1" - 550 ft lbs. Tire Pressure: 10R22.5 - 100 PSI; 11R22.5 - 100 PSI; 295/75R22.5 - 100 PSI; 215/75R15 - 35 PSI; 225/45R16 - 65 PSI; 225/70R19.5 - 100 PSI. Wheel Torque Specs: Budd Wheels - 400 ft lbs; Hub Pilot - 550 ft lbs; Spoke Wheel - 5/8-11 Stud 185 ft lbs; Spoke Wheel - 3/4-10 Stud 230 ft lbs	
	92	I have checked all of the above, I am fully trained on FMCSR requirements, I have noted or repaired all safety defects, and understand that they contribute to the safe and reliable operation of this vehicle, and the liability on board from being put in harm's way. Service Technician Signature _____	

DUN - 023 11/11

T = Torque NE = Not Equipped ✓ = OK A = Adjusted C = Changed F = Follow Up Needed

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Staff/ Committee Reports

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Grain Valley, Missouri
Come Home To Opportunity

Community Development
Mark Trosen, Director

Board of Aldermen Report
September 14, 2020

(For the Month of August)

Permits Issued – 89; YTD 570

NSFR – 17; YTD 72
Duplex – 0; 34
Commercial New – 1; YTD 2
Commercial Other – 0; YTD 11
Residential other – 17; YTD 118
Fence – 12; YTD 122
Roof -29; YTD 133
Pools – 1; YTD 10
Demo – 0; YTD 2
Right-of-Way – 9; YTD 29
Construction – 1; YTD 7
Signs – 1; YTD 4
Planning/Zoning – 1; YTD 21

Codes Enforcement & Inspections – 479; YTD 2,108

Total Building Inspections – 223; YTD 1,357
- Residential – 211; YTD 1,196
- Commercial – 7; YTD 72
- Misc. Stops- 5; YTD 84

Code Violation Inspections – 203; YTD 667
- New – 170; YTD 547
- Closed- 33; YTD 120

Utility Inspections – 53; YTD 302
- Sewer – 16; YTD 69
- Water – 7; YTD 39
- Sidewalks – 9; YTD 40
- Driveways – 15; YTD 84
- Right-of-Way – 0; YTD 10
- PW Finals – 6; YTD 60

Public Works

Work Orders Completed – 129; YTD 1,235
Utility Locate Requests – 281; YTD 2,250
Water Main Taps – 16; YTD 100
Water Meters –
- New Construction Install – 28; YTD 119
- Repairs – 22; YTD 110
- Replacement – 8; YTD 21
- Meter Replacement Program – Completed (Budgeted for 400 meters)

Additional Items

2020 Sewer inspection continues. For August, 3,071 ft has been camera inspected. No major issues detected.

Public Works began using the Asset Essentials software for their work order and progress needs.

Replaced 7 faded or peeling “no Parking” and “stop” signs in city.

Curb patched 7 residential curbs using 15 – 80lbs bags of concrete: Pothole repairs using 14 tons mix.

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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 ☐	
	Municipality: GRAIN VALLEY	Reporting Period: August, 2020
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: Kari Boardman	E-mail Address kboardman@cityofgrainvalley.or	iNotes ☐
Municipal Judge(s): SUSAN WATKINS	Prosecuting Attorney: JEREMY COVER	

II. MONTHLY CASELOAD INFORMATION	Alcohol & Drug related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases *(citations / informations)* pending at start of month	142	1,689	335
B. Cases *(citations / informations)* filed	14	34	16
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	11	9	3
5. Violations Bureau Citations *(i.e., written plea of guilty)* and bond forfeitures by court order *(as payment of fines / costs)*	0	4	0
6. dismissed by court	7	4	3
7. *nolle prosequi*	0	0	0
8. certified for jury trial *(not heard in the Municipal Division)*	0	0	0
9. **TOTAL CASE DISPOSITIONS**	18	17	6
D. Cases (citations / informations) pending at end of month [pending caseload = (A + B) - C9]	138	1,706	345
E. Trial de Novo and / or appeal applications filed	0	0	0

III. WARRANT INFORMATION *(pre- & post-disposition)*	
1. # Issued during reporting period	12
2. # Served/withdrawn during reporting period	28
3. # Outstanding at end of reporting period	406

IV. PARKING TICKETS	
# Issued during period	2
☐ Court staff does not process parking tickets	

MUNICIPAL DIVISION SUMMARY REPORTING FORM

I. COURT INFORMATION	Municipality: GRAIN VALLEY	Reporting Period: August, 2020

V. DISBURSEMENTS

Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		**Other Disbursements cont.**	
Fines - Excess Revenue	$ 1,211.87		$
Clerk Fee - Excess Revenue	$ 120.00		$
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	$ 3.70		$
Bond forfeitures (paid to city) - Excess Revenue	$ 0.00		$
Total Excess Revenue	$ 1,335.57		$
Other Revenue (non-minor traffic and ordinance violations not subject to the excess revenue percentage limitation)			$
Fines - Other	$ 2,641.95		$
Clerk Fee - Other	$ 216.00		$
Judicial Education Fund (JEF) ☒ Court does not retain funds for JEF	$ 0.00		$
Peace Officer Standard and Training (POST) Commission surcharge	$ 29.00		$
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	$ 206.77		$
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	$ 6.66		$
Law Enforcement Training (LET) Fund surcharge	$ 56.00		$
Domestic Violence Shelter surcharge	$ 112.00		$
Inmate Prisoner Detainee Security Fund surcharge	$ 0.00		$
Sheriff's Retirement Fund (SRF) surcharge	$ 84.55		$
Restitution	$ 477.40		$
Parking ticket revenue *(including penalties)*	$ 0.00		$
Bond forfeitures *(paid to city)* - Other	$ 0.00		$
Total Other Revenue	$ 3,830.33	**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**	$ 5,165.90
	$	**Bond Refunds**	$ 1,095.00
	$	**Total Disbursements**	$ 6,260.90

GRAIN VALLEY PARK BOARD
MINUTES
July 21, 2020

Meeting called to order at 7:12 P.M. by Vice President Brian Bray.

ROLL CALL:

PRESENT: Brian Bray (Vice President), Don Caslavka, Jared English, Terry Hill, Chuck Harris, Alderman Jayci Stratton, Shannon Davies (Director)

ABSENT: Brad Welle (President), Becky Gray (Secretary), Norm Combs, Nathan Hays

CONSENT AGENDA:

a. **APPROVAL OF MINUTES:** Motion by Jared English and seconded by Chuck Harris to approve the June Minutes. Motion carried.

TREASURER'S REPORT:

a. **REVIEW OF ACCOUNTS PAYABLE/EXPENDITURES/REVENUES:** Shannon highlighted and explained the more notable expenditures. Year-to-date revenues/expenses were also reviewed.

CITIZEN COMMENTS: none

COMMITTEE REPORTS:

a. **Veteran's Tribute –** Jared English
   i. Jared reported that the POH Committee is looking at a date in October to dedicate the site back to the parks department.

OLD BUSINESS:

a. **Capital Improvements Plan (CIP) 2021-2025** – Dick Tuttle/Shannon Davies
   i. Shannon distributed the draft for final review/discussion. It will now go before Planning and Zoning and then on to the Board of Aldermen for adoption.

b. **Blue Branch Creek Trail Project (Phase 2) Update** – Shannon Davies
   i. Final permitting for right-of-way is being completed for the bridge.
   ii. In the process of getting the Phase 1 portion of the trail as well as the trail section that will connect at the dead end of Cross Creek Drive to the school district boundary, recorded as a city easement.
   iii. CFS will be providing us a cost estimate for Construction Management of the project.
   iv. CFS is shooting to have the Scope of Services pulled together within the next 3-4 weeks so that we can put the project out to bid.

c. **Dillingham Trail Connector Project Update** – Shannon Davies
   i. The water line portion of the project has been completed.
   ii. Blue Nile is currently cutting-in the trail and laying the base rock.

d. **Park Board By-Laws** – Group Discussion
   i. The board reviewed the proposed revisions to the Park Board By-Laws for the last time.
   ii. Chuck Harris made a motion to approve the updated Park Board By-Laws. Second by Don Caslavka.

e. **Park Ordinance "Sale of Services/Merchandise" Review** – Group Discussion
   i. The proposed language for the revisions of this ordinance were discussed.
   ii. There was some ambiguity in what we would allow when an entity has partnered with the Parks and Recreation Department when charging for and providing a service, versus an entity providing services that has no affiliation with the department or city on park property.
   iii. Shannon will address this language and then have the City Administrator and City Attorney review it before the next Park Board meeting.

f. **Christina "Kiki" Claphan Memorial** – Shannon Davies
   i. Nothing new to report.

NEW BUSINESS:

a. **No New Business**

DIRECTOR'S REPORT

1. **<u>Operational Updates</u>**
   a. COVID-19 – Shannon provided some operational updates as it relates to COVID-19. We have slowly started reopening facilities and amenities but still with restrictions. Face masks are required at the Community Center and Aquatic Center.
   b. Staff had started working on the development of the 2021 Budget.
   c. Registration is underway for the Fall, Youth Baseball/Softball season.

2. **<u>City Updates</u>**
   a. Due to COVID-19, there have been several special event cancellations and changes. Both the annual Community Development and Night Out on Crime events have been cancelled for this year. All of our Movie in the Park events have been cancelled. As far as the annual Fair, there will still be an event, but we will only have food truck

vendors and merchandise vendors. There will be no carnival rides/games. They are still planning on having the 5K Run but there will be no parade.

3. **Past/Current Programs/Special Events**
   a. Senior Citizen Fitness Classes
   b. Group Swim lessons
   c. Private Swim lessons

4. **Upcoming Programs/Special Events**
   a. Movie in the Park (Onward) – 8/7

TOPICS FOR NEXT MEETING:

a. Blue Branch Creek Trail (Phase 2) Project
b. Dillingham Trail Connector Project
c. "Sale of Merchandise/Services" Ordinance
d. Christina "Kiki" Claphan Memorial

ADJOURNMENT:

Motion by Chuck Harris, seconded by Jared English, to adjourn. Motion carried.

Meeting adjourned at 8:10 P.M.

Next regular meeting will be August 18, 2020.

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