

## **AGENDA**

Raymore City Council Regular Meeting  
City Hall – 100 Municipal Circle  
Monday, January 13, 2020

7:00 p.m.

- 1. Call to Order.**
- 2. Roll Call.**
- 3. Pledge of Allegiance.**
- 4. Presentations/Awards.**
- 5. Personal Appearances.**
- 6. Staff Reports.**
  - A. Development Services (pg 7)
  - B. Monthly Court Report (pg 13)
  - C. Police/Emergency Management

- 7. Committee Reports.**

- 8. Consent Agenda.**

*The items on the Consent Agenda are approved by a single action of the City Council. If any Councilmember would like to have an item removed from the Consent Agenda and considered separately, he/she may so request.*

- A. City Council Minutes, December 23, 2019 (pg 17)
- B. Appointments and Affirmations of Membership to Incentive District Boards

Reference: - Agenda Item Information Sheet (pg 29)  
- Resolution 20-01 (pg 31)

Because the timing of the expiration of the City CID and TDD board terms varies based on when the District was formed, in the past, City staff has brought forward a Resolution for approval which makes all the board appointments to all the Districts for the upcoming year. The Resolution shows each of the members currently serving on the boards, even if the

members are not being re-appointed, in order for the City Council to better track who is serving on the various boards.

C. 2019 Street Preservation Project - Acceptance and Final Payment

Reference: - Resolution 20-02 (pg 35)

The Director of Public Works has determined that the project has been satisfactorily completed in accordance with the project specifications.

D. Appointing members to the Liquor Code Enforcement Agency

Reference: - Resolution 20-03 (pg 37)

The newly enacted Raymore Code of Ordinances, Section 600.020, Alcoholic Beverages, authorizes the City Manager to establish an Enforcement Agency and designate City staff members to supervise the administration and enforcement of the provisions of Chapter 600.

**9. Unfinished Business. Second Reading.**

A. Calling for the April 7, 2020 Regular Municipal Election

Reference: - Agenda Item Information Sheet (pg 41)  
- Bill 3511 (pg 43)

The Raymore City Charter, Section 9.1, states that the regular Municipal Election shall be held on the first Tuesday after the first Monday in April, or such day as may be mandated by State law. This Bill calls for the next municipal election to be held on April 7, 2020. Positions for City Council seats from each Ward for a two-year term are open. Candidate filing started December 17, 2019, and ends on January 21, 2020.

- City Council, 12/23/19: Approved 8-0

B. Foxridge Business Park Final Plat

Reference: - Agenda Item Information Sheet (pg 45)  
- Bill 3517 (pg )  
- Staff Report (pg 50)  
- Development Agreement (pg 57)  
- Final Plat (pg 66)

John Brehm, representing Hy-Vee Inc. is requesting final plat approval of Foxridge Business Park, a 1-lot commercial subdivision located on the southwest corner of Foxwood Drive and Fox Ridge Drive.

- Planning and Zoning Commission, 12/17/19: Approved 8-0
- City Council, 12/23/19: Approved 8-0

## 10. New Business. First Reading.

### A. Tax Increment Financing Plans and Redevelopment Projects - Progress Overview (public hearing)

Reference: - Agenda Item Information Sheet (pg 69)  
- Annual Reports (pg 71)

In accordance with Section 99.865 of the Revised Statutes of Missouri, the City Council shall determine if the tax increment financing (TIF) plans and their associated redevelopment projects are making satisfactory progress under the proposed time schedules contained within the approved plans for the completion of the projects. This presentation includes: Foxwood Village Shops, Highway 58 West Extended Redevelopment, Good Ranch Redevelopment Area, and Highway 58 and Dean Avenue TIFs.

### B. Impact Fieldhouse Conditional Use Permit (public hearing)

Reference: - Agenda Item Information Sheet (pg 81)  
- Bill 3520 (pg 83)  
- Staff Report (pg 85)  
- Conceptual Plan (pg 95)  
- Planning and Zoning Commission minutes excerpt (pg 99)

Mike Chick, representing R and C Investment Properties LLC and property owner Delores Russell is requesting conditional use permit approval to allow outdoor recreational activities on property located on the northwest corner of Lincoln Avenue (J Highway) and Sunrise Drive.

- |  |
|--|
| <ul style="list-style-type: none"><li>• Planning and Zoning Commission, 12/17/19: Approved 8-0</li></ul> |
|--|

### C. Amending the FY 2020 Budget

Reference: - Agenda Item Information Sheet (pg 105)  
- Bill 3521 (pg 107)

City staff has made several recommendations for budget amendments in the Buildings and Grounds and Court departments to improve building security; the Police Department to increase Administrative Assistant hours to allow for evening customer service; the Restricted Revenue Fund for the purchase of skates to be rented for the new ice rink; and amending the personnel sections of the budget for the creation of a Public Works Worker III position.

### D. Annual meeting of the Raymore Community Foundation

Reference: - Agenda Item Information Sheet (pg 119)  
- Agenda (pg 121)  
- July 8, 2019, Minutes (pg 122)

The by-laws of the Raymore Community Foundation require the board to meet annually in January to elect officers and conduct any other necessary business before the board.

**11. Public Comments.** Please identify yourself for the record and keep comments to a maximum of five minutes.

**12. Mayor/Council Communication.**

**13. Adjournment.**

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Items provided under "Miscellaneous" in the Council Packet:

- City Council Work Session notes, 12/02/19 (pg 129)
- City Council Work Session notes, 12/16/19 (pg 131)
- City Council Work Session notes, 01/06/20 (pg 133)
- Planning and Zoning Commission minutes, 12/17/19 (pg 135)

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**EXECUTIVE SESSION (CLOSED MEETING)**

The Raymore City Council may enter an executive session before or during this meeting, if such action is approved by a majority of Council present, with a quorum, to discuss:

- Litigation matters as authorized by § 610.021 (1),
- Real Estate acquisition matters as authorized by § 610.021 (2),
- Personnel matters as authorized by § 610.021 (3),
- Other matters as authorized by § 610.021 (4-21) as may be applicable.

*Any person requiring special accommodation (i.e., qualified interpreter, large print, hearing assistance) in order to attend this meeting, please notify this office at (816) 331-3324 no later than forty eight (48) hours prior to the scheduled commencement of the meeting.*

*Hearing aids are available for this meeting for the hearing impaired. Inquire with the City Clerk, who sits immediately left of the podium as one faces the dais.*

# Staff Reports





## MONTHLY REPORT DECEMBER 2019

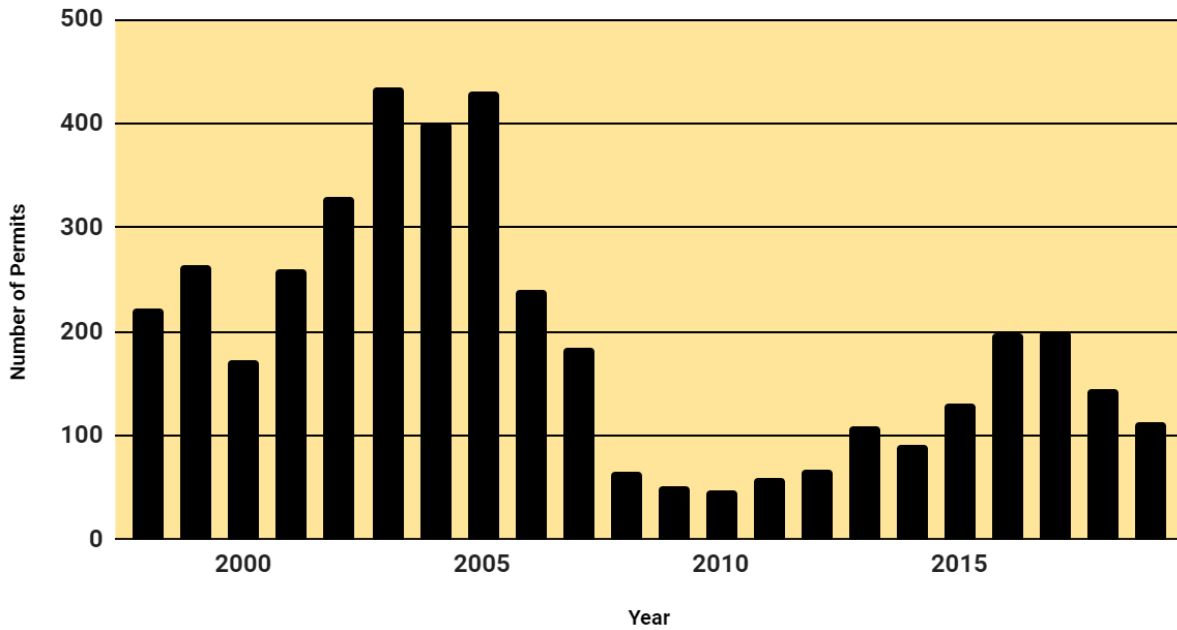
### Building Permit Activity

Type of Permit	Dec 2019	2019 YTD	2018 YTD	2018 Total
Detached Single-Family Residential	11	102	153	153
Attached Single-Family Residential	0	26	44	44
Multi-Family Residential	0	0	0	0
Miscellaneous Residential (deck; roof)	34	720	604	604
Commercial - New, Additions, Alterations	1	18	17	17
Sign Permits	0	54	63	63
Inspections	Dec 2019	2019 YTD	2018 YTD	2018 Total
Total # of Inspections	257	3,858	5,947	5,947
Valuation	Dec 2019	2019 YTD	2018 YTD	2018 Total
Total Residential Permit Valuation	\$2,913,500	\$34,498,600	\$41,964,900	\$41,964,900
Total Commercial Permit Valuation	\$21,000	\$1,822,300	\$5,222,550	\$5,222,550

#### ***Additional Building Activity:***

- Construction continues on the new self-storage facility at 308 E. Walnut Street.
- Building Plan review was completed on the Compass Health office building
- Site work has commenced for The Lofts at Fox Ridge apartment community

### Single Family Building Permits



## Code Enforcement Activity

Code Activity	Dec 2019	2019 YTD	2018 YTD	2018 Total
Code Enforcement Cases Opened	20	642	461	461
<i>Notices Mailed</i>				
-Tall Grass/Weeds	0	135	147	147
- Inoperable Vehicles	11	138	54	54
- Junk/Trash/Debris in Yard	6	146	96	96
- Object placed in right-of-way	0	14	26	26
- Parking of vehicles in front yard	0	13	36	36
- Exterior home maintenance	3	41	35	35
- Other (trash at curb early; signs; etc)	0	2	38	38
Properties mowed by City Contractor	0	71	56	56
Abatement of violations (silt fence repaired; trees removed; stagnant pools emptied; debris removed)	0	10	0	0
Signs in right-of-way removed	26	370	473	473
Violations abated by Code Officer	15	126	60	60



## Development Activity

### Current Projects

- Conway Place Rezoning and Preliminary Development Plan (currently on hold)
- Foxridge Business Park Final Plat (southwest corner of 58 Hwy & Fox Ridge Drive)
- Impact Fieldhouse Conditional Use Permit (outdoor recreation activities)

	As of Dec 31, 2019	As of Dec 31, 2018	As of Dec 31, 2017
Homes currently under construction	150	184	301
Total number of Undeveloped Lots Available (site ready for issuance of a permit for a new home)	348	405	414
Total number of dwelling units in City	8,663	8,487	8,180

## Actions of Boards, Commission, and City Council

### City Council

#### **December 9, 2019**

- Approved on 2nd reading the Edgewater at Creekmoor 7th Final Plat
- Approved on 1st reading the Westgate Final Plat
- Approved on 1st reading the adoption of the 2018 International Building Codes

#### **December 23, 2019**

- Approved on 2nd reading the rezoning of 136 acres located south of North Cass Parkway, east of Interstate 49 (Van Trust Industrial development) from "BP" Business Park District to "PUD" Planned Unit Development
- Approved on 2nd reading the Westgate Final Plat
- Approved on 2nd reading the adoption of the 2018 International Building Codes
- Approved on 1st reading the Foxridge Business Park Final Plat

### Planning and Zoning Commission

#### **December 3, 2019**

- Recommended approval of the Westgate Final Plat

#### **December 17, 2019**

- Recommended approval of a conditional use permit for Impact Fieldhouse to have outdoor recreation activities at 500 S. Lincoln Avenue
- Approved the site plan for the HyVee Fast & Fresh store at the southwest corner of Foxwood Drive and Fox Ridge Drive
- Approved the site plan for the Compass Health office building at 501 N. Sunset Lane

## Upcoming Meetings – January & February

### January 7, 2020 Planning and Zoning Commission

- Meeting Cancelled

### January 13, 2020 City Council

- 1st reading - Impact Fieldhouse, 500 S. Lincoln Avenue, Conditional Use Permit - Outdoor Recreation (public hearing)
- 2nd reading - Fox Ridge Business Park Lot 1 Final Plat

### January 21, 2020 Planning and Zoning Commission

- No applications currently filed

### January 27, 2020 City Council

- 2nd reading - Impact Fieldhouse, 500 S. Lincoln Avenue, Conditional Use Permit - Outdoor Recreation

### February 4, 2020 Planning and Zoning Commission

- No applications currently filed

### February 10, 2020 City Council

- No development applications currently scheduled

### February 18, 2020 Planning and Zoning Commission

- No development applications currently filed

### February 18, 2020 Board of Adjustment

- Prouty variance application, 1207 Kettering Lane

### February 24, 2020 City Council

- No development applications currently filed

## Department Activities

- Building Official Jon Woerner commenced review of the building construction plans for the proposed Compass Health facility on Sunset Lane, north of 58 Highway.
- GIS Coordinator Heather Eisenbarth participated in the KC Metro GIS meeting held at the Mid-America Regional Council offices.

- Staff completed reports for the Dec. 17 Planning and Zoning Commission on the following applications: [HyVee Fast & Fresh Site Plan](#); [Foxridge Commercial Final Plat](#); [Compass Health Site Plan](#); and [Impact Fieldhouse Conditional Use Permit](#).
- Economic Development Director David Gress was a presenter at the Communities for All Ages Professional Network meeting held at the Mid America Regional Council. Mr. Gress spoke on Raymore's participation in the construction of a new single-family home that integrates Universal Design features.
- Building Official Jon Woerner completed his initial review of the building construction plans for the proposed Compass Health facility at 501 N. Sunset Lane.

## GIS Activities

- Republished mapping on svits1052386
- Repaired/replaced ArcGIS Portal indexes
- Continued creation of items for use in ArcGIS Portal
- Created web map to replace RaymoreGIS - 2020
- Configured 'popups' for attribution, labeling, cartographic symbology, etc
- Published 2008 surface and updated reference in profile creation tool/app
- Database server administration tasks (indexing of tables & records)
- Updates to geospatial datasets
- Georeferencing and transformation of digital data as needed
- Response to requests for information as needed



## Municipal Division Summary Reporting

### 17th Judicial Circuit - Cass County - Raymore Municipal Division

#### I. COURT INFORMATION

<b>Reporting Period:</b>		
December	2019	<b>Court activity occurred in reporting period: Yes</b>
<b>Clerk's Physical Address:</b>	<b>Mailing Address:</b>	<b>Vendor</b>
100 Municipal Circle Raymore, MO 64083	100 Municipal Circle Raymore, MO 64083	Incode (Tyler Technologies)
<b>Telephone Number:</b>	<b>Fax Number:</b>	
(816) 331-1712		
<b>Prepared by:</b>	<b>Prepared by E-mail Address:</b>	<b>Municipal Judge(s) Active During Reporting Period:</b>
Donna Furr-Court Administrator	donna.r.furr@courts.mo.gov	Ross Nigro

II. MONTHLY CASELOAD INFORMATION	Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
<b>A. Cases (citations / informations) pending at start of month</b>	57	1,297	640
<b>B. Cases (citations / informations) filed</b>	8	168	43
<b>C. Cases (citations / informations) disposed</b>			
1. jury trial (Springfield, Jefferson County, and St. Louis County only)	0	0	0
2. court / bench trial - GUILTY	0	0	1
3. court / bench trial - NOT GUILTY	0	0	0
4. plea of GUILTY in court	3	135	24
5. violations Bureau Citations (i.e., written plea of guilty) and bond forfeitures by court order (as payment of fines / costs)	0	20	9
6. dismissed by court	0	6	0
7. nolle prosequi	1	13	9
8. certified for jury trial (not heard in the Municipal Division)	0	0	0
<b>9. TOTAL CASE DISPOSITIONS</b>	<b>4</b>	<b>174</b>	<b>43</b>
<b>D. Cases (citations / informations) pending at end of month [pending caseload = (A + B) – C9]</b>	<b>61</b>	<b>1,291</b>	<b>640</b>
<b>E. Trial de Novo and / or appeal applications filed</b>	<b>0</b>	<b>0</b>	<b>0</b>

III. WARRANT INFORMATION (pre- & post-disposition)		IV. PARKING TICKETS	
1. # Issued during reporting period:	124	Does court staff process parking tickets? Yes	
2. # Served/withdrawn during reporting period:	95	1. # Issued during reporting period:	0
3. # Outstanding at end of reporting period:	1,550		

V. DISBURSEMENTS	
<b>Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)</b>	
Fines – Excess Revenue	\$13,333.00
Clerk Fee – Excess Revenue	\$1,473.38
Crime Victims Compensation (CVC) Fund surcharge – Paid to City/Excess Revenue	\$44.77
Bond forfeitures (paid to city) – Excess Revenue	\$105.00
<b>Total Excess Revenue</b>	<b>\$14,956.15</b>
<b>Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)</b>	
Fines – Other	\$7,161.00
Clerk Fee – Other	\$534.76
Judicial Education Fund (JEF) Court does not retain funds for JEF: Yes	
Peace Officer Standards and Training (POST) Commission surcharge	\$167.00
Crime Victims Compensation (CVC) Fund surcharge – Paid to State	\$1,187.21
Crime Victims Compensation (CVC) Fund surcharge – Paid to City/Other	\$17.02
Law Enforcement Training (LET) Fund surcharge	\$334.68
Domestic Violence Shelter surcharge	\$669.50
Inmate Prisoner Detainee Security Fund surcharge	\$334.68
Sheriffs' Retirement Fund (SRF) surcharge	\$0.00
Restitution	\$0.00
Parking ticket revenue (including penalties)	\$0.00
Bond forfeitures (paid to city) – Other	\$1,442.50
<b>Total Other Revenue</b>	<b>\$11,848.35</b>
<b>Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs, witness fees, and board bill/jail costs.</b>	
DUI	\$300.00
<b>Total Other Disbursements</b>	<b>\$300.00</b>
<b>Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited</b>	<b>\$27,104.50</b>
Bond Refunds	\$1,835.00
<b>Total Disbursements</b>	<b>\$28,939.50</b>

# **Consent Agenda**





**THE RAYMORE CITY COUNCIL MET IN REGULAR SESSION MONDAY, DECEMBER 23, 2019 IN COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI. MEMBERS PRESENT: MAYOR TURNBOW, COUNCILMEMBERS ABDELGAWAD, BARBER, BERENDZEN, BURKE, CIRCO, HOLMAN, JACOBSON, AND TOWNSEND, CITY MANAGER JIM FEUERBORN, CITY ATTORNEY JONATHAN ZERR, AND DEPUTY CITY CLERK ERICA HILL.**

- 1. Call To Order.** Mayor Turnbow called the regular meeting to order at 7:00 p.m.
- 2. Roll Call.** Deputy City Clerk Erica Hill called roll; quorum present to conduct business.
- 3. Pledge of Allegiance.**
- 4. Presentations/Awards.**
  - Loren Jones, Chair of the Arts Commission, recognized Kathleen Myers, whose art is displayed in Council Chambers.
- 5. Personal Appearances.**
- 6. Staff Reports.**

Public Works Director Mike Krass provided a review of the staff report included in the Council packet and announced progress on upcoming projects.

Parks and Recreation Director Nathan Musteen provided a review of the staff report included in the Council packet and reviewed recent activities.

Communications Manager Melissa Harmer updated the Council on the Paws and Ponies fundraiser event benefiting the Raymore animal shelter.

City Manager Jim Feuerborn announced there would be no work session on December 30. He noted the delay of the second reading of Bills 3499, 3501, and 3502. After the first readings on Nov 25, there were some final details needed to be completed, unrelated to the incentive requests. The VanTrust projects (Bills 3499 and 3501) had concerns with the timing of build out for VanTrust and the insurance and assurances to the City on those build outs from Van Trust so wording was adjusted to alleviate those concerns. The developer of The Venue project (Bill 3502) provided new elevations to include with the second reading.

- 7. Committee Reports.**
- 8. Consent Agenda.**
  - A. City Council Minutes, December 9, 2019**
  - B. Resolution 19-68, TB Hanna Station House Renovation Project - Acceptance and Final Payment**

**C. Resolution 19-69, 155th Street Reconstruction Project - Acceptance and Final Payment**

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the Consent Agenda as presented.

**DISCUSSION:** None

**VOTE:**

Councilmember Abdelgawad	Aye
Councilmember Barber	Aye
Councilmember Berendzen	Aye
Councilmember Burke, III	Aye
Councilmember Circo	Aye
Councilmember Holman	Aye
Councilmember Jacobson	Aye
Councilmember Townsend	Aye

**9. Unfinished Business. Second Readings.**

**A. Reclassification of Zoning - Raymore Industrial Development**

**BILL 3499: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AMENDING THE ZONING MAP FROM "BP" BUSINESS PARK DISTRICT TO "PUD" PLANNED UNIT DEVELOPMENT DISTRICT, A 136.38 ACRE TRACT OF LAND LOCATED SOUTH OF NORTH CASS PARKWAY, EAST OF INTERSTATE 49, IN RAYMORE, CASS COUNTY, MISSOURI."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3499 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3499 by title only.

**DISCUSSION:** None

**VOTE:**

Councilmember Abdelgawad	Aye
Councilmember Barber	Aye
Councilmember Berendzen	Aye
Councilmember Burke, III	Aye
Councilmember Circo	Aye
Councilmember Holman	Aye
Councilmember Jacobson	Aye
Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3499 as **Raymore City Ordinance 2019-082.**

**B. Raymore Industrial Development Chapter 100 Bonds**

**BILL 3501: "AN ORDINANCE APPROVING A PLAN AND A DEVELOPMENT AND PERFORMANCE AGREEMENT FOR AN INDUSTRIAL DEVELOPMENT PROJECT FOR VANTRUST REAL ESTATE, LLC."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3501 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3501 with the amended agreement as provided by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3501 as **Raymore City Ordinance 2019-083.**

**C. The Venue of The Good Ranch Chapter 100 Bonds**

**BILL 3502: "AN ORDINANCE APPROVING A PLAN FOR AN INDUSTRIAL DEVELOPMENT PROJECT AND AUTHORIZING THE CITY OF RAYMORE, MISSOURI, TO ISSUE TAXABLE INDUSTRIAL DEVELOPMENT REVENUE BONDS IN A PRINCIPAL AMOUNT NOT TO EXCEED \$26,500,000 AND TO ENTER INTO CERTAIN DOCUMENTS IN CONNECTION THEREWITH."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3502 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3502 by title only.

**DISCUSSION:** Councilmember Townsend thanked the developer for providing updated elevations of the project.

Mr. Cadoret answered questions of clarification from Council.

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye

Councilmember Circo	Aye
Councilmember Holman	Aye
Councilmember Jacobson	Aye
Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3502 as **Raymore City Ordinance 2019-084.**

**D. Approval of a Settlement Agreement, Temporary Access and Construction Easement**

**BILL 3507: "AN ORDINANCE APPROVING A SETTLEMENT AGREEMENT BETWEEN FRED AND SUSAN ASHBAUGH, TRUSTEES OF THE FRED ASHBAUGH AND SUSAN ASHBAUGH REVOCABLE LIVING TRUST DATED AUGUST 22, 1996, AND THE CITY OF RAYMORE, AND ALSO AUTHORIZING THE EXECUTION OF A BILL OF SALE AND TEMPORARY ACCESS AND CONSTRUCTION EASEMENT PURSUANT TO THE TERMS OF SAID SETTLEMENT AGREEMENT."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3507 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3507 by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3507 as **Raymore City Ordinance 2019-085.**

**E. Award of Contract - MoDOT Transportation Alternatives Fund**

**BILL 3516: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO A COOPERATIVE AGREEMENT WITH MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION FOR THE PURPOSE OF MAKING SIDEWALK IMPROVEMENTS TO FOXRIDGE DRIVE."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3516 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3516 by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3516 as **Raymore City Ordinance 2019-086.**

#### **F. Westgate Final Plat**

**BILL 3512: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPROVING THE WESTGATE PLAT LOTS 1 THRU 4, LOCATED IN THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 46N, RANGE 32W, RAYMORE, CASS COUNTY, MISSOURI."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3512 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3512 by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3512 as **Raymore City Ordinance 2019-087.**

**G. Adoption of 2018 International Building Codes**

**BILL 3513: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, ADOPTING AND ENACTING A REVISED CHAPTER 500: BUILDING REGULATIONS OF THE RAYMORE CITY CODE."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3513 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3513 by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3513 as **Raymore City Ordinance 2019-088.**

**H. Community Assistance Program Amendment - Johnston Lake**

**BILL 3514: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AMENDING THE COMMUNITY ASSISTANCE PROGRAM AGREEMENT WITH THE MISSOURI DEPARTMENT OF CONSERVATION FOR JOHNSTON LAKE."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3514 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3514 by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3514 as **Raymore City Ordinance 2019-089.**

**I. Community Assistance Program - Recreation Park Pond**

**BILL 3515: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, TO ENTER INTO A COMMUNITY ASSISTANCE PROGRAM AGREEMENT WITH THE MISSOURI DEPARTMENT OF CONSERVATION FOR RECREATION PARK POND."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3515 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3515 by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3515 as **Raymore City Ordinance 2019-090.**

**J. Approval of Amended and Restated Employment Agreement - City Manager**

**BILL 3504: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AUTHORIZING THE MAYOR TO EXECUTE AN EXTENDED AND AMENDED EMPLOYMENT AGREEMENT WITH JIM FEUERBORN FOR SERVICE AS THE CITY MANAGER."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3504 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3504 by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye

Councilmember Circo	Aye
Councilmember Holman	Aye
Councilmember Jacobson	Aye
Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3504 as **Raymore City Ordinance 2019-091.**

**K. Award of Contract - City Attorney**

**BILL 3505: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPOINTING KAPKE & WILLERTH LLC AS THE CITY ATTORNEY AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR SERVICES."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3505 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3505 by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3505 as **Raymore City Ordinance 2019-092.**

**L. Award of Contract - City Prosecutor**

**BILL 3506: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPOINTING WILLIAM N. MARSHALL III AS THE CITY PROSECUTOR AND AUTHORIZING THE EXECUTION OF A CONTRACT FOR SERVICES."**

Deputy City Clerk Erica Hill conducted the second reading of Bill 3506 by title only.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the second reading of Bill 3506 by title only.

**DISCUSSION:** None



<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

Mayor Turnbow announced the motion carried and declared Bill 3506 as **Raymore City Ordinance 2019-093**.

## **10. New Business. First Readings.**

### **A. Calling for the April 7, 2020 Regular Municipal Election**

**BILL 3511: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, CALLING FOR AND ESTABLISHING THE DATE OF THE GENERAL MUNICIPAL ELECTION TO BE HELD ON APRIL 7, 2020."**

Deputy City Clerk Erica Hill conducted the first reading of Bill 3511 by title only.

Deputy City Clerk Erica Hill provided a review of the staff report included in the Council packet. The Raymore City Charter, Section 9.1, states that the regular Municipal Election shall be held on the first Tuesday after the first Monday in April, or such day as may be mandated by State law. This Bill calls for the next municipal election to be held on April 7, 2020. Positions for City Council seats from each Ward for a two-year term are open. Candidate filing started December 17, 2019, and ends on January 21, 2020.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the first reading of Bill 3511 by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

## **B. Foxridge Business Park Final Plat**

**BILL 3517: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPROVING THE FOXRIDGE BUSINESS PARK FINAL PLAT, LOCATED IN THE NORTHEAST QUARTER OF SECTION 17, TOWNSHIP 46N, RANGE 32W, RAYMORE, CASS COUNTY, MISSOURI."**

Deputy City Clerk Erica Hill conducted the first reading of Bill 3517 by title only.

Development Services Director Jim Cadoret provided a review of the staff report included in the Council packet. John Brehm, representing Hy-Vee Inc., is requesting final plat approval of Foxridge Business Park, a one-lot commercial subdivision located on the southwest corner of Foxwood Drive and Fox Ridge Drive. The development agreement outlines the requirements for completion of this project to include the installation of right turn lanes on Foxwood Drive and Fox Ridge Drive, extension of sanitary sewer for the development, and construction of two new public roads to provide access to the development. The Planning and Zoning Commission voted 8-0 at their December 17, 2019 meeting to forward to the City Council for approval subject to providing easement documents for the sanitary sewer line that will be constructed to serve the development, for the storm sewer line that will be constructed to serve the development, and for the storm sewer line outlet structure. He answered general questions from Council.

**MOTION:** By Councilmember Holman, second by Councilmember Barber to approve the first reading of Bill 3517 by title only.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

### **11. Public Comments.**

### **12. Mayor/Council Communication.**

Mayor Turnbow and Councilmembers expressed wishes for a Merry Christmas and Happy New Year, thanked staff and fellow Councilmembers for their work this year,

Councilmember Holman noted the accomplishments of the last year.

Councilmember Barber thanked the Rotary Club for their work at T.B. Hanna.

Councilmember Burke remembered Ray-Pec teacher Deborah Hale who passed away recently.

Councilmember Circo reviewed the Police Department ride-along in which he recently participated.

---

Mayor Turnbow thanked everyone for the donations to the Mayor's Coat Drive.

**13. Adjournment.**

**MOTION:** By Councilmember Holman, second by Councilmember Barber to adjourn.

**DISCUSSION:** None

<b>VOTE:</b>	Councilmember Abdelgawad	Aye
	Councilmember Barber	Aye
	Councilmember Berendzen	Aye
	Councilmember Burke, III	Aye
	Councilmember Circo	Aye
	Councilmember Holman	Aye
	Councilmember Jacobson	Aye
	Councilmember Townsend	Aye

The regular meeting of the Raymore Council adjourned at 7:40 p.m.

Respectfully submitted,

Erica Hill  
Deputy City Clerk





**CITY OF RAYMORE**  
**AGENDA ITEM INFORMATION FORM**

DATE: Jan. 13, 2020

SUBMITTED BY: Jeanie Woerner

DEPARTMENT: City Clerk

<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Presentation	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input type="checkbox"/> Other	

**TITLE / ISSUE / REQUEST**

Resolution 20-01: Tax Incentive Districts Board Appointments

**STRATEGIC PLAN GOAL/STRATEGY**

**FINANCIAL IMPACT**

Award To:  
Amount of Request/Contract:  
Amount Budgeted:  
Funding Source/Account#:

**PROJECT TIMELINE**

Estimated Start Date	Estimated End Date
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**STAFF RECOMMENDATION**

Approval

**OTHER BOARDS & COMMISSIONS ASSIGNED**

Name of Board or Commission:  
Date:  
Action/Vote:

**LIST OF REFERENCE DOCUMENTS ATTACHED**

**REVIEWED BY:**

Jim Feuerborn

## BACKGROUND / JUSTIFICATION

The bylaws and agreements governing certain tax incentive districts provide for the appointment of board members to be made by the Mayor, with the advice and consent of the City Council. These districts include Community Improvement Districts (CID) and Transportation Development Districts (TDD).

The subject districts include:

- Foxridge CID
- Huback Hill Road and North Cass Parkway CID
- Jeter Farm CID
- Raymore Galleria CID
- 58 Highway Regional Market Center CID
- Huback Hill Road and North Cass Parkway TDD
- Belton/Raymore Interchange TDD
- Foxwood Village Shops CID
- 58 Highway and Dean Avenue CID

Resolution 20-01 is included for your review.

## RESOLUTION 20-01

### **"A RESOLUTION OF THE CITY OF RAYMORE, MISSOURI, DESIGNATING MEMBERS TO SERVE ON THE BOARDS OF DIRECTORS OF VARIOUS COMMUNITY IMPROVEMENT AND TRANSPORTATION DEVELOPMENT DISTRICTS."**

**WHEREAS**, the bylaws and agreements governing the Foxridge; Hubach Hill Road and North Cass Parkway; Jeter Farm; Raymore Galleria; 58 Highway Regional Market Center; Foxwood Village Shops; 58 Highway and Dean Avenue community; Hubach Hill Road and North Cass Parkway; Belton/Raymore Interchange community improvement and transportation development districts (collectively the "Districts") provide for the appointment of members to the boards of directors of the Districts to be made by the Mayor, with the advice and consent of the City Council; and

**WHEREAS**, by adoption of this Resolution, the City desires to designate the members that will serve on the boards of directors of the Districts for periods designated below; and

**WHEREAS**, for any member of the boards of directors whose term has expired, or will expire during 2020, this Resolution shall serve to appoint the member for a new term, for a length of time indicated in parenthesis behind the member's name; and

**WHEREAS**, for those members of the boards of directors whose terms have not expired, and will not expire prior to the beginning of the period designated for each District below, this Resolution shall serve to confirm that those members of the boards of directors will continue to serve during the period indicated for each District.

### **NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. **Foxridge Community Improvement District.** The following individuals shall serve as Directors for the period March 31, 2020, through March 30, 2021:

- a. James Cadoret (current term is March 31, 2017 through March 30, 2021).
- b. Mike Ekey (current term is March 31, 2019 through March 30, 2023).
- c. David Gress (current term is March 31, 2019 through March 30, 2023).
- d. Elisa Williams (current term is March 31, 2017 through March 30, 2021).
- e. Jean Woerner (current term is March 31, 2017 through March 30, 2021).

Section 2. **Hubach Hill Road and North Cass Parkway Community Improvement District.** The following individuals shall serve as Directors for the period July 14, 2020 through July 13, 2021:

- a. James Cadoret (current term is July 14, 2018 through July 13, 2022).

- b. Mike Ekey (new term of July 14, 2020 through July 13, 2024).
- c. David Gress (new term of July 14, 2020 through July 13, 2024).
- d. Elisa Williams (current term is July 14, 2018 through July 13, 2022).
- e. Jean Woerner (current term is July 14, 2018 through July 13, 2022).

**Section 3. Jeter Farm Community Improvement District.** The following individuals shall serve as Directors for the period July 22, 2020 through July 21, 2021:

- a. Matt Cox (new term of July 22, 2020 through July 21, 2024).
- b. Mike Ekey (current term is July 22, 2018 through July 21, 2022).
- c. Elisa Williams (current term is July 22, 2018 through July 21, 2022).
- d. Chris Hotop (new term of July 22, 2020 through July 21, 2024).
- e. John States (current term is July 22, 2018 through July 21, 2022).

**Section 4. Raymore Galleria Community Improvement District.** The following individuals shall serve as Directors for the period July 23, 2020 through July 22, 2021:

- a. Steve Caffey (new term of July 23, 2020 through July 22, 2024).
- b. Amy Ehlers (current term is July 23, 2018 through July 22, 2022).
- c. Mike Ekey (current term is July 23, 2018 through July 22, 2022).
- d. David Gress (new term of July 23, 2020 through July 22, 2024).
- e. Angie Rogers (current term is July 23, 2018 through July 22, 2022).
- f. Elisa Williams (current term is July 23, 2018 through July 22, 2022).

**Section 5. 58 Highway Regional Market Center Community Improvement District.** The following individuals shall serve as Directors for the period August 28, 2020 through August 27, 2021:

- a. Denise Armentrout (new term of Aug. 28, 2020 through Aug. 27, 2024).
- b. David Cosentino (current term is Aug. 28, 2018 through Aug. 27, 2022).
- c. Mike Ekey (new term of Aug. 28, 2020 through Aug. 27, 2024).
- d. Elisa Williams (new term of Aug. 28, 2020 through Aug. 27, 2024).
- e. Robert Vigliaturo (current term is Aug. 28, 2018 through Aug. 27, 2022).

**Section 6. Hubach Hill Road and North Cass Parkway Transportation Development District.** The following individuals shall serve as Directors for the period September 15, 2020 through September 14, 2021, subject to the election by the qualified voters within the District:

- a. James Cadoret (current term is Sept. 15, 2019 through Sept. 14, 2022).
- b. Mike Ekey (new term of Sept. 15, 2020 through Sept. 14, 2024).
- c. David Gress (new term of Sept. 15, 2020 through Sept. 14, 2024).
- d. Elisa Williams (current term is Sept. 15, 2019 through Sept. 14, 2022).
- e. Jean Woerner (current term is Sept. 15, 2018 through Sept. 14, 2021).



**Section 7. Belton/Raymore Interchange Transportation Development District.** The following individuals shall serve as Directors for the period November 21, 2020 through November 20, 2021:

- a. Gilbert Good as the Raymore Appointed Advisory Director (new term of Nov. 21, 2020 through Nov. 20, 2021).
- b. Jay Holman as the Raymore Nominated Director (new term of Nov. 21, 2020 through Nov. 20, 2021).

**Section 8. Foxwood Village Shops Community Improvement District.** The following individuals shall serve as Directors for the period November 24, 2020 through November 23, 2021:

- a. Mike Ekey (current term is Nov. 24, 2017 through Nov. 23, 2021).
- b. Elisa Williams (current term is Nov. 24, 2017 through Nov. 23, 2021).
- c. Kristofer Turnbow (new term of Nov. 24, 2020 through Nov. 23, 2024).
- d. Mark Klinkenberg (new term of Nov. 24, 2020 through Nov. 23, 2024).
- e. Matthew Mitchell (current term is Nov. 24, 2017 through Nov. 23, 2021).

**Section 9. 58 Highway and Dean Avenue Community Improvement District.** The following individuals shall serve as Directors for the period November 2, 2020 through November 1, 2021:

- a. Justin Kaufmann (new term of Nov. 2, 2020 through Nov. 1, 2024).
- b. Mike Ekey (new term of Nov. 2, 2020 through Nov. 1, 2024).
- c. Beth Cosentino (current term is Nov. 2, 2018 through Nov. 1, 2022).
- d. David Gress (current term is Nov. 2, 2018 through Nov. 1, 2022).
- e. Elisa Williams (current term is Nov. 2, 2018 through Nov. 1, 2022).

**Section 10.** This Resolution shall become effective on and after the date of passage and approval.

**Section 11.** Any Resolution or part thereof which conflicts with this Resolution shall be null and void.

**DULY READ AND PASSED THIS 13TH DAY OF JANUARY, 2020, BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Berendzen  
Councilmember Burke III  
Councilmember Circo  
Councilmember Holman  
Councilmember Jacobson  
Councilmember Townsend

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow, Mayor

\_\_\_\_\_  
Date of Signature

**RESOLUTION 20-02**

**"A RESOLUTION OF THE CITY OF RAYMORE, MISSOURI, ACCEPTING THE 2019 STREET PRESERVATION PROJECT."**

**WHEREAS**, the Contract specifies that funds be retained until satisfactory completion of the project; and

**WHEREAS**, the Director of Public Works has determined that the project has been satisfactorily completed in accordance with the project specifications.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. The 2019 Street Preservation Project is accepted.

Section 2. The final payment in the amount of \$80,903.65 is approved.

Section 3. This Resolution shall become effective on and after the date of approval.

Section 4. Any Resolution or part thereof which conflicts with this Resolution shall be null and void.

**DULY READ AND PASSED THIS 13TH DAY OF JANUARY, 2020, BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Berendzen  
Councilmember Burke III  
Councilmember Circo  
Councilmember Holman  
Councilmember Jacobson  
Councilmember Townsend

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow, Mayor

\_\_\_\_\_  
Date of Signature



**RESOLUTION 20-03**

**"A RESOLUTION OF THE CITY OF RAYMORE, MISSOURI, AUTHORIZING THE CITY MANAGER TO DESIGNATE STAFF MEMBERS TO SERVE ON THE ENFORCEMENT AGENCY AS PROVIDED FOR IN CHAPTER 600: ALCOHOLIC BEVERAGES IN THE RAYMORE CITY CODE."**

**WHEREAS**, the Raymore City Council recently adopted a new code of ordinances which established an updated Chapter 600 Alcoholic Beverages; and

**WHEREAS**, Article I, Chapter 600, Section 600.020 authorizes the City Manager to establish an Enforcement Agency and designate City staff members to represent the Agency for the purposes of administration of Alcoholic Beverage applications and licenses.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. The City Manager designates the City Clerk, Chief of Police, and Director of Development Services to serve as members of the Enforcement Agency provided for in Chapter 600 of the Raymore City Code.

Section 2. This Resolution shall become effective on and after the date of passage and approval.

Section 3. Any Resolution or part thereof which conflicts with this Resolution shall be null and void.

**DULY READ AND PASSED THIS 13TH DAY OF JANUARY, 2020, BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Berendzen  
Councilmember Burke III  
Councilmember Circo  
Councilmember Holman  
Councilmember Kellogg  
Councilmember Townsend

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow, Mayor

\_\_\_\_\_  
Date of Signature



# **Unfinished Business**







**CITY OF RAYMORE  
AGENDA ITEM INFORMATION FORM**

DATE: December 23, 2019

SUBMITTED BY: Jeanie Woerner

DEPARTMENT: City Clerk

<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Presentation	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input type="checkbox"/> Other	

**TITLE / ISSUE / REQUEST**

Bill 3511 Calling for and establishing the April 7, 2020, municipal election

**STRATEGIC PLAN GOAL/STRATEGY**

4.3.3 Demonstrate our dedication to ethical behavior and transparency

**FINANCIAL IMPACT**

Award To:  
Amount of Request/Contract:  
Amount Budgeted:  
Funding Source/Account#:

**PROJECT TIMELINE**

Estimated Start Date	Estimated End Date
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**STAFF RECOMMENDATION**

Approval

**OTHER BOARDS & COMMISSIONS ASSIGNED**

Name of Board or Commission:  
Date:  
Action/Vote:

**LIST OF REFERENCE DOCUMENTS ATTACHED**

REVIEWED BY:

Jim Feuerborn

## BACKGROUND / JUSTIFICATION

The City Charter, Section 9.1, calls for the regular municipal election to be held on the first (1st) Tuesday after the first (1st) Monday in April. The election will be held on April 7, 2020, for the following officers of the City:

Councilmember Ward 1-two year term: currently held by Reginald Townsend

Councilmember Ward 2-two year term: currently held by Thomas Circo

Councilmember Ward 3-two year term: currently held by Jay Holman

Councilmember Ward 4-two year term: currently held by Sonja Abdelgawad

Candidate filing began December 17, 2019, and ends on January 21, 2020.

**BILL 3511**

**ORDINANCE**

**"AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, CALLING FOR AND ESTABLISHING THE DATE OF THE GENERAL MUNICIPAL ELECTION TO BE HELD ON APRIL 7, 2020."**

**WHEREAS**, according to the Raymore City Charter Section 9.1 Municipal Election, the regular municipal election shall be held on the first (1<sup>st</sup>) Tuesday after the first (1<sup>st</sup>) Monday in April, or such day as may be mandated by State law.

**NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI AS FOLLOWS:**

Section 1. The annual election of the officers of the City of Raymore shall be held on the 7th day of April, 2020.

Section 2. That at said election, the following officers shall be elected:

Councilmember (Ward 1)	Term: 2 years
Councilmember (Ward 2)	Term: 2 years
Councilmember (Ward 3)	Term: 2 years
Councilmember (Ward 4)	Term: 2 years

Section 3. The City Clerk of the City of Raymore is directed to comply with the Comprehensive Election Act of 1977 as amended and to give notice as required by law. Candidate filing opened on December 17, 2019, and will close on January 21, 2020.

Section 4. Effective Date. This Ordinance shall become effective after its passage and approval and any parts of other Ordinances in conflict are hereby repealed.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**DULY READ THE FIRST TIME THIS 23RD DAY OF DECEMBER, 2019.**

**BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 13TH DAY OF JANUARY, 2020, BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Berendzen  
Councilmember Burke III  
Councilmember Circo  
Councilmember Holman  
Councilmember Kellogg  
Councilmember Townsend

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow, Mayor

\_\_\_\_\_  
Date of Signature



**CITY OF RAYMORE  
AGENDA ITEM INFORMATION FORM**

DATE: Dec. 23, 2019

SUBMITTED BY: Jim Cadoret

DEPARTMENT: Development Services

<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Presentation	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input type="checkbox"/> Other	

**TITLE / ISSUE / REQUEST**

Bill 3517: Foxridge Business Park Final Plat

**STRATEGIC PLAN GOAL/STRATEGY**

3.1.1: Expand the commercial tax base

**FINANCIAL IMPACT**

Award To:  
Amount of Request/Contract:  
Amount Budgeted:  
Funding Source/Account#:

**PROJECT TIMELINE**

Estimated Start Date	Estimated End Date
----------------------	--------------------

**STAFF RECOMMENDATION**

Approval

**OTHER BOARDS & COMMISSIONS ASSIGNED**

Name of Board or Commission: Planning and Zoning Commission  
Date: Dec. 17, 2019  
Action/Vote: Approval, 8-0

**LIST OF REFERENCE DOCUMENTS ATTACHED**

Staff Report  
Development Agreement  
Final Plat Drawing

**REVIEWED BY:**

Jim Feuerborn

## BACKGROUND / JUSTIFICATION

Hy-Vee, Inc. filed a request for final plat approval for Foxridge Business Park, a 1-lot commercial development proposed for the southwest corner of Foxwood Drive and Fox Ridge Drive.

The development agreement outlines the requirements of the developer in completion of this development, including installation of right-turn lanes on Foxwood Drive and Fox Ridge Drive; extension of sanitary sewer to serve the development; and construction of two new public roads to provide access to the development.

**BILL 3517**

**ORDINANCE**

**“AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPROVING THE FOXRIDGE BUSINESS PARK FINAL PLAT, LOCATED IN THE NORTHEAST QUARTER OF SECTION 17, TOWNSHIP 46N, RANGE 32W, RAYMORE, CASS COUNTY, MISSOURI.”**

**WHEREAS**, the Planning and Zoning Commission met and reviewed this request and submits a recommendation of approval on the application to the City Council of the City of Raymore, Missouri; and

**WHEREAS**, the City Council of the City of Raymore, Missouri, in accordance with the provisions of the Raymore Unified Development Code, has held a meeting to approve the dedication to the public use of any street or ground shown upon the plat; and

**WHEREAS**, the City Council of the City of Raymore, Missouri, finds and declares that the provisions contained and enacted are in pursuance of and for the purpose of securing and promoting the public safety, health, and general welfare of persons in the City of Raymore in their use of public rights-of-ways.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. The City Council makes its findings of fact as contained in the staff report and accepts the recommendation of the Planning and Zoning Commission.

Section 2. That the subdivision known as Foxridge Business Park is approved for the tract of land described below:

All that part of an unplatted tract of land lying in the Northeast Quarter of Section 17, Township 46 North, Range 32 West, in the City of Raymore, Cass County, Missouri, described as follows:

COMMENCING at the Northeast corner of the Northeast Quarter of Section 17, Township 46 North, Range 32 West; thence North 87 degrees 15 minutes 14 seconds West, on the North line of said Northeast Quarter, a distance of 454.32 feet to a point on the Northerly extension of the West line of North Fox Ridge Drive right of way, as established in Eagle Glen Subdivision – 3rd Plat, a subdivision in the City of Raymore, Cass County, Missouri; thence South 01 degree 48 minutes 01 second West, on said Northerly extension, a distance of 53.04 feet to a point on the South line of Missouri State Highway No. 58 right of way, as established in Book 1562, Page 158, the POINT OF BEGINNING; thence South 01 degree 48 minutes 01 second West, departing said South line, on said West line, a distance of 192.54 feet to a point of curvature; thence in a Southerly direction, continuing on said West line and on a curve to the right, having a radius of 410.00 feet, through a central angle of 19 degrees 03 minutes 47 seconds, an arc distance of 136.41 feet to a point on a non-tangent line; thence North 72 degrees 37 minutes 15 seconds West, departing said West line, a distance of 11.04 feet to a point of curvature; thence in a Westerly and Southwesterly

direction, on a curve to the left, having a radius of 375.00 feet, through a central angle of 51 degrees 15 minutes 24 seconds, an arc distance of 335.47 feet to a point of reverse curvature; thence in a Southwesterly direction, on a curve to the right, having a radius of 225.00 feet, through a central angle of 27 degrees 40 minutes 42 seconds, an arc distance of 108.69 feet to a point on a non-tangent line; thence North 06 degrees 11 minutes 58 seconds West a distance of 50.00 feet to a point on a non-tangent curve; thence in an Easterly direction, on a curve to the left whose initial tangent bears North 83 degrees 48 minutes 02 seconds East, having a radius of 175.00 feet, through a central angle of 8 degrees 10 minutes 20 seconds, an arc distance of 24.96 feet to a point on a non-tangent line; thence North 22 degrees 35 minutes 04 seconds West a distance of 35.06 feet to a point of curvature; thence in a Northwesterly and Northerly direction, on a curve to the right, having a radius of 325.00 feet, through a central angle of 25 degrees 20 minutes 39 seconds, an arc distance of 143.76 feet to a point on a non-tangent line; thence North 02 degrees 45 minutes 43 seconds East a distance of 200.52 feet to a point on said South line of Missouri State Highway No. 58 right of way; thence South 87 degrees 23 minutes 53 seconds East, on said South line, a distance of 475.12 feet to the POINT OF BEGINNING, containing 163,033 Square Feet or 3.7427 Acres, more or less.

Section 3. The Development Agreement between the City of Raymore, Missouri and Hy-Vee, Inc. is approved and the City Manager is directed to execute said agreement on behalf of the City of Raymore, Missouri.

Section 4. Traffic Control Signage. The following stop signs shall be established within the City of Raymore:

- Rye Drive at Foxwood Drive, at the southeast corner
- Rye Drive at Brome Drive, at the northwest corner
- Brome Drive at Rye Drive, at the northeast corner
- Brome Drive at Fox Ridge Drive, at the southwest corner

Section 5. Effective Date. The effective date of approval of this Ordinance shall be coincidental with the Mayor's signature and attestation by the City Clerk.

Section 6. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.



**DULY READ THE FIRST TIME THIS 23RD DAY OF DECEMBER, 2019.**

**BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 13TH DAY OF JANUARY, 2020, BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Berendzen  
Councilmember Burke III  
Councilmember Circo  
Councilmember Holman  
Councilmember Jacobson  
Councilmember Townsend

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow, Mayor

\_\_\_\_\_  
Date of Signature



To: City Council  
From: Planning and Zoning Commission  
Date: December 23, 2019  
Re: Case #19012 Foxridge Business Park Final Plat

### GENERAL INFORMATION

Applicant/  
Property Owner: Hy-Vee Inc.  
5820 Westown Parkway  
West Des Moines, IA 50266

Property Location: Southwest corner, Foxwood Drive and Fox Ridge Drive.



Existing Zoning: "C-3" Regional Commercial District

**Existing Surrounding Zoning:**      **North:** "C-2" General Commercial District  
   **South:** "C-3" Regional Commercial Residential  
   **East:** "C-2" General Commercial  
   **West:** "C-3" Regional Commercial District

**Existing Surrounding Uses:**      **North:** Commercial Shopping Center  
   **South:** Undeveloped  
   **East:** Commercial Pharmacy  
   **West:** Undeveloped

**Total Tract Size:**    **3.7427 Acres**

**Growth Management Plan:** The Future Land Use Plan Map contained in the Growth Management Plan identifies this area as appropriate for commercial development.

**Major Street Plan:** The Major Thoroughfare Plan Map classifies 58 Highway as a Major Arterial and N. Fox Ridge Drive as a Major Collector.

**Advertisement:** City Ordinance does not require advertisement for Final Plats.

**Public Hearing:** City Ordinance does not require a public hearing for Final Plats

## **PROPOSAL**

*Outline of Requested Action:* The applicant seeks to obtain Final Plat approval for Foxridge Business Park.

*City Ordinance Requirements:* In order for the applicant to accomplish the aforementioned action they must meet the provisions of the Unified Development Code. Chapter 470 of the Unified Development Code outlines the requirements and actions that need to be taken in order to final plat property, specifically, Section 470.130.

## **PREVIOUS ACTIONS ON OR NEAR THE PROPERTY**

1. The "C-3" Regional Commercial Zoning District designation was established on November 12, 1999.
2. The subject property was initially included in the Eagle Glen preliminary plat. The Eagle Glen plat, as it applied to the subject property, expired in 2012.
3. The Dean Commercial Preliminary Plat was approved on May 13, 2019. This plat included the subject property and the approximately 37 acres of remaining undeveloped commercially zoned property.

## **ENGINEERING DIVISION COMMENTS**

In its attached memorandum, the Engineering Division indicated the proposed final plat complies with the design standards of the City of Raymore and recommends approval of the final plat.

## STAFF COMMENTS

1. The current bulk and dimensional standards for the “C-3” Regional Commercial District zoning classification for the property is provided below. The lot in the proposed plat is compliant with the requirements.

C-3	
Minimum Lot Area	
per lot	-
per dwelling unit	2,000 sq.ft.
Minimum Lot Width (feet)	100
Minimum Lot Depth (feet)	100
Yards, Minimum (feet)	
front	30
rear	20
side	10
side, abutting residential district	20
Maximum Building Height (feet)	80
Maximum Building Coverage (%)	50

2. The Final Plat includes right-of-way necessary for Brome Drive and Rye Drive to be constructed and dedicated to the City of Raymore upon completion.
3. The Final Plat includes additional right-of-way for Fox Ridge Drive to allow for construction of a right-turn lane for southbound traffic on Fox Ridge Drive to turn into the site and onto Brome Drive.
4. Five-foot (5') sidewalks will be required along Foxwood Drive, Fox Ridge Drive, Brome Drive and Rye Drive.
5. The Public Works Director is allowing the omission of a ten-foot (10') utility easement that would normally be required along the north side of Brome Drive. Due to existing topography of the site and the potential conflict between improvements on the site and the location of the easement, the easement is not being required.
6. With the addition of a right-turn lane for eastbound traffic on Foxwood Drive to turn onto Rye Drive and Fox Ridge Drive, the existing sidewalk along Foxwood Drive must be relocated. Due to limited right-of-way, the sidewalk will be located within a sidewalk easement upon Lot 1 that is identified on the final plat.

## PLANNING COMMISSION PROPOSED FINDINGS OF FACT

Section 470.130 of the Unified Development Code states that the Planning and Zoning Commission will recommend approval and the City Council will approve the final plat if it finds the final plat:

**1. is substantially the same as the approved preliminary plat;**

The final plat is substantially the same as the Preliminary Plat. Roadway alignments and lot configurations generally remain the same.

**2. complies with all conditions, restrictions and requirements of this Code and of all other applicable ordinances and design standards of the City; and;**

The proposed final plat does comply with all conditions, restrictions and requirements of the Unified Development Code and all other applicable ordinances and design standards for the City.

**3. complies with any conditions that may have been attached to the approval of the preliminary plat.**

Conditions attached to the preliminary plat approval have either been complied with or are being incorporated into recommended conditions of approval for the final plat.

## REVIEW OF INFORMATION AND SCHEDULE

<u>Action</u>	<u>Planning Commission</u>	<u>City Council 1<sup>st</sup></u>	<u>City Council 2<sup>nd</sup></u>
Review	December 17, 2019	December 23, 2019	January 13, 2020

## STAFF RECOMMENDATION

Staff recommends that the Planning and Zoning Commission accept the staff proposed findings of fact and forward Case #19012 Foxridge Business Park Final Plat to the City Council with a recommendation for approval, subject to the following conditions:

1. Easement documents shall be provided for:
  - a. the sanitary sewer line to be constructed from the northern terminus of the sanitary sewer on The Lofts of Fox Ridge development to connect with Lot 1.
  - b. the storm sewer line to be constructed from Brome Drive south to connect with the existing storm sewer along Fox Ridge Drive.
  - c. the storm sewer line outlet structure near the intersection of Brome Drive and Rye Drive.

## **PLANNING AND ZONING COMMISSION RECOMMENDATION**

The Planning and Zoning Commission, at its December 17, 2019 meeting, voted 8-0 to accept the staff proposed findings of fact and forward Case #19012 Foxridge Business Park Final Plat to the City Council with a recommendation for approval, subject to the following conditions:

1. Easement documents shall be provided for:
  - a. the sanitary sewer line to be constructed from the northern terminus of the sanitary sewer on The Lofts of Fox Ridge development to connect with Lot 1.
  - b. the storm sewer line to be constructed from Brome Drive south to connect with the existing storm sewer along Fox Ridge Drive.
  - c. the storm sewer line outlet structure near the intersection of Brome Drive and Rye Drive.

## Memorandum

**TO:** Planning and Zoning Commission

**FROM:** Greg Rokos, Assistant Director of Public Works - Engineering

**DATE:** 12/10/19

**RE:** Site Plan - Dean Commercial Lot 7

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The Public Works and Engineering Department has reviewed the Site Plan application for the Dean Commercial Lot 7 and determined that the plans and specifications comply with the standards adopted by the City of Raymore.

Staff recommends approval of this application.

# Planning and Zoning Commission Meeting Minutes Excerpt December 17, 2019

## 5. Consent Agenda -

- A. Approval of Minutes from December 3, 2019 meeting.
- B. Case #19012 - Foxridge Business Park Final Plat

**Motion by Commissioner Wiggins, Seconded by Commissioner Bowie, to approve the consent agenda.**

### **Vote on Motion:**

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Bowie	Aye
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

**Motion passed 8-0-0.**





## ***Development Agreement***

***For***

***Foxridge Business Park***

Legal Description Contained on Pages 2-3

**Hy-Vee, Inc., Grantor and  
City of Raymore, Grantee  
100 Municipal Circle  
Raymore, MO 64083**

***January 13, 2020***

## DEVELOPMENT AGREEMENT

THIS AGREEMENT, MADE THIS 13<sup>th</sup> day of January, 2020 by and between, **Hy-Vee, Inc.** hereinafter referred to as “Sub-divider” and the City of Raymore, Missouri, a Municipal Corporation, hereinafter referred to as “City”.

WHEREAS, Sub-divider seeks to obtain approval from the City for a subdivision to be known as **Foxridge Business Park**, which is located in the City of Raymore, Cass County, Missouri, and;

WHEREAS, the Sub-divider, herein defined, agrees to assume all subdivision development obligations of the City as described in this agreement, and;

WHEREAS, the City desires to ensure that the Sub-divider will accomplish certain things in order to protect the public health, safety and welfare.

NOW, THEREFORE, in consideration of the promises and covenants herein set forth, and receipt by the City of fees and costs as stated herein, the parties agree as follows:

### **GEOGRAPHIC LOCATION:**

1. The terms of this agreement apply to the following property and all portions thereof: **Foxridge Business Park**.

All that part of an unplatted tract of land lying in the Northeast Quarter of Section 17, Township 46 North, Range 32 West, in the City of Raymore, Cass County, Missouri, described as follows:

COMMENCING at the Northeast corner of the Northeast Quarter of Section 17, Township 46 North, Range 32 West; thence North 87 degrees 15 minutes 14 seconds West, on the North line of said Northeast Quarter, a distance of 454.32 feet to a point on the Northerly extension of the West line of North Fox Ridge Drive right of way, as established in Eagle Glen Subdivision – 3rd Plat, a subdivision in the City of Raymore, Cass County, Missouri; thence South 01 degree 48 minutes 01 second West, on said Northerly extension, a distance of 53.04 feet to a point on the South line of Missouri State Highway No. 58 right of way, as established in Book 1562, Page 158, the POINT OF BEGINNING; thence South 01 degree 48 minutes 01 second West, departing said South line, on said West line, a distance of 192.54 feet to a point of curvature; thence in a Southerly direction, continuing on said West line and on a curve to the right, having a radius of 410.00 feet, through a central angle of 19 degrees 03 minutes 47 seconds, an arc distance of 136.41 feet to a point on a non-tangent line; thence North 72 degrees 37 minutes 15 seconds West, departing said West line, a distance of 11.04 feet to a point of curvature; thence in a Westerly and Southwesterly direction, on a curve to the left, having a radius of 375.00 feet, through a central angle of 51 degrees 15 minutes 24 seconds, an arc distance of 335.47 feet to a point of reverse curvature; thence in a Southwesterly direction, on a curve to the right, having a radius of 225.00 feet, through a central angle of 27 degrees 40 minutes 42 seconds, an arc distance of 108.69 feet to a point on a non-tangent line; thence North 06 degrees 11 minutes 58 seconds West a distance of 50.00 feet to a point on a non-tangent curve; thence in an Easterly direction, on a curve to the left whose initial tangent bears North 83 degrees 48 minutes 02 seconds East, having a radius of 175.00 feet, through a central angle of 8 degrees 10 minutes 20 seconds, an arc distance of 24.96 feet to a point on a non-tangent line; thence North 22 degrees 35 minutes 04 seconds West a distance of 35.06 feet to a point of curvature; thence in a Northwesterly and Northerly direction, on a curve to the right, having a radius of 325.00 feet, through a central angle of 25 degrees 20 minutes 39 seconds, an arc distance of 143.76 feet to a point on a non-tangent line; thence

North 02 degrees 45 minutes 43 seconds East a distance of 200.52 feet to a point on said South line of Missouri State Highway No. 58 right of way; thence South 87 degrees 23 minutes 53 seconds East, on said South line, a distance of 475.12 feet to the POINT OF BEGINNING, containing 163,033 Square Feet or 3.7427 Acres, more or less.

### **REQUIRED IMPROVEMENTS:**

1. In accordance with the policies and ordinances of the City, the public improvements described herein shall be constructed and installed on the terms and conditions hereinafter contained. Public improvements within the Subdivision will be installed in accordance with the City of Raymore Standard Contract Documents and Technical Specifications & Design Criteria for Utility and Street Construction dated December 2017.
2. The public improvements are to be designed and installed at the Sub-divider's expense by the Sub-divider and are hereinafter referred to as "Improvements".
3. It shall be the obligation of the Sub-divider to furnish to the City plans and specifications for construction of the Improvements. Before any construction is commenced, the City Public Works Director shall approve plans and specifications for the Improvements. Once the City Public Works Director has approved the plans, any changes to the plans must be submitted to the City Public Works Director for approval.
4. The Sub-divider shall submit the appropriate grading/site/erosion control plan including appropriate sidewalk, meter elevations, and manhole elevations to the City Public Works Director for approval for development of the project. Before any construction is commenced within that phase, the City Public Works Director must approve plans for all required Improvements. It shall be the Sub-divider's responsibility to assure compliance with grading plans.
5. The Sub-divider shall provide a copy of all required State and Federal permits to the City Public Works Director prior to issuance of any City permits.
6. The Sub-divider shall provide and pay for all engineering and surveying necessary to design and construct the Improvements. The Sub-divider shall pay for all other engineering and surveying necessary to design and construct other improvements to the property.

### **INSTALLATION AND MAINTENANCE**

1. Prior to the issuance of any Certificate of Occupancy for any building in the subdivision, the Sub-divider shall install all Improvements as shown on approved engineering plans of said subdivision and the City Council shall have accepted by Resolution all Improvements.

2. The Sub-divider shall be responsible for the maintenance of the Improvements for a period of two years after acceptance thereof by the City, in accordance with the City specifications and policies.
3. The Sub-divider agrees to provide the City of Raymore “as-built” plans for all Improvements as indicated on the aforementioned plans. Said plans shall be considered a part of the Improvements, for the purpose of acceptance by the City.
4. Prior to acceptance of the Improvements a waiver of mechanic’s lien shall be submitted to the City. The Sub-divider will indemnify and save the City harmless from all claims growing out of the lawful demands of subcontractors, laborers, workers, mechanics, and furnishers of machinery and parts thereof, equipment, tools, and all suppliers, incurred in the furtherance of the performance of the work. The Sub-divider shall, at the City’s request, furnish satisfactory evidence that all obligations of the nature designated above have been paid, discharged or waived.

#### **FEES, BONDS & INSURANCE**

1. The Sub-divider agrees to pay to the City a 1% Plan Review Fee and 5% Construction Inspection Fee based on the project engineer’s estimate or contract development costs of all Improvements as shown on approved engineering plans of said subdivision, excepting improvements associated with the construction of the turn lanes on Foxwood Drive and Fox Ridge Drive. The City Public Works Director shall review and determine that the costs, as presented, are reasonable. A list of these fees is provided in Attachment A.
2. The Sub-divider agrees to indemnify the City with a Certificate of Insurance as required in the Unified Development Code of the City of Raymore.
3. The Sub-divider agrees to furnish performance bonds as required in the Unified Development Code of the City of Raymore.
4. Prior to acceptance of Improvements within said subdivision, Sub-divider will provide a guarantee in the form of a Maintenance Bond that is satisfactory to the City Public Works Director. This guarantee shall be based on 50% of the cost of all Improvements shown on approved engineering plans and shall be for a period of two years after acceptance by the City.
5. The Sub-divider agrees to submit a street light plan for City approval for Brome Drive and Rye Drive and pay the cost of providing and installing the streetlights in accordance with the approved street light plan. The required street lights shall be installed and shall be operational prior to the acceptance of the Improvements for the subdivision.

6. The Sub-divider agrees to pay to the City a \$9 per acre fee for the placement and maintenance of outdoor warning sirens. The cost of these fees is provided in Attachment A.

7. A Park Fee for Commercial Development shall be paid at the time a building permit is issued for a building within the subdivision. The total fee due for **Foxridge Business Park** is **\$2,014.16 (Two-Thousand Fourteen dollars and Sixteen Cents)**.

8. Per Ordinance #20004, the license (excise) tax for building contractors will be charged at the time of building permits at the applicable rate at the time each building permit application is approved.

9. The Sub-divider, in the interest of the general health, welfare and safety of the Citizens of Raymore, agrees to have installed, at their cost, any traffic control devices determined to be necessary by City Staff (410.340). The technical specifications and design criteria are set forth in Public Works Department Policies 120 thru 122 and 129, Street Signage and Traffic Control Devices. The improvement must be installed prior to the City releasing any building permits.

10. The Sub-divider, in the interest of the general health, welfare and safety of the Citizens of Raymore, agree to have installed, at their cost, all required street name signage determined to be necessary by City Staff (410.340). The technical specifications and design criteria are set forth in Public Works Department Policies 120 thru 122 and 129, Street Signage and Traffic Control Devices. The improvement must be installed prior to the City releasing any building permits.

### **ADDITIONAL REQUIREMENTS**

1. The Sub-divider agrees to comply with the regulations and policies of the utility companies having facilities within the City limits.

2. The Sub-divider shall install sidewalk along the north side of Brome Drive, the East side of Rye Drive, and the west side of Fox Ridge Drive prior to the issuance of a Certificate of Occupancy for any building constructed in the subdivision. The Sub-divider shall install a sidewalk along the south side of Foxwood Drive at the time of the construction of the Foxwood Drive turn lane prior to the issuance of a Certificate of Occupancy for any building constructed in the subdivision.

3. The Sub-divider shall install a median in accordance with the approved public infrastructure plans for the subdivision prior to the issuance of a Certificate of Occupancy for any building constructed in the subdivision.

4. The Sub-divider shall install a right-turn lane for eastbound vehicles on Foxwood Drive at its intersection with both Rye Drive and Fox Ridge Drive, and

shall install a right-turn lane for southbound vehicles on Fox Ridge Drive at its intersection with the access drive to Lot 1 and Brome Drive, prior to the issuance of a Certificate of Occupancy for any building constructed in the subdivision. Installation of the turn lanes includes relocation of any existing utilities that may be necessary to complete the turn lanes.

5. The Sub-divider shall relocate the traffic signal pole on the southwest corner of Foxwood Drive and Foxridge Drive as part of the construction of the turn lanes.

6. The Sub-divider shall provide utility easements for any off-site public improvements that are installed.

### **GENERAL PROVISIONS**

1. The parties agree that execution of this agreement in no way constitutes a waiver of any requirements of applicable City ordinances with which the Sub-divider must comply and does not in any way constitute prior approval of any future proposal for development.

2. The covenants herein shall run with the land described in this agreement and shall be binding and ensure to the benefit of the parties hereto and their successors or assigns and on any future and subsequent purchasers.

3. This agreement shall constitute the entire agreement between the parties and any modification hereof shall be in writing, subject to the approval of the parties.

4. If, at any time, any part hereof has been breached by Sub-divider, the City may withhold approval of any or all building permits applied for in the subdivision, until breach or breaches has or have been cured.

5. This agreement shall be recorded by the Sub-divider and its covenants shall run with the land and shall bind the parties, their assigns and successors in interest and title.

6. Any provision of this agreement which is not enforceable according to law will be severed herefrom and the remaining provisions shall be enforced to the fullest extent permitted by law.

7. The undersigned represent that they each have the authority and capacity from the respective parties to execute this Agreement. This Agreement shall not be effective until approved by ordinance duly enacted by the City Council of the City of Raymore, Missouri.

8. The Sub-divider hereby warrants and represents to the City as inducement to the City's entering into this Agreement, that the Sub-divider's interest in the Subdivision is as a fee owner.

9. Whenever in this agreement it shall be required or permitted that Notice or demand be given or served by either party to this agreement to or on the other party, such notice or demand shall be delivered personally or mailed by certified United States mail (return receipt requested) to the addresses hereinafter set forth. Such notice or demand shall be deemed timely given when delivered personally or when deposited in the mail in accordance with the above.

If to the City, at:

If to the Sub-divider, at:

City Manager  
100 Municipal Circle  
Raymore, MO 64083

John Brehm  
5820 Westown Parkway  
West Des Moines, IA 50266

10. The Sub-divider acknowledges that this plat will expire within one year of the date the Raymore City Council approves an ordinance approving **Foxridge Business Park**; and that failure for any reason to record the plat does not obligate the City to re-approve the plat no matter what improvements may have been completed in furtherance of the current plat known as **Foxridge Business Park**.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first written above.

(SEAL)

THE CITY OF RAYMORE, MISSOURI

\_\_\_\_\_  
Jim Feuerborn, City Manager

Attest:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Sub-divider – Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Sub-divider – Signature

\_\_\_\_\_  
Printed Name

Subscribed and sworn to me on this  
the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_  
in the County of \_\_\_\_\_,  
State of \_\_\_\_\_.

Stamp:

Notary Public: \_\_\_\_\_ My Commission Expires: \_\_\_\_\_



# Attachment A

## FEE CALCULATION FOR FOXRIDGE BUSINESS PARK

Total Cost for 'New' Public Improvements:        \$

All fees and deposits shall be paid prior to recording the final plat. The land disturbance permit fee and erosion control financial security deposit shall be paid prior to commencement of any land disturbance activity (site grading), or if no land disturbance activity started prior to recording of final plat, paid at time of recording final plat.

1	Land Disturbance Permit Fee. [455.010B] <b>01-00-4170-0000</b> <b>If fee paid prior to recording of plat, receipt # _____</b> <i>*must be paid prior to issuance of a land disturbance permit</i>	\$500.00
2	Erosion Control Financial Security Deposit: Developer shall provide financial security for erosion control in the amount of \$1,000 per acre. The first \$5,000 of the financial security must be by cash deposit to the City. [455.010F] <b>60-00-2811-0000</b> <b>If deposit paid prior to recording of plat, receipt# _____</b> <i>*must be paid prior to issuance of a land disturbance permit</i>	\$3,742.00
	Additional erosion control financial security (The remaining deposit above the first \$5,000 due can be paid in cash) [455.010F]: (3.7427 ac. total disturbed) <b>If deposit paid prior to recording of plat, receipt# _____</b>  <b>If letter of credit submitted:</b> <b>financial institution: _____</b> <b>renewal date of letter of credit: _____</b> <i>*must be paid prior to issuance of a land disturbance permit</i>	\$0.00
3	Infrastructure Construction Plan Review Fee: An amount equal to one percent (1%) of the estimated public improvement costs performed by the developer. [445.020H1] <b>01-00-4182-0000</b> <i>*must be paid prior to issuance of a construction permit</i>	\$
4	Infrastructure Construction Inspection Fee: An amount equal to five percent (5%) of the estimated public improvement costs performed by the developer. [445.020H2] <b>01-00-4165-0000</b> <i>*must be paid prior to issuance of a construction permit</i>	\$
5	Emergency Outdoor Warning Siren Fee: \$9.00 per acre                      (3.7427 acres) [Schedule of Fees and Charges] <b>01-00-4185-0000</b>	\$33.68

**TOTAL FEES TO BE PAID PRIOR TO RECORDING PLAT.....\$33.68**  
**TOTAL FEES TO BE PAID PRIOR TO ISSUANCE OF A LAND**  
**DISTURBANCE PERMIT..... \$4,242.00**  
**TOTAL FEES TO BE PAID PRIOR TO ISSUANCE OF A**  
**CONSTRUCTION PERMIT FOR PUBLIC IMPROVEMENTS..... \$**



# **New Business**





**CITY OF RAYMORE**  
**AGENDA ITEM INFORMATION FORM**

DATE: Jan. 13, 2020

SUBMITTED BY: David Gress

DEPARTMENT: Economic Development

<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Presentation	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input type="checkbox"/> Other	

**TITLE / ISSUE / REQUEST**

Tax Increment Financing (TIF) Plans and Projects: Annual Progress Report

**STRATEGIC PLAN GOAL/STRATEGY**

**FINANCIAL IMPACT**

Award To:  
Amount of Request/Contract:  
Amount Budgeted:  
Funding Source/Account#:

**PROJECT TIMELINE**

Estimated Start Date	Estimated End Date
----------------------	--------------------

**STAFF RECOMMENDATION**

**OTHER BOARDS & COMMISSIONS ASSIGNED**

Name of Board or Commission:  
Date:  
Action/Vote:

**LIST OF REFERENCE DOCUMENTS ATTACHED**

Annual TIF Report Summary Presentation

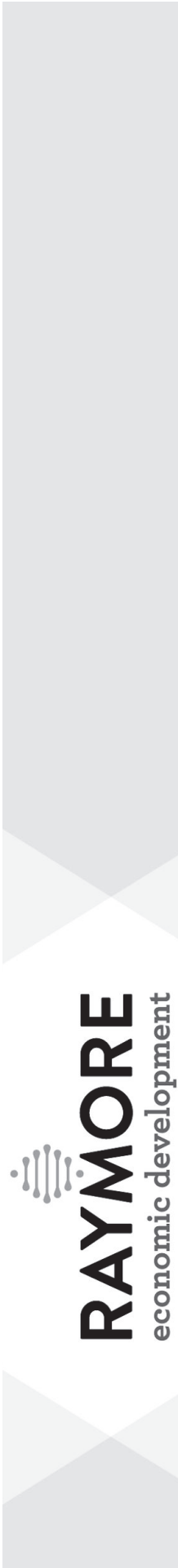
REVIEWED BY:

Jim Feuerborn

## BACKGROUND / JUSTIFICATION

In accordance with Section 99.865 of the Missouri Revised Statutes, Staff prepares an annual presentation on the progress of the various Tax Increment Financing (TIF) Plans throughout the City to determine if the plans and redevelopment projects associated with such plans are making satisfactory progress under the proposed time schedules outlined within the approved plans. Staff will provide a summary of the following TIF Plans and Redevelopment Projects within the City:

- Foxwood Village Shops TIF Plan
- Highway 58 West Extended Redevelopment TIF Plan (Galleria)
- Highway 58 and Dean Avenue TIF Plan (Raymore Marketplace)
- Good Ranch Redevelopment Area TIF Plan

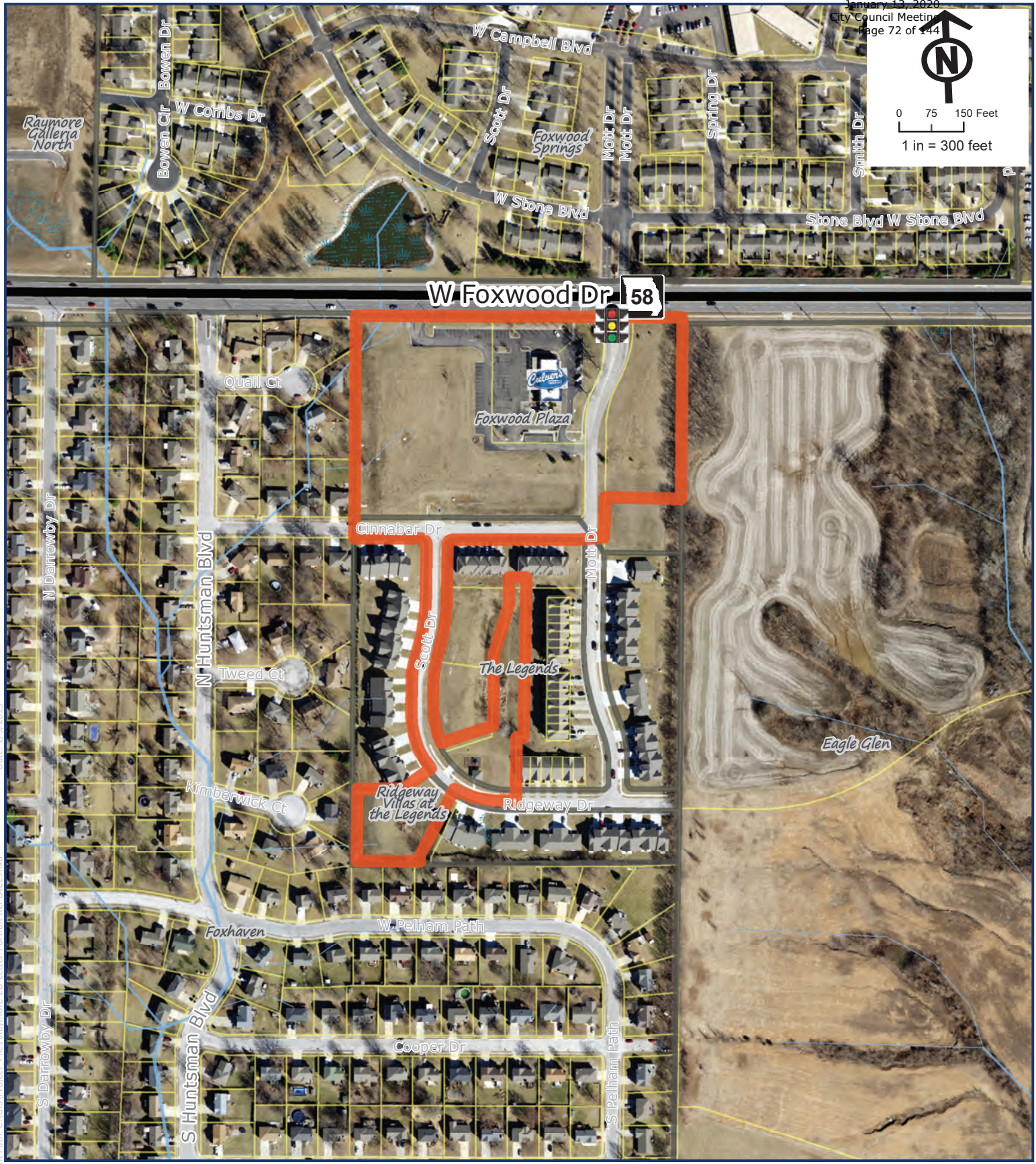


# **Tax Increment Financing (TIF) Plans and Projects**

*Annual Progress Report*



0 75 150 Feet  
1 in = 300 feet



Document Path: C:\GIS\Project\_Files\Raymore-ED-Letter-Portrait-REPLACE.mxd Date: 1/9/2019





## Annual TIF Report

# Foxwood Village Shops TIF Plan

**Reporting Period:** October 2018 thru September 2019

**Contact Information:** Foxwood Plaza, LLC

**Plan/Project Status:** Inactive - awaiting further development

# of relocated residences during this reporting period: 0

# of relocated businesses during this reporting period: 0

# of parcels acquired through the use of eminent domain: 0

**Estimated New Job Creation**

Projected: 142

Actual: 50

**TIF Revenue Summary:**

Payments in Lieu of Taxes (PILOTS): \$89,259.17

Economic Activity Taxes (EATS): \$452,615.88

**TIF Financing Method:** Pay as you go

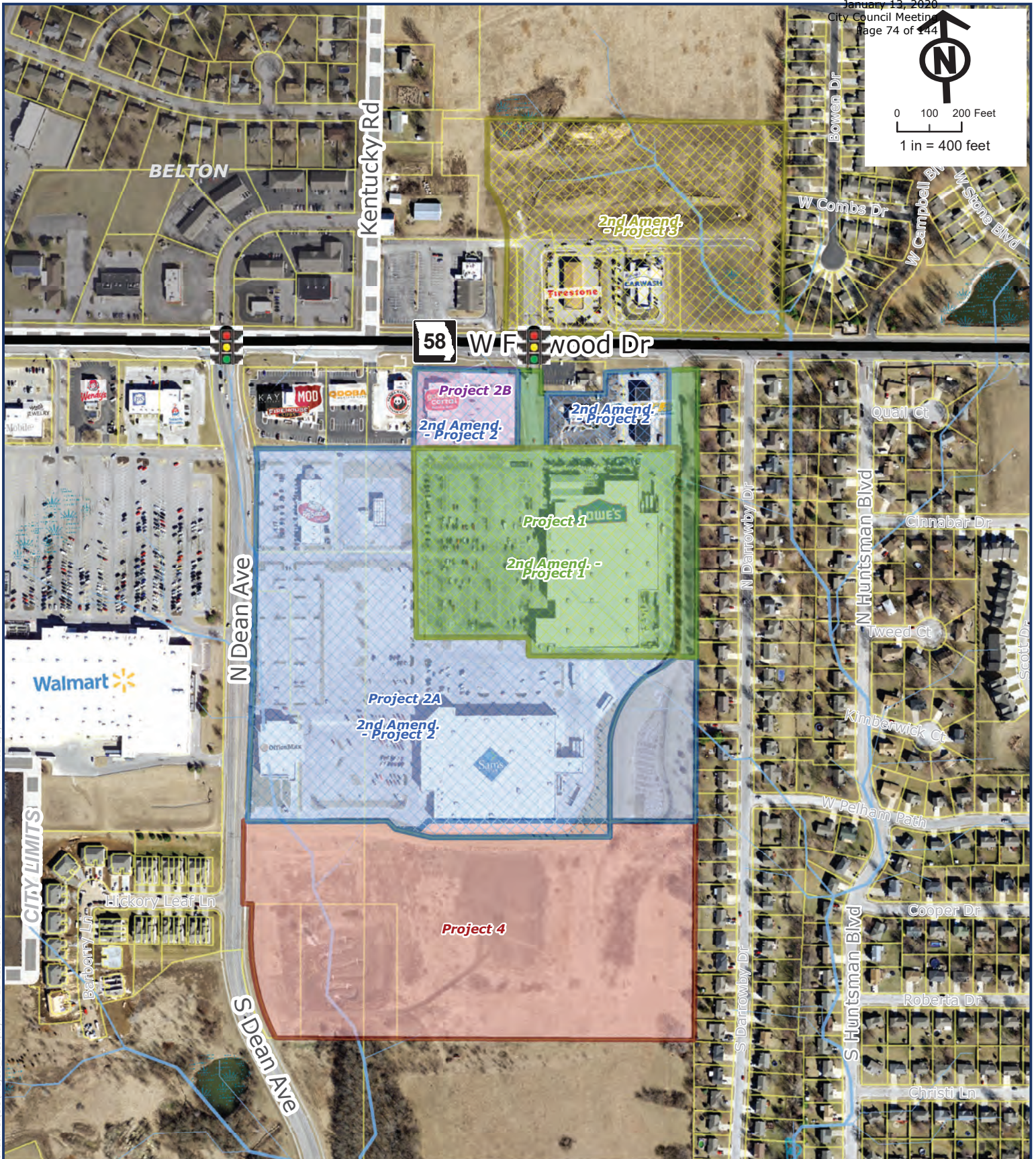
**Estimated Increase in Tax Generation**

Original Assessed Value: \$3,149

Assessed Valuation Added: \$330,170



0 100 200 Feet  
1 in = 400 feet



Document Path: C:\GIS\Project - Files\Raymore-ED-Letter-REPLACE.mxd Date: 1/9/2019



## Annual TIF Report

# Raymore Galleria TIF Plan(s)

**Reporting Period:** October 2018 thru September 2019

**Contact Information:** PDD Development, LLC  
Raymore Galleria, LLC

**Plan/Project Status:** Inactive (2 projects fully operational, remaining 2 are inactive)

# of relocated residences during this reporting period: 0

# of relocated businesses during this reporting period: 0

# of parcels acquired through the use of eminent domain: 0

**Estimated New Job Creation**

Projected: 153

Actual: 458

**TIF Revenue Summary:**

Payments in Lieu of Taxes (PILOTS): \$3,572,573.93

Economic Activity Taxes (EATS): \$11,905,311.44

**TIF Financing Method:** Pay as you go

**Estimated Increase in Tax Generation**

Original Assessed Value: \$10,116

Assessed Valuation Added: \$7,642,670



0 50 100 Feet  
1 in = 200 feet



Document Path: C:\GIS\Project\_Files\Raymore-ED-Letter-Portrait-REPLACE.mxd Date: 1/9/2019



## Annual TIF Report

# 58 Highway & Dean Avenue TIF Plan

**Reporting Period:** October 2018 thru September 2019

**Contact Information:** Raymore Partners, LLC  
*Cadence Commercial Real Estate*

**Plan/Project Status:** Fully Operational

# of relocated residences during this reporting period: 0

# of relocated businesses during this reporting period: 0

# of parcels acquired through the use of eminent domain: 0

**Estimated New Job Creation**

Projected: 50

Actual: 50

**TIF Revenue Summary:**

Payments in Lieu of Taxes (PILOTS): \$0.00

Economic Activity Taxes (EATS): \$251,040.79

**TIF Financing Method:** Pay as you go

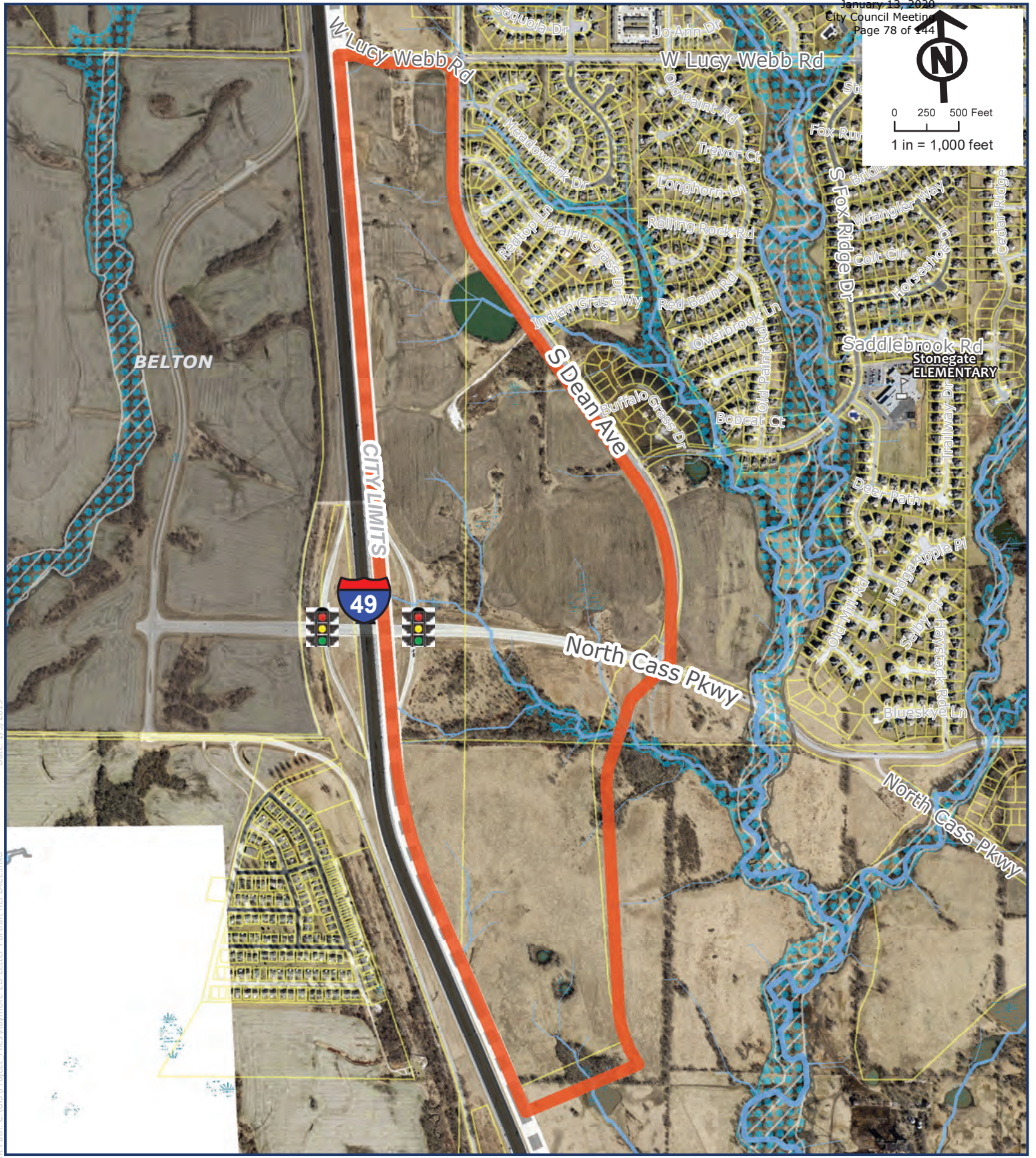
**Estimated Increase in Tax Generation**

Original Assessed Value: \$22,810

Assessed Valuation Added: \$849,800



0 250 500 Feet  
1 in = 1,000 feet



Date: 1/09/2019  
Document Path: C:\GIS\Project\_Files\Raymore-ED-Letter-Portrait-REPLACE.mxd

# Good Ranch Redevelopment Area TIF Plan

**Reporting Period:** October 2018 thru September 2019

**Contact Information:** Good-Otis, LLC

**Plan/Project Status:** Dissolved (Ord. 2019-009; January 2019)

# of relocated residences during this reporting period: 0

# of relocated businesses during this reporting period: 0

# of parcels acquired through the use of eminent domain: 0

**Estimated New Job Creation**

Projected: 0

Actual: 0

**TIF Revenue Summary:**

Payments in Lieu of Taxes (PILOTS): \$0.00

Economic Activity Taxes (EATS): \$0.00

**TIF Financing Method:** Pay as you go  
TIF Bond

**Estimated Increase in Tax Generation**

Original Assessed Value: \$11,310

Assessed Valuation Added: \$0







**CITY OF RAYMORE**  
**AGENDA ITEM INFORMATION FORM**

DATE: Jan. 13, 2020

SUBMITTED BY: Jim Cadoret

DEPARTMENT: Development Services

<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Presentation	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input type="checkbox"/> Other	

**TITLE / ISSUE / REQUEST**

Bill 3520: Impact Fieldhouse Conditional Use Permit - Outdoor Recreation Activities

**STRATEGIC PLAN GOAL/STRATEGY**

3.3.2: Provide support to local businesses

**FINANCIAL IMPACT**

Award To:  
Amount of Request/Contract:  
Amount Budgeted:  
Funding Source/Account#:

**PROJECT TIMELINE**

Estimated Start Date	Estimated End Date
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**STAFF RECOMMENDATION**

Approval

**OTHER BOARDS & COMMISSIONS ASSIGNED**

Name of Board or Commission: Planning and Zoning Commission  
Date: Dec. 17, 2019  
Action/Vote: Approval, 8-0

**LIST OF REFERENCE DOCUMENTS ATTACHED**

Staff Report  
Conceptual Site Plan

**REVIEWED BY:**

Jim Feuerborn

## BACKGROUND / JUSTIFICATION

Mike Chick, representing R and C Investments Properties LLC and property owner Dolores Russell, is requesting a Conditional Use Permit to allow outdoor recreation activities on property located at 500 S. Lincoln Avenue.

The Conditional Use Permit will allow for a soccer/football field to be located on the northwest corner of Sunrise Drive and Lincoln Avenue, and a baseball infield practice field to be located on the northwest corner of the property behind the existing buildings at 500 S. Lincoln Avenue.

The Planning and Zoning Commission recommended approval of the conditional use permit subject to eight conditions.

**BILL 3520**

**ORDINANCE**

**"AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, APPROVING A CONDITIONAL USE PERMIT FOR OUTDOOR RECREATION ACTIVITIES ON PROPERTY LOCATED AT 500 S. LINCOLN AVENUE."**

**WHEREAS**, after a public hearing was held on December 17, 2019, the Planning and Zoning Commission submitted its recommendation of approval on the application to the City Council; and

**WHEREAS**, the City Council held a public hearing on January 13, 2020, after notice of said hearing was published in a newspaper of general circulation in Raymore, Missouri, at least fifteen (15) days prior to said hearing.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. The City Council makes its findings of fact on the application and accepts the recommendation of the Planning and Zoning Commission.

Section 2. A conditional use permit is approved for outdoor recreation activities to locate at 500 S. Lincoln Avenue, legally described as follows:

Johnston Industrial Park Addition and Resurvey - Lots 96A and 96B

Section 3. Effective Date. The effective date of approval of this Ordinance shall be coincidental with the Mayor's signature and attestation by the City Clerk.

Section 4. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**DULY READ THE FIRST TIME THIS 13TH DAY OF JANUARY, 2020.**

**BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 27TH DAY OF JANUARY, 2020, BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Berendzen  
Councilmember Burke III  
Councilmember Circo  
Councilmember Holman  
Councilmember Jacobson  
Councilmember Townsend

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow, Mayor

\_\_\_\_\_  
Date of Signature



**To:** City Council  
**From:** Planning and Zoning Commission  
**Date:** January 13, 2020  
**Re:** Case #19025 Impact Fieldhouse Conditional Use Permit

**GENERAL INFORMATION**

**Applicant** R and C Investments Properties LLC

**Property Owner:** Dolores Russell  
17819 Emerald View Drive  
Raymore, MO 64083

**Property Location:** 500 S. Lincoln Avenue



**Site Photographs:**



**View from southwest corner of the site looking north**



**View from southwest corner of the site looking east along Sunrise Drive**



**View from southeast corner of site looking north along J Highway**



**View from the northeast corner of the site looking west along the north property line**

**Existing Zoning:** "M-1" Light Industrial District



**Existing Surrounding Uses:**     **North:** Vacant Industrial  
  **South:** Single-family residential  
  **East:** Agricultural  
  **West:** Undeveloped industrial

**Total Tract Size:**     **2.4 Acres**

**Growth Management Plan:** The Future Land Use Plan Map contained in the Growth Management Plan identifies this area as appropriate for business park development.

**Major Street Plan:** The Major Thoroughfare Plan Map classifies J Highway (Lincoln Avenue) as a Minor Arterial and Sunrise Drive as a Local Street.

**Advertisement:** November 28, 2019 edition of **The Journal**  
December 26, 2019 edition of **The Journal**

**Public Hearing:** December 17, 2019 Planning Commission Meeting  
January 13, 2020 City Council



**Items of Record: Exhibit 1. Mailed Notices to Adjoining Property Owners  
Exhibit 2. Notice of Publication  
Exhibit 3. Unified Development Code  
Exhibit 4. Application  
Exhibit 5. Growth Management Plan  
Exhibit 6. Staff Report  
Exhibit 7. Site Plan**

**Additional exhibits as presented during hearing**

## **PROPOSAL**

Outline of Requested Action: The applicant seeks to obtain a Conditional Use Permit to allow outdoor recreational activities on the property.

City Ordinance Requirements: In order for the applicant to accomplish the aforementioned action, they must meet the provisions of the Unified Development Code. Chapter 470 of the Unified Development Code outlines the requirements and actions that need to be taken for a Conditional Use Permit, specifically, Section 470.030.

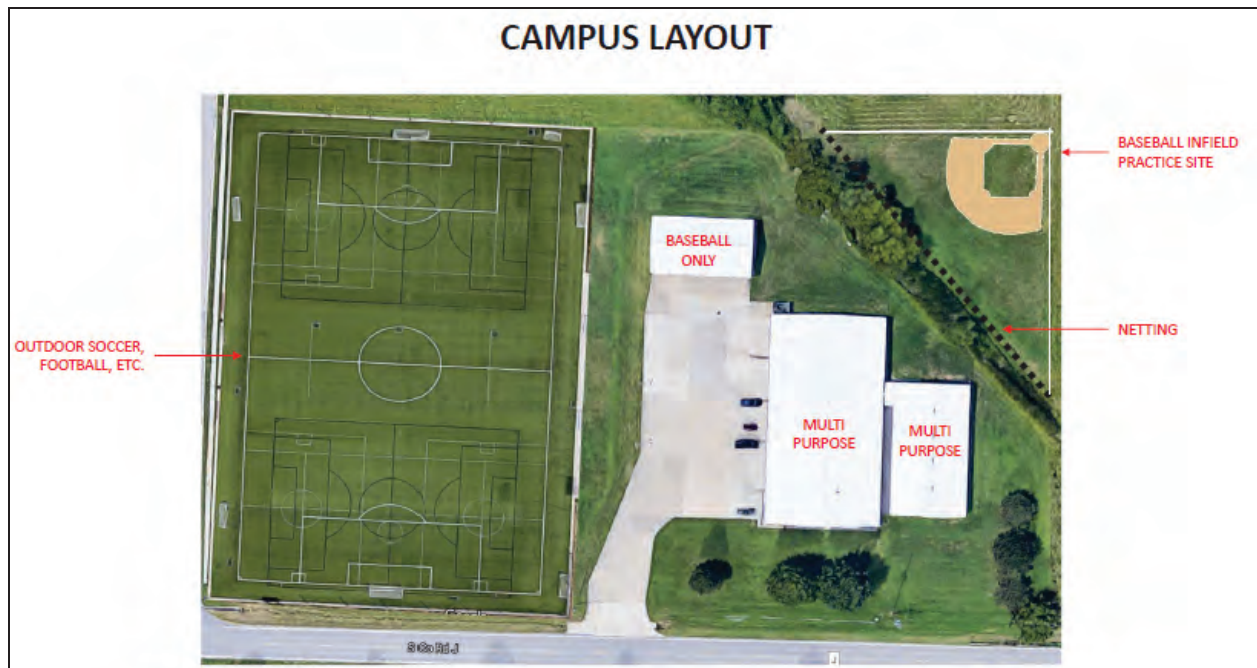
## **PREVIOUS ACTIONS ON OR NEAR THE PROPERTY**

1. The subject property was zoned "M-1" Light Industrial on August 26, 1984.
2. Phase 4 of the Morningview Subdivision, located on the south side of Sunrise Drive, was zoned "PUD" on June 13, 2004.

## **STAFF COMMENTS**

1. The applicant's request for a CUP only applies to the use of the property for outdoor recreational activities. The use of the interior of the existing buildings for indoor recreational activities is a permitted use in the M-1 zoning district.

2. The applicant has submitted a conceptual site plan application for the property.



3. There are two distinct outdoor recreational areas proposed on the property. One on the northwest corner of the site behind the buildings for baseball infield practice, and one on the southeast corner of the site along Sunrise Drive for soccer/football activities.
4. The conceptual site plan indicates a fence is proposed around the soccer/football field area and netting is proposed along the stream channel for the baseball infield practice site. Although not specifically identified, the plan indicates a fence will be constructed at the northwest corner of the site for the baseball field.
5. The stream channel that crosses through the property is not within the floodplain.
6. Access to the parking lot area will be from the existing driveway onto J Highway.
7. The Unified Development Code does not establish a minimum parking space requirement for outdoor recreational activities. The UDC indicates the minimum parking requirement is to be established by the Development Services Director.
8. The existing three buildings on the site have a combined size of 19,887 square feet. Modifications will be required to transition the interior of the buildings to recreational space.

9. The minimum parking requirement for the indoor recreational component of the business is twenty-five (25) spaces.
10. The existing parking area for the buildings is approximately sixteen-thousand one-hundred fifty (16,150) square feet. With 9x18 parking spaces and 1-way traffic flow to maximize the number of parking spaces that would fit, approximately 35 parking spaces can be provided in the existing parking area.
11. A Type A landscape screen would be required of any M-1 use that would be developed on the vacant lot where the soccer/football field are proposed. In-lieu-of requiring a type A screen, staff would recommend the use of opaque mesh attached to the fencing along the southern and eastern property lines to create the required screening.
12. The current property owner has allowed youth soccer teams to periodically practice on the open field area.

## **PLANNING COMMISSION PROPOSED FINDINGS OF FACT**

Chapter 470, Section 470.030(E) of the Unified Development Code states that a Conditional Use Permit may be granted by the City Council by ordinance provided that specific written findings of fact have been made by the Planning and Zoning Commission based upon the particular evidence presented which supports the following conclusions :

1. **the proposed conditional use complies with all applicable provisions of the Unified Development Code.** The proposed Conditional Use Permit, and site conceptual plan, do comply with all of the applicable provisions within the UDC.
2. **it is in the interest of the public welfare or convenience and will not have a significant adverse impact on the general welfare of the neighborhood or community.** The requested CUP is in the general interest of the community, and will not have a significant adverse impact on surrounding properties. With the conditions recommended by staff, there will be minimal impact to neighbors.
3. **the proposed conditional use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.** With the conditions recommended by staff, the proposed conditional use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.
4. **it is compatible with the character of the surrounding property in terms of site planning, building scale, and project design.**

With the conditions recommended by staff, the proposed use is compatible with surrounding property. Site layout and design are compatible with adjacent developments.

5. **it is compatible with the character of surrounding property in terms of operating characteristics, such as hours of operation, outdoor lighting, noise, and traffic generation.** The proposed use is compatible with other uses that would be allowed upon the subject property under the current zoning classification. With the conditions recommended by staff, the use can be compatible with surrounding properties in terms of operating characteristics.
6. **the location and size of the conditional use, the nature or intensity of the proposed conditional use would prevent the development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the conditional use will adversely affect the immediate neighborhood, consideration must be given to:**
  - a. **the location, nature and height of buildings, structures, walls, and fences on the site** The location, nature and height of buildings, proposed outdoor fields, and proposed fences on the site will not prevent the development of neighboring properties under the existing zoning classification.
  - b. **the nature and extent of landscaping and screening on the site.** Fencing of the outdoor fields is a condition recommended by staff. Proper fencing will minimize the impact of the proposed conditional use.
7. **off-street parking and loading areas will be provided in accordance with the standards set forth in the Unified Development Code, and such areas will be screened from adjoining residential uses and located so as to protect such residential uses from any injurious effect.** With the proposed conditional use, additional parking area will be necessary to accommodate users of the facility.
8. **existing public facilities (infrastructure) and services are adequate to accommodate the additional demands of the proposed use or will be made to accommodate such demands without substantially increasing public expenditures.** Public infrastructure currently exists to serve the demands of the site under the proposed conditional use.
9. **it will not have a significant adverse impact on pedestrian safety and comfort.** Sidewalk exists along Sunrise Drive. There is no sidewalk along J Highway. Access to the outdoor fields will be from the parking lot area. The proposed use will not have a significant adverse impact on pedestrian safety and comfort.

10. **adequate access roads or entrance and exit drives will be provided and will be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys; and**

The site has an existing access drive off J Highway. The proposed use will not cause any adverse effects to traffic patterns.

11. **all special conditions have been met as set forth by Chapter 420.**

There are no special conditions set forth by Chapter 420 of the Unified Development Code for the conditional use.

## REVIEW OF INFORMATION AND SCHEDULE

<u>Action</u>	<u>Planning Commission</u>	<u>City Council 1<sup>st</sup></u>	<u>City Council 2<sup>nd</sup></u>
Review	December 17, 2019	January 13, 2020	January 27, 2020

## STAFF RECOMMENDATION

Staff recommends that the Planning and Zoning Commission accept the staff proposed findings of fact and forward Case #19025: Impact Fieldhouse Outdoor Recreational Facilities Conditional Use Permit to the City Council with a recommendation for approval, subject to the following conditions:

1. The outdoor soccer/football field area shall be fenced along the east, south and west sides of the field with a fence height between eight (8) and twelve (12) feet.
2. Mesh or similar material shall be attached to the fencing along the southern and eastern property line to create an opaque screen.
3. No commercial signs or messaging is allowed on the fencing.
4. No lighting of the outdoor recreation fields is allowed.
5. Additional off-street parking shall be provided as illustrated on the potential parking expansion plan submitted by the applicant.
6. Any time the outdoor recreation fields are in use access must be provided to the restroom facilities on the site.
7. No outdoor recreational activities shall occur until all of the conditions are complied with.
8. No overflow parking shall occur along J Highway (Lincoln Avenue).

## PLANNING AND ZONING COMMISSION RECOMMENDATION

The Planning and Zoning Commission, at its December 17, 2019 meeting, voted 8-0 to accept the staff proposed findings of fact and forward Case #19025: Impact

Fieldhouse Outdoor Recreational Facilities Conditional Use Permit to the City Council with a recommendation for approval, subject to the following conditions:

1. The outdoor soccer/football field area shall be fenced along the east, south and west sides of the field with a fence height between eight (8) and twelve (12) feet.
2. Mesh or similar material shall be attached to the fencing along the southern and eastern property line to create an opaque screen.
3. No commercial signs or messaging is allowed on the fencing.
4. No lighting of the outdoor recreation fields is allowed.
5. Additional off-street parking shall be provided as illustrated on the potential parking expansion plan submitted by the applicant.
6. Any time the outdoor recreation fields are in use access must be provided to the restroom facilities on the site.
7. No outdoor recreational activities shall occur until all of the conditions are complied with.
8. No overflow parking shall occur along J Highway (Lincoln Avenue).

# ACQUISITION



# OUTDOOR FIELD INSTALLATIONS





# FENCING INSTALLATION



FENCE, 8-12 FT TALL

FENCE, 8-12 FT TALL,  
OPAQUE MESH COVERING

# PARKING LOT EXPANSION?



**PLANNING AND ZONING COMMISSION  
MEETING MINUTES EXCERPT  
DECEMBER 17, 2019**

**7. New Business -**

**A. Case #19025 - Impact Fieldhouse Conditional Use Permit (public hearing)**

James Ryan indicated he was representing a collaboration of individuals including Mike Chick and Brian Smith. He stated they are proposing to deliver a multi-purpose sports complex in Raymore.

Mr. Ryan provided an overview of the mission of Impact Fieldhouse, including indoor and outdoor recreation activities.

Mr. Ryan stated the request is for a conditional use permit for outdoor activities including a soccer field. There will be fencing along the east, south and west sides of the field. There will be restroom facilities added at the appropriate time and the need for an expansion of the parking lot facility.

Development Services Director Jim Cadoret provided the staff report.

Mr. Cadoret indicated the property is located at 500 S. Lincoln Avenue at the northwest corner of Sunrise Drive and Lincoln Avenue (J Highway). Mr. Cadoret indicated the zoning of the property is M-1 "Light Industrial" and has been zoned M-1 since 1984.

Mr. Cadoret stated the conditional use request is only for the outdoor recreation activities. Indoor recreational activities is a permitted use in the M-1 zoning district. Access to the site is off the existing driveway on J Highway.

Mr. Cadoret stated outdoor recreation activities do not have a specific minimum parking requirement. The parking requirement is to be determined by the Development Services Director.

Mr. Cadoret indicated the existing 3 buildings have a combined size of 20,000 square feet. The indoor uses would require 25 parking spaces. Mr. Cadoret stated staff review of the existing pavement would allow for approximately 35 spaces if angled parking is utilized.

Mr. Cadoret indicated a Type A buffer screen is required along Sunrise Drive. Fencing with an opaque surface could qualify as a Type A screen.

Mr. Cadoret indicated staff recommends that the Commission accept the staff proposed findings of fact and forward the request to the City Council with a recommendation of approval subject to 8 conditions outlined in the staff report.

*Chairman Faulkner opened the public hearing at 7:20 p.m.*

No public spoke.

*Commissioner Faulkner closed the public hearing at 7:20 p.m.*

Commissioner Wiggins asked about the requirement for adding any sidewalk near the facility.

Mr. Cadoret stated staff reviewed pedestrian access to the site and thought access to the outdoor fields would be principally from the parking lot area. He stated the City has no plans to add or require sidewalks along J Highway.

Commissioner Wiggins asked if there is a noise ordinance that would control noise generated by the use.

Mr. Cadoret stated there is a noise limit requirement in City Code that could be enforced.

Commissioner Wiggins asked about the zoning of the undeveloped land to the west.

Mr. Cadoret stated there is a small parcel to the west that is zoned M-1 and could be developed.

Commissioner Bowie asked about the potential for congestion on J Highway with only 1 access and the potential for bus traffic.

Mr. Cadoret indicated staff was aware there could be instances of increased traffic on J Highway, but staff is comfortable with the limited size of the facility that there would not be high levels of congestion on the public roadway.

Mike Chick indicated that a gate could be added along the south fence line to allow pedestrians to gain access from the sidewalk along Sunrise Drive.

Mr. Chick stated there would be no tournaments of any sort. This is a practice facility and there would be minimal amounts of spectators. There will be no seating outside for spectators.

Commissioner Acklin asked for clarification on the staff recommended condition that there be no lighting of the outdoor recreation fields.

Mr. Cadoret indicated that with the residential neighborhood so close that staff did not want the soccer or baseball field areas to be illuminated. He stated the reason outdoor recreation facilities require a conditional use permit is because the use is specific to a location, and this location is close to a residential area.

Mr. Cadoret stated that when he spoke with the neighbors one of the items they mentioned was no outdoor lighting of the fields.

Chairman Faulkner asked if a Good Neighbor meeting was held.

Mr. Cadoret indicated a Good Neighbor meeting is not required for a conditional use permit request.

Chairman Faulkner asked how the residents that contacted staff responded to the request.

Mr. Cadoret indicated the neighbors were not against the request, but wanted no illumination of the fields and wanted fencing to contain the athletic balls and trash.

Commissioner Bowie asked about management of the facility.

Brian Smith, part of the ownership group and one of the applicants, commented that the ownership group would internally manage the operation.

City Attorney Jonathan Zerr asked Mr. Smith if the applicant was agreeable to the conditions as recommended by staff.

Mr. Smith stated there is a slight concern about no lighting of the fields. Mr. Smith stated they would like to expand the time the fields could be utilized in the winter when the weather allows for outdoor activity. Fall and early spring weather could allow for nighttime practice. Mr. Smith asked if a solution of directional lighting of the fields could be worked out.

Commissioner Urquilla asked if staff would be amenable to hours of lighting as opposed to no lighting at all.

Mr. Cadoret indicated staff recommendation is no illumination and would not change our position. The Commission could alter the condition language.

Commissioner Urquilla asked about fencing in the baseball field area.

Mr. Cadoret stated there is no condition for fencing of the baseball field area.

Chairman Faulkner asked the applicant if they were comfortable going forward with the application with the 8 recommended conditions.

Mr. Smith stated the lighting is a stipulation that they need for the project. He thought they could come to a solution to light the field for safety and use purposes that would not hinder the residential area.

Chairman Faulkner asked Mr. Zerr what happens if the Commission forwards the case with a recommendation of approval subject to the 8 conditions.

Mr. Zerr stated the Council can accept the recommendation as presented by the Commission and could also amend the language of the recommended conditions.

Commissioner Wiggins asked if Council would receive the staff recommended conditions if the Commission does not accept all 8 conditions.

Mr. Cadoret indicated the Council would receive the staff recommended conditions and the Planning and Zoning Commission recommendation.

Commissioner Bowie asked if the applicant could, at a later date, request reconsideration of a condition.

Mr. Cadoret stated yes, but the request would have to go through the entire review process again.

Commissioner Urquilla asked if there was discussion with the neighbors on the timing of outdoor lighting.

Mr. Cadoret stated there was no discussion on limiting the hours lighting could be utilized. The neighbors did not want any lighting of the fields.

Commissioner Bowie commented that he did not know how much outdoor recreation activity would occur in December.

Commissioner Urquilla commented that he would be curious to what the residents response would be on the timing of lighting that could be done. He stated he knows there are times in the fall where weather would allow practice time after dark. He stated he understands the desire for lighting of the fields and desire to have no outdoor lighting but thought a compromise is possible.

Mayor Turnbow asked if the public hearing could be reopened to allow for public comments on the discussion.

Mr. Zerr stated a motion to reopen the public hearing would be necessary.

**Motion by Mayor Turnbow, Seconded by Commissioner Urquilla, to reopen the public hearing.**

**Vote on Motion:**

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Bowie	Aye
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

**Motion passed 8-0-0.**

*Chairman Faulkner reopened the public hearing at 7:45 p.m.*

Tom Engren, president of the Morningview Homeowners Association, stated the Board is receptive to the request. He stated there are some concerns that were brought up this evening. He stated the concerns were on hours of operation and lighting. He stated the ownership group has been positive to communicate with.

Commissioner Bowie asked about the impact of site lighting.

Mr. Engren stated many of the owners are west of the facility, and the lighting would likely only impact the homes to the south.

Commissioner Urquilla asked if 9:00 p.m. was too late.

Mr. Engren said 9:00 is acceptable.

Linda Henderson spoke on behalf of her mother who is a resident on the corner of Neptune and Sunrise. She indicated her mom has a great concern over lighting. She has a lot of windows on the north side of her house.

Brian Smith stated a time limit is an acceptable solution. We can look at type and height of light to minimize the impact of lighting.

Mr. Smith noted lighting could be utilized by a use allowed in the M-1 zoning district and not be restricted.

Commissioner Urquilla asked the applicant for their thoughts on a 9:00 p.m. cutoff for the lights.

Mr. Smith stated 9:00 p.m. is more than acceptable.

*Chairman Faulkner closed the public hearing at 7:53 p.m.*

**Motion by Commissioner Urquilla, Seconded by Commissioner Fizer, to accept the staff proposed findings of fact and forward Case #19025, Impact Fieldhouse Outdoor Recreation**

**Activities Conditional Use Permit, to the City Council with a recommendation of approval subject to the 8 conditions, amending condition #4 to indicate lighting is acceptable until 9:00 p.m.**

Commissioner Wiggins asked staff if the code provides any guidance on whether the lighting fixtures would be affixed to the fence, or if there is a height limit for the light poles.

Mr. Cadoret indicated the Unified Development Code has standards that would apply to site lighting on property zoned M-1. Standards such as 30-foot maximum height of poles, and would allow different types of lighting fixtures. The code does not address directional lighting.

Mr. Cadoret stated the code does identify standards on lighting level at the property line.

Chairman Faulkner asked if a site plan would be required.

Mr. Cadoret stated no site plan would be required.

Commissioner Urquilla asked about parking lot lighting possibly lighting the practice field.

Mr. Cadoret stated with the staff recommended conditions the lighting could not be directed towards the field.

Mayor Turnbow stated he would like to offer an amendment to the motion. He thought the lighting issue could be handled by a Special Use Permit at a later time when the details of the request are resolved.

**Motion by Mayor Turnbow, Seconded by Commissioner Bowie, to amend the Original Motion and accept the staff proposed findings of fact and forward Case #19025, Impact Fieldhouse Outdoor Recreation Activities Conditional Use Permit, to the City Council with a recommendation of approval subject to the 8 conditions as recommended by staff.**

Commissioner Wiggins stated the applicant can now choose to scrap the entire project, and that is his concern.

Chairman Faulkner stated Council could still decide to change the conditions of approval.

Commissioner Wiggins thought the applicant needed to know tonight on whether lighting would be allowed or not.

Mayor Turnbow indicated there could be a lighting plan presented to City Council prior to Council consideration of the request.

**Vote on Motion:**

Chairman Faulkner	Aye
Commissioner Wiggins	Nay
Commissioner Bowie	Aye
Commissioner Acklin	Aye
Commissioner Fizer	Nay
Commissioner Petermann	Aye
Commissioner Urquilla	Nay
Mayor Turnbow	Aye

**Motion passed 5-3-0.**

Commissioner Wiggins commented that he hopes the applicant presents a lighting plan to the City Council that would be reasonable.

Commissioner Urquilla commented that in the summer the fields could be used up to or past 9:00. Lighting would be only for those few times when fall weather allows for play after the sun sets.

Commissioner Fizer commented that she would like to see some type of lighting and there are a lot of options for sensible, adequate lighting to be utilized.

Chairman Faulkner restated the motion that is on the floor for voting.

**Vote on Original Motion, as amended, to accept the staff proposed findings of fact and forward Case #19025, Impact Fieldhouse Outdoor Recreation Activities Conditional Use Permit, to the City Council with a recommendation of approval subject to the 8 conditions recommended by staff.**

**Vote on Motion:**

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Bowie	Aye
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

**Motion passed 8-0-0.**





**CITY OF RAYMORE**  
**AGENDA ITEM INFORMATION FORM**

DATE: Jan. 13, 2020

SUBMITTED BY: Jim Feuerborn

DEPARTMENT: Administration

<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Presentation	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input type="checkbox"/> Other	

**TITLE / ISSUE / REQUEST**

Bill 3521 - FY 2020 Budget Amendment

**STRATEGIC PLAN GOAL/STRATEGY**

Goal 4.3 Ensure Fiscal Discipline and Good Stewardship of Public Resources

**FINANCIAL IMPACT**

Award To:  
Amount of Request/Contract:  
Amount Budgeted:  
Funding Source/Account#:

**PROJECT TIMELINE**

Estimated Start Date	Estimated End Date
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**STAFF RECOMMENDATION**

Approval

**OTHER BOARDS & COMMISSIONS ASSIGNED**

Name of Board or Commission:  
Date:  
Action/Vote:

**LIST OF REFERENCE DOCUMENTS ATTACHED**

Dec. 16 Work Session Materials

REVIEWED BY:

Jim Feuerborn

## BACKGROUND / JUSTIFICATION

City staff has made several recommendations for budget amendments in the Buildings and Grounds and Court departments to improve building security; the Police Department to increase Administrative Assistant hours to allow for evening customer service; the Restricted Revenue Fund for the purchase of skates to be rented for the new ice rink; and amending the personnel sections of the budget for the creation of a Public Works Worker III position.

**BILL 3521**

**ORDINANCE**

**"AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI AMENDING THE FISCAL YEAR 2020 OPERATING AND INTERNAL SERVICES BUDGETS."**

**WHEREAS**, the Fiscal Year 2020 operating and internal services budgets have been adopted by the Raymore City Council; and

**WHEREAS**, staff made budget amendment recommendations to the City Council in the areas of Court, Buildings and Grounds, the Police Department, and the Restricted Revenue Funds at the Council work session on December 16, 2019 ; and

**WHEREAS**, the City Council desires to amend the Fiscal Year 2020 budget accordingly.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RAYMORE, MISSOURI, AS FOLLOWS:**

Section 1. That the City of Raymore Fiscal Year 2020 Operating and Internal Services Budgets are amended as follows:

<b><u>Expenditures</u></b>	<b><u>Budgeted</u></b>	<b><u>Amended Budget</u></b>	<b><u>Change</u></b>
General Fund - B&G (01-07)	\$378,948	\$386,698	\$7,750
General Fund - Court (01-10)	\$139,464	\$145,064	\$5,600
General Fund - Police (01-15)	\$3,949,141	\$3,981,574	\$32,433
Restricted Revenue Fund (04)	\$16,480	\$25,230	\$8,750

Section 2. The Personnel and Salary Sections of the Fiscal Year 2020 Budget are amended to add a Worker III Position - Public Works.

Section 3. Any Ordinance or part thereof which conflicts with this Ordinance shall be null and void.

Section 4. Effective Date. The effective date of approval of this Ordinance shall be coincidental with the Mayor's signature and attestation by the City Clerk.

Section 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any

court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**DULY READ THE FIRST TIME THIS 13TH DAY OF JANUARY, 2020.**

**BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 27TH DAY OF JANUARY, 2020, BY THE FOLLOWING VOTE:**

Councilmember Abdelgawad  
Councilmember Barber  
Councilmember Berendzen  
Councilmember Burke III  
Councilmember Circo  
Councilmember Holman  
Councilmember Jacobson  
Councilmember Townsend

ATTEST:

APPROVE:

\_\_\_\_\_  
Jean Woerner, City Clerk

\_\_\_\_\_  
Kristofer P. Turnbow, Mayor

\_\_\_\_\_  
Date of Signature



**To: City Council**

**From: Jim Feuerborn, City Manager**

**Date: December 16, 2019**

**Re: Proposed FY 2020 Budget Amendment - Court/Buildings and Grounds**

Mayor and City Councilmembers:

In October of this year, there was a security incident on court night that has led to a comprehensive review of court procedures and practices. This review, conducted by Judge Nigro, Court Administrator Donna Furr, Chief of Police Jan Zimmerman, and myself has led to a number of changes in practice and some recommendations to Council that would require budget amendments if approved.

The incident involved an individual who has had a history in Raymore of behavioral and mental issues. She was on the court docket on October 3 and had appeared before the judge. She left the building but returned at the end of the evening after the judge had dismissed the police officers "working the court" back to normal duty. She entered the building and the courtroom and threatened violence against the judge and then ran out of the building and was gone before officers could arrive from downstairs.

The incident brought into clear relief a number of practices and procedures that needed to be addressed. They follow:

**Issue:** Prior to and up to this incident the front doors to the building were kept unlocked until 10 p.m. This access is not warranted and does not lend itself to secure crowd control as persons can come and go as they please until that hour.

**Implemented Solution:** The doors now automatically lock at 6 p.m. when court actually begins. If persons need to enter the building following that hour then a police officer is there to allow them access.

**Issue:** At the end of the evening court personnel and the judge had been leaving randomly, often walking to their vehicles alone.

**Implemented Solution:** All court personnel and the judge leave at the same time and are escorted out by an officer. They all now park in the same location in the back lot.

Issue: At the time of the incident there was no incident button present to alert dispatch to send officers due to changeover in the system being used.

Implemented Solution: There is now an incident button(s) present and they are extensively more advanced than the previous system.

Issue: While there are broadcast cameras present in the courtroom, there are no security cameras to record incidents that take place in the court.

Recommended Solution: The installation of a pendulum system of four cameras to cover all areas of the room. Because there is a possibility that these would be needed for other events outside of the court, it is recommended that this expense come out of a budget amendment to Buildings and Grounds.

Cost: \$3,500 (conservative)

Issue: In spite of the presence of highly trained police officers, at no given time has there ever been any way to know if and how many people are actually bringing weapons of some kind into the courtroom on court night.

Recommended Solution: The purchase of a walk through metal detector is recommended. The new lobby extension makes this an ideal location to set up the detector. In addition to the detector it is recommended that a hand carried metal detector also be purchased. One front entry door would be designated as entry and one as an exit with the detector located just inside the entry door. The lobby would be set up and procedures followed very similar to what we have all seen in most locations that use these types of detectors.

This solution is ideal as it really serves two important purposes. First, it "hardens the target". Second, it gives a tremendous piece of mind to both court personnel and the public present. Like the camera system, because this system could be found useful at other city events in the future, it is recommended that this expense come out of a budget amendment to Buildings and Grounds.

Cost: \$4,250 for both walk through and hand held (very conservative)

Issues: The use of on-duty and off-duty police officers to serve the court. First, the use of regular police personnel being paid out of the police department budget to serve the court could seriously call into question that separation of court from the police department that is specifically spelled out in recent legislative changes.

Second, the use of both on-duty and off-duty police officers requires the use of a tremendous amount of overtime being paid out of the police department and general fund budgets.

Third, the constant changeover in the officers who may or may not be working leads to uncertainty in "who is going to be on" and consistency of practice on court nights.

Recommended Solution: The court hire two, two-person bailiff teams. These individuals would be retired/former or available POST certified police officers who would bring all that previous training to the table. One would be inside the court and one would work the lobby. They would receive on-going training. One team would work the first court night of the month and the other team would work the second. If there was ever the need to expand to another court docket it would simply mean more hours for each of the teams. This would allow for the separation of court and the police department after a "break in" period with existing police personnel. It would provide consistency for the court security as the bailiff teams become increasingly familiar with the system, the judge, and the other court personnel. Because they would be trained and carrying a firearm, there would be the same security presence for court that currently exists. Because they would be paid a straight, part-time wage there would be a significant savings over what we are currently paying in overtime.

The bailiffs would be in "civilian uniform" very similar to what you would find at the federal courthouse. These amendments would be assigned to court exclusively.

Cost: Salaries -	\$4,300
Training -	\$ 500
Uniform Allowance -	<u>\$ 800</u>
Total -	\$5,600

Total Budget Amendment - Buildings and Grounds -	\$ 7,750
Total Budget Amendment - Court	\$ 5,600
Total General Fund Budget Amendment -	\$13,350



**To: City Council**  
**From: Mike Ekey, Assistant City Manager**  
**Date: Dec. 12, 2019**  
**Re: Proposed FY 2020 Budget Amendment - PD Admin Assistant**

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Mayor and City Councilmembers:

Currently, the Police Department uses a part-time administrative assistant position to support a number of clerical duties in the department. Additionally, this position also is used to help staff the customer service window in the lobby of the Police Department.

It is our goal to expand the number of hours that the Police Department customer service window can be open. As we grow as a community, there is a higher demand for police reports, records and other customer service-related duties that all originate from that lobby window.

Currently, the window closes at 5 p.m. Staff is recommending a budget amendment to expand the part-time administrative assistant from part-time to a three-quarters-time employee.

This will allow the administrative assistant, in partnership with the Records Clerk position, to staff the Police Department customer service window from 8 a.m. to 8 p.m. It will also give the administrative assistant position the necessary hours to continue to provide clerical support throughout the department.

The total anticipated budget amendment would be for \$32,433 to expand the position. However, we do not anticipate this entire amount being spent.

Although not moving up in the salary chart, this position will see a \$9,793 increase in salary through expanded hours available. However, it does also require the City to budget the maximum for benefits (medical, retirement, etc) as this position will be eligible. It is not anticipated that this position would elect to take those benefits, but we must still budget for the possibility.

Salary	\$9,793
Benefits	\$22,640
<b>Total Budget Amendment</b>	<b>\$32,433</b>





**To: City Council**

**From: Jim Feuerborn, City Manager**

**Date: December 16, 2019**

**Re: Proposed FY 2020 Budget Amendment - Restricted Revenue Account**

Mayor and City Councilmembers:

With the completion of the ice rink at T.B. Hanna staff, in the memo attached, provides the Council with the initial business plan for this amenity. The plan for 2020 needs to be a modified one as the rink will be open but the remainder of the park will be in construction mode and certain amenities that will eventually serve the rink will not yet be in place (rest rooms, concessions, skate rental area). Once construction is complete prior to the fall of 2020 and as we move into the second season for the rink, staff will be modifying the business plan to incorporate these additional amenities and provide even more services.

Issue: Staff believes that for the rink to succeed from the beginning that it should be available to all levels of skaters. While many who skate regularly have their own equipment, the occasional skater or someone just starting out will most likely not have skates of their own. Staff has researched skate rental extensively, to find out the types of skates that are most durable, most likely sizes to be rented out, cost for bulk purchase, etc. Staff has also researched available sources of funds for this purchase.

Recommended Solution:

Use of Funds-To have sufficient pairs of skates on hand for rental to different age groups and different sizes, other skating facilities and companies who sell skates in bulk recommend 95 pairs of skates be on hand for rental in different sizes. Staff has quoted this out and the cost for purchase is \$6,669.51. It will also be necessary to have a commercial grade sharpener to keep the skates ready for rental. The cost for a sharpener is approximately \$1,174. Staff would recommend a combined budget amendment for this purchase of \$8,750 to account for any contingencies of unforeseen items.

Source of Funds-The restricted revenue account holds funds for various projects to be done in the current year or in future years. Items such as capital projects in the parks, the parks master plan, the growth management plan all have funds in this account for future use. These funds, like all of our funds, earn interest. In the case of the restricted revenue fund, the interest that has been earned is more than sufficient to cover the cost of this purchase. If the Council accepts using this source of funds for the purchase of skates, it is more than likely that the remaining amount of the interest in the fund at this time would have been and will be recommended to be used to bolster the funds being used for the T.B. Hanna improvements associated with the bond issue.

## Memorandum

**TO:** Jim Feuerborn, City Manager

**FROM:** Michael Krass, Director of Public Works & Engineering  
Mike Ekey, Assistant City Manager

**DATE:** Dec. 12, 2019

**RE:** Creation of Worker III Position within Public Works Department

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Mr. Ekey and I recently completed a comprehensive review of the Operations and Maintenance Division of Public Works with the goal of improving employee retention and make recommendations regarding enhancements to the department that recognizes and rewards employees who receive additional certifications and training.

At the beginning of the year 2019, the Human Resources Department was asked to conduct a salary survey of all hourly positions in the Public Works Department's Operations Division. The goal was to explore ways to improve retention of employees and to enhance a system that recognizes and rewards employees who receive additional certifications and trainings.

The data from that survey indicates that the Maintenance Worker I and II positions are competitive in pay when compared to similar municipalities.

In addition to the salary survey, HR conducted a review of the duties and responsibilities of the various positions within the Operations and Maintenance Division. As a result of this review, we are recommending the creation of a Maintenance Worker III position at pay range 7 of the salary chart.

Attached please find a copy of the Maintenance Worker III Job Description and Progression Matrix for the Department.

**Code: 0640**  
**FLSA: Non-Exempt**

## **CITY OF RAYMORE, MISSOURI**

### **JOB DESCRIPTION**

**CLASSIFICATION TITLE: PUBLIC WORKS MAINTENANCE WORKER III**

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#### **PURPOSE OF CLASSIFICATION**

The purpose of this classification is to perform various semi-skilled to skilled construction, repair, maintenance and operational activities in support of the Public Works Department.

#### **ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. The omission of specific statements of duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

Adheres to established safety procedures; monitors work environment and use of safety equipment to ensure the safety of employees and other individuals; flags and directs traffic and places markers, signs and cones around project/work site to ensure the safety of the crew and the traveling public; wears protective gear.

Performs building, repair and maintenance of concrete/asphalt streets, sidewalks, bridges, alleys, right-of-way, easements, driveways as required; removes debris, snow and ice from streets, sidewalks, parking lots and other public areas; prepares and installs traffic control signals and signs.

Performs various landscaping duties, such as grass and weed cutting, planting, maintenance and removal of trees and shrubbery, building and repairing fences, removing litter and applying herbicides, pesticides and fertilizers.

Performs work functions associated with installation, maintenance and repair of water utility systems; locates water leaks, repair pipe leaks; clears blocked pipes; installs pipe; cuts pipes; digs holes or trenches; installs new services, fire hydrants and drinking fountains; turns water mains on/off; installs/replaces water meters; reads meters; loads and unloads trucks; shovels materials, etc.

Performs building, repair and maintenance of storm pipes, sewers, and drainage components; prepares area for pipe placement; sets pipe to proper grade and alignment; removes debris from catch basins, storm drains and culvert pipes.

Inspects the conditions of assigned water lines and structures; identifies needed maintenance and repair work; and consults with supervisors on project cost estimates, approvals, priorities, and scheduling.

Maintains inventory of equipment, parts and supplies; collects and transports materials and supplies to job site.

Performs general and preventive maintenance as needed to keep equipment in good working condition; inspects equipment; checks fluid levels; replaces fluids; greases equipment; washes and cleans equipment; monitors equipment operations to maintain efficiency and safety; reports faulty equipment.

Communicates with supervisor, City employees and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Prepares, completes or receives various work orders, maintenance logs, or other documents; reviews, completes, processes, forwards or retains as appropriate.

## City of Raymore, Missouri • Public Works Maintenance Worker III

0640

Operates a variety of heavy equipment and machinery to complete tasks including a utility truck, backhoe, track hoe, bulldozer, front-end loader, grade all, forklift, dump truck, flatbed truck, bobcat, trailer, snow plow, tamping machine, and related equipment; utilizes mechanical tools, finishing tools, grading tools, pressure washer, air compressor, pump, chain saw, pipe saw, tapping tool, shovel, rake, mechanic tools, plumbing tools, pressure washer, air compressor, pump, chain saw, pipe saw, tapping tool, shovel, rake, mechanic tools, plumbing tools, and various power tools and other tools and equipment as needed to complete essential functions.

### **ADDITIONAL FUNCTIONS**

May perform maintenance activities at public works facilities such as painting, sweeping changing light bulbs and trash pickup.

May participate in special projects, including projects for other divisions and City departments as required.

Performs other related duties as required.

### **MINIMUM QUALIFICATIONS**

High school diploma or GED is required; supplemented by four (4) years of experience in public works construction, maintenance and repair; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Missouri Class A Commercial Driver's License (CDL) including appropriate endorsement(s). Must obtain or maintain certification in Traffic Control from an accredited organization, Mo/DNR Backflow Testing Certification, Mo/DNR Class D Sanitary Sewer Operator Certification or , Class III Mo/DNR Water Distribution Certification

### **PERFORMANCE APTITUDES**

**Data Utilization:** Requires the ability to determine, calculate, tabulate, or summarize data/information. Includes performing subsequent actions in relation to these computational operations.

**Human Interaction:** Requires the ability to exchange information for the purpose of clarifying details within well established policies, procedures and standards.

**Equipment, Machinery, Tools, and Materials Utilization:** Requires the ability to operate and control the actions of equipment, machinery, tools and/or materials requiring complex and/or rapid adjustments.

**Verbal Aptitude:** Requires the ability to utilize a wide variety of reference data and information.

**Mathematical Aptitude:** Requires the ability to perform addition, subtraction, multiplication, and division. May include counting, recording of counts, and basic measuring.

**Functional Reasoning:** Requires the ability to carry out detailed but routine written or oral instructions. Involves routine work according to clearly prescribed standard practices, with some latitude for independent judgment.

**Situational Reasoning:** Requires the ability to exercise judgment, decisiveness and creativity in situations involving a variety of generally pre-defined duties which are often characterized by frequent change.

## ADA COMPLIANCE

**Physical Ability:** Tasks require the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-80 pounds).

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

**Environmental Factors:** Performance of essential functions includes working in extreme weather conditions as well as exposure to other adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, hazardous materials, fire, unsafe structures, heights, confined spaces, machinery, vibrations, electric currents, traffic hazards, bright/dim lights, toxic agents, animal/wildlife attacks, animal/human bites, explosives, water hazards, violence, disease, pathogenic substances, or rude/irate customers.

*The City of Raymore, Missouri is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of Raymore will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

Job Title	Experience	Certifications	Annual Training Hours
Maintenance Worker I	0 Years	Class B CDL Work Zone/ Flagger Mo/DNR DS-I	10
Maintenance Worker II	2 Years	Class A CDL Mo/DNR DS-II Work Zone / Flagger	20
Maintenance Worker III	4 Years	All MW II Certifications Mo/DNR Class D Wastewater OR Mo/DNR DS-III Backflow Certification	16 30 over 3 years 30 Re-test every 3 years
Crew Leader		All MW III Certifications IMSA Traffic Control Certification APWA Public Works Institute or equiv. Credentials within 36 months	



**CITY OF RAYMORE**  
**AGENDA ITEM INFORMATION FORM**

DATE: Jan. 13, 2020

SUBMITTED BY: Mike Ekey

DEPARTMENT: Administration

<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Presentation	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input checked="" type="checkbox"/> Other Annual Meeting	

**TITLE / ISSUE / REQUEST**

Annual Meeting of the Raymore Community Foundation

**STRATEGIC PLAN GOAL/STRATEGY**

**FINANCIAL IMPACT**

Award To:  
Amount of Request/Contract:  
Amount Budgeted:  
Funding Source/Account#:

**PROJECT TIMELINE**

Estimated Start Date	Estimated End Date
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**STAFF RECOMMENDATION**

**OTHER BOARDS & COMMISSIONS ASSIGNED**

Name of Board or Commission:  
Date:  
Action/Vote:

**LIST OF REFERENCE DOCUMENTS ATTACHED**

Agenda  
May 14, 2018, Minutes  
Article VII of the Raymore Community Foundation By-Laws

**REVIEWED BY:**

Jim Feuerborn

## BACKGROUND / JUSTIFICATION

The by-laws of the Raymore Community Foundation require the board to meet annually in January to elect officers and conduct any other necessary business before the board.





## **RAYMORE COMMUNITY FOUNDATION AGENDA**

**Monday, Jan. 13, 2020, at 7 p.m.**

**Final order of new business at the regular City Council meeting**

City Hall Council Chambers  
100 Municipal Circle  
Raymore, Missouri 64083

**1. Call to Order**

**2. Roll Call**

**3. Approval of the minutes**

- a. July 8, 2019, meeting minutes

**4. New Business**

- a. ELECTION OF OFFICERS

*Reference: Raymore Community Foundation By-Laws*

Per the Raymore Community Foundation's by-laws, the Board of Directors must meet annually in January to elect officers and conduct any other necessary business. The officer positions are Vice President, Secretary and Treasurer. The City Clerk will conduct the election for each position.

**5. Adjourn**

**Meeting of the Raymore Community Foundation**  
**July 8, 2019**  
**Raymore City Hall, 100 Municipal Circle**

**1. Call to Order.**

Director Turnbow called the meeting to order at 8:30 p.m.

**2. Roll Call.**

Directors in attendance: Sonja Abdelgawad, Kevin Barber, John Berendzen, Tom Circo, Jay Holman, Dale Jacobson, Reginald Townsend and Kristofer Turnbow. Joseph Burke absent.

**3. Approval of minutes.**

**A. May 14, 2018 meeting minutes**

**MOTION:** By Director Holman, second by Director Barber to approve the minutes of the May 14, 2018 meeting.

**DISCUSSION:** None

<b>VOTE:</b>	Director Abdelgawad	Aye
	Director Barber	Aye
	Director Berendzen	Aye
	Director Burke, III	Absent
	Director Circo	Aye
	Director Holman	Aye
	Director Jacobson	Aye
	Director Townsend	Aye
	Director Turnbow	Abstain

**4. New Business**

**A. Resolution 19-01 Acceptance of Donation with Conditions**

**RESOLUTION 19-01: "A RESOLUTION OF THE RAYMORE COMMUNITY FOUNDATION ACCEPTING A DONATION FROM THE RAYMORE PARK FOUNDATION FOR VARIOUS PROJECTS."**

Recording Secretary Erica Hill conducted the reading of Resolution 19-01 by title only.

Assistant City Manager Mike Ekey stated per the Raymore Community Foundation's policy, the Board of Directors must formally accept any donation that comes with conditions or requests. The Parks and Recreation Foundation voted to dissolve and transfer its remaining funds (\$31,689) to the Raymore Community Foundation with

the stipulation that the donated funds will still be allocated to the projects supported by the former Foundation.

**MOTION:** By Director Holman, second by Director Barber to approve Resolution 19-01 by title only.

**DISCUSSION:** Director Holman recognized the work of the Parks and Recreation Foundation.

Director Abdelgawad thanked the Parks and Recreation Foundation and reviewed the projects included in this donation.

<b>VOTE:</b>	Director Abdelgawad	Aye
	Director Barber	Aye
	Director Berendzen	Aye
	Director Burke, III	Absent
	Director Circo	Aye
	Director Holman	Aye
	Director Jacobson	Aye
	Director Townsend	Aye
	Director Turnbow	Abstain

## 5. Adjourn.

**MOTION:** By Director Holman, second by Director Barber to adjourn the meeting of the Raymore Community Foundation.

**DISCUSSION:** None

<b>VOTE:</b>	Director Abdelgawad	Aye
	Director Barber	Aye
	Director Berendzen	Aye
	Director Burke, III	Absent
	Director Circo	Aye
	Director Holman	Aye
	Director Jacobson	Aye
	Director Townsend	Aye
	Director Turnbow	Abstain

The meeting of the Board of Directors for Raymore Community Foundation adjourned at 8:36 p.m.

## **ARTICLE VII. OFFICERS**

SECTION 7.1. OFFICERS. The officers of the foundation shall be a President, who shall be the Mayor of the City, a Vice-President, a Secretary, a Treasurer and such other officers as may be elected in accordance with the provisions of this Article. The Board of Directors may elect or appoint such other officers, including one or more Assistant Secretaries and one or more Assistant Treasurers, as it shall deem desirable, such officers to have the authority and perform the duties prescribed, from time to time, by the Board of Directors. Any two or more offices may be held by the same person, except the offices of President and Secretary.

SECTION 7.2. ELECTION AND TERM OF OFFICE. Initially, the officers of the Corporation, other than the President, shall be elected by the Board of Directors named in the Articles of Incorporation of the foundation at the first meeting of that body, to serve at the pleasure of the Board of Directors of the Corporation until the first annual meeting of the Board of Directors and until their successors are duly elected. New offices may be created and filled at any meeting of the Board of Directors.

SECTION 7.3. VACANCIES. A vacancy in an office because of death, resignation, removal, disqualification or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.

SECTION 7.4. PRESIDENT. The President shall be the principal executive officer of the corporation and shall in general supervise and control all of the business and affairs of the foundation. The President shall preside at all meetings of the Board of Directors. The President may sign, with the Secretary or any other proper officer of the foundation authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these Bylaws or by statute to some other officer or agent of the foundation; and in general the President shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

SECTION 7.5. VICE-PRESIDENT. In the absence of the President, the Vice-President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice-President shall perform such other duties as from time to time may be assigned to the Vice President by the President or by the Board of Directors.

SECTION 7.6. TREASURER. If required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of the Treasurer's duties in such sum and with such surety or sureties as the Board of Directors shall determine. The Treasurer shall have charge and custody of and be responsible for all funds and securities of the foundation; receive and give receipts for moneys due and payable to the foundation from any source

whatsoever, and deposit all such moneys in the name of the foundation in such banks, trust companies and other depositories as shall be selected in accordance with the provisions of Article VIII of these Bylaws; and in general perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to the Treasurer by the President or by the Board of Directors.

SECTION 7.7. SECRETARY. The Secretary shall prepare and keep the minutes of the meetings of the Board of Directors and the minutes of the meetings of the Members, in one or more books provided for that purpose; authenticate the records of the corporation as necessary; see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; be custodian of the foundation records and of the seal of the foundation, if any, and see that the seal of the foundation is affixed to all documents whenever necessary, the execution of which on behalf of the foundation under its seal is duly authorized in accordance with the provisions of these Bylaws; keep a register of the post office address of each Director which shall be furnished to the Secretary by such Director; and in general perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to the Secretary by the President or by the Board of Directors.



# Miscellaneous





THE RAYMORE CITY COUNCIL HELD A WORK SESSION ON MONDAY, DECEMBER 2, 2019, 7:00 P.M., AT RAYMORE CITY HALL. PRESENT: MAYOR TURNBOW, COUNCILMEMBERS ABDELGAWAD, BARBER, BERENDZEN, BURKE III, CIRCO, HOLMAN, AND TOWNSEND, AND MEMBERS OF THE PARK BOARD. ALSO PRESENT: CITY MANAGER JIM FEUERBORN, ASSISTANT CITY MANAGER MIKE EKEY, CITY ATTORNEY JONATHAN ZERR, AND CITY STAFF.

Mayor Turnbow called the work session to order at 7:00 p.m.

A. Joint Meeting - Park Board

The City Council met with the Raymore Park Board and heard a year end review of department projects from Director Nathan Musteen. Future needs and funding for projects were discussed.

B. No Tax Increase Bond Issue Project List

The City Council and Park Board discussed and finalized project suggestions for the proposed no tax increase bond issue for a future election. General discussion was heard.

C. Review-Chapter 500

Development Services Director Jim Cadoret and Building Official Jon Woerner outlined proposed amendments to Chapter 500 that will incorporate the 2018 International Building Code. These changes are recommended by staff and a building code review committee. General discussion was heard.

D. Other

City Manager Jim Feuerborn stated the mobile command unit would be delivered on December 17 and will be viewed by the Council at a work session in the near future.

The work session of the Raymore City Council adjourned at 8:33 p.m.



THE RAYMORE CITY COUNCIL HELD A WORK SESSION ON MONDAY, DECEMBER 16, 2019, 7:00 P.M., AT RAYMORE CITY HALL. PRESENT: MAYOR TURNBOW, COUNCILMEMBERS ABDELGAWAD, BARBER, BERENDZEN, BURKE III, CIRCO, HOLMAN, JACOBSON AND TOWNSEND, AND MEMBERS OF THE RAYMORE CHAMBER OF COMMERCE. ALSO PRESENT: CITY MANAGER JIM FEUERBORN, ASSISTANT CITY MANAGER MIKE EKEY, CITY ATTORNEY JONATHAN ZERR, AND CITY STAFF.

Mayor Turnbow called the work session to order at 7:00 p.m.

A. Joint Meeting - Chamber of Commerce Board

The City Council met with the Raymore Chamber of Commerce and discussed items of mutual interest. A presentation on City projects was made by Economic Development Director David Gress. Mike Medsker, Chamber Vice President provided an overview of current membership numbers and recent events. General discussion was heard. City Manager Jim Feuerborn announced staff is recommending no changes to the terms and conditions of the current contract with the Chamber.

B. No Tax Increase Bond Issue Update

City Manager Jim Feuerborn stated at the last work session, projects were finalized for the upcoming no tax increase bond issue slated for the April 2020 election. Since that time, he has become aware of a major tax increase issue, a levy increase issue and possibly two to three additional no tax increase bond issues from other jurisdictions for that election. He recommended the Council delay the City's two no tax increase issues until the August 2020 election. General discussion ensued and no objections were heard.

C. Snow Plan

Public Works Director Mike Krass provided an overview of the 2020 winter weather response and communication plan.

D. FY 2020 Budget Amendments

City Manager Jim Feuerborn reviewed proposed budget amendments to include changes to the municipal court and building and grounds budget for safety reasons, the Park restricted revenue fund for supplies for the T.B. Hanna ice rink, creation of a worker III designation for public works employees, and an increase in hours for the part time police records clerk to a three-quarter time position from the Police Department budget. Hearing no significant objections, he will present an ordinance at an upcoming Council meeting for approval of these items.

E. Other

He announced candidate filing opens tomorrow for council positions for the April 2020 election.

The work session of the Raymore City Council adjourned at 8:30 p.m.

THE RAYMORE CITY COUNCIL HELD A WORK SESSION ON MONDAY, JANUARY 6, 2020, AT 5:00 P.M., AT RAYMORE CITY HALL. PRESENT: MAYOR TURNBOW, COUNCILMEMBERS ABDELGAWAD, BARBER, BERENDZEN, BURKE III, CIRCO, HOLMAN, JACOBSON AND TOWNSEND. ALSO PRESENT: CITY MANAGER JIM FEUERBORN, CITY ATTORNEY JONATHAN ZERR, AND CITY STAFF.

A. Mobile Command Center

Mayor Turnbow and Councilmembers assembled at 5:00 p.m. and toured the Emergency Management Command Vehicle.

Mayor Turnbow called the work session to order at 6:05 p.m for consideration of item B.

B. Animal Licensing Program

Chief of Police Jan Zimmerman provided an overview of the current animal licensing program. Over the past few years, staff has found that compliance with licensing has declined which in turn has affected this revenue source. Staff recommends eliminating the program through an amendment to the City Code effective 2021, remove the revenue source from the FY 2021 budget, increase vaccination events, and amend the Schedule of Fees to remove the fee. It was also recommended to launch an aggressive communication and marketing program to stress the importance of vaccinations and explore a technology program for voluntarily registration of pets. General discussion ensued and no objections were heard.

C. Other

City Manager Jim Feuerborn announced candidate filing opens tomorrow for council positions for the April 2020 election.

The work session of the Raymore City Council adjourned at 7:00 p.m.



THE **PLANNING AND ZONING COMMISSION** OF THE CITY OF RAYMORE, MISSOURI, MET IN REGULAR SESSION **TUESDAY, DECEMBER 17, 2019**, IN THE COUNCIL CHAMBERS OF CITY HALL, 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI WITH THE FOLLOWING COMMISSION MEMBERS PRESENT: CHAIRMAN WILLIAM FAULKNER, KELLY FIZER, JIM PETERMANN, MARIO URQUILLA, ERIC BOWIE, CALVIN ACKLIN, MATTHEW WIGGINS AND MAYOR KRIS TURNBOW. ALSO PRESENT WERE DEVELOPMENT SERVICES DIRECTOR JIM CADORET, ASSISTANT PUBLIC WORKS DIRECTOR GREG ROKOS, AND CITY ATTORNEY JONATHAN ZERR.

1. **Call to Order** – Chairman Faulkner called the meeting to order at 7:00 p.m.
2. **Pledge of Allegiance**
3. **Roll Call** – Roll was taken and Chairman Faulkner declared a quorum present to conduct business.
4. **Personal Appearances** –

William Faulkner, 504 N. Park Drive, speaking as an adjacent landowner to the Compass Health property and speaking on case #19023. Mr. Faulkner indicated he is speaking for himself and for his wife. He indicated their property is east of the Compass Health property and they have lived there for over 25 years.

Mr. Faulkner indicated he is concerned that the proposed development may affect their property value and quality of life. He stated they did attend the Good Neighbor meeting that was held for the rezoning and the Planning and Zoning Commission meeting and were generally comfortable with the Compass Health development plans but that changed in April of 2019 when Compass Health bulldozed the trees and drained the pond that they said was to be a focal point of the development.

Regarding the site plan, Mr. Faulkner indicated the main concerns are storm water runoff, visual screening and light pollution. The Compass Health site slopes to the east and water is concentrated along the common property line. Visual screening will be difficult along the property line.

Mr. Faulkner indicated a more effective visual screen could be planted close to the east side of the retaining wall to more effectively screen the construction activity.

Mr. Faulkner asked for assurance that Compass Health would follow this plan and comply with City Code.

5. **Consent Agenda**
  - a. **Approval of the minutes of the December 3, 2019 meeting.**
  - b. **Case #19012 - Foxridge Business Park Final Plat**

**Motion by Commissioner Wiggins, Seconded by Commissioner Bowie, to accept the consent agenda items A and B.**

**Vote on Motion:**

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Bowie	Aye
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

**Motion passed 8-0-0.**

**6. Unfinished Business - None**

**7. New Business -**

**A. Case #19025 - Impact Fieldhouse Conditional Use Permit (public hearing)**

James Ryan indicated he was representing a collaboration of individuals including Mike Chick and Brian Smith. He stated they are proposing to deliver a multi-purpose sports complex in Raymore.

Mr. Ryan provided an overview of the mission of Impact Fieldhouse, including indoor and outdoor recreation activities.

Mr. Ryan stated the request is for a conditional use permit for outdoor activities including a soccer field. There will be fencing along the east, south and west sides of the field. There will be restroom facilities added at the appropriate time and the need for an expansion of the parking lot facility.

Development Services Director Jim Cadoret provided the staff report.

Mr. Cadoret indicated the property is located at 500 S. Lincoln Avenue at the northwest corner of Sunrise Drive and Lincoln Avenue (J Highway). Mr. Cadoret indicated the zoning of the property is M-1 "Light Industrial" and has been zoned M-1 since 1984.

Mr. Cadoret stated the conditional use request is only for the outdoor recreation activities. Indoor recreational activities is a permitted use in the M-1 zoning district. Access to the site is off the existing driveway on J Highway.

Mr. Cadoret stated outdoor recreation activities do not have a specific minimum parking requirement. The parking requirement is to be determined by the Development Services Director.

Mr. Cadoret indicated the existing 3 buildings have a combined size of 20,000 square feet. The indoor uses would require 25 parking spaces. Mr. Cadoret stated staff review of the existing pavement would allow for approximately 35 spaces if angled parking is utilized.

Mr. Cadoret indicated a Type A buffer screen is required along Sunrise Drive. Fencing with an opaque surface could qualify as a Type A screen.

Mr. Cadoret indicated staff recommends that the Commission accept the staff proposed findings of fact and forward the request to the City Council with a recommendation of approval subject to 8 conditions outlined in the staff report.

*Chairman Faulkner opened the public hearing at 7:20 p.m.*

No public spoke.

*Commissioner Faulkner closed the public hearing at 7:20 p.m.*

Commissioner Wiggins asked about the requirement for adding any sidewalk near the facility.

Mr. Cadoret stated staff reviewed pedestrian access to the site and thought access to the outdoor fields would be principally from the parking lot area. He stated the City has no plans to add or require sidewalks along J Highway.



Commissioner Wiggins asked if there is a noise ordinance that would control noise generated by the use.

Mr. Cadoret stated there is a noise limit requirement in City Code that could be enforced.

Commissioner Wiggins asked about the zoning of the undeveloped land to the west.

Mr. Cadoret stated there is a small parcel to the west that is zoned M-1 and could be developed.

Commissioner Bowie asked about the potential for congestion on J Highway with only 1 access and the potential for bus traffic.

Mr. Cadoret indicated staff was aware there could be instances of increased traffic on J Highway, but staff is comfortable with the limited size of the facility that there would not be high levels of congestion on the public roadway.

Mike Chick indicated that a gate could be added along the south fence line to allow pedestrians to gain access from the sidewalk along Sunrise Drive.

Mr. Chick stated there would be no tournaments of any sort. This is a practice facility and there would be minimal amounts of spectators. There will be no seating outside for spectators.

Commissioner Acklin asked for clarification on the staff recommended condition that there be no lighting of the outdoor recreation fields.

Mr. Cadoret indicated that with the residential neighborhood so close that staff did not want the soccer or baseball field areas to be illuminated. He stated the reason outdoor recreation facilities require a conditional use permit is because the use is specific to a location, and this location is close to a residential area.

Mr. Cadoret stated that when he spoke with the neighbors one of the items they mentioned was no outdoor lighting of the fields.

Chairman Faulkner asked if a Good Neighbor meeting was held.

Mr. Cadoret indicated a Good Neighbor meeting is not required for a conditional use permit request.

Chairman Faulkner asked how the residents that contacted staff responded to the request.

Mr. Cadoret indicated the neighbors were not against the request, but wanted no illumination of the fields and wanted fencing to contain the athletic balls and trash.

Commissioner Bowie asked about management of the facility.

Brian Smith, part of the ownership group and one of the applicants, commented that the ownership group would internally manage the operation.

City Attorney Jonathan Zerr asked Mr. Smith if the applicant was agreeable to the conditions as recommended by staff.

Mr. Smith stated there is a slight concern about no lighting of the fields. Mr. Smith stated they would like to expand the time the fields could be utilized in the winter when the weather allows for outdoor activity. Fall and early spring weather could allow for nighttime practice. Mr. Smith asked if a solution of directional lighting of the fields could be worked out.

Commissioner Urquilla asked if staff would be amenable to hours of lighting as opposed to no lighting at all.

Mr. Cadoret indicated staff recommendation is no illumination and would not change our position. The Commission could alter the condition language.

Commissioner Urquilla asked about fencing in the baseball field area.

Mr. Cadoret stated there is no condition for fencing of the baseball field area.

Chairman Faulkner asked the applicant if they were comfortable going forward with the application with the 8 recommended conditions.

Mr. Smith stated the lighting is a stipulation that they need for the project. He thought they could come to a solution to light the field for safety and use purposes that would not hinder the residential area.

Chairman Faulkner asked Mr. Zerr what happens if the Commission forwards the case with a recommendation of approval subject to the 8 conditions.

Mr. Zerr stated the Council can accept the recommendation as presented by the Commission and could also amend the language of the recommended conditions.

Commissioner Wiggins asked if Council would receive the staff recommended conditions if the Commission does not accept all 8 conditions.

Mr. Cadoret indicated the Council would receive the staff recommended conditions and the Planning and Zoning Commission recommendation.

Commissioner Bowie asked if the applicant could, at a later date, request reconsideration of a condition.

Mr. Cadoret stated yes, but the request would have to go through the entire review process again.

Commissioner Urquilla asked if there was discussion with the neighbors on the timing of outdoor lighting.

Mr. Cadoret stated there was no discussion on limiting the hours lighting could be utilized. The neighbors did not want any lighting of the fields.

Commissioner Bowie commented that he did not know how much outdoor recreation activity would occur in December.

Commissioner Urquilla commented that he would be curious to what the residents response would be on the timing of lighting that could be done. He stated he knows there are times in the fall where weather would allow practice time after dark. He stated he understands the desire for lighting of the fields and desire to have no outdoor lighting but thought a compromise is possible.

Mayor Turnbow asked if the public hearing could be reopened to allow for public comments on the discussion.

Mr. Zerr stated a motion to reopen the public hearing would be necessary.

**Motion by Mayor Turnbow, Seconded by Commissioner Urquilla, to reopen the public hearing.**

**Vote on Motion:**

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Bowie	Aye
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

**Motion passed 8-0-0.**

*Chairman Faulkner reopened the public hearing at 7:45 p.m.*

Tom Engren, president of the Morningview Homeowners Association, stated the Board is receptive to the request. He stated there are some concerns that were brought up this evening. He stated the concerns were on hours of operation and lighting. He stated the ownership group has been positive to communicate with.

Commissioner Bowie asked about the impact of site lighting.

Mr. Engren stated many of the owners are west of the facility, and the lighting would likely only impact the homes to the south.

Commissioner Urquilla asked if 9:00 p.m. was too late.

Mr. Engren said 9:00 is acceptable.

Linda Henderson spoke on behalf of her mother who is a resident on the corner of Neptune and Sunrise. She indicated her mom has a great concern over lighting. She has a lot of windows on the north side of her house.

Brian Smith stated a time limit is an acceptable solution. We can look at type and height of light to minimize the impact of lighting.

Mr. Smith noted lighting could be utilized by a use allowed in the M-1 zoning district and not be restricted.

Commissioner Urquilla asked the applicant for their thoughts on a 9:00 p.m. cutoff for the lights.

Mr. Smith stated 9:00 p.m. is more than acceptable.

*Chairman Faulkner closed the public hearing at 7:53 p.m.*

**Motion by Commissioner Urquilla, Seconded by Commissioner Fizer, to accept the staff proposed findings of fact and forward Case #19025, Impact Fieldhouse Outdoor Recreation Activities Conditional Use Permit, to the City Council with a recommendation of approval subject to the 8 conditions, amending condition #4 to indicate lighting is acceptable until 9:00 p.m.**

Commissioner Wiggins asked staff if the code provides any guidance on whether the lighting fixtures would be affixed to the fence, or if there is a height limit for the light poles.

Mr. Cadoret indicated the Unified Development Code has standards that would apply to site lighting on property zoned M-1. Standards such as 30-foot maximum height of poles, and would allow different types of lighting fixtures. The code does not address directional lighting.

Mr. Cadoret stated the code does identify standards on lighting level at the property line.

Chairman Faulkner asked if a site plan would be required.

Mr. Cadoret stated no site plan would be required.

Commissioner Urquilla asked about parking lot lighting possibly lighting the practice field.

Mr. Cadoret stated with the staff recommended conditions the lighting could not be directed towards the field.

Mayor Turnbow stated he would like to offer an amendment to the motion. He thought the lighting issue could be handled by a Special Use Permit at a later time when the details of the request are resolved.

**Motion by Mayor Turnbow, Seconded by Commissioner Bowie, to amend the Original Motion and accept the staff proposed findings of fact and forward Case #19025, Impact Fieldhouse Outdoor Recreation Activities Conditional Use Permit, to the City Council with a recommendation of approval subject to the 8 conditions as recommended by staff.**

Commissioner Wiggins stated the applicant can now choose to scrap the entire project, and that is his concern.

Chairman Faulkner stated Council could still decide to change the conditions of approval.

Commissioner Wiggins thought the applicant needed to know tonight on whether lighting would be allowed or not.

Mayor Turnbow indicated there could be a lighting plan presented to City Council prior to Council consideration of the request.

**Vote on Motion:**

Chairman Faulkner	Aye
Commissioner Wiggins	Nay
Commissioner Bowie	Aye
Commissioner Acklin	Aye
Commissioner Fizer	Nay
Commissioner Petermann	Aye
Commissioner Urquilla	Nay
Mayor Turnbow	Aye

**Motion passed 5-3-0.**

Commissioner Wiggins commented that he hopes the applicant presents a lighting plan to the City Council that would be reasonable.

Commissioner Urquilla commented that in the summer the fields could be used up to or past 9:00. Lighting would be only for those few times when fall weather allows for play after the sun sets.

Commissioner Fizer commented that she would like to see some type of lighting and there are a lot of options for sensible, adequate lighting to be utilized.

Chairman Faulkner restated the motion that is on the floor for voting.

**Vote on Original Motion, as amended, to accept the staff proposed findings of fact and forward Case #19025, Impact Fieldhouse Outdoor Recreation Activities Conditional Use Permit, to the City Council with a recommendation of approval subject to the 8 conditions recommended by staff.**

**Vote on Motion:**

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Bowie	Aye
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

**Motion passed 8-0-0.**

**B. Case #19014 - HyVee Fast and Fresh Site Plan**

Van Miller, representing HyVee Inc., presented the site plan for the proposed HyVee Fast and Fresh store proposed for the southwest corner of Foxwood Drive and Fox Ridge Drive. Mr. Miller stated staff has recommended several conditions and HyVee is in agreement with those conditions.

Mr. Cadoret presented the staff report to the Commission. He indicated the site is 2.7199 acres and is zoned C-3, Regional Commercial.

Mr. Cadoret stated the proposed building is 6,500 square feet and will include fuel pumps and a drive-thru window. A Conditional Use Permit was approved in July 2019 for the fuel pumps.

Mr. Cadoret stated there are special conditions related to the fuel pumps and the drive thru window that have been met.

Mr. Cadoret stated all of the conditions of approval of the preliminary plat have been complied with, including the restriction for left turn movements onto Fox Ridge Drive from the site. A median within Fox Ridge Drive has been proposed to limit turn movements.

Mr. Cadoret indicated that the site plan complies with all of the requirements of the UDC. Staff recommends approval of the site plan subject to the 16 conditions recommended by staff.

Commissioner Fizer commented that the elevation sheets in the packet are mis-labeled as to facade orientation.

Commissioner Urquilla asked if the drive-thru lane was only wide enough for one vehicle.

Mr. Cadoret indicated that the drive-thru is only one lane and is limited in width by a retaining wall to the south of the lane.

**Motion by Commissioner Wiggins, Seconded by Commissioner Petermann, to accept the staff proposed findings of fact and approve Case #19014, HyVee Fast and Fresh Site Plan subject to the 16 conditions recommended by staff.**

**Vote on Motion:**

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Bowie	Aye
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

**Motion passed 8-0-0.**

**C. Case #19023 - Compass Health Site Plan**

Chairman Faulkner stated he is an adjacent property owner and recused himself from consideration of the case. Vice-Chairman Fizer chaired the Commission meeting during consideration of the case.

Alissa Karnes, representing Compass Health, presented the proposed site plan for the Compass Health facility, proposed for 501 N. Sunset Lane. She indicated there were changes in scope to the project due to budget restraints. The building size has been reduced to 40,000 square feet.

Ms. Karnes stated the focus of the building is on clinical operations. The meeting space/event center portion of the project has been eliminated.

Commissioner Bowie asked for details about the changes made to the scope of the project.

Ms. Karnes indicated the building has been reduced in size from 70,000 square feet to 40,000 square feet. All of the clinical space has remained, including a proposed pharmacy for clients.

Mr. Cadoret presented the staff report. He indicated Sunset Lane would be extended north to provide access to the site. The zoning of the property is PO, Professional Office District.

Mr. Cadoret stated the old farm pond will become the dry detention basin for the development. There will be additional detention areas near the east property line.

Mr. Cadoret indicated a Type "A" landscape screen is required along the northern and eastern property line. The landscape plan reflects new vegetation will be planted along the northern property line and for the southern 200 feet along the eastern property line. Existing vegetation will be used for the remainder of the Type A screen along the eastern property line.

Mr. Cadoret commented on the jurisdictional determination that was completed for the site and did identify wetland areas to be protected on the site.

Mr. Cadoret stated the proposed site plan does comply with all of the requirements of the Unified Development Code. Staff recommends approval of the site plan subject to the 19 conditions recommended by staff.

Commissioner Bowie asked about the improvements to Sunset Lane.

Mr. Cadoret stated the applicant would extend Sunset Lane to the north to the northern access drive to the Compass Health site. The width of the roadway would match the existing width of Sunset Lane near the Price Chopper site.

Commissioner Wiggins asked about the proposed stormwater detention basin.

Assistant Public Works Director Greg Rokos indicated the old farm pond has been drained and the new detention pond will be a dry detention area. There will be plantings in the detention basin for water quality.

Mr. Rokos stated the detention areas on the east side of the site will also be dry basins with water quality plantings.

Commissioner Wiggins asked about the Type A screening along the east property line that may conflict with the wetland area.

Mr. Cadoret stated if a Type A screen needed to be installed it could not impact the wetland areas. If new plantings are needed they would need to be further to the west, outside of the wetland area.

Commissioner Wiggins noted there are a lot of office spaces in the building and wanted to know if parking was adequate.

Ms. Karnes stated there would be approximately 170 employees. She stated not all employees are present at the same time on site.

Commissioner Bowie asked the Mayor if he saw any concerns with safety near the site.

Mayor Turnbow stated an early question was if any on-site residences were provided, and there are not.

Vice-Chairman Fizer asked what has changed to the existing site.

Ms. Karnes stated the pond was leaking and while we wanted it repaired there was mis-communication and the pond dam was breached. The trees that have been bulldozed were on the site closer to 58 Highway.

Mr. Cadoret stated there were a few trees removed when the dam was breached. The bulk of the tree clearing was on the site to the south.

**Motion by Commissioner Urquilla, Seconded by Commissioner Bowie, to accept the staff proposed findings of fact and approve Case #19023, Compass Health Site Plan subject to the 19 conditions recommended by staff.**

**Vote on Motion:**

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Bowie	Aye
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

**Motion passed 8-0-0.**

## 8. City Council Report

Jonathan Zerr provided a review of the November 25, 2019 and December 9, 2019 Council meetings.

## 9. Staff Report

Mr. Cadoret provided an overview of the upcoming cases to be considered by the Commission. The Commission agreed to cancel the January 7, 2020 meeting.

Mr. Cadoret invited a Commission member to attend the National Planning Conference that is scheduled in Houston, Texas from April 25-28.

Mr. Cadoret indicated Katie Jardieu has been hired as the new City Planner and will begin on January 6, 2020.

Assistant Public Works Director Greg Rokos provided an update on the status of the installation of a culvert to allow Bristol Drive in the Brookside subdivision to be completed. He also indicated work has stopped for the winter season on the installation of public improvements in the Prairie View of the Good Ranch subdivision.

## 10. Public Comment

No public comment.

## 11. Commission Member Comment

Vice-Chairman Fizer encouraged Commissioner members to consider attending the planning conference.

## 12. Adjournment

**Motion by Commissioner Urquilla, Seconded by Commissioner Petermann, to adjourn the December 17, 2019 Planning and Zoning Commission meeting.**

### Vote on Motion:

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Bowie	Aye
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

**Motion passed 8-0-0.**

The December 17, 2019 meeting adjourned at 9:06 p.m.

Respectfully submitted,

Jim Cadoret