

TENTATIVE AGENDA
RAYTOWN BOARD OF ALDERMEN
FEBRUARY 18, 2025
REGULAR SESSION NO. 45
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
AND
ONLINE ZOOM WEBINAR
7:00 P.M.

The meeting will be streamed live and can be accessed on the City's website at www.raytown.mo.us. In addition, a video recording of the meeting will be available within 48 hours on the City's website. For questions, contact City Clerk, Teresa Henry at (816) 737-6004 or thenry@raytown.mo.us.

Public comments can be made in-person by signing in before the meeting using the sign-in sheet available in the City Hall Council Chamber. To make public comments remotely, please use the Zoom Webinar ID and Passcode below and notify the Clerk, using the contact information above, of your intent to give a Public Comment remotely during the live online meeting, or send your Public Comments to the City Clerk at the email address above by 12:00 p.m. (noon) on February 18, 2025 so that your comments can be presented in writing to the Board of Aldermen during the Public Comments section of the meeting agenda. All Public Comments received will be kept on file in the City Clerk's office.

zoom.us/join
Webinar ID: 861 8115 1304
Passcode: 206027

OPENING SESSION

Invocation/Pledge of Allegiance
Roll Call

Public Comments

Comments from the Mayor
Comments from the City Administrator
Committee Reports

1. STUDY SESSION

Adopt-A-Drain
Mathias Lwomeleza, Public Works Superintendent

LEGISLATIVE SESSION

2. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the Board of Aldermen and will be enacted by one motion without separate discussion or debate. An item designated for the Consent Agenda may be removed from the Consent Agenda at the request of the Mayor or an Alderman, where there is no objection by the remaining members of the Board. If there is an objection to removal of an item from the Consent Agenda, the item may be removed by a motion and vote of the Board.

2a. Minutes from the February 4, 2025 Board of Aldermen Meeting

2b. R-3686-25: A RESOLUTION SUPPORTING THE MAYOR'S AD HOC EVENT COMMITTEE IN THEIR EFFORTS TO ORGANIZE A SUMMER CONCERT SERIES ON THE CITY'S GREENSPACE IN THE CENTRAL BUSINESS DISTRICT. Point of Contact: Mayor McDonough and Dave Turner, Parks & Recreation Director.

- 2c. R-3687-25: A RESOLUTION** AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH LAMP RYNEARSON FOR DESIGN ENGINEERING SERVICES FOR RAYTOWN ROAD FROM 63RD STREET TO 67TH STREET PROJECT IN AN AMOUNT NOT TO EXCEED \$134,000.00 FOR FISCAL YEAR 2024-2025. Point of Contact: Robinson Camp, Public Works Director.

NEW BUSINESS

- 3. R-3688-25: A RESOLUTION** AUTHORIZING AND APPROVING AN AGREEMENT WITH KC SNOW PRO LLC UTILIZING THE CITY OF LEE'S SUMMIT, MISSOURI COOPERATIVE AGREEMENT IN AN AMOUNT NOT TO EXCEED \$45,000.00 AND AMEND THE FISCAL YEAR 2024-2025 BUDGET. Point of Contact: Robinson Camp, Public Works Director.

ADJOURNMENT

TENTATIVE AGENDA
RAYTOWN BOARD OF ALDERMEN
FEBRUARY 4, 2025
REGULAR SESSION NO. 44
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
AND
ONLINE ZOOM WEBINAR
7:00 P.M.

Mayor Michael McDonough called the February 4, 2025, Board of Aldermen Regular meeting to order at 7:02 p.m. Donice Derico of Seed of Faith International provided the invocation and led the pledge of allegiance.

Roll was called by Jennifer Baird, City Attorney, and the attendance was as follows:

Present: Alderman Greg Walters, Alderman Ian Scott, Alderman Jim Aziere, Alderman Loretha Hayden, Alderman Ryan Myers, Alderman Janet Emerson, Alderman Theresa Garza, Alderman Bill Van Buskirk, Alderman Bonnaye Mims, Alderman Diane Krizek

Absent: None

Public Comments

Scott Stoner, 9500 E 80th Terrace

Lisa Blume, 10801 Lake View Drive

Morris Melloy, 5816 Manning

Communication from the Mayor

Mayor McDonough spoke on recent events and City business.

Communication from the City Administrator

Damon Hodges, City Administrator, provided an update on the City's current projects and plans.

Robinson Camp presented the City's response to the January 2025 snowstorm.

Committee Reports

Comments were shared by Alderman Mims.

1. STUDY SESSION

Economic Development Update
Damon Hodges, City Administrator

The item was presented by Damon Hodges, City Administrator and Missy Wilson, Assistant City Administrator/Economic Development Administrator.

Mayor McDonough called for a short recess at 8:02 p.m.

Mayor McDonough reconvened the meeting at 8:07 p.m.

Alderman Aziere was not present when the meeting reconvened, but rejoined the meeting at 8:08 p.m.

Alderman Myers left the meeting at 8:40 p.m.

LEGISLATIVE SESSION

2. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the Board of Aldermen and will be enacted by one motion without separate discussion or debate. An item designated for the Consent Agenda may be removed from the Consent Agenda at the request of the Mayor or an Alderman, where there is no objection by the remaining members of the Board. If there is an objection to removal of an item from the Consent Agenda, the item may be removed by a motion and vote of the Board.

2a. Minutes from the January 21, 2025 Board of Aldermen Meeting

2b. R-3683-25: A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT WITH A-1 LANDSCAPING FOR MOWING SERVICES IN AN AMOUNT NOT TO EXCEED \$31,900.00 FOR FISCAL YEAR 2024-2025. Point of Contact: Dave Turner, Parks & Recreation Director.

2c. R-3684-25: A RESOLUTION AUTHORIZING AND APPROVING THE PURCHASE OF A 2025 FORD MAVERICK FROM SHAWNEE MISSION FORD OFF THE CLAY COUNTY MISSOURI COOPERATIVE BID IN AN AMOUNT NOT TO EXCEED \$29,444.00 FOR FISCAL YEAR 2024-2025. Point of Contact: Dave Turner, Parks & Recreation Director.

Alderman Mims, seconded by Alderman Garza, made a motion to adopt. The motion was approved by a vote of 9-0-1.

Ayes: Aldermen Mims, Garza, Krizek, Scott, Van Buskirk, Emerson, Hayden, Aziere, Walters
Nays: None
Absent: Alderman Myers

NEW BUSINESS

3. R-3685-25: A RESOLUTION AMENDING THE FISCAL YEAR 2024-2025 BUDGET RELATED TO PARKS CAPITAL EXPENDITURES AND DEMOLITION OF THE 53RD STREET PROPERTY. Point of Contact: Dave Turner, Parks & Recreation Director.

Alderman Mims, seconded by Alderman Hayden, made a motion to adopt. The motion was approved by a vote of 9-0-1.

Ayes: Aldermen Mims, Hayden, Scott, Emerson, Van Buskirk, Krizek, Walters, Aziere, Garza
Nays: None
Absent: Alderman Myers

ADJOURNMENT

Alderman Mims, seconded by Alderman Scott, made a motion to adjourn. The motion was approved by a majority of those present.

The meeting adjourned at 8:45 p.m.

Teresa M Henry, City Clerk, MRCC

CITY OF RAYTOWN
Request for Board Action

DATE SUBMITTED: 02/12/2025

MEETING DATE: February 18, 2025

SUBMITTED BY:

DEPARTMENT: Administration

Document Type: Resolution

SUBJECT/REQUEST

R-3686-25: Authorize and approve the Raytown Live Music Series for the 2025 summer season.

BACKGROUND/JUSTIFICATION

The City of Raytown Planning Committee for the Raytown Live Music Series would like to request approval from the Board of Aldermen to continue the Raytown Live Music Series for the 2025 summer season.

The committee is planning on hosting 5 nights of music on the second Saturday of every month May through September in 2025. The Committee is requesting to use the Raytown City Green Space for the events, and host music from 7:00 p.m. - 9:00 p.m. on the second Saturday of each month. Events will be funded through sponsorships and donations.

The Planning Committee will also plan for food trucks and possibly vendors to sell their wares for the spectators and participants of the events.

RECOMMENDED MOTION

PREVIOUS ACTION

COMMISSION/COMMITTEE REVIEW

Raytown Live Planning Committee recommends the event for approval.

FINANCIAL IMPACT

REVIEWED BY

Teresa Henry
Michael Graham
Jennifer Baird
Damon Hodges

Teresa Henry

LIST OF REFERENCE DOCUMENTS ATTACHED

- | |
|-------------------------------|
| 1. Reso Raytown Live 2025 |
|-------------------------------|

**SUPPORTING DOCUMENTS
(FOR CONTRACT ITEMS ONLY)**

A RESOLUTION SUPPORTING THE MAYOR'S AD HOC EVENT COMMITTEE IN THEIR EFFORTS TO ORGANIZE A SUMMER CONCERT SERIES ON THE CITY'S GREENSPACE IN THE CENTRAL BUSINESS DISTRICT

WHEREAS, the City of Raytown owns property in the central business district; and

WHEREAS, the Mayor has appointed an Ad Hoc Event Committee to explore and organize a summer concert series to be held on the City's property in the central business district; and

WHEREAS, the Raytown Park Board passed a resolution to support the summer concert series and assigned staff to assist with the organization of the series; and

WHEREAS, the Board of Aldermen find it is in the best interest of the City to the support the organization of a summer concert series to be held on the City's property in the central business district.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, AS FOLLOWS:

THAT, support of the Mayor's Ad Hoc Event Committee in their efforts to organize a summer concert series known as Raytown Live is hereby approved.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 18th day of February, 2025.

ATTEST:

Michael McDonough, Mayor

Teresa M. Henry, City Clerk

Approved as to Form:

Jennifer M. Baird, City Attorney

CITY OF RAYTOWN

Request for Board Action

DATE SUBMITTED: 02/05/2025

MEETING DATE: February 18, 2025

SUBMITTED BY:

DEPARTMENT: Public Works

Document Type: Resolution

SUBJECT/REQUEST

R-3687-25: Designing the Raytown Road from 63rd Street to 67th Street in the amount of \$134,000.00

BACKGROUND/JUSTIFICATION

The Public Works Department has adjusted its Street Maintenance Program to address all roadways within the city limits. Lamp Ryneerson has been working diligently through multiple versions of street maintenance to meet the desired results that would address all issues of Raytown and not just the arterial streets of Raytown. Lamp Ryneerson will be presenting the maintenance program to the Board of Aldermen. In addition to the maintenance program, Public Works is requesting that the Board of Aldermen approve the design of Raytown Road from 63rd Street to 67th Street for the amount of \$134,000.00 with Lamp Ryneerson, who is our On-Call Engineer.

RECOMMENDED MOTION

Staff recommends approval as submitted.

PREVIOUS ACTION

COMMISSION/COMMITTEE REVIEW

Special Sales Tax Review Committee approved expenditures on November 26, 2024.

FINANCIAL IMPACT

Contractor:	Lamp Ryneerson
Amount of Request/Contract:	\$134,000.00
Amount Budgeted:	\$1,000,000.00
From Account Name	Transportation Sales Tax Fund - Capital Expenditures
From Account Number	204-62-00-100-57000

Amount	\$134,000.00
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REVIEWED BY

Robinson Camp Michael Graham Jennifer Baird Damon Hodges Teresa Henry

LIST OF REFERENCE DOCUMENTS ATTACHED

1.	Reso 67th Street-Design-Lamp Rynearson
2.	Raytown 2025 Street Maintenance Task Order 2025-01

**SUPPORTING DOCUMENTS
 (FOR CONTRACT ITEMS ONLY)**

Document	Attached	If not attached, explain
IRS Form W-9:		On File
Bid/RFP/RFQ: (submit all)		On File
Contractor address and email:		On File
Other:	X	Task Order

A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH LAMP RYNEARSON FOR DESIGN ENGINEERING SERVICES FOR RAYTOWN ROAD FROM 63RD STREET TO 67TH STREET PROJECT IN AN AMOUNT NOT TO EXCEED \$134,000.00 FOR FISCAL YEAR 2024-2025

WHEREAS, the City desires to engage the services of a professional engineering firm to provide Design Engineering Services in connection with wastewater projects; and

WHEREAS, the Scope of Basic Services to be provided by Lamp Ryneerson as described in the Professional Engineering Services Agreement are set forth in the attached Exhibit "A", and the time periods for the performance of specific services in the contract are stipulated therein; and

WHEREAS, funds for such purpose are budgeted from the Transportation Sales Tax and such expenditure has been reviewed and on November 26, 2024, was recommended by the Special Sales Tax Review Committee as being consistent with voter intent; and

WHEREAS, the City desires to enter into an agreement with Lamp Ryneerson for Design Engineering Services related to such improvements; and

WHEREAS, the Board of Aldermen find that it is in the best interest of the citizens of the City of Raytown that the City enter into an agreement with Lamp Ryneerson for Design Engineering Services for Raytown Road from 63rd Street to 67th Street Project in an amount not to exceed \$134,000.00 for fiscal year 2024-2025;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, AS FOLLOWS:

THAT an agreement with Lamp Ryneerson for Design Engineering Services for Raytown Road from 63rd Street to 67th Street Project in an amount not to exceed \$134,000.00 for fiscal year 2024-2025 in substantially the same form as attached hereto as Exhibit "A" and incorporated herein, is hereby authorized and approved; and

FURTHER THAT the City Administrator is hereby authorized to execute any and all documents necessary in connection with such agreement and the City Clerk is authorized to attest thereto.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 18th day of February, 2025.

Michael McDonough, Mayor

ATTEST:

Approved as to Form:

Teresa M. Henry, City Clerk

Jennifer M. Baird, City Attorney

City of Raytown, Missouri – Project Task Order

Contract: On Call Contract Project Number 0324008.01

Ordinance or Resolution:

Task Agreement No: 2025-01

Funding Amount: \$134,000.00

Purchase Order No:

Project Title: 2024 Street Maintenance – Raytown Road

Contractor/Consultant:
Lamp Rynearson, Inc.
9001 State Line Road, Suite 200
Kansas City, MO 64114

Division and Staff Project Manager:
Civil Design Group
Daniel G. Miller, P.E. – Civil Design Group Leader

Project Management Manual reviewed:

Attachments (Gantt Chart, etc.): Fee estimate for 2025 Street Maintenance – Raytown Road/Trafficway (67th Street Terrace to 63rd Street)

PROJECT Scope (can be in the form of an attachment):

Project Design: Scoped a mill and overlay with of Raytown Road/Raytown Trafficway from 67th Street to 63rd Street. Project includes asphalt base repairs, replacing curb and gutter, sidewalk, sidewalk ramps and some commercial driveway aprons. Included is a bid alternate for sidewalk design on 63rd Street and coordinating with the businesses. Design, survey, public outreach and bidding tasks are as follows:

1. Internal kickoff meeting
2. Provide Cover Sheet, General Notes, Plan Sheets and Details
3. Provide topographic survey of 13 sidewalk ramps out of compliance.
4. Provide field investigation to determine quantities. Check inlets and pipe along Raytown Road.
5. Provide plan sheets detailing replacement locations, traffic control sheets, and restored pavement marking sheets
6. Address comments after City review
7. Develop a project manual including project specifications
8. Provide cost estimate updates and engineer's cost estimate at bid opening
9. Coordinate project with utilities.
10. Provide monthly progress meetings with the city staff during the design of the project
11. Attend bid opening and provide bid evaluation and recommendation
12. Distribute contracts for execution
13. Provide Public Meeting, a landing page on the Raytown website for information about the project and an information flyer to mail to adjacent properties. Deliver information flyer.
14. Easement documents for 9717 E 63rd St and 9715 E 63rd St

Not included: Storm and utility plans

Project Schedule: After notice to proceed is given Lamp Rynearson can develop a plan set and project manual for bid within 4 months.

Project Administration and Observation:

1. Attend and prepare an agenda for the preconstruction meeting. Provide meeting minutes.
2. Review shop drawings
3. Coordinate Testing Services Contract
4. Provide estimated 4 on-site progress meetings
5. Answer construction issues
6. Review pay applications (3)
7. Provide final walkthrough inspection and punch list
8. Distribute closeout paperwork

Not included: Construction Observation

Project timing: The project will be specified to be completed in the fall of 2025 assuming the bid opening provides at least a 4-month construction window.

The attached services will be provided for an hourly rate not to exceed **\$134,000.00** including direct expenses.

City Signatures

City Administrator:

Damon Hodges

Mayor:

Mike McDonough

Signature:

Date:

Signature:

Date:

Partner Signatures

Project Manager:

Daniel G. Miller, P.E.

Signature:

Date:

2/6/2025

Company Principal (if different):

Regan Pence, PLA

Signature:

Date:

Project Type: Design ☒ Construction ☒ Property Acquisition ☐ Conceptual/Problem Solving ☐ Surveying ☒

Project Discipline(s): Transportation ☐ Facilities ☐ Water ☐ Wastewater ☐ Stormwater ☒

Report(s) Received:

Work on File:

This Task Agreement is subject to all the provisions included in the On-Call Professional Services Agreement by and between the City of Raytown, MO and Lamp Rynearson, Inc. (Professional), dated 02/18/2020.	

Attach scope of work, budget, and other supporting material



9001 State Line Rd., Ste. 200
Kansas City, MO 64114
[P] 816.361.0440
[F] 816.361.0045
LampRynearson.com

PROJECT TITLE Raytown 2025 Street Maintenance
LOCATION Raytown Road and Raytown Trafficway (63rd Street to 67th Street)
CITY Raytown, Missouri
DATE 12/11/2024

PROJECT #
BY Greg Van Patten

Classification:		Civil Design	Project	Project	Senior	Construction	Admin	Subtotal of	Subtotal of Fee
		Group Leader	Manager III	Engineer II	Marketing	Observer V	Asst.		
Associate:		Miller	Van Patten	Sinnett	Jones	Jones	Nichols		
Hourly Rate:		\$298.00	\$182.00	\$124.00	\$112.00	\$122.00	\$115.00	Hrs per Item	per Item

Raytown 2024 Street Maintenance									
Survey									
Sidewalk Ramps (13) (Topo Only)									\$10,850.00
Bid Alternate Topo, Boundary, Easements									\$11,750.00
								Survey Subtotal	\$22,600.00
								Survey Coordination (10%)	\$2,260.00
								Survey Total	\$24,860.00
Subconsultant (Easement Acquisition) (Allen Skeens)									
Easement Acquisition Services for 2 Tracts									\$1,600.00
								Allen Skeens Total	\$1,600.00
Public Outreach and Project Education									
Public Meeting and Prep			6	6	4			16	\$2,284.00
Landing Page on Website					16			16	\$1,792.00
Informational Mailing to Adjacent Properties			2		8	4		14	\$1,748.00
Subtotal of Hours per Associate		0	8	6	28	4	0	46	
Subtotal of Fee per Associate		\$0.00	\$1,456.00	\$744.00	\$3,136.00	\$488.00	\$0.00		
								Labor Fee	\$5,824.00
								Contingency 10%	\$582.40
								Subtotal of Engineering Services	\$6,522.88

PROJECT TITLE

Raytown 2025 Street Maintenance

LOCATION

Raytown Road and Raytown Trafficway (63rd Street to 67th Street)

CITY

Raytown, Missouri

DATE

12/11/2024

PROJECT #

BY

Greg Van Patten

Classification:		Civil Design	Project	Project	Senior	Construction	Admin		
	Group Leader	Manager III	Engineer II	Coordinator	Observer V	Asst.			
Associate:	Miller	Van Patten	Sinnett	Jones	Jones	Nichols	Subtotal of	Subtotal of Fee	
Hourly Rate:	\$298.00	\$182.00	\$124.00	\$112.00	\$122.00	\$115.00	Hrs per Item	per Item	
Design (Preliminary and Final)									
Project Kickoff Meeting	1	2	2	1	1		7		\$1,144.00
Prepare Base Plan			12				12		\$1,488.00
Estimate Quantities		10	20				30		\$4,300.00
Field Investigation		4	16		16		36		\$4,664.00
Progress Meetings (3)/ BOA Meeting (1)	3	12	12	8			35		\$5,462.00
Project Management	2	20					22		\$4,236.00
Cover Sheet, General Notes and Details		4	12				16		\$2,216.00
Plan Sheets		16	40				56		\$7,872.00
Traffic Control Sheets		4	20				24		\$3,208.00
Pavement Marking Sheets		4	16				20		\$2,712.00
Sidewalk Ramp Design		16	32				48		\$6,880.00
Driveway Apron Design		4	8				12		\$1,720.00
Address City Comments/Final Design	2	24	40				66		\$9,924.00
Utility Coordination		8	16				24		\$3,440.00
Bid Alternate Design	4	10	20				34		\$5,492.00
Project Manual	1	4				6	11		\$1,716.00
Specifications	1	8				6	15		\$2,444.00
Subtotal of Hours per Associate	14	150	266	9	17	12	468		
Subtotal of Fee per Associate	\$4,172.00	\$27,300.00	\$32,984.00	\$1,008.00	\$2,074.00	\$1,380.00			
						Labor Fee			\$68,918.00
						Contingency	10%		\$6,891.80
Subtotal of Engineering Services									\$77,188.16

PROJECT TITLE

Raytown 2025 Street Maintenance

LOCATION

Raytown Road and Raytown Trafficway (63rd Street to 67th Street)

CITY

Raytown, Missouri

DATE

12/11/2024

PROJECT #

BY

Greg Van Patten

Classification:		Civil Design	Project	Project	Senior	Construction	Admin			
	Group Leader	Manager III	Engineer II	Coordinator	Observer V	Asst.				
Associate:	Miller	Van Patten	Sinnett	Jones	Jones	Nichols		Subtotal of	Subtotal of Fee	
Hourly Rate:	\$298.00	\$182.00	\$124.00	\$112.00	\$122.00	\$115.00		Hrs per Item	per Item	
Bidding Services										
Issue Project for Bid							1	1	\$115.00	
Answer Questions During Bidding		3	3						\$918.00	
Prebid Meeting and Prep		2	2						\$612.00	
Issue Addendum (If warrented)		2	2					1	\$727.00	
Bid Opening		3	3					2	8	\$1,148.00
Bid Evaluation and Recommendation		4	2						6	\$976.00
Contract Documents for Execution		2						4	6	\$824.00
Subtotal of Hours per Associate		0	16	12	0	0	8	21		
Subtotal of Fee per Associate		\$0.00	\$2,912.00	\$1,488.00		\$0.00	\$920.00			
							Labor Fee		\$5,320.00	
							Contingency	10%	\$532.00	
Subtotal of Engineering Services									\$5,958.40	
Construction Administration										
Attend/ Prep Preconstruction Meeting		3	6					9	\$1,290.00	
Shop Drawing Review/Submittals		2	8					10	\$1,356.00	
Coordinate Testing Services Contract		2	2					4	\$612.00	
Questions During Construction		2	16	16					34	\$5,492.00
Progress Meeting (4 Assumed)		12	12					24	\$3,672.00	
Review Pay Applications (Estimated 3)		6						6	\$1,092.00	
Final Walkthrough and Punch List (2)		8						8	\$1,456.00	
Final Closeout Paperwork		3						3	\$546.00	
Subtotal of Hours per Associate		2	52	44		0	0	98		
Subtotal of Fee per Associate		\$596.00	\$9,464.00	\$5,456.00		\$0.00	\$0.00			
							Labor Fee		\$15,516.00	
							Reimbursables	5%	\$775.80	
							Contingency	10%	\$1,551.60	
Subtotal of Construction Administration									\$17,843.40	
Survey, Easement Acquisition, Design, Public Engagement and Bidding Total									\$116,129.44	
Construction Administration									\$17,843.40	
PROJECT TOTAL									\$133,972.84	

CITY OF RAYTOWN Request for Board Action

DATE SUBMITTED: 02/05/2025

MEETING DATE: February 18, 2025

SUBMITTED BY:

DEPARTMENT: Public Works

Document Type: Resolution

SUBJECT/REQUEST

R-3688-25: Approve an Agreement with KC Snow Pro LLC in an amount not to exceed \$45,000.00 and Amend the Fiscal Budget 2024-2025.

BACKGROUND/JUSTIFICATION

For the past two years, Public Works has used less than \$30,000.00 for contract snow removal services because these years have seen very little snow accumulation or long-lasting events that required the use of our snow removal contract. However, this past snow event accumulated 11.0 inches which is more than the accumulation of each year's accumulation totals. To be prepared for the next snow event, Public Works is asking for approval to enter into an agreement with KC Snow Pro LLC to provide snow removal services. To accomplish this, Public Works is requesting an increase to the Public Works budget of \$15,000.00 to solidify Public Works' response time during snow events for our residents. This \$15,000.00 increase would make a total budget amount for contract snow removal services of \$45,000.00.
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RECOMMENDED MOTION

Staff recommends approval as submitted.

PREVIOUS ACTION

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COMMISSION/COMMITTEE REVIEW

Special Sales Tax Review Committee approved expenditures on November 26, 2024.
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FINANCIAL IMPACT

Contractor:	KC Snow Pro LLC
Amount of Contract:	\$ 30,000.00
Amount Budgeted:	\$ 30,000.00
Amount Requested	\$45,000.00

From Account Name	Transportation Sales Tax - Repair & Maintenance Supplies
From Account Number	204-62-00-100-52300
Amount	\$ 15,000.00
To Account Name	Transportation Sales Tax - Contractual Services
To Account Number	204-00-00-100-53999
Amount	\$15,000.00
Total	\$45,000.00

REVIEWED BY

Robinson Camp
Michael Graham
Jennifer Baird
Damon Hodges
Teresa Henry

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Reso KC Snow Pro LLC 2024-2025

**SUPPORTING DOCUMENTS
(FOR CONTRACT ITEMS ONLY)**

Document	Attached	If not attached, explain
Other: 2024 KC Snow Pro LLC agreement, Current Lee's Summit Cooperative Bid		On File

A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT WITH KC SNOW PRO LLC UTILIZING THE CITY OF LEE’S SUMMIT, MISSOURI COOPERATIVE AGREEMENT IN AN AMOUNT NOT TO EXCEED \$45,000.00 AND AMEND THE FISCAL YEAR 2024-2025 BUDGET

WHEREAS, the City is desirous of augmenting its snow removal program; and

WHEREAS, pursuant to Section 2.1 and 7 of the City’s purchasing policy, the City wishes to utilize the City of Lee’s Summit, Missouri’s cooperative agreement (2025-086) which was awarded to KC Snow Pro LLC in December 2024; and

WHEREAS, pursuant to Resolution R-3636-24, the Fiscal Year 2024-2025 Budget was approved; and

WHEREAS, it is necessary to amend the Fiscal Year 2024-2025 Budget; and

WHEREAS, the Board of Aldermen find it is in the best interest of the City to amend the Fiscal Year 2024-2025 Budget;

WHEREAS, the Board of Aldermen find it is in the best interest of the City to authorize and approve an agreement with KC Snow Pro LLC for snow removal services utilizing the City of Lee’s Summit, Missouri Cooperative agreement in an amount not to exceed \$45,000.00 for fiscal year 2024-2025;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, AS FOLLOWS:

THAT an agreement with KC Snow Pro LLC for snow removal services utilizing the City of Lee’s Summit, Missouri Cooperative agreement in an amount not to exceed \$45,000.00 for fiscal year 2024-2025 is hereby authorized and approved; and

THAT the Fiscal Year 2024-2025 budget approved by Resolution R-3636-24 is hereby amended as follows:

Transfer From:	Transfer To:
Transportation Sales Tax	Transportation Sales Tax
Repairs & Maintenance Supplies	Contractual Services
204-62-00-100-52300	204-00-00-100-53999
\$15,000.00	\$15,000.00

FURTHER THAT the City Administrator is hereby authorized to execute all documents necessary and to take any and all actions necessary to effectuate the terms of the contract and the City Clerk is authorized to attest to the same.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 18th day of February 2025.

Michael McDonough, Mayor

ATTEST:

Approved as to Form:

Teresa M. Henry, City Clerk

Jennifer M. Baird, City Attorney