
MEMORANDUM



TO: Mayor and City Council

FROM: Kim Nakahodo, Acting City Administrator

DATE: June 6, 2023

RE: Review of the North Kansas City Destination Developers Community Improvement District FY 2023-2024 Budget

RSMo 67.1471.2, which speaks to the administration of community improvement districts, provides: "No earlier than one hundred eighty days and no later than ninety days prior to the first day of each fiscal year, the board [of the community improvement district] shall submit to the governing body of the city a proposed annual budget to the governing body for review."

Legal counsel for the Community Improvement District (CID) has submitted the proposed FY 2023-2024 annual budget for the North Kansas City Destination Developers Community Improvement District for Council review.

Staff's comments on the submitted budget include the following:

Request to increase the cost-share of the mowing and landscaping maintenance of the One North Development area for FY 2023-2024. Requested funding in the North Kansas City Destination Developers Community Improvement District FY 2023-2024 Budget: \$15,000. This amount is half of the estimated cost of the mowing and landscaping maintenance of the One North Development area.

Staff recommends that the governing body communicates to the CID Board that it has reviewed the proposed budget and requests the Cost-Share for mowing and landscaping maintenance of One North Development Area be increased to \$15,000.

**NORTH KANSAS CITY DESTINATION DEVELOPERS
COMMUNITY IMPROVEMENT DISTRICT**

FYE 9/30/2024 Budget

BUDGET MESSAGE:

The North Kansas City Destination Developers Community Improvement District was established by the City Council of North Kansas City, Missouri on October 18, 2017 and imposes a 1.00% sales and use tax. The collection of CID Sales Tax revenue commenced on January 1, 2020 and will terminate after 23 years.

	<u>FYE 9/30/2024*</u> (proposed)		<u>FYE 9/30/2023*</u> (as amended)		<u>FYE 9/30/2022</u> (actual)
FUNDS AVAILABLE:					
- Cash on Hand (Beginning of Fiscal Year)	\$ 65,574.47	\$	72,064.47	\$	12,741.50
ESTIMATED REVENUE:					
- 1% CID Sales Tax (commenced 1/1/2020)	\$ 65,000.00	\$	55,000.00	\$	65,691.00
- Interest	\$ 250.00	\$	10.00	\$	34.47
- Developer Advances	\$ -	\$	-	\$	-
TOTAL ESTIMATED FUNDS AVAILABLE & REVENUE:	\$ 130,824.47	\$	127,074.47	\$	78,466.97
ESTIMATED EXPENDITURES:					
- Transfer TIF EATs to Special Allocation Fund (50% of CID Revenues)**	\$ 32,500.00	\$	27,500.00	\$	-
- Administrative Fees	\$ -	\$	-	\$	-
- Administrative Costs (e.g., legal fees, insurance)	\$ 12,000.00	\$	10,000.00	\$	6,402.50
- Cost-Share for mowing and landscaping maintenance of One North Development Area	\$ 14,000.00	\$	14,000.00	\$	-
- Payment/Reimbursement of Developer Advances [^]	\$ -	\$	10,000.00	\$	-
TOTAL ESTIMATED EXPENDITURES:	\$ 58,500.00	\$	61,500.00	\$	6,402.50
FUNDS AVAILABLE:					
- Cash on Hand End of Fiscal Year	\$ 72,324.47	\$	65,574.47	\$	72,064.47

* Estimated Values

** For FYE 9/30/2022, the amount of TIF EATs sent to the Special Allocation Fund include those collected for FYE 9/30/2020 and FYE 9/30/2021

[^] The terms of the repayment of Developer Advances, including interest thereon, is addressed and governed by the Development Agreement between the City and Developer dated May 17, 2016, as amended.

**Minutes of the North Kansas City, Missouri Regular City Council Meeting of
June 6, 2023**

The City Council met in regular session on Tuesday, June 6, 2023, in the City Council Chambers located at 2010 Howell Street, North Kansas City, MO 64116.

The following were present:

Mayor: Bryant DeLong
Councilmembers: Tabitha Todd
Anthony Saper
Lisa Tull
Jesse Smith
Connor Fitzgerald - Absent
Linda Alvarez
Amie Clarke
Katie Stokes

Staff Present: Dave Hargis, Fire Chief and Acting Acting City Administrator
Jim Bagley, Police Major
Anthony Sands, Public Works Director
Stephen Roberts, IT Manager
Tom Barzee, City Counselor
Crystal Doss, City Clerk

Mayor DeLong called the meeting to order at 6:02 p.m.

ROLL CALL

The roll was called. The following councilmembers were present: Tabitha Todd, Anthony, Saper, Lisa Tull, Jesse Smith, Linda Alvarez, Amie Clark, and Katie Stokes.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance lead by C. Todd.

APPROVAL OF THE AGENDA

C. Smith moved to approve the agenda, seconded by C. Stokes. Mayor DeLong asked all in favor/any opposed. Mayor DeLong declared the motion carried.

CEREMONIAL MATTERS

Pride Month Proclamation

Comments From the Public

Carol Broadway, 833 E. 24th Avenue, approached the Council asking that they reconsider passing an ordinance allowing golf carts to be ridden on public streets in North Kansas City.

Zachary Clevenger, 1028 E. 24th Avenue, thanked the Council for their continued discussion on the public transportation service in North Kansas City. Mr. Clevenger asked if we had to switch from the Metroflex to IRIS. Mayor DeLong stated that the City was not given the option by KCATA to stay with the Metroflex service.

Discussion Items

Jim's Disposal Contract Renewal – 1 Year Extension

The current contract for solid waste services with Jim's Disposal expires on September 30, 2023. This discussion item is to review current services and discuss whether the City Council would prefer to renew the current contract or, solicit RFPs for a new contract. Charles Byrd from Jim's Disposal was present to discuss solid waste, recycling, and other services Jim's Disposal provides in North Kansas City. Discussion ensued. Mr. Byrd answered councilmembers' questions. Council consensus was for staff to bring back the necessary documents to extend this service for one more year.

Discussion of RFP for Transportation Services

Mayor DeLong would like to discuss the scope of services for the proposed RFP for Transportation Services discussed during the City Council Regular Meeting on May 16, 2023. Discussion ensued. Council consensus was to have staff begin preparing an RFP for public transportation services in North Kansas City.

Councilmember Stokes left the meeting at 6:06 p.m.

Consent Agenda

C. Tull asked that the CivicPlus Resolution Codification Contract (Resolution No. 23-031) be pulled from the Consent Agenda and discussed under Regular Items.

Approval of the Regular Council Meeting Minutes from May 16, 2023

Appointment of Liquor Control Director (Resolution No. 23-038)

Consideration of a Resolution Approving a Contract Services Agreement for Tree Maintenance with Shawnee Mission Tree Service, Inc. (Resolution No. 23-033)

The Municipal Services Division of Public Works is responsible for maintaining approximately 3,000 city-owned trees in the public right-of-way (ROW). To facilitate these services, the Municipal Services crew handles smaller tasks in-house, and employs the services of professional tree contractors for larger trees, projects requiring specialized equipment, trees near powerlines, and other elements of the tree maintenance program. Based on the evaluation, Staff recommends accepting the bids from both Arbor Masters and CTC Disaster Response, and entering into on-call agreements with them for the provision of City tree maintenance services. By engaging two contractors, we will enhance service reliability and mitigate any potential risks or disruptions that may arise.

Consideration of a Resolution Approving a Contract Services Agreement for Tree Maintenance with CTC Disaster Response Inc. (Resolution No. 23-032)

The Municipal Services Division of Public Works is responsible for maintaining approximately 3,000 city-owned trees in the public right-of-way (ROW). To facilitate these services, the Municipal Services crew handles smaller tasks in-house, and employs the services of professional tree contractors for larger trees, projects requiring specialized equipment, trees near powerlines, and other elements of the tree maintenance program. Based on the evaluation, Staff recommends accepting the bids from both Arbor Masters and CTC Disaster Response, and entering into on-call agreements with them for the provision of City tree maintenance services. By engaging two contractors, we will enhance service reliability and mitigate any potential risks or disruptions that may arise.

Consideration of a Resolution Amending the Gaming Fund Budget for Fiscal Year 2022-2023 in the Amount of \$98,465 for Regional Radio Systems Compliance Updates (Resolution No. 23-034)

The North Kansas City Police and Fire Departments have been made aware through the Metropolitan Area Regional Radio System (MARRS) that Motorola Solutions requires all participating entities to upgrade their current T1 connections to Ethernet. The sole source vendor for this purchase and installation, Commenco/Motorola Solutions, has provided the City with a quote to purchase and install this equipment for \$98,464.05. Motorola Solutions has made us aware of a pending price increase, effective July 1, 2023, that would increase this price to \$121,650.00. It is in the City's best interest to amend the FY 2023 budget for this expenditure now and not wait for approval of the FY 2024 budget and subject to the \$23,185.95 price increase.

Consideration of a Resolution Amending the General Fund Budget for Fiscal Year 2022-2023 in the Amount of \$30,000 for Ambulance Billing Collections (Resolution No. 23-035)

The Fire Department utilizes a third-party billing company to collect ambulance payments which bills us on a percentage basis. With the increase in ambulance responses, our billing expenses have increased more than what was budgeted for. While these expenses are recouped via the billing of ambulance users, those funds do not replenish this specific line item. Since a decrease in this monthly payment is not anticipated in the near future, Staff is requesting a budget line increase of \$30,000 to cover the remaining six months of payments in the 2022-2023 fiscal year.

Review of the North Kansas City Destination Developers Community Improvement District FY 2023-2024 Budget

RSMo 67.1471.2, which speaks to the administration of community improvement districts, provides: "No earlier than one hundred eighty days and no later than ninety days prior to the first day of each fiscal year, the board [of the community improvement district] shall submit to the governing body of the city a proposed annual budget to the governing body for review." Legal counsel for the Community Improvement District (CID) has submitted the proposed FY 2023-2024 annual budget for the North Kansas City Destination Developers Community Improvement District for Council review. Staff recommends that the governing body communicates to the CID Board that it has reviewed the proposed budget and requests the Cost-Share for mowing and landscaping maintenance of One North Development Area be increased to \$15,000.

Consideration of a Resolution Amending the Gaming Fund Budget for Fiscal Year 2022-2023 in the Amount of \$18,000 for a Replacement Plotter (Resolution No. 23-036)

In 2013, the City purchased an Océ Colorwave 650 plotter for \$39,475. The plotter is used for printouts of maps and plans by Public Works, Community Development, and Legal. Over the past few months, the plotter has been having issues and stopped working a few months ago. Due to the unknown cost of repairing the current plotter, Staff is requesting a budget line increase of \$18,000 for the purchase of an HP XL 3600 plotter. The cost includes the plotter, ink, print head, various types of paper, and a one-year service agreement.

Consideration of a Resolution Amending the Community Center Fund Budget and Authorizing a Transfer From the Gaming Fund for Fiscal Year 2022-2023 in the Amount of \$350,000 for the Replacement of Flooring (Resolution No. 23-037)

On March 7, 2023, the City Council and YMCA management discussed replacement options for the damaged YMCA flooring. After discussion, the City Council directed Staff to replace the floor with synthetic flooring and work with the City's insurance company to recover the cost of the replacement floor as a loss. To replace the floor, the City must pay for the replacement floor up front, and the City's insurance company, Travelers, will reimburse the costs once the replacement floor has been installed. Attached is the proposal for the scope of work submitted

by Kiefer USA, the synthetic floor manufacturer, for \$313,860. In addition, Staff has prepared a budget amendment in the amount of \$350,000 for the City Council's consideration. The additional budget authority covers any unforeseen conditions that may need to be addressed for this project. All project costs will be submitted to the City's insurance company for reimbursement.

C. Clarke moved to approve the amended Consent Agenda, seconded by C. Tull. Mayor DeLong asked all in favor/any opposed. Mayor DeLong declared the motion carried.

Regular Agenda

Consideration of a Resolution Authorizing the City to Enter Into a Statement of Work with CivicPlus, LLC, the Acquirer and Sole Owner of Municode, LLC for City Code Supplement Subscription (Resolution No. 23-031)

The City of North Kansas City currently engages with Municode for our Municipal Code codification. CivicPlus recently purchased Municode. Anytime an ordinance is passed by Council that requires a change in our City Code, it must be sent to CivicPlus to be codified. Upon receipt, CivicPlus immediately updates our online code. Once a quarter, all the codifications sent in will be revised in the appropriate areas of the code, and a paper copy will be sent to the City Clerk to update the physical City Code book. At this time, we need to sign a new contract with CivicPlus. The annual cost will be \$7,150.70, including a \$285 Administrative Fee, \$1,083 for our online code service, and \$5,782.70 for our codification services. Discussion ensued.

C. Tull made a motion to approve Resolution No. 23-031, seconded by C. Smith. Mayor DeLong asked all in favor/any opposed. Mayor DeLong declared the motion carried.

Consideration of an Ordinance Approving a Tourism Grant Cooperative Agreement Between North Kansas City Destination Developers, LLC, and the City of North Kansas City, Missouri in Connection with the Local Tourism Asset Development Grant Program and the Construction of an Aerial Adventure Park {Bill No. 7781 (Ordinance No. 9578)}

On December 14, 2022, the City, in cooperation with the North Kansas City Destination Developers, LLC, applied for a Missouri Department of Economic Development ARPA Tourism Grant. The program, funded through the American Rescue Plan Act, focused on supporting projects that further the recovery of the tourism, travel, and hospitality industries. This grant application supported a new aerial park and zip line course at One North. On April 13, 2023, The Missouri Department of Economic Development announced that it had awarded \$30 million through the Local Tourism Asset Development Grant Program for 26 projects across the state. The Aerial Park and Zip Line Course at One North was awarded \$1,405,500 in grant funding and was one of only three projects that featured a public-private partnership. One of the

requirements of a public-private ARPA Tourism Grant award is the adoption of a Cooperative Agreement to outline the roles and responsibilities of the grant administration.

C. Smith moved that Bill No. 7781 be placed on first reading, seconded by C. Clarke. Mayor DeLong asked all in favor/any opposed. Mayor DeLong declared the motion carried. Bill No. 7781 was read.

C. Clarke moved that Bill No. 7781 be placed on second and final reading and passed as Ordinance No. 9578, seconded by C. Smith. The roll was called, and the vote was as follows: C. Todd, yes – C. Saper, yes – C. Tull, yes – C. Smith, yes – C. Alvarez, yes – C. Clarke, yes. Motion carried, 6-0. Bill No. 7781 was read. Thereupon Mayor DeLong declared the Bill duly passed. Said Bill was then numbered 9578, was signed and approved by the Mayor and attested by the City Clerk.

Consideration of an Ordinance Approving Accounts Due and Payable by the City Through June 2, 2023 {Bill No. 7782 (Ordinance No. 9579)}

C. Smith moved that Bill No. 7782 be placed on first reading, seconded by C. Clarke. Mayor DeLong asked all in favor/any opposed. Mayor DeLong declared the motion carried. Bill No. 7782 was read.

C. Clarke moved that Bill No. 7782 be placed on second and final reading and passed as Ordinance No. 9579, seconded by C. Clarke. The roll was called, and the vote was as follows: C. Todd, yes – C. Saper, yes – C. Tull, yes – C. Smith, yes – C. Alvarez, yes – C. Clarke, yes. Motion carried, 6-0. Bill No. 7782 was read. Thereupon Mayor DeLong declared the Bill duly passed. Said Bill was then numbered 9579, was signed and approved by the Mayor and attested by the City Clerk.

Staff Comments

Chief Hargis stated that the Upcoming City Items of Note, YMCA 2022 Audited Financial Statements, YMCA Healthy Citizens Incentive report, and the May 2023 Court Reports were in their packets for review.

Public Works Director Anthony Sands stated that MoDOT was out at 16th and Linn and were going to fix the area this week, but they have now moved it back.

Councilmember Comments

C. Todd stated she appreciated those who came out to make public comments. She stated she looks forward to the golf cart discussion. As for recycling, she stated she is hopeful that we can improve our program through education.

C. Sands stated 16th and Linn will be completed this year in cooperation with the Special Road District. He stated there is a Pride Parade this weekend, and members of the EIC will be marching in it.

C. Tull stated she will be working with staff to develop a program to get children behind our recycling program. She also stated if we had ambassadors for the program, we could set up at the local events, such as Arts in the Park, to continue to educate the community about recycling.

C. Smith stated it is Pride Month. Remember to be nice to one another. He stated the City Council is open to rediscussing the use of golf carts in residential areas of North Kansas City

C. Alvarez thanked Carol for coming and speaking to the Council tonight. She also stated she has received several complaints from her constituents about speeding on Knox from Armour Road to 25th Avenue.

C. Clarke thanked Carol and Zach for taking the time to come and speak to the Council. She stated the EIC will be marching in the Pride Parade on Saturday. She wished everyone a happy Pride Month and stated we should be kind not just during Pride Month but all the time.

Mayor's Comments

Mayor DeLong had nothing at this time.

C. Stokes did attend the Executive Sessions.

Consideration of a Request to Hold and Recess Into an Executive Session, as Requested by the City Counselor, to be Held on this Date, on a Potential Litigation Matter Pursuant to Missouri Revised Statutes §610.021(1).

C. Smith moved to go into executive session at 7:00 p.m., seconded by C. Clarke. The roll was called, and the vote was as follows: C. Todd, yes – C. Saper, yes – C. Tull, yes – C. Smith, yes – C. Alvarez, yes – C. Clarke, yes. Motion carried, 6-0.

Consideration of a Request to Hold and Recess Into an Executive Session, as Requested by the Acting City Administrator, to be Held on this Date, on a Real Estate Matter Pursuant to Missouri Revised Statutes §610.021(2).

C. Smith moved to go into executive session at 7:00 p.m., seconded by C. Clarke. The roll was called, and the vote was as follows: C. Todd, yes – C. Saper, yes – C. Tull, yes – C. Smith, yes – C. Alvarez, yes – C. Clarke, yes. Motion carried, 6-0.

Consideration of a Request to Hold and Recess Into an Executive Session, as Requested by the Mayor, to be Held on this Date, on a Real Estate Matter Pursuant to Missouri Revised Statutes §610.021(2).

C. Smith moved to go into executive session at 7:00 p.m., seconded by C. Clarke. The roll was called, and the vote was as follows: C. Todd, yes – C. Saper, yes – C. Tull, yes – C. Smith, yes – C. Alvarez, yes – C. Clarke, yes. Motion carried, 6-0.

C. Smith moved to adjourn at 9:00 p.m., seconded by C. Clarke. Mayor DeLong asked all in favor, any opposed. Mayor DeLong declared the meeting adjourned.

Council Adjourned



Mayor

Attest:



City Clerk

Approved this 20th day of June 2023