

TENTATIVE AGENDA
RAYTOWN BOARD OF ALDERMEN
JULY 21, 2026
REGULAR SESSION NO. 31
RAYTOWN CITY HALL
10000 EAST 59TH STREET
RAYTOWN, MISSOURI 64133
7:00 P.M.
AND
ONLINE ZOOM WEBINAR

ZOOM.US/JOIN
WEBINAR ID: 828 1523 4602
PASSCODE: 247240

Invocation/Pledge of Allegiance
Roll Call

Public Comments

LEGISLATIVE SESSION

REGULAR AGENDA

OLD BUSINESS

1. **SECOND READING: Bill No. 6715-26, Section IV-A: AN ORDINANCE** ESTABLISHING A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS IN THE CITY OF RAYTOWN, MISSOURI. Point of Contact: Teresa Henry, City Clerk.

NEW BUSINESS

2. **FIRST READING: Bill No. 6716-26, Section IX: AN ORDINANCE** AMENDING CHAPTER 6-ANIMALS, ARTICLE I, GENERAL, SECTION 6-1 DEFINITIONS, ARTICLE III, CARE AND CONTROL REGULATIONS, DIVISION 2-RESTRAINT AND CONFINEMENT, SECTION 6-103. ANIMALS TO BE ADEQUATELY RESTRAINED AND THE ADDITION OF SECTION 6-109-FERAL AND COMMUNITY CATS OF THE RAYTOWN MUNICIPAL CODE. Point of Contact: Jennifer McWhirt, Animal Services Director.
3. **R-3821-26: A RESOLUTION** DECLARING CERTAIN PROPERTY OWNED BY THE CITY OF RAYTOWN AS SURPLUS AND AUTHORIZING DISPOSITION OF SUCH PROPERTY BY AUCTION. Point of Contact: Joey Carley, Public Works Director.
4. **R-3822-26: A RESOLUTION** AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH ROSE PAVING LLC FOR THE MILL AND OVERLAY OF PORTIONS OF WOODSON ROAD IN A TOTAL AMOUNT NOT TO EXCEED \$336,301.53 FOR FISCAL YEAR 2025-2026. Point of Contact: Joey Carley, Public Works Director.

- 5. R-3823-26: A RESOLUTION** OF THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, SUPPORTING THE CITY'S APPLICATION FOR TRANSPORTATION ALTERNATIVES PROGRAM FUNDING THROUGH THE MID-AMERICA REGIONAL COUNCIL FOR THE 63RD STREET BIKEWAY CONNECTIVITY PROJECT AND COMMITTING TO PROVIDE THE REQUIRED LOCAL MATCH AND ADMINISTER THE PROJECT IF FUNDING IS AWARDED. Point of Contact: Joey Carley, Public Works Director.
- 6. R-3824-26: A RESOLUTION** OF THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, SUPPORTING THE CITY'S APPLICATION FOR TRANSPORTATION ALTERNATIVES PROGRAM FUNDING THROUGH THE MID-AMERICA REGIONAL COUNCIL FOR THE 55TH STREET MULTIUSE PATHWAY PROJECT AND COMMITTING TO PROVIDE THE REQUIRED LOCAL MATCH AND ADMINISTER THE PROJECT IF FUNDING IS AWARDED. Point of Contact: Joey Carley, Public Works Director.
- 7. R-3825-26: A RESOLUTION** OF THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, SUPPORTING THE CITY'S APPLICATION FOR TRANSPORTATION ALTERNATIVES PROGRAM FUNDING THROUGH THE MID-AMERICA REGIONAL COUNCIL FOR THE BLUE RIDGE BOULEVARD HISTORIC TRAIL RETRACEMENT PROJECT AND COMMITTING TO PROVIDE THE REQUIRED LOCAL MATCH AND ADMINISTER THE PROJECT IF FUNDING IS AWARDED. Point of Contact: Joey Carley, Public Works Director.
- 8. R-3826-26: A RESOLUTION** OF THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, SUPPORTING THE CITY'S APPLICATION FOR TRANSPORTATION ALTERNATIVES PROGRAM FUNDING THROUGH THE MID-AMERICA REGIONAL COUNCIL FOR THE GREGORY BOULEVARD TRANSPORTATION ACCESSIBILITY IMPROVEMENTS PROJECT AND COMMITTING TO PROVIDE THE REQUIRED LOCAL MATCH AND ADMINISTER THE PROJECT IF FUNDING IS AWARDED. Point of Contact: Joey Carley, Public Works Director.

DISCUSSION ITEM

- 9. Alderman Theresa Tush - Code of Ethics Violation - Mayor McDonough**

COMMUNICATIONS

- 10. Communication from the Mayor**
- 11. Communication from the City Administrator**
- 12. Communication from the Board of Aldermen**

ADJOURNMENT

CITY OF RAYTOWN

Request for Board Action

DATE SUBMITTED:

MEETING DATE: July 21, 2026

SUBMITTED BY:

DEPARTMENT: Administration

Document Type: Ordinance

SUBJECT/REQUEST

SECOND READING: Bill No. 6715-26, Section IV-A: Missouri Ethics Commission, Personal Financial Disclosures

BACKGROUND/JUSTIFICATION

In 1991, the Missouri General Assembly adopted an ethics and personal financial disclosure law, which applied to all municipalities with an annual operating budget in excess of \$1 million. Under the law, municipalities were allowed to adopt their own simplified personal financial disclosure requirements by ordinance (commonly known as “short form” reporting). The financial disclosure reporting requirements apply to each elected official, the City Administrator (as the Chief Administrative Officer and Chief Purchasing Officer), the Director of Finance (as the Chief Financial Officer), the City Clerk, the full-time General Counsel, the Park Board, and the Parks and Recreation Director.

Each political subdivision desiring to use the “short form” is required to readopt the ordinance authorizing “short form” reporting every two years. However, in order to avoid the significant consequences of the failure to readopt the ordinance the recommended best practice is to adopt the ordinance annually.

The ordinance must be adopted by September 15 and a copy must be provided to the Missouri Ethics Commission.

RECOMMENDED MOTION

PREVIOUS ACTION

COMMISSION/COMMITTEE REVIEW

FINANCIAL IMPACT

REVIEWED BY

Michael Graham

Jennifer Baird Diane Egger Teresa Henry

LIST OF REFERENCE DOCUMENTS ATTACHED

- | |
|---------------------------------------|
| 1. Ord Financial Disclosure July 2026 |
|---------------------------------------|

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

AN ORDINANCE ESTABLISHING A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS IN THE CITY OF RAYTOWN, MISSOURI

WHEREAS, the proper operation of municipal government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government; and

WHEREAS, in recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the City; and

WHEREAS, State law requires that the procedure for disclosure of such interests be adopted by each public subdivision every two years and that a copy of the ordinance be provided to the Missouri Ethics Commission on or before September 15; and

WHEREAS, the City of Raytown has determined it is in the best interest of the citizens of the City to reaffirm its commitment to disclose such interests and adopt such procedures annually;

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

SECTION 1 – RE-ADOPTION OF CITY CODE SECTION 2-262. That Chapter 2, Administration, Article III, Officers and Employees, Division 6, Ethical Standards, Section 2-262, Disclosure reports, of the City Code is hereby adopted to read as follows:

Sec. 2-262. Disclosure reports.

Each elected official, the City Administrator (as the Chief Administrative Officer and Purchasing Officer), the Director of Finance (as the Chief Financial Officer), the City Clerk, the full-time General Counsel, the Park Board, and the Parks and Recreation Director, shall disclose the following information by May 1 if any such transactions occurred during the previous calendar year:

- (1) For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in the excess of five hundred dollars (\$500.00), if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision, and other than transfers for no consideration to the political subdivision.
- (2) The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars (\$500.00), if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than transfers for no consideration to the political subdivision.

- (3) The City Administrator (as Chief Administrative Officer and Chief Purchasing Officer) shall also disclose by May 1 for the previous calendar year the following information:
- a. The name and address of each of the employers of such person from whom income of one thousand dollars (\$1,000.00) or more was received during the year covered by the statement.
 - b. The name and address of each sole proprietorship that he owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he was a partner or participant; the name and address of each partner or co-participant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten (10) per cent or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two (2) percent or more of any class of outstanding stock, limited partnership units or other equity interests.
 - c. The name and address of each corporation for which such person served in the capacity of a director, officer or receiver.

SECTION 2 – RE-ADOPTION OF CITY CODE SECTION 2-263. That Chapter 2, Administration, Article III, Officers and Employees, Division 6, Ethical Standards, Section 2-263, Filing of disclosure reports, of the City Code is hereby adopted to read as follows:

Sec. 2-263. Filing of disclosure reports.

The disclosure report shall be filed at the following times, but no person is required to file more than one (1) report in any calendar year:

- (1) Each person appointed to office who is required to report under section 2-262 shall file the report within thirty (30) days of such appointment or employment.
- (2) Every other person required to file a report shall file the same annually no later than May 1 and the report shall cover the calendar year ending the immediately preceding December 31; provided that any member of the Board of Aldermen may supplement the report to disclose additional interests acquired after December 31 of the covered year until the date of filing the report.
- (3) The reports shall be filed with the City Clerk and the Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

SECTION 3 – CITY CLERK TO NOTIFY MISSOURI ETHICS COMMISSION. The City Clerk is hereby directed to provide a copy of this ordinance to the Missouri Ethics Commission on or before September 15, 2026.

SECTION 4 – REPEAL OF ORDINANCES IN CONFLICT. That all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 5 – EFFECTIVE DATE. That this ordinance shall be in full force and effect from and after the date of its passage and approval.

BE IT REMEMBERED that the above was read two times by heading only, **PASSED AND ADOPTED** by a majority of the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Jackson County, Missouri, this _____ day of July, 2026.

Michael McDonough, Mayor

ATTEST:

Teresa M. Henry, City Clerk

Approved as to Form:

Jennifer M. Baird, City Attorney

CITY OF RAYTOWN

Request for Board Action

DATE SUBMITTED: 07/16/2026

MEETING DATE: July 21, 2026

SUBMITTED BY:

DEPARTMENT: Administration

Document Type: Ordinance

SUBJECT/REQUEST

FIRST READING: Bill 6716-26, Section IX.: Amendments to the Raytown Municipal Code regarding the safety and wellbeing of feral and community cats within the City of Raytown

BACKGROUND/JUSTIFICATION

This ordinance is requesting amendments to the Raytown Municipal Code regarding the safety and wellbeing of feral and community cats within the City of Raytown. The proposed amendments will allow the City of Raytown to assist Trap Neuter and Release (TNR) groups within the City.

We will still manage other feral cat complaints utilizing other parts of our current code. These amendments do not allow feeding or leaving food out to draw in animals. Microchip owners can still be held responsible.

RECOMMENDED MOTION

PREVIOUS ACTION

COMMISSION/COMMITTEE REVIEW

FINANCIAL IMPACT

REVIEWED BY

Michael Graham
Jennifer Baird
Diane Egger
Teresa Henry

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Ord Amending Chapter 6-Feral and Community Cats Text Amendments
2. EXHIBIT A

3. Ord Amending Chapter 6-Feral and Community Cats Text Amendments-Exhibit A
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**SUPPORTING DOCUMENTS
(FOR CONTRACT ITEMS ONLY)**

AN ORDINANCE AMENDING CHAPTER 6-ANIMALS, ARTICLE I, GENERAL, SECTION 6-1 DEFINITIONS, ARTICLE III, CARE AND CONTROL REGULATIONS, DIVISION 2- RESTRAINT AND CONFINEMENT, SECTION 6-103-ANIMALS TO BE ADEQUATELY RESTRAINED AND THE ADDITION OF SECTION 6-109-FERAL AND COMMUNITY CATS OF THE RAYTOWN MUNICIPAL CODE

WHEREAS, it is necessary from time to time to amend the Raytown Municipal Code; and

WHEREAS, this amendment will address feral and community cats within the City of Raytown.

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

SECTION 1 – AMENDMENT. Chapter 6-Animals, Article I, General, Section 6-1 Definitions, Article III, Care and Control Regulations, Division 2-Restraint and Confinement, Section 6-103, Animals to be Adequately Restrained and the additional of Section 6-109-Feral and Community Cats, is hereby amended as attached hereto as Exhibit “A” to the Raytown Municipal Code.

SECTION 2 – REPEAL OF ORDINANCES IN CONFLICT. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 3 – SEVERABILITY CLAUSE. 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 4 – EFFECTIVE DATE. This ordinance shall be in full force and effect from and after the date of its passage and approval.

BE IT REMEMBERED that the above was read two times by heading only, **PASSED and ADOPTED** by a majority of the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Jackson County, Missouri, this ____ day of August, 2026.

Michael McDonough, Mayor

ATTEST:

Teresa M. Henry, City Clerk

Approved as to Form:

Jennifer M. Baird, City Attorney

EXHIBIT A

CODE OF ORDINANCES
Chapter 6 - ANIMALS
ARTICLE I. IN GENERAL

Sec. 6-1. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Adequate care means normal and prudent attention to the needs of an animal or fowl, including that care which is normally necessary to maintain good health in the specific species of animal or fowl.

Adequate food means wholesome foodstuffs suitable for the species provided at suitable intervals in a sanitary manner in quantities sufficient to maintain good health in an animal or fowl considering its age and condition.

Adequate health care means the provision to each healthy animal or fowl of all immunizations and preventative care required to maintain good health; space adequate to allow the animal or fowl rest and exercise sufficient to maintain good health; grooming as required so that they are free from dangerous matting which affects their health; and the provision to each sick, diseased, or injured animal or fowl of necessary veterinary care or humane death.

Adequate restraint means restraint by a hand held leash, a tether, or a structure such as a fence, kennel or cage, that is sufficient to prevent an animal being loose; from causing damage to any property or injury to any person or other animal; or from causing fear of bodily harm to any person. See also section 6-103 regarding adequate restraint.

Adequate shelter means a structurally sound, properly ventilated, safe, sanitary and weatherproof shelter suitable for the species, condition and age of the animal or fowl which provides access to shade from direct sunlight and regress from exposure to inclement weather conditions. The area where animals or fowl are kept must be kept free from unsanitary conditions, vermin-harboring debris, rodents, refuse, or any dangerous protuberances that can provide an opportunity for injury or a danger to the health of the animal or fowl.

Adequate water means a continual access to or access at suitable intervals to a supply of clean, fresh, potable water provided in a sanitary manner suitable for the species, condition and age of the animal or fowl in sufficient amounts to maintain good health in the animal or fowl. Such water will be provided in a secure manner so that the container cannot be overturned.

Animal means any live, vertebrate creature, domestic or wild, except fowl or human beings, including dogs and cats of either sex.

Animal control officer means any person employed by the city to enforce this chapter, including, but not limited to, general code enforcement officers, commissioned city police officers, or any person designated by the director.

Animal or fowl at large means any animal or fowl not adequately restrained.

Animal shelter means any facility or facilities designated by the director as an approved facility for the confinement of any animal or fowl.

Auction means any place or facility where animals or fowl are regularly bought, sold, or traded, except for those facilities otherwise defined in this chapter. This definition does not apply to individual sales of single animals or fowl by owners.

Caged household fowl means any bird kept in a cage as a pet by its owner, harborer or keeper exclusively inside a dwelling, including, but not limited to, finches, canaries, minas, budgerigars, cockatiels, parakeets and parrots.

Citation means a general ordinance summons.

Commercial animal establishment means any pet shop, grooming shop, riding school, stable, kennel for hire, guard dog service, dog trainer, performing animal exhibition, or other business keeping animals in stock for retail or wholesale trade, or any establishment performing one or more of the principal activities of the aforementioned establishments.

Community Cat means a member of the domestic species *Felis Catus* and shall mean a free-roaming cat who may be cared for by one (1) or more residents of the immediate area who is/are known or unknown. Community cats are not wildlife.

Community Cat Caregiver shall mean a person who, in accordance with and pursuant to a policy of Trap-Neuter-Return, provides care, including, food, shelter or medical care to a community cat, while not being considered the owner, harborer, controller, or keeper of a community cat.

Department means the department of community development department or such other department as may be designated by the city clerk.

Director means the director of public works, or any designated representative of the director of public works, or such other person as the city clerk may designate.

Domestic animal means any animal domesticated by a person so as to live and breed in a tame condition. Domestic animals shall further be classified as follows:

Agricultural domestic animals means domestic animals commonly referred to as livestock such as horses, donkeys, sheep, goats, cattle, and swine, except for pot-bellied pigs which shall specifically be deemed to be a household domestic animal for purposes of regulation in this chapter.

Household domestic animals means domestic animals, including dogs, cats and pot-bellied pigs, small warm-blooded animals commonly kept as house pets such as rats, mice, gerbils, rabbits, ferrets, guinea pigs, hamsters, birds, and small cold-blooded animals commonly kept as house pets such as fish and nonpoisonous lizards and snakes.

Ear tipping shall mean the removal of the distal one-quarter (1/4) of a feral or community cat's left ear, which is approximately 3/8-inch, or one (1) cm, in an adult and proportionally smaller in a kitten. This procedure is performed under sterile conditions while the cat is under anesthesia, in compliance with any applicable Federal or State law, and under the supervision of a licensed veterinarian. Eartips are designed to identify a community cat as being sterilized and lawfully vaccinated for rabies.

Exotic animal means any non-indigenous animal, not occurring naturally in the city, either presently or historically, excluding dogs, cats and domestic animals defined herein. Exotic animals include, but shall not be limited to, the following: animals of the ape species, leopards, lions, tigers, bobcats, panthers, venomous or poisonous animals, alligators and crocodiles.

Feral shall mean any cat of any breed that is or becomes undomesticated, untamed, or wild. It is a cat that has not been sterilized, ear tipped, and lawfully vaccinated for rabies.

Fowl means chickens, ducks, geese, turkeys, doves, pigeons, Cornish game hens or other fowl raised for profit, hobby or kept as pets.

Hand held leash means any strap, rope, or chain used as a restraint for animals constructed to provide secure attachment to an animal's harness or collar.

Harboring or harborer means any person who offers asylum, refuge, or sanctuary to any animal.

Keeper means any person who offers asylum, refuge, or sanctuary to any animal. Also see *Harboring or harborer*.

Microchip means a passive electronic device that is injected into an animal by means of a pre-packaged sterilized implanting device for the purposes of identification and/or recovery of the animal and properly registered as specified by the department.

Own means having the right of property or custody of an animal; or the keeping or harboring an animal; or having the care or possession of an animal; or knowingly permitting an animal to remain in, on or about any premises occupied by or under the control of the owner of the animal.

Owner means any person owning, keeping or harboring an animal or who shall allow any animal to habitually remain or to be lodged or fed within any house, store, yard, enclosure or property occupied by or under the control of such person.

Person means any person, firm, partnership, corporation or association.

Pot-bellied pig means a domestic miniature Vietnamese, Chinese, or Oriental pot-bellied pig. A pot-bellied pig is distinguished from other swine by the following traits: erect ears, sway back, curved belly, straight tail, shorter snout and coloring, which may be black, white or a combination of black and white.

Secure temporary enclosure means a secure enclosure used for purposes of transporting an exotic or dangerous animal, including a top and bottom permanently attached to the sides except for a door for entry and exit of the animal. The enclosure must be of such material, and the door closed and secured in such a manner, that the animal cannot exit the enclosure on its own or have the capacity to bite any person in close proximity to the enclosure.

Service dog means a dog that has been specially trained to do work or perform tasks which benefit a particular person with a disability. Service dog includes:

Guide dog means a dog that has been specially trained to assist a particular blind or visually impaired person;

Hearing dog means a dog that has been specially trained to assist a particular deaf or hearing-impaired person;

Medical alert or respond dog means a dog that has been trained to alert a person with a disability that a particular medical event is about to occur or to respond to a medical event that has occurred;

Mobility dog means a dog that has been specially trained to assist a person with a disability caused by physical impairments.

Therapeutic aviary means any large enclosure used to confine birds that is maintained inside a long-term care facility licensed by the state.

Trap-Neuter-Return shall mean the process of humanely trapping, sterilizing, vaccinating for rabies, ear tipping, and returning community cats to their original location.

Veterinary medical care facility means a facility that has the primary function of providing medical care for animals and is operated by a currently licensed veterinarian.

Wild animal means an animal not specifically bred over many generations to adapt to human confinement, company and control such as raccoons, wildfowl, skunks, and opossums.

(Code 1969, § 4-1; Ord. No. 2039-80, § 2, 3-20-1980; Ord. No. 2475-82, § 1, 12-7-1982; Ord. No. 2765-85, § 1, 3-5-1985; Ord. No. 4225-96, § 6, 12-17-1996; Ord. No. 4260-97, § 1, 5-6-1997; Ord. No. 4680-01, § 1, 2-20-2001; Ord. No. 5191-07, § 1, 3-6-2007; Ord. No. 5239-07, §§ 1, 2, 7-3-2007; Ord. No. 5244-07, § 1, 7-17-2007; Ord. No. 5288-08, § 1, 5-20-2008; Ord. No. 5708-22, § 1, 10-18-2022)

State law reference(s)—Dog defined, RSMo 273.010, 273.040; boarding kennel, commercial breeder, commercial kennel, contract kennel, dealer, hobby or show breeder, and pet shop defined, RSMo 273.325; dangerous animals, RSMo 578.023.

ARTICLE III. CARE AND CONTROL REGULATIONS

DIVISION 2. RESTRAINT AND CONFINEMENT

Sec. 6-103. Animals to be adequately restrained; tethering.

- (a) It shall be unlawful for an owner, keeper or harbinger of an animal or fowl to keep said animal without it being adequately restrained.
- (b) It shall be unlawful for an owner, keeper or harbinger of an animal or fowl to allow such animal to run at large.
- (c) It shall be unlawful for an owner, keeper or harbinger of animal to tether the animal outside except when the owner, keeper or harbinger of the animal is visibly supervising the animal, whether outside or from inside a residence.
- (d) Nonpoisonous snakes shall be kept in locked, escape-proof cages and shall not be permitted to escape while being handled by owner, keeper or handler.
- (e) **Cats regardless of age or sex which cause injury to persons or damage to property or that create a nuisance shall be deemed not adequately restrained.**

(Code 1969, § 4-15; Ord. No. 5191-07, § 1, 3-6-2007; Ord. No. 5246-07, § 1, 7-17-2007)

State law reference(s)—Animals restrained from running at large, RSMo 270.010 et seq.; strays, RSMo 271.010 et seq.; fences and enclosures generally, RSMo 272.010 et seq.; local option regarding fences and enclosures, RSMo 272.210; dogs prohibited from running at large, RSMo 322.020.

Sec. 6-109. Feral and Community Cats

Permitted Acts. The following actions shall be permitted in the City of Raytown, Missouri as part of Trap-Neuter-Return:

- (a) Trapping, for the sole purpose of sterilizing, vaccinating for rabies, and eartipping feral or community cats, in compliance with any applicable Federal or State law, and under the supervision of a licensed veterinarian, where applicable.**
- (b) An eartipped cat received by local shelters will be returned to the location where they are trapped unless veterinary care is required. A trapped eartipped cat will be released on site unless veterinary care is required.**
- (c) Community cat caregivers are empowered to reclaim impounded community cats without proof of ownership solely for the purpose of carrying out Trap-Neuter-Return and/or returning eartipped community cats to their original locations.**
- (d) A person who returns a community cat to its original location while conducting Trap-Neuter-Return is not deemed to have abandoned the cat.**
- (e) Trap-Neuter-Return shall be the preferred disposition for impounded community cats. Animal control and the local shelter are authorized and encouraged to conduct Trap-Neuter-Return or to direct impounded community cats to a Trap-Neuter-Return program.**

Secs. 6-110-6-129. Reserved.

CITY OF RAYTOWN Request for Board Action

DATE SUBMITTED: 07/08/2026

MEETING DATE: July 21, 2026

SUBMITTED BY:

DEPARTMENT: Public Works

Document Type: Resolution

SUBJECT/REQUEST

R-3821-26: Staff requests that the Board of Aldermen declare certain vehicles as surplus and approve of the disposal in accordance with the City's purchasing policy.
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BACKGROUND/JUSTIFICATION

These vehicles have been taken out of service due to age and/or mileage. Maintenance costs are continually increasing on these vehicles, and these vehicles have been identified as past their useful lives. They have all been replaced with like vehicles.

Public Works has evaluated the vehicles that were taken out of service, and it was determined that they are not suited for continued use by the City and should be deemed surplus and disposed of in accordance with the City's purchasing policy.

The information about the vehicles is as follows:

Unit	Year Make Model	Mileage
103	2016 Police Interceptor Utility	158,000
107	2017 Police Interceptor Utility	170,000
109	2015 Police Interceptor Utility	135,000
111	2017 Police Interceptor Utility	147,000
112	2016 Police Interceptor Utility	200,168
217	2003 Sterling Actera - Salt Spreader to be included in sale	48,000

The vehicles listed above will be sold in accordance with the purchasing policy. All proceeds from the sale of the vehicles would be deposited back into the appropriate fund.

RECOMMENDED MOTION

Staff recommends approval as submitted

PREVIOUS ACTION

N/A

COMMISSION/COMMITTEE REVIEW

N/A

FINANCIAL IMPACT

REVIEWED BY

Joey Carley
Michael Graham
Jennifer Baird
Diane Egger
Teresa Henry

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Reso Vehicle and Equipment Surplus 2026
2. EXHIBIT A - SURPLUS VEHICLES
3. Police Interceptor Photo
4. Sterling Actera Photo

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

**A RESOLUTION DECLARING CERTAIN PROPERTY OWNED BY THE CITY OF RAYTOWN
AS SURPLUS AND AUTHORIZING DISPOSITION OF SUCH PROPERTY BY AUCTION**

WHEREAS, the City of Raytown owns the property set forth in Exhibit “A” attached hereto, which is no longer required for the provision of services to the citizens of the City and is hereby found to be surplus property; and

WHEREAS, the City’s purchasing policy provides for the disposition of surplus and obsolete property by trade, auction, sealed bid, salvage or scrapping; and

WHEREAS, the Board of Aldermen find that disposition of the property contained in the attached Exhibit “A” by auction is in the best interest of the City;

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

THAT the items set forth in Exhibit “A” attached hereto and made a part hereof by reference are hereby declared as surplus property of the City; and

FURTHER THAT the City Administrator is hereby authorized to dispose of such property as allowed under the City’s purchasing policy by auction, sealed bid, salvage or scrapping.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 21st day of July, 2026.

Michael McDonough, Mayor

ATTEST:

Teresa M. Henry, City Clerk

Approved as to Form:

Jennifer M. Baird, City Attorney

EXHIBIT A

Unit	Year Make Model	Mileage
103	2016 Police Interceptor Utility	158,000
107	2017 Police Interceptor Utility	170,000
109	2015 Police Interceptor Utility	135,000
111	2017 Police Interceptor Utility	147,000
112	2016 Police Interceptor Utility	200,168
217	2003 Sterling Actera - Salt Spreader to be included in sale	48,000





CITY OF RAYTOWN
Request for Board Action

DATE SUBMITTED: 07/10/2026

MEETING DATE: July 21, 2026

SUBMITTED BY:

DEPARTMENT: Public Works

Document Type: Resolution

SUBJECT/REQUEST

R-3822-26: Authorization to approve an Agreement with Rose Paving LLC for the Mill & Overlay of Woodson Road for an amount not to exceed \$336,301.53

BACKGROUND/JUSTIFICATION

Spire has damaged significant portions of Woodson Road between 51st Street and Little Blue Road during the removal and replacement of their transmission line. While they are repaving what they damaged, it is patchy in places and is not continuous. Their paving contractor provided us a quote to complete all the paving through this project corridor. This will allow a continuous smoother surface that is actually more beneficial to the placement of asphalt, happening all at once. Additionally, we gain large savings on completing this work, as Spire is already paying for all mobilization costs and the majority of traffic control costs. This would account for 1.6 miles of brand new pavement extending the life of Woodson Road in this area. The quote for the paving work is \$320,287.17 and Public Works has included a 5% contingency for any material overages and traffic control not covered by Spire's work for a total of \$336,301.53.

RECOMMENDED MOTION

Staff recommends approval as submitted.

PREVIOUS ACTION

N/A

COMMISSION/COMMITTEE REVIEW

N/A

FINANCIAL IMPACT

Contractor:	Rose Paving LLC
Amount of Request/Contract:	\$336,301.53
Amount Budgeted:	\$336,301.53

From Account Name:	Transportation Sales Tax Fund - Capital Expenditures
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REVIEWED BY

Joey Carley Michael Graham Jennifer Baird Diane Egger Teresa Henry
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LIST OF REFERENCE DOCUMENTS ATTACHED

1.	Reso Woodson Road Mill and Overlay 2026
2.	EXHIBIT A
3.	Rose Paving Woodson Quote

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

Document	Attached	If not attached, explain
Other: Quote		

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH ROSE PAVING LLC FOR THE MILL AND OVERLAY OF PORTIONS OF WOODSON ROAD IN A TOTAL AMOUNT NOT TO EXCEED \$336,301.53 FOR FISCAL YEAR 2025-2026

WHEREAS, Public Works Department has found damage to portions of Woodson Road between 51st Street and Little Blue Road that needs to be milled and overlayed; and

WHEREAS, the Public Works Department has received a quote from the paving contractor working in the area that needs to be milled and overlayed and has determined that the quote received from Rose Paving LLC in the amount of \$320,287.17 is beneficial to the City; and

WHEREAS, the Board of Aldermen find it is in the best interest of the City to enter into an agreement with Rose Paving LLC Company for the mill and overlay of portions of Woodson Road in the amount of \$320,287.17 for such purposes; and

WHEREAS, the Board of Aldermen find it is in the best interest of the City to authorize and approve an additional \$16,014.36 to fund any changes for a total project amount not to exceed \$336,301.53.

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

THAT an agreement by and between the City of Raytown and Rose Paving LLC in the amount of \$320,287.17 for the mill and overlay of portions of Woodson Road, attached hereto as Exhibit "A" and incorporated herein, is hereby authorized and approved; and

FURTHER THAT, the Board of Aldermen find it is in the best interest of the City to authorize and approve an additional \$16,014.36 to fund any changes for a total project amount not to exceed \$336,301.53.

FURTHER THAT the City Administrator is hereby authorized to execute any and all documents and to take any and all actions necessary to effectuate the terms of the Agreement and exercise the authority granted herein on behalf of the City.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 21st day of July, 2026.

Michael McDonough, Mayor

ATTEST:

Approved as to Form:

Teresa M. Henry, City Clerk

Jennifer M. Baird, City Attorney

EXHIBIT A

OPP-26-033949

07 / 10 / 2026

Account Information	Contact Information	Rose Paving Information
Account Name: Woodson Rd Project	Contact Name: Jason Hanson	Account Executive: Miles Jaben
Street Address: Woodson Rd-59th to Little Blue Rd	Contact Email: jasonh@raytown.mo.us	Email: milesjaben@rosepaving.com
City State Zip: Raytown MO 64133	Contact Phone: 816-737-6067	Cell: 816.918.2240

Notes/Exclusions

Pricing includes Prevailing Wage rates
 Pricing is based on project being tax exempt
 Pricing does not include traffic control - cost associated will be billed at time of completion
 Maximum Two (2) mobs per area

PRICING TABLE

Service Line Name	QTY	U of M	Depth	Unit Price	Subtotal
2" Mill and Overlay - Woodson Rd., 51st St to 59th St.	82056	SF	2.00	\$2.13	\$174,595.17
2" Mill and Overlay- Woodson Rd, 59th St. to Little Blue Rd	68400	SF	2.00	\$2.13	\$145,692.00

Total **\$320,287.17**

CUSTOMER APPROVALTotal Dollars Approved: **\$320,287.17**Name:

Authorized Signature:

 Signature**BILLING INSTRUCTIONS:**

Scope Detail

Service Line Name	Service Description
2" Mill and Overlay - Woodson Rd., 51st St to 59th St.	Mill asphalt surface to 2 inch depth using a self-propelled cold milling machine. Remove milled material and clean the lot. Apply SS-1H asphalt tack coat to ensure proper bond. Install and compact 2 inches of hot-mix surface course asphalt (after compaction). Leave area clean upon completion.
2" Mill and Overlay- Woodson Rd, 59th St. to Little Blue Rd	Mill asphalt surface to the specified depth using a self-propelled cold milling machine. Remove milled material and clean the lot. Apply SS-1H asphalt tack coat to ensure proper bond. Install and compact 2 inches of hot-mix surface course asphalt (after compaction). Leave area clean upon completion.

Rose Paving Terms & Conditions

- 1. CONTRACT DOCUMENTS:** The Contract Documents consist only of these Terms & Conditions, the attached Proposal and terms contained therein, and specification sheets, drawings and other documentation attached to this Proposal, or otherwise made part of this agreement in writing. Such Contract Documents constitute the entire agreement between Rose Paving and Customer, and no other terms shall serve to alter the terms hereof without written agreement signed by both parties. Pricing in the Proposal is based on the specifications and terms set forth in the Proposal. If Customer requires different or additional terms, or compliance with any set of specifications, whether designed by an engineer or architect on Customer's behalf, or any governmental specification, other than those set forth in the Proposal, the Proposal price may need to be adjusted. Any alteration or deviation from the above specifications involving extra cost will be executed only upon written change orders and will become an extra charge over and above the Proposal price.
- 2. TIME LIMITATION:** The Proposal price is valid for fifteen (15) calendar days after the date of issuance. After fifteen (15) calendar days from the date of issuance, please contact the identified Account Executive to confirm pricing.
- 3. ESCALATION:** This Proposal is based on material costs at current market rates. Due to the current volatile market conditions for liquid asphalt that are beyond Rose Paving's control and in the event of future material price increases Customer agrees to pay for the escalation of material costs without a change order. This paragraph applies only to materials.
- 4. DELAY:** Rose Paving shall not be responsible or in any way charged for unavoidable delays in work, including but not limited to delays caused by weather, government orders, Acts of God, labor strikes, pandemic, and other similar delays.
- 5. QUANTITIES LISTED:** Customer understands and agrees that all quantities are estimates; due to site conditions or other obstacles, the completed quantities may vary from those estimated, and any additional quantities needed will be paid to Rose Paving in full, without need for change order or other written authorization.
- 6. TAXES:** The price quoted in this Proposal is inclusive of any sales, use, or similar taxes imposed on the material or labor provided.
- 7. PAYMENT TERMS:** Net balance due within 30 days after completion of the work, or after issuance of the invoice, whichever is earlier. Progress payments, if any, are due within 30 days of the invoice date. Unpaid balances will accrue a late fee of 1% per month until paid in full. The Proposal and Invoice price reflect a 4% discount for payments by cash, check, or ACH.
- 8. DEPOSIT:** If the Proposal exceeds \$15,000.00, a deposit of 1/3 of the project price is required to schedule work unless noted otherwise in this agreement.
- 9. CANCELLATION OR DEFAULT:** If Customer cancels the work described herein for any reason, Customer agrees to pay Rose Paving for any sums incurred or expended through the date of cancellation in complying with this Proposal, and further agrees to pay Rose Paving the proportionate Proposal price for all work completed to that time. If Customer is in default under this Proposal, including but not limited to Customer's failure to pay any progress billings, Rose Paving shall have the right to stop work and cancel any remaining work.
- 10. PERMITS AND FEES:** Customer is responsible for obtaining and paying for any required permits, bonds, or licenses. Unless noted otherwise, the Proposal price excludes the cost of building permits and bonds required to perform the work required hereunder, and further excludes plans required to obtain such permits or bonds. However, for an additional charge of \$250.00, in addition to the cost of the permits, Rose Paving will apply for and obtain building permits, if requested, after receipt of a change order signed by both parties. Customer is responsible for engaging and paying an engineer or architect to prepare any engineering or architectural plans required to obtain building permits.

11. UNMARKED / UNDOCUMENTED UTILITIES: The Customer is responsible for ordering and scheduling any required private and/or public utility locates. Rose Paving shall not be responsible for any damage to private utility lines damaged during the course of work that were unmarked, undocumented, or non-conforming to prevailing codes. Rose Paving will be responsible for repairing utilities in situations where Rose Paving damaged marked, conforming utility lines. Rose Paving shall not be liable for additional damages or costs associated with utility interruption regardless of whether the damaged utility lines were marked, documented, or conforming to prevailing codes.

12. WORK ACCESSIBILITY: The Proposal price is contingent upon the work area being free of any obstructions (vehicles, dumpsters, etc) at the scheduled project start date and time and throughout the scheduled project time. Rose Paving reserves the right to adjust the agreed upon Proposal price to include all additional expenses incurred, including but not limited to additional labor and material charges, and trip charges.

13. SOIL CONDITIONS: The Proposal price is contingent on the existing subsoil or base being adequate to support the ordered work. Rose Paving shall not be held liable for failure due to poor subgrade, moisture or other unforeseen circumstances such as underground water springs, contaminated soil, or similar deficiencies. Unless stated within the Proposal, Rose Paving will not conduct core samples or engage the services of an engineer to determine the adequacy of the subsoil or base.

14. WATER DRAINAGE: On projects where the natural fall of the land is less than 2%, Rose Paving cannot guarantee that there will be total water drainage on pavements. Rose Paving shall not be held liable for ponding or retention in areas surrounding the work area. Customer acknowledges that on projects where the scope of work includes an asphalt overlay, the asphalt overlay will follow the contour of the existing base surface and Rose Paving does not guarantee or warranty and will not be liable for drainage issues in the work area or surrounding areas. Customer understands and agrees that grading issues fall outside the scope of Rose Paving's work hereunder.

15. CLEANING EXPENSES: Customer understands that the work called for in this agreement is a messy process. Rose Paving is not responsible for cleaning dust generated by the work blown outside of the work area. Rose Paving is not responsible for cleaning, repairing, or replacing any concrete, carpet, floor, passageway, etc., that is soiled or stained by anyone other than Rose Paving employees or its subcontractors.

16. INSURANCE: Rose Paving will maintain insurance coverage including Comprehensive General Liability, Automobile, and Worker's Compensation as required by law. Customer agrees that it is responsible for any other coverage needed or desired relative to the location described above and work performed hereunder and is not relying on Rose Paving for any such coverage.

17. INDEMNITY: Rose Paving agrees to complete its work in a safe and workmanlike manner, and to take appropriate safety precautions while performing work. However, once installation is complete and Customer takes possession of the work area, Customer understands and agrees that Rose Paving cannot be responsible for materials or area maintenance and safety, and therefore Customer assumes all responsibility in this regard, including but not limited to any and all personal injuries, deaths, property damage, losses, or expenses related to or in any way connected with the materials or services provided. To the fullest extent allowed by law, Customer agrees to indemnify, defend and hold Rose Paving and its agents harmless from any and all loss, expense, liability, or attorneys' fees in connection with any such damages or injuries occurring thereafter. Nothing contained within this paragraph means or should be construed to mean that Rose Paving or others shall be indemnified for their own negligence.

18. CHOICE OF LAW & VENUE: To the fullest extent permitted by law, each provision of this contract shall be interpreted in such manner as to be effective and valid under the laws of the State of Project and corresponding Choice of Law indicated below without regard to that state's conflict of laws principles, and venue and jurisdiction for any dispute under this agreement shall rest in the Venue and Jurisdiction identified:

	State of Project	Choice of Law	Venue and Jurisdiction
A.	Arizona	Arizona	Superior Court of Maricopa County or the United States District Court District of Arizona-Phoenix
B.	California	California	Superior Court of California County of Los Angeles or the United States District Court Central District of California
C.	Connecticut	Connecticut	State of Connecticut Judicial Branch Hartford Judicial District or United States District Court District of Connecticut.
D.	Florida	Florida	Circuit Court of Hillsborough County Florida or the United States District Court Middle District of Florida
E.	Illinois	Illinois	Circuit Court of Cook County or Northern District of Illinois
F.	North Carolina	North Carolina	Mecklenburg Circuit Court or the U.S. District Court Western District of North Carolina
G.	Tennessee	Tennessee	Davidson County Circuit Court or the U.S. District Court Middle District of Tennessee Nashville Division
H.	Virginia	Virginia	Fairfax Circuit Court or the U.S. District Court Eastern District of Virginia
I.	All other states	Illinois	Circuit Court of Cook County or U.S. District Northern District of Illinois Eastern Division

19. ATTORNEY FEES & COSTS: In the event of litigation between the parties arising from this Proposal, Rose Paving shall be entitled to reasonable collection agency fees, attorneys fees and costs.

20. JURY WAIVER: TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, EACH PARTY WAIVES THE RIGHT TO TRIAL BY JURY IN ANY LEGAL PROCEEDING ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY.

21. WARRANTY: Rose Paving will complete its work in a workmanlike manner according to standard industry practices for similar projects in the area where the work was performed. Rose Paving warrants that all labor and materials furnished will be free from defects due to defective materials or workmanship for a period of one year from the date of completion. Notwithstanding the foregoing, temporary or semi-permanent repairs such as pothole filling, crackseal, and infrared are offered with no express or implied warranties. Asphalt overlays are not warranted against reflective cracking. This warranty does not include normal wear and tear, damage caused by oil or chemical spills, snowplows, excessive weight, tire tears, lack of parking lot maintenance, and/or product abuse. Under this warranty, Rose Paving will be provided with the opportunity to have one of its representatives assess any purported defect caused by Rose Paving employees and/or material installed by Rose Paving. If Rose Paving determines the claimed defect was the fault of Rose Paving's workmanship and/or materials, Rose Paving will, at no cost to Customer, repair or replace the affected work. Rose Paving will be under no obligation to perform punch-list work until 95% of the Proposal price, as adjusted by any change orders, has been paid. Rose Paving will be under no obligation to perform warranty work, and no warranty will be valid, until 100% of the Proposal price, as adjusted by any change orders, has been paid.

22. CONSENT TO USE OF PHOTOGRAPHS, IMAGES AND VIDEOS: Customer consents to Rose Paving using images and videos of jobsite as described in proposal or any work order, for use in Rose Paving promotional, marketing and training materials. Rose Paving shall have the right to use the name, logos, trademarks, trade names, service marks or other marks of Customer to the extent any of the foregoing appear in photographs, images and videos of the jobsite.

23. NON-DISCLOSURE: Customer acknowledges that information in this Proposal, including but not limited to pricing, determination of scope of work, method for evaluating parking lots, and methods of repair, constitute and include Rose Paving's Confidential Information. This Proposal shall not be shared, distributed, or disseminated to any other contractor and Customer acknowledges that should it violate this provision monetary damages will not be an adequate remedy and Rose Paving shall be entitled to injunctive relief in addition to any other remedy available in law or equity.

24. ALTERATIONS TO THIS PROPOSAL: Pricing is contingent on Customer accepting the Proposal as submitted. Alterations or notations on or to this Proposal will not be valid unless accepted in writing by a General Manager or Vice-President of the Rose Paving division issuing this Proposal, or an officer of Rose Paving.

25. SEVERABILITY OF TERMS: Should any part of this agreement be deemed unenforceable, the remaining terms shall be severable and separately enforceable and shall remain in full force .

26. AUTHORITY TO SIGN: The undersigned represents and warrants to Rose Paving that such individual is fully authorized to bind Customer, and has been expressly given, received, and accepted authority to enter into this binding agreement.

NOTICE TO CUSTOMERS FOR HOME IMPROVEMENTS CONTRACTS

"YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE ATTACHED NOTICE OF CANCELLATION FORM FOR AN EXPLANATION OF THIS RIGHT."

As a duly authorized representative of Woodson Rd Project, I
agree to these Terms & Conditions



CITY OF RAYTOWN

Request for Board Action

DATE SUBMITTED: 07/08/2026

MEETING DATE: July 21, 2026

SUBMITTED BY:

DEPARTMENT: Public Works

Document Type: Resolution

SUBJECT/REQUEST

R-3823-26: Supporting the City's Application for the Transportation Alternatives Program Funding through the Mid-America Regional Council (MARC) for the 63rd Street Bikeway Connectivity Project and Committing to Provide the Required Local Match and Administer the Project if funding is awarded.

BACKGROUND/JUSTIFICATION

This is one of 4 Transportation Alternatives grant applications we are submitting through the Mid-America Regional Council (MARC). Each of these projects is primarily focused on improving the safety of all commuters throughout the project corridor, regardless of mode of transportation. Secondly, these projects aim to support economic development opportunities and reduce greenhouse gas emissions.

The 63rd Street Bikeway Connectivity Project is located along 63rd Street from the downtown area to Woodson Road. It consists of a road diet from 4 lanes with 2 lanes in each direction to 3 lanes with 1 in each direction and center turn lane. Additionally, a multi-use trail would be included in the space provided by removing a lane. Other components included are landscaping, storm drainage improvements, and sidewalk reconstruction where needed.

The funding for this project would be granted in a few years and would allow sufficient time for design and engineering, as well as budget for the City's match. The City would be required to match at least 20% or \$375,000 to receive the 80% federal funding of \$1,500,000 for a project total of \$1,875,000.

RECOMMENDED MOTION

Approval as submitted by staff.

PREVIOUS ACTION

N/A

COMMISSION/COMMITTEE REVIEW

N/A

FINANCIAL IMPACT

REVIEWED BY

Joey Carley
Michael Graham
Jennifer Baird
Diane Egger
Teresa Henry

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Reso 63rd Street Bikeway Connectivity

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

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, SUPPORTING THE CITY'S APPLICATION FOR TRANSPORTATION ALTERNATIVES PROGRAM FUNDING THROUGH THE MID-AMERICA REGIONAL COUNCIL FOR THE 63RD STREET BIKEWAY CONNECTIVITY PROJECT AND COMMITTING TO PROVIDE THE REQUIRED LOCAL MATCH AND ADMINISTER THE PROJECT IF FUNDING IS AWARDED

WHEREAS, the City of Raytown is committed to improving transportation safety, expanding multimodal transportation options, enhancing regional connectivity, and improving quality of life for residents and visitors; and

WHEREAS, the 63rd Street Bikeway Connectivity Project will improve safety and accessibility by constructing a shared-use path, completing sidewalk gaps, implementing a road diet, installing pedestrian refuge islands and other crossing enhancements, and creating a safer connection to the regional Rock Island Trail and key community destinations; and

WHEREAS, the project will improve access to downtown Raytown, schools, parks, businesses, neighborhoods, the Mid-Continent Public Library, grocery stores, and other community destinations while advancing the City's transportation, economic development, and sustainability goals; and

WHEREAS, the City desires to submit an application for Transportation Alternatives Program funding through the Mid-America Regional Council to assist in funding the construction of the project.

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

THAT, the Board of Aldermen fully supports the City's application for Transportation Alternatives Program funding for the 63rd Street Bikeway Connectivity Project; and

FURTHER THAT, the City commits to providing the required local matching funds, subject to annual budget appropriations, and to dedicating the staff and resources necessary to successfully administer and complete the project; and

FURTHER THAT, the Board of Aldermen authorizes the Mayor, City Administrator, and appropriate City officials to execute all documents necessary to submit the application, accept funding if awarded, and carry out the project.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 21st day of July, 2026.

Michael McDonough, Mayor

ATTEST:

Approved as to Form:

Teresa M Henry, City Clerk

Jennifer M. Baird, City Attorney

CITY OF RAYTOWN

Request for Board Action

DATE SUBMITTED: 07/08/2026

MEETING DATE: July 21, 2026

SUBMITTED BY:

DEPARTMENT: Public Works

Document Type: Resolution

SUBJECT/REQUEST

R-3824-26: Supporting the City's Application for the Transportation Alternatives Program Funding through the Mid-America Regional Council (MARC) for the 55th Street Project Multi-Use Pathway Project and Committing to Provide the Required Local Match and Administer the Project if funding is awarded.

BACKGROUND/JUSTIFICATION

This is one of 4 Transportation Alternatives grant applications we are submitting through the Mid-America Regional Council (MARC). Each of these projects is primarily focused on improving the safety of all commuters throughout the project corridor, regardless of mode of transportation. Secondly, these projects aim to support economic development opportunities and reduce greenhouse gas emissions.

The 55th Street Multi-Use Pathway Project is located along 55th Street from Blue Ridge Cutoff to Rock Island Trail just to east of Raytown Road. It consists of a road improvements along the entire project corridor and adding a multi-use trail to connect to the Rock Island Trail. Other components included are landscaping, storm drainage improvements, and sidewalk reconstruction where needed.

The funding for this project would be granted in a few years and would allow sufficient time for design and engineering, as well as budget for the City's match. The City would be required to match at least 20% or \$375,000 to receive the 80% federal funding of \$1,500,000 for a project total of \$1,875,000.

RECOMMENDED MOTION

Approval as submitted by staff.

PREVIOUS ACTION

N/A

COMMISSION/COMMITTEE REVIEW

N/A

FINANCIAL IMPACT

REVIEWED BY

Joey Carley
Michael Graham
Jennifer Baird
Diane Egger
Teresa Henry

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Reso 55th Street Multiuse Pathway

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

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, SUPPORTING THE CITY'S APPLICATION FOR TRANSPORTATION ALTERNATIVES PROGRAM FUNDING THROUGH THE MID-AMERICA REGIONAL COUNCIL FOR THE 55TH STREET MULTIUSE PATHWAY PROJECT AND COMMITTING TO PROVIDE THE REQUIRED LOCAL MATCH AND ADMINISTER THE PROJECT IF FUNDING IS AWARDED

WHEREAS, the City of Raytown is committed to improving transportation safety, expanding multimodal transportation options, and enhancing quality of life for residents and visitors; and

WHEREAS, the 55th Street Multiuse Pathway Project will improve safety and connectivity by constructing a shared-use path, improving pedestrian crossings, and enhancing access to neighborhoods, schools, parks, and the regional trail network; and

WHEREAS, the City desires to submit an application for Transportation Alternatives Program funding through the Mid-America Regional Council to assist in funding the construction of the project.

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

THAT, the Board of Aldermen fully supports the City's application for Transportation Alternatives Program funding for the 55th Street Multiuse Pathway Project; and

FURTHER THAT, the City commits to providing the required local matching funds, subject to annual budget appropriations, and to dedicating the staff and resources necessary to successfully administer and complete the project; and

FURTHER THAT, the Board of Aldermen authorizes the Mayor, City Administrator, and appropriate City officials to execute all documents necessary to submit the application, accept funding if awarded, and carry out the project.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 21st day of July, 2026.

Michael McDonough, Mayor

ATTEST:

Approved as to Form:

Teresa M Henry, City Clerk

Jennifer M. Baird, City Attorney

CITY OF RAYTOWN

Request for Board Action

DATE SUBMITTED: 07/09/2026

MEETING DATE: July 21, 2026

SUBMITTED BY:

DEPARTMENT: Public Works

Document Type: Resolution

SUBJECT/REQUEST

R-3825-26: Supporting the City's Application for the Transportation Alternatives Program Funding through the Mid-America Regional Council (MARC) for the Blue Ridge Boulevard Historic Trail Retracement Project and Committing to Provide the Required Local Match and Administer the Project if funding is awarded.

BACKGROUND/JUSTIFICATION

This is one of 4 Transportation Alternatives grant applications we are submitting through the Mid-America Regional Council (MARC). Each of these projects is primarily focused on improving the safety of all commuters throughout the project corridor, regardless of mode of transportation. Secondly, these projects aim to support economic development opportunities and reduce greenhouse gas emissions.

The Blue Ridge Boulevard Historic Trail Retracement Project is located along Blue Ridge Boulevard from the 59th Street to 63rd Street. It consists of a road diet from 4 lanes with 2 lanes in each direction to 3 lanes with 1 in each direction and center turn lane. Additionally, a multi-use trail would be included in the space provided by removing a lane. Other components included are landscaping, storm drainage improvements, placemaking, and sidewalk reconstruction where needed.

The funding for this project would be granted in a few years and would allow sufficient time for design and engineering, as well as budget for the City's match. The City would be required to match at least 20% or \$375,000 to receive the 80% federal funding of \$1,500,000 for a project total of \$1,875,000.

RECOMMENDED MOTION

Approval as submitted by staff.

PREVIOUS ACTION

N/A

COMMISSION/COMMITTEE REVIEW

N/A

FINANCIAL IMPACT

REVIEWED BY

Joey Carley Michael Graham Jennifer Baird Diane Egger Teresa Henry
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LIST OF REFERENCE DOCUMENTS ATTACHED

- | |
|---|
| 1. Reso Blue Ridge Boulevard Historical |
|---|

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

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, SUPPORTING THE CITY'S APPLICATION FOR TRANSPORTATION ALTERNATIVES PROGRAM FUNDING THROUGH THE MID-AMERICA REGIONAL COUNCIL FOR THE BLUE RIDGE BOULEVARD HISTORIC TRAIL RETRACEMENT PROJECT AND COMMITTING TO PROVIDE THE REQUIRED LOCAL MATCH AND ADMINISTER THE PROJECT IF FUNDING IS AWARDED

WHEREAS, the City of Raytown is committed to improving transportation safety, expanding multimodal transportation options, preserving historic resources, and enhancing quality of life for residents and visitors; and

WHEREAS, the Blue Ridge Boulevard Historic Trail Retracement Project will improve safety and connectivity by constructing a shared-use trail, Complete Streets improvements, enhanced pedestrian crossings, streetscape enhancements, and historic trail interpretation along Blue Ridge Boulevard; and

WHEREAS, the City desires to submit an application for Transportation Alternatives Program funding through the Mid-America Regional Council to assist in funding the construction of the project.

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

THAT, the Board of Aldermen fully supports the City's application for Transportation Alternatives Program funding for the Blue Ridge Boulevard Historic Trail Retracement Project; and

FURTHER THAT, the City commits to providing the required local matching funds, subject to annual budget appropriations, and to dedicating the staff and resources necessary to successfully administer and complete the project; and

FURTHER THAT, the Board of Aldermen authorizes the Mayor, City Administrator, and appropriate City officials to execute all documents necessary to submit the application, accept funding if awarded, and carry out the project; and

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 21st day of July, 2026.

Michael McDonough, Mayor

ATTEST:

Approved as to Form:

Teresa M Henry, City Clerk

Jennifer M. Baird, City Attorney

CITY OF RAYTOWN

Request for Board Action

DATE SUBMITTED: 07/09/2026

MEETING DATE: July 21, 2026

SUBMITTED BY:

DEPARTMENT: Public Works

Document Type: Resolution

SUBJECT/REQUEST

R-3826-26: Supporting the City's Application for the Transportation Alternatives Program Funding through the Mid-America Regional Council (MARC) for the Gregory Boulevard Transportation Accessibility Improvements Project and Committing to Provide the Required Local Match and Administer the Project if funding is awarded.

BACKGROUND/JUSTIFICATION

This is one of 4 Transportation Alternatives grant applications we are submitting through the Mid-America Regional Council (MARC). Each of these projects is primarily focused on improving the safety of all commuters throughout the project corridor, regardless of mode of transportation. Secondly, these projects aim to support economic development opportunities and reduce greenhouse gas emissions.

The Gregory Boulevard Transportation Accessibility Improvements Project is located along Gregory Boulevard from Cave Spring Park to Raytown Road. It consists of a road diet from 4 lanes with 2 lanes in each direction to 3 lanes with 1 in each direction and center turn lane. Additionally, a multi-use trail would be included in the space provided by removing a lane. Other components included are landscaping, storm drainage improvements, and sidewalk reconstruction where needed.

The funding for this project would be granted in a few years and would allow sufficient time for design and engineering, as well as budget for the City's match. The City would be required to match at least 20% or \$375,000 to receive the 80% federal funding of \$1,500,000 for a project total of \$1,875,000.

RECOMMENDED MOTION

Approval as submitted by staff.

PREVIOUS ACTION

N/A

COMMISSION/COMMITTEE REVIEW

N/A

FINANCIAL IMPACT

REVIEWED BY

Joey Carley Michael Graham Jennifer Baird Diane Egger Teresa Henry
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LIST OF REFERENCE DOCUMENTS ATTACHED

- | |
|--|
| 1. Reso Gregory Boulevard Transportation Accessibility |
|--|

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

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF RAYTOWN, MISSOURI, SUPPORTING THE CITY'S APPLICATION FOR TRANSPORTATION ALTERNATIVES PROGRAM FUNDING THROUGH THE MID-AMERICA REGIONAL COUNCIL FOR THE GREGORY BOULEVARD TRANSPORTATION ACCESSIBILITY IMPROVEMENTS PROJECT AND COMMITTING TO PROVIDE THE REQUIRED LOCAL MATCH AND ADMINISTER THE PROJECT IF FUNDING IS AWARDED

WHEREAS, the City of Raytown is committed to improving transportation safety, expanding multimodal transportation options, and enhancing quality of life for residents and visitors; and

WHEREAS, the Gregory Boulevard Transportation Accessibility Improvements Project will improve safety and accessibility by converting Gregory Boulevard from four lanes to a three-lane roadway, constructing a shared-use path and sidewalk, enhancing pedestrian crossings, improving transit access, and creating safer connections for people walking, bicycling, and driving between Blue Ridge Boulevard and Raytown Road; and

WHEREAS, the City desires to submit an application for Transportation Alternatives Program funding through the Mid-America Regional Council to assist in funding the construction of the project.

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

THAT, the Board of Aldermen fully supports the City's application for Transportation Alternatives Program funding for the Gregory Boulevard Transportation Accessibility Improvements Project; and

FURTHER THAT, the City commits to providing the required local matching funds, subject to annual budget appropriations, and to dedicating the staff and resources necessary to successfully administer and complete the project; and

FURTHER THAT, the Board of Aldermen authorizes the Mayor, City Administrator, and appropriate City officials to execute all documents necessary to submit the application, accept funding if awarded, and carry out the project.

PASSED AND ADOPTED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Raytown, Missouri, the 21st day of July, 2026.

Michael McDonough, Mayor

ATTEST:

Approved as to Form:

Teresa M Henry, City Clerk

Jennifer M. Baird, City Attorney



July 16, 2026

Alderman Theresa Tush
9701 E. 65th Street
Raytown, MO 64133

Alderman Tush-

It was brought to my attention, and I am in receipt of a letter, which was distributed by you in your capacity as Alderman Ward 1. The contents of this letter violate several sections of the Code of Ethics and Conducts for Elected and Appointed officials, which I will outline below:

A. ETHICS

The citizens and business of Raytown are entitled to have fair, ethical and accountable government. To this end, the public should have full confidence that their elected and appointed officials:

- *Comply with both the letter and spirit of the laws and policies affecting the operations of government;*
- *Are independent, impartial and fair in their judgment and actions;*
- *Use their public office for the public good, not for personal gain; and*
- *Conduct public deliberations and processes openly, unless required by law to be confidential, in an atmosphere of respect and civility.*

Your letter that you distributed makes it sound like the Board in general is not in favor of the application for a conditional use permit to locate a Dobbs Tire at 10000 E. 350 Highway by using the words "many of us on the board". The letter appears to be persuasive and not just your opinion.

1. ***Act in the Public Interest.*** *Recognizing that stewardship of the public interest must be their primary concern, members will work for the common good of the people of Raytown and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before them.*

Your letter does not show fair and equal treatment of all persons, claims and transactions. You are allowed to have your personal opinion regarding the request, but you must also remain open to testimony given.

8. **Conflict of Interest.** *In order to assure their independence and impartiality on behalf of the common good and compliance with conflict of interest laws, members shall use their best efforts to refrain from creating an appearance of impropriety in their actions and decisions. Members shall not use their official positions to influence government decisions in which they have (a) a material financial interest, (b) an organizational responsibility or personal relationship which may give the appearance of a conflict of interest, or (c) a strong personal bias.*

A member who has a potential conflict of interest regarding a particular decision shall disclose the matter to the City Legal Counsel and reasonably cooperate with the City Legal Counsel to analyze the potential conflict. If advised by the City Legal Counsel to seek advice from the Missouri Ethics Commission or other appropriate state agency, a member shall not participate in a decision unless and until he or she has requested and received advice allowing the member to participate. A member shall diligently pursue obtaining such advice. The member shall provide the Mayor and the City Legal Counsel a copy of any written request or advice and conform his or her participation to the advice given. In providing assistance to members, the City Legal Counsel represents the City and not individual members.

In accordance with the law, members shall disclose investments, interests in real property, sources of income, and gifts; and if they have a conflict of interest regarding a particular decision, shall not, once the conflict is ascertained, participate in the decision and shall not discuss or comment on the matter in any way to any person including other members unless otherwise permitted by law. When a member has a conflict of interest regarding a particular decision, the member should step down from the dais during the discussion and deliberation of the particular decision.

You should not use your official position to influence government decisions in which you have (c) a strong personal bias and your letter shows a strong personal bias against the Dobbs Tire application.

Additionally, while you can have ex parte communication (which is one-sided communication) you must keep an open mind. Your letter clearly shows prejudice to the matter at hand.

13. **Advocacy.** *Members shall represent the official policies or positions of the Mayor and Board of Aldermen, Board, Committee or Commission to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent their body or the City of Raytown, nor will they allow the inference that they do. The Mayor and Board of Aldermen, Board, Committee and Commission members have the right to endorse candidates for all Aldermen seats or other elected offices. It is inappropriate to mention or display endorsements during the Mayor and Board of Aldermen meetings, or Board, Committee and Commission meetings, or other official City meetings.*

As an alderman you can have an individual opinion; however, the letter you distributed specifically advocated against the application at hand. Again, the letter was not drafted as your personal opinion but was written and signed in your capacity as Alderman. Further, the language “many of us on the Board” was misleading in order to advocate against the application being considered by the Board of Aldermen. Lastly, the fact that you physically delivered your letter to

businesses along 350 Highway to try and incite businesses and their customers to come to the July 7th Board of Aldermen meeting to testify shows you were advocating for the application to be denied.

B. CONDUCT GUIDELINES

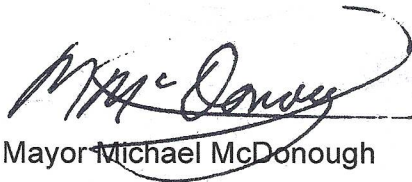
2. Elected and Appointed Officials' Conduct with the Public in Public Meetings

(d) Maintain an open mind

Members of the public deserve an opportunity to influence the thinking of elected and appointed officials.

As an Alderman, it is necessary to maintain an open mind. The letter you distributed essentially stated that if Dobbs Tires were to come to our community, alike business would lose customers.

As Mayor of the City of Raytown, it is necessary that I bring these issues to your attention. The City of Raytown's Code of Ethics and Conduct for Elected and Appointed Officials was adopted to ensure that all elected and appointed officials, while exercising their office, conduct themselves in a manner that instills public confidence and trust in the fair operation and integrity of Raytown's City government, which did not occur with the distribution of the attached letter. Although you have received a copy of this document previously, I am attaching a Copy of the City of Raytown's Code of Ethics and Conduct for Elected and Appointed Officials and ask that you adhere to the contents.



Mayor Michael McDonough

I want to make sure you're aware that another company is looking to open a new tire and repair shop here in Raytown.

Many of us are concerned that our city is already saturated with these types of businesses. When too many similar shops open, it puts unnecessary pressure on long-standing local businesses like yours and limits the variety of services available to our residents.

If Raytown were to set a cap on the number of tire/repair business licenses—one that's lower than the number we already have—it would help protect established shops and create room for the types of new businesses our community has been asking for.

If you share these concerns and want to help protect the strength of your business, I encourage you to attend the July 7th Board of Aldermen meeting and make your voice heard.

It would also be incredibly powerful if your loyal Raytown customers joined in to show their support for your business and the value you bring to our community.

Theresa Tush
Alderman Ward 1

Dobb's Tires —
Where It's at —



City of Raytown

Code of Ethics and Conduct For Elected and Appointed Officials

Adopted: November 19, 2019 by Resolution No. R-3254-19

Amended: July 6, 2021 by Resolution No. R-3386-21

POLICY PURPOSE

The Raytown Board of Aldermen adopts this Code of Ethics and Conduct to assure that all elected and appointed officials, while exercising their office, conduct themselves in a manner that will instill public confidence and trust in the fair operation and integrity of Raytown's City government.

A. ETHICS

The citizens and businesses of Raytown are entitled to have fair, ethical and accountable local government. To this end, the public should have full confidence that their elected and appointed officials:

- Comply with both the letter and spirit of the laws and policies affecting the operations of government;
- Are independent, impartial and fair in their judgment and actions;
- Use their public office for the public good, not for personal gain; and
- Conduct public deliberations and processes openly, unless required by law to be confidential, in an atmosphere of respect and civility.

Therefore, Mayor, members of the City's Board of Aldermen, City Collector, and City Judge and of all Boards, Committees and Commissions shall conduct themselves in accordance with the following ethical standards. For ease of reference the term "member" refers to any member of the Raytown Board of Aldermen, Mayor, City Collector, Municipal Judge or City Boards, Committees and Commissions established by City ordinance or Board of Aldermen policy.

1. **Act in the Public Interest.** Recognizing that stewardship of the public interest must be their primary concern, members will work for the common good of the people of Raytown and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before them.
2. **Comply with both the spirit and the letter of the Law and City Policy.** Members shall comply with the laws of the nation, the State of Missouri and the City of Raytown in the performance of their public duties.
3. **Conduct of Members.** The professional and personal conduct of members while exercising their office must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the Board of Aldermen, Mayor, Boards, Committees and Commissions, the staff or public.
4. **Respect for Process.** Members shall perform their duties in accordance with the processes and rules of order established by the Board of Aldermen.
5. **Conduct at Public Meetings.** Members shall prepare themselves for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand.

6. **Decisions Based on Merit.** Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations. When making adjudicative decisions (those decisions where the member is called upon to determine and apply facts peculiar to an individual case), members shall maintain an open mind until the conclusion of the hearing on the matter and shall base their decisions on the facts presented at the hearing and the law.
7. **Communication.** For adjudicative matters pending before the body, members shall refrain from receiving information outside of an open public meeting or the agenda materials, except on advice of the City Legal Counsel. Members shall publicly disclose substantive information that is relevant to a matter under consideration by the body which they may have received from sources outside of the public decision-making process.
8. **Conflict of Interest.** In order to assure their independence and impartiality on behalf of the common good and compliance with conflict of interest laws, members shall use their best efforts to refrain from creating an appearance of impropriety in their actions and decisions. Members shall not use their official positions to influence government decisions in which they have (a) a material financial interest, (b) an organizational responsibility or personal relationship which may give the appearance of a conflict of interest, or (c) a strong personal bias.

A member who has a potential conflict of interest regarding a particular decision shall disclose the matter to the City Legal Counsel and reasonably cooperate with the City Legal Counsel to analyze the potential conflict. If advised by the City Legal Counsel to seek advice from the Missouri Ethics Commission or other appropriate state agency, a member shall not participate in a decision unless and until he or she has requested and received advice allowing the member to participate. A member shall diligently pursue obtaining such advice. The member shall provide the Mayor and the City Legal Counsel a copy of any written request or advice and conform his or her participation to the advice given. In providing assistance to members, the City Legal Counsel represents the City and not individual members.

In accordance with the law, members shall disclose investments, interests in real property, sources of income, and gifts; and if they have a conflict of interest regarding a particular decision, shall not, once the conflict is ascertained, participate in the decision and shall not discuss or comment on the matter in any way to any person including other members unless otherwise permitted by law. When a member has a conflict of interest regarding a particular decision, the member should step down from the dais during the discussion and deliberation of the particular decision.

9. **Gifts and Favors.** Members shall not take any special advantage of services or opportunities for personal gain, by virtue of their public office that is not available to the public in general. They shall refrain from accepting any gifts, favors or promises of future benefits which might compromise their independence of judgment or action or give the appearance of being compromised.
10. **Confidential Information.** Members must maintain the confidentiality of all written materials and verbal information provided to members which is confidential or privileged. Members shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial or other private interests.

11. **Use of Public Resources.** Members shall not use public resources which are not available to the public in general (e.g., City staff time, equipment, supplies or facilities) for private gain or for personal purposes not otherwise authorized by law. All request for legal opinion shall be remitted to the City Administrator, who will determine if matter should be forwarded to Legal Counsel. The Board of Aldermen, not individual members, shall give staff direction regarding the allocation of City resources for substantial projects and modification to City code.
12. **Representation of Private Interests.** In keeping with their role as stewards of the public interest, the Mayor and members of the Board of Aldermen shall not appear on behalf of the private interests of third parties before the Board of Aldermen or any Board, Committee, Commission or proceeding of the City, nor shall members of Boards, Committees and Commissions appear before their own bodies or before the Board of Aldermen on behalf of the private interests of third parties on matters related to the areas of service of their bodies.
13. **Advocacy.** Members shall represent the official policies or positions of the Mayor and Board of Aldermen, Board, Committee or Commission to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent their body or the City of Raytown, nor will they allow the inference that they do. The Mayor and Board of Aldermen, Board, Committee and Commission members have the right to endorse candidates for all Aldermen seats or other elected offices. It is inappropriate to mention or display endorsements during the ~~Mayor and~~ Board of Aldermen meetings, or Board, Committee and Commission meetings, or other official City meetings.
14. **Policy Role of Members.** Members shall respect and adhere to the Mayor and Board of Aldermen-City Administrator structure of Raytown City government as outlined in the Raytown City Code. In this structure, the Board of Aldermen determines the policies of the City with the advice, information and analysis provided by City staff, Boards, Committees and Commissions, and the public. Except as provided by the City Code, members shall not interfere with the administrative functions of the City, the professional duties of City staff or consultants to the City; nor shall they impair the ability of staff to implement Board of Aldermen policy decisions.
15. **Independence of Boards, Committees and Commissions.** Because of the value of the independent advice of Boards, Committees and Commissions to the public decision-making process, the Mayor and members of the Board of Aldermen shall refrain from using their position to unduly influence the deliberations or outcomes of Board, Committee and Commission proceedings.
16. **Positive Workplace Environment.** Members shall support the maintenance of a positive and constructive workplace environment for City employees and for citizens and businesses dealing with the City. Members shall recognize their special role in dealings with City employees to in no way create the perception of inappropriate direction to staff.

B. CONDUCT GUIDELINES

The Conduct Guidelines are designed to describe the manner in which elected and appointed officials should treat one another, City staff, constituents, and others they come into contact with while representing the City of Raytown.

1. Elected and Appointed Officials' Conduct with Each Other in Public Meetings

Elected and appointed officials are individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office in order to preserve and protect the present and the future of the community. In all cases, this common goal should be acknowledged even though individuals may not agree on every issue.

(a) Honor the role of the chair in maintaining order

It is the responsibility of the chair to keep the comments of members on track during public meetings. Members should honor efforts by the chair to focus discussion on current agenda items. If there is disagreement about the agenda or the chair's actions, those objections should be voiced politely and with reason, following procedures outlined in parliamentary procedure.

(b) Practice civility and decorum in discussions and debate

Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of debate by a free democracy in action. Free debate does not require nor justify, however, public officials to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments.

(c) Avoid personal comments that could offend other members

If a member is personally offended by the remarks of another member, the offended member should make notes of the actual words used and call for a "point of personal privilege" that challenges the other member to justify or apologize for the language used. The chair will maintain control of this discussion.

(d) Demonstrate effective problem-solving approaches

Members have a public stage and have the responsibility to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole.

2. Elected and Appointed Officials' Conduct with the Public in Public Meetings

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice or disrespect should be evident on the part of individual members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

(a) Be welcoming to speakers and treat them with care and gentleness.

While questions of clarification may be asked, the official's primary role during public testimony is to listen.

- (b) *Be fair and equitable in allocating public hearing time to individual speakers.*
The chair will determine and announce limits on speakers at the start of the public hearing process.
- (c) *Practice active listening*
It is disconcerting to speakers to have members not look at them when they are speaking. It is fine to look down at documents or to make notes but reading for a long period of time or gazing around the room gives the appearance of disinterest. Members shall try to be conscious of facial expressions and avoid those that could be interpreted as "smirking," disbelief, anger or boredom.
- (d) *Maintain an open mind*
Members of the public deserve an opportunity to influence the thinking of elected and appointed officials.
- (e) *Ask for clarification, but avoid debate and argument with the public*
Only the chair – not individual members – can interrupt a speaker during a presentation. However, a member can ask the chair for a point of order if the speaker is off the topic or exhibiting behavior or language the member finds disturbing.

3. Elected and Appointed Officials' Conduct with City Staff

Governance of a City relies on the cooperative efforts of elected officials (including the Mayor), who set policy, appointed officials who advise the elected, and City staff who implement and administer the policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

- (a) *Treat all staff as professionals*
Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards staff is not acceptable.
- (b) *Do not disrupt City staff from their jobs*
Elected and appointed officials should not disrupt City staff while they are in meetings, on the phone, or engrossed in performing their job functions in order to have their individual needs met. Do not attend City staff meetings unless requested by staff – even if the elected or appointed official does not say anything, his or her presence shows partiality, may intimidate staff, and hampers staff's ability to do their job objectively.
- (c) *Never publicly criticize an individual employee*
Elected and appointed officials should never express concerns about the performance of a City employee in public, to the employee directly, or to the employee's manager. Comments about staff performance should only be made to the City Administrator through private correspondence or conversation. Appointed officials should make their comments regarding staff to the City Administrator or the Mayor.
- (d) *Do not get involved in administrative functions*
Elected and appointed officials acting in their individual capacity must not attempt to influence City staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of City licenses and permits.

(e) *Do not solicit political support from staff*

Elected and appointed officials should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, etc.) from City staff. City staff may, as private citizens with constitutional rights, support political candidates but all such activities must be done away from the workplace.

(f) *No Attorney-Client Relationship*

Members shall not seek to establish an attorney-client relationship with the City Legal Counsel, including his or her staff and attorneys contracted to work on behalf of the City. The City Legal Counsel represents the City and not individual members. Members who consult with the City Legal Counsel cannot enjoy or establish an attorney-client relationship with the attorney.

4. Mayor and Board of Aldermen Conduct with Boards, Committees and Commissions

The City has established several Boards, Committees and Commissions as a means of gathering more community input. Citizens who serve on Boards, Committees and Commissions become more involved in government and serve as advisors to the Mayor and Board of Aldermen. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

(a) *If attending a Board, Committee or Commission meeting, be careful to only express personal opinions*

Mayor and Board of Aldermen members may attend any Board, Committee or Commission meeting, which are always open to any member of the public. However, they should be sensitive to the way their participation – especially if it is on behalf of an individual, business or developer – could be viewed as unfairly affecting the process. Any public comments by the Mayor or an Alderman at a Board, Committee or Commission meeting should be clearly made as individual opinion and not a representation of the feelings of the entire Board of Aldermen.

(b) *Limit contact with Board, Committee and Commission members to questions of clarification*

It is inappropriate for an Alderman to contact a Board, Committee or Commission member to lobby on behalf of an individual, business, or developer, and vice versa. It is acceptable for Aldermen to contact Board, Committee or Commission members in order to clarify a position taken by the Board, Committee or Commission.

(c) *Respect that Boards, Committees and Commissions serve the community, not individual Alderman*

The Mayor appoints individuals to serve on Boards, Committees and Commissions, and the Board of Aldermen approve such appointments. It is the responsibility of Boards, Committees and Commissions to follow policy established by the Board of Aldermen. Board, Committee and Commission members do not report to an individual Alderman or the Mayor individually, nor should the Mayor or an individual Alderman feel they have the power or right to threaten Board, Committee and Commission members with removal if they disagree about an issue.

Appointment and re-appointment to a Board, Committee or Commission should be based on such criteria as expertise, ability to work with staff and the public, and commitment to fulfilling official duties. A Board, Committee or Commission appointment should not be used as a political "reward."

(d) *Be respectful of diverse opinions*

A primary role of Boards, Committees and Commissions is to represent many points of view in the community and to provide the Mayor and Board of Aldermen with advice based on a full spectrum of concerns and perspectives. Aldermen may have a closer working relationship with some individuals serving on Boards, Committees and Commissions, but must be fair and respectful of all citizens serving on Boards, Committees and Commissions.

(e) *Keep political support away from public forums*

Board, Committee and Commission members may offer political support to an Alderman, but not in a public forum while conducting official duties. Conversely, Aldermen may support Board, Committee and Commission members who are running for office, but not in an official forum in their capacity as an Alderman.

C. **SANCTIONS**

(a) *Ethics Training for Local Officials*

Aldermen, City Collector, Municipal Judge, Board, Committee and Commission Members who are out of compliance with State or City mandated requirements for ethics training shall not represent the City on intergovernmental assignments or Board of Aldermen subcommittees and may be subject to sanctions.

(b) *Behavior and Conduct*

The Raytown Code of Ethics and Conduct expresses standards of ethical conduct expected for the Mayor, members of the Raytown Board of Aldermen, Boards, Committees and Commissions. Members themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government. The chairs of Boards, Committees and Commissions and the Mayor and Board of Aldermen have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics and Conduct are brought to their attention.

Aldermen:

Aldermen who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Board of Aldermen, lose seniority or committee assignments (both within the City of Raytown and with intergovernmental agencies) or other privileges afforded by the Board of Aldermen. Serious infractions of the Code of Ethics or Code of Conduct could lead to other sanctions as deemed appropriate by the Board of Aldermen.

Individual Aldermen should point out to the offending Alderman perceived infractions of the Code of Ethics and Conduct. If the offenses continue, then the matter should be referred to the Mayor in private. If the Mayor is the individual whose actions are being questioned, then the matter should be referred to the Mayor Pro-Tem. It is the responsibility of the Mayor (or Mayor Pro-Tem) to initiate action if an Alderman's behavior may warrant sanction. If no action is taken by the Mayor (or Mayor Pro-Tem), then the alleged violation(s) can be brought up with the full Board of Aldermen.

Appointed Board, Committee and Commission Members:

Counseling, verbal reprimands and written warnings may be administered by the Mayor to Board, Committee and Commission members failing to comply with City policy. These lower levels of sanctions shall be kept private to the degree allowed by law. Copies of all written reprimands administered by the Mayor shall be distributed in memo format to the chair of the respective Board, Committee or Commission, the Municipal Judge, the City Legal Counsel, the City Administrator, and the Mayor and Board of Aldermen.

The Board of Aldermen may impose sanctions on Board, Committee and Commission members whose conduct does not comply with the City's policies. Such conduct is cause for removal from office. Any form of discipline imposed by the Board of Aldermen shall be determined by a 2/3 vote of the Board of Aldermen, after written notice of the charge(s) is(are) provided to the member, and after a noticed public meeting and such action shall be preceded by a report to the Board of Aldermen with supporting documentation.

Pursuant to Section 50-38 (d) of City Code and § 89.320, RSMO; the Board of Aldermen may remove a Planning and Zoning Commissioner for cause stated in writing and after a public hearing.

Pursuance to Section 50-79 (b) of City Code and § 89.080, RSMO; the Board of Aldermen may remove a Board of Zoning Adjustment member for cause upon written charges and after public hearing.

When deemed warranted, the Mayor or majority of Board of Aldermen may call for an investigation of Board, Committee or Commission member conduct. Also, should the City Administrator or City Legal Counsel believe an investigation is warranted, they shall confer with the Mayor and Board of Aldermen. The Mayor and Board of Aldermen shall ask the City Administrator or the City Legal Counsel to investigate the allegation and report the findings.

These sanctions are alternatives to any other remedy that might otherwise be available to remedy conduct that violates this code or state or federal law. In order to protect and preserve good government, any individual including the City Administrator and the City Legal Counsel after complying with Rule 4-1.2(f) of the Missouri Bar Rules of Professional Conduct, who knows or reasonably believes a member acts or intends or refuses to act in a manner that is or may be a violation of law reasonably imputable to the organization, or in a manner which is likely to result in substantial injury to the organization, may report the violation to the appropriate governmental authorities.

D. IMPLEMENTATION

The Code of Ethics and Conduct is intended to be self-enforcing and is an expression of the standards of conduct for members expected by the City. It therefore becomes most effective when members are thoroughly familiar with it and embrace its provisions.

For this reason, this document shall be included in the regular orientations for candidates for Mayor, Board of Aldermen, City Collector, Municipal Judge, applicants to Board, Committee and Commissions, and newly elected and appointed officials. In addition, the Code of Ethics and Conduct shall be periodically reviewed by the Mayor and Board of Aldermen, Boards, Committees and Commissions, and updated as necessary.