CITY COUNCIL MEETING
May 5, 2025 6:00 p.m.
Council Chambers
Howard L. Brown Public Safety Building
1100 SW Smith
Blue Springs, Missouri

The meeting can be viewed live on the City's website at
www.bluespringsgov.com/CityMeetingsLive

Anyone wishing to address the Mayor and Council during the meeting must fill out a Speaker's Appearance Form and give to the City Clerk prior to the start of the Council meeting. Forms are available online or located at the entrance of the Council Chambers. Speakers are subject to Council Rules of Procedure.

Invocation and Pledge of Allegiance

1. Call meeting to order

2. Confirmation of a Quorum

3. Consent Agenda

   All matters under Item 3, Consent Agenda, are considered to be routine by the City Council and will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a member of the City Council.

   a. Minutes of the April 21, 2025 City Council Meeting #1 and Meeting #2
   b. Resolution No. 27-2025 approving Disposition of Records
   c. Resolution No. 28-2025 approving a change order to Contract 2023-203 with Rob's Trucking for miscellaneous concrete repair
   d. Resolution No. 29-2025 amending Task Order #4 to Contract No. 2024-166 with Cochran for Main Street improvements
   e. Resolution No. 30-2025 approving Task Order # 12 to Contract No. 2024-166 with Cochran for E. Wyatt Road Phase 1 improvements
   f. Resolution No. 31-2025 approving Task Order # 13 to Contract No. 2024-166 with Cochran for water system study

4. Adopt Resolution No. 32-2025 approving an appeal of Tim Hortons Coffee Shop Master/Alternative Sign Plan (ASP-04-25-9554)

5. Bill No. 5302 with Lake Lotawana and Bill No. 5303 with Lake Tapawingo for animal control services - **Continued from April 7, 2025 and to be continued to June 2, 2025 City Council meeting**

6. Public Comment **– This section is reserved for public comment on Ordinances being considered at this meeting that do not require a public hearing.**

7. Introduction and readings of Bill No. 5313 approving McAtee Lane Final Plat (PF-03-25-9516)

8. Introduction and readings of Bill No. 5314 approving a Fiscal Year 2024-25 Budget Amendment

9. Presentation – Public Official Liability Training – **Continued from April 21, 2025 Meeting #2**

10. Visitors **– This section is reserved for public comments on topics not on the Agenda. While no immediate action will be taken, comments will be noted.**

11. Councilmember Comments

12. Mayoral Comments

13. Adjourn

Miscellaneous Items

Park Commission Meeting – Tuesday, May 6, 6:00 PM
Planning Commission Meeting – Monday, May 12, 6:30 PM
Public Arts Commission Meeting – Wednesday, May 14, 4:00 PM
Land Bank Meeting – Monday, May 19, 3:00 PM
City Council Meeting – Monday, May 19, 6:00 PM
Memorial Day – **City Offices Closed –** Monday, May 26
Public Safety Citizen Advisory Board Meeting – Tuesday, May 27, 6:00 PM
Planning Commission Meeting – Tuesday, May 27, 6:30 PM
City Council Meeting – Monday, June 2, 6:00 PM

This Agenda was posted at City Hall and on the City's website on Thursday, May 1, 2025.

Megan Rodgers
Deputy City Clerk

TO: Mayor, City Council,
Department Directors, and Press

FROM: Christine Cates
City Administrator

DATE: May 1, 2025

SUBJECT: Agenda Explanations

Item 3b – Disposition of Records
Adopt a Resolution to approve the disposition of Information Technology department records which have met the required retention period as prescribed by the Blue Springs Records Retention, Management, and Destruction Policy dated November 28, 2016 and in accordance with the Missouri Secretary of State's records retention guidelines. Refer to Council Information Form from City Clerk Erin Ford for additional information.

Item 3c – Miscellaneous Concrete Repair Change Order
Adopt a Resolution approving a Change Order in the amount of $100,000 with R.M. Thomas II Trucking LLC dba Rob's Trucking for Miscellaneous Concrete Repair/Construction for Contract No. 2023-203. This Change Order exceeds the administrative authority to approve contracts in Section 115.160 of the Blue Springs Code of Ordinances. Refer to Council Information Form from Superintendent of Public Works Nathan Lea for additional information.

Item 3d – Amendment to Task Order #4 with Cochran for Main Street Improvements
Approval of an Amendment No. 1 in the amount of $154,116 to Contract No. 2024-166 Task Order #4 with SC Engineering LLC dba Cochran for Main Street Streetscape Improvements and Water Main Replacement to add 11th Street from Main to Walnut Streets to the scope of work. The cost of the Amendment is $154,116, which includes $88,066 for Survey and Engineering Design Services and $66,050 for Construction Inspection and Testing Services. This amendment exceeds the administrative authority to approve contracts in Section 115.160 of the Blue Springs Code of Ordinances. Refer to Council Information Form from Assistant City Administrator Dennis Dovel for additional information.

Item 3e – Task Order #12 with Cochran for E. Wyatt Road Phase 1 Improvements
Adopt a Resolution approving Task Order #12 to Contract No. 2024-166 with SC Engineering, LLC dba Cochran in the amount of $247,291 for the design and bidding phase services ($141,309), and construction phase services ($105,982) for the E. Wyatt Road Phase 1 Improvements; CIP ST-18. Refer to Council Information Form from Assistant City Administrator Dennis Dovel for additional information.

Item 3f – Task Order #13 with Cochran for Water System Study
Adopt a Resolution approving Task Order #13 to Contract No. 2024-166 with SC Engineering, LLC, dba Cochran for Water System Study in the amount of $95,000. Refer to Council Information Form from Assistant City Administrator Dennis Dovel for additional information.

Item 4 – Tim Horton Master/Alternative Sign Plan
Adopt a Resolution to approve an appeal of a Master/Alternative Sign Plan (ASP-04-25-9554) for Tim Hortons Coffee Shop located at 1900 NW 7 HWY. Refer to Council Information Form from Senior Director of City Development Mike Mallon for additional information.

Item 7 – McAtee Lane Final Plat
Passage of a Bill approving the Final Plat for McAtee Lane (PF-03-25-9516) of three separate single-family lots with Alternate Design Standard to allow front loaded attached garages, located near NW 15th Street and NW B Street. Refer to Council Information Form from Senior Director of City Development Mike Mallon for additional information.

Item 8 – FY 2024-25 Budget Amendment
Passage of a Bill amending the 2024-25 annual budget increasing the previously adopted and amended budget of $95,995,532 by $38,236,144 to $134,339,156. Refer to Council Information Form from City Administrator Christine Cates for additional information.

Item 9 – Presentation – Public Official Liability Training
City Attorney Jennifer Baird will present a PowerPoint presentation regarding Public Official Liability Training to the Mayor and City Council. Refer to Council Information Form from City Attorney Jennifer Baird for additional information.

CITY OF BLUE SPRINGS, MISSOURI
MINUTES OF COUNCIL MEETING - #1
April 21, 2025

A meeting of the City Council of the City of Blue Springs, Missouri, was held on Monday, April 21, 2025, 6:00 p.m. in the Council Chambers of the Howard L. Brown Public Safety Building, 1100 SW Smith Street, Blue Springs, Missouri with Mayor Chris Lievsay presiding.

COUNCILMEMBERS IN ATTENDANCE

Jerry Kaylor
Katie Tholen
Nick Brummel
Galen Ericson
Kent Edmondson
Susan Culpepper

Also present were Assistant City Administrator Dennis Dovel, City Attorney Jennifer Baird, and City Clerk Erin Ford.

PLEDGE

Councilmember Culpepper led in the pledge of allegiance.

CALL MEETING TO ORDER AND CONFIRMATION OF QUORUM

Mayor Lievsay called the meeting to order at 6:00 p.m. The City Clerk confirmed a quorum of the Council was present.

CONSENT AGENDA

Councilmember Edmondson moved to approve the Consent Agenda and the motion was seconded by Councilmember Ericson.

- Minutes of the April 7, 2025 City Council Meeting.
- Declare and accept election results of the **April 8, 2025 General Municipal Election** for one Council seat in Districts 1, 2, and 3, as well as five proposed Charter amendments.

The Consent Agenda was approved with the following vote:

Kaylor – Aye
Tholen – Aye
Brummel – Aye
Ericson– Aye
Edmondson – Aye
Culpepper – Aye
Mayor Lievsay – Aye

ITEM 3c & 3d – RESOLUTION 23-2025 FUNDING AGREEMENT WITH GRIFFIN RILEY & RESOLUTION 24-2025 FUNDING AGREEMENT WITH F&C DEVELOPMENT

Councilmember Ericson requested Item 3c – Resolution No. 23-2025 approving a Funding Agreement for review of a Chapter 100 bond issuance, Community Improvement District (CID) and other possible incentives with Griffin Riley Property Group, LLC the developer of the 23 acres of land generally located at the southeast intersection of Adams Dairy Parkway and R.D. Mize Road and Item 3d – Resolution No. 24-2025 amending Resolution No. 17-2025 which designated Flaherty & Collins Properties as the developer for City-owned property south of W Main Street and generally east of SW 14th Street – 1308 and 1304 W. Main Street (also known as the Lumberyard Site) by correcting the entity name to F&C Development, Inc., and authorizing the City to enter into a Funding Agreement for review of a Chapter 100 bond issuance and other possible incentives with F&C Development, Inc. for the property be pulled from the Consent Agenda for separate discussion and vote.

DRAFT

Councilmember Ericson moved to approved Item 3c – Resolution 23-2025 and Item 3d – Resolution 24-2025. Motion seconded by Councilmember Culpepper and carried unanimously.

PRESENTATION – PROCLAMATION FOR ALYSSA MAINARD

Mayor Lievsay and Council recognized Blue Springs South High School senior Alyssa Mainard as the first female diver in the Blue Springs School District to win a state title.

RESOLUTION 25-2025 – 2025 NEIGHBORHOOD STREET PRESERVATION PROGRAM

Councilmember Ericson moved to approve Resolution 25-2025 approving a contract in the amount of $6,822,004.00 with Ideker, Inc. for the 2025 Neighborhood Street Preservation (street overlay), Project ST-06 Bonds. Motion seconded by Councilmember Culpepper and carried unanimously.

INTRODUCTION AND 1ST READING – BILL NO. 5305 – ADOPT CHARTER AMENDMENTS

Councilmember Kaylor introduced Bill No. 5305 adopting amendments to the Blue Springs Home Rule Charter approved by the voters of the City of Blue Springs in the April 8, 2025 General Municipal Election. City Clerk Erin Ford made the first reading of Bill No. 5305 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Culpepper moved to approve Bill No. 5305 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Tholen and carried unanimously.

2ND READING – BILL NO. 5305

Ms. Ford made the second reading of Bill No. 5305 by title. Councilmember Edomondson moved to adopt Bill No. 5305 upon its second reading and give it **ORDINANCE NO. 5408,** with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Brummel and carried with the following vote:

Tholen – Aye
Brummel – Aye
Ericson – Aye
Edmondson – Aye
Culpepper – Aye
Kaylor – Aye
Mayor Lievsay – Aye

INTRODUCTION AND 1ST READING – BILL NO. 5306 – ADOPT CODE AMENDMENTS FOR CONSISTENCY WITH CHARTER

Councilmember Kaylor introduced Bill No. 5306 adopting amendments to various sections of the Code of Ordinances, City of Blue Springs, Missouri, to have consistency between newly approved amendments to the City Charter and the Code. City Clerk Erin Ford made the first reading of Bill No. 5306 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Culpepper moved to approve Bill No. 5306 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Brummel and carried unanimously.

2ND READING – BILL NO. 5306

Ms. Ford made the second reading of Bill No. 5306 by title. Councilmember Edmondson moved to adopt Bill No. 5306 upon its second reading and give it **ORDINANCE NO. 5409,** with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Ericson and carried with the following vote:

Brummel – Aye
Ericson – Aye
Edmondson – Aye
Culpepper – Aye
Kaylor – Aye
Tholen – Aye
Mayor Lievsay – Aye

PRESENTATION – 2024 AUDIT

Senior Director of RSM US LLP Kristen Hughes presented the City's financial year 2024 audit report.

PRESENTATION – PROCLAMATION FOR SUSAN CULPEPPER

Mayor Lievsay and Council recognized Councilmember Susan Culpepper for her years of service to the City of Blue Springs.

MAYORAL ANNOUNCEMENT

Mayor Lievsay and the Council expressed best wishes and recognized this as the last Council meeting for former City Clerk and current Assistant to the City Administrator Sheryl Morgan, as she retires on April 30, 2025.

ADJOURNMENT

At 6:40 p.m., there was no further business to come before the Council, Councilmember Kaylor moved the meeting be adjourned. Motion seconded by Councilmember Brummel and carried unanimously.

CITY OF BLUE SPRINGS

ATTEST

_____
Chris Lievsay, Mayor

_____
Erin Ford, City Clerk

CITY OF BLUE SPRINGS, MISSOURI
MINUTES OF COUNCIL MEETING #2
April 21, 2025

A meeting of the City Council of the City of Blue Springs, Missouri, was held on Monday, April 21, 2025, 6:45 p.m. in the Council Chambers of the Howard L. Brown Public Safety Building, 1100 SW Smith Street, Blue Springs, Missouri with Mayor Chris Lievsay presiding.

COUNCILMEMBERS IN ATTENDANCE

Jerry Kaylor
Katie Tholen
Nick Brummel
Galen Ericson
Kent Edmondson
Jeremy Rowan

Also present were Assistant City Administrator Dennis Dovel, City Attorney Jennifer Baird, and City Clerk Erin Ford.

CALL MEETING TO ORDER AND CONFIRMATION OF QUORUM

Mayor Lievsay called the meeting to order at 6:45 p.m.

OATH OF OFFICE ADMINISTERED

City Clerk Erin Ford administered the Oath of Office to re-elected District 1 Councilmember Galen Ericson and newly elected District 2 Councilmember Katie Tholen and District 3 Councilmember Jeremy Rowan.

The City Clerk confirmed a quorum of the Council was present.

CONSENT AGENDA

Councilmember Kaylor moved to approve the Consent Agenda and the motion was seconded by Councilmember Ericson.

- **Liquor License for Blue Sky Liquor and Tobacco LLC** located at 1418 NW 7 Highway, Blue Springs, MO 64014 to sell intoxicating liquors in the original package for consumption off premises (weekdays only) and Sunday Sales.
- **Liquor License for Frankies Italian Restaurant LLC** located at 1800 SW 7 Highway, Blue Springs, MO 64014 to sell intoxicating liquors by the drink for consumption on premises and Sunday Sales.
- **Resolution No. 26-2025** authorizing submission of an application to the Missouri Blue Shield Program administered by the Missouri Department of Public Safety.
- Board and Commission Appointments

  <u>Appearance Review Committee:</u>

  Reappoint: Alan Ware
  New Appointment: Bob Frost, Chair
  David Smith, Vice Chair

  <u>Development Advisory Commission:</u>

  Reappoint: Travis Hagewood
  Travis Graham, Planning Commission Representative
  Orion Berridge, Chair
  Travis Hagewood, Vice Chair

Economic Development Council:
Reappoint: Becky Nace, Chair
New Appointment: Joey Connaughty
Roy Boyd, Vice Chair

Historic Preservation Commission:
Reappoint: Jennifer Rischel Smith, Planning Commission Liaison
Pam Albarelli
Ryan Crider
New Appointment: Ryan Crider, Chair
Pam Albarelli, Vice Chair

Main Center Redevelopment Corporation:
Reappoint: Gailen Snyder
Jennifer Hauschild
Jacob Grecco, II
Trevor Goodwin
Roger Corbin
New Appointment: Roger Corbin, Chair
Jacob Greco II, Vice Chair

Park Commission:
Reappoint: Tony Lopez
Ken Horrell
Nick Tepesch
Tony Lopez, Chair
Brian Markworth, Vice Chair

Planning Commission:
Reappoint: Chad Sanderson
Chris Henning

Public Art Commission:
Reappoint: Ramon Magee
Kathy Cornelius, Vice Chair
New Appointment: Sarah Laub
Ramon Magee, Chair

Public Safety Citizens' Advisory Board:
New Appointment: Drew Koehler
Kyle Boyce
Matt Calhoun, Chair

Solid Waste Management Commission:
Reappoint: Ann Leinn Gibson
David Mann, Chair
Ann Leinn Gibson, Vice Chair

- Council Liaison Appointments

Community Development Block Grant Advisory Board (voting members):
Councilmember Kaylor
Councilmember Tholen
Councilmember Brummel

Economic Development Council:
Councilmember Ericson

Development Advisory Commission:
Councilmember Brummel

Historic Preservation Commission:

Councilmember Tholen

Park Commission:
Councilmember Edmondson

Public Art Commission:
Councilmember Brummel

Public Safety Citizens' Advisory Board:
Councilmember Tholen

Solid Waste Management Commission:
Councilmember Rowan

The Consent Agenda was approved with the following vote:

Kaylor – Aye	Ericson– Aye
Tholen – Aye	Edmondson – Aye
Brummel – Aye	Rowan – Aye
	Mayor Lievsay – Aye

ELECTION OF MAYOR PRO TEMPORE

Mayor Lievsay called for nominations from the floor for the one-year term of the Mayor Pro Tempore.

Councilmember Ericson nominated Councilmember Kaylor for the position of Mayor Pro Tempore. Motion seconded by Councilmember Edomondson. The Mayor, receiving no further nominations, declared that nominations cease and approve the nomination of Councilmember Kaylor by acclamation. Councilmember Kaylor was unanimously elected Mayor Pro Tempore by acclamation.

PUBLIC HEARING – BLUE SPRINGS HIGH SCHOOL REZONING (RZ-03-25-9502)

Mayor Lievsay opened the Public Hearing to consider a rezoning from Residential Estate to Single-Family/Planned Development for the property located at 901 NW 19th Street (Lot 4) at 6:53 p.m. (RZ-03-25-9502). The minutes of the public hearing were recorded by a certified court reporter. City Clerk Erin Ford entered one exhibit into the record.

STAFF REPORT

Associate Planner Shantele Frie reviewed the details of the proposed rezoning and addressed questions from the Council.

APPLICANT

Chris Koch of Hollis+Miller Architects was present on behalf of the applicant, Blue Springs R-IV School District, and available to address questions from the Council.

The Mayor hearing no further comments for or against, closed the public hearing at 7:00 p.m.

INTRODUCTION AND 1ST READING – BILL NO. 5307 – BLUE SPRINGS HIGH SCHOOL REZONING (RZ-03-25-9502)

Councilmember Kaylor introduced Bill No. 5307 approving a rezoning from Residential Estate to Single-Family/Planned Development for the property located at 901 NW 19th Street (Lot 4) (RZ-03-25-9502). City Clerk Erin Ford made the first reading of Bill No. 5307 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Edmondson moved to approve Bill No. 5307 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Ericson and carried unanimously.

2ND READING – BILL NO. 5307

Ms. Ford made the second reading of Bill No. 5307 by title. Councilmember Edmondson moved to adopt Bill No. 5307 upon its second reading and give it **ORDINANCE NO. 5410,** with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Tholen and carried with the following vote:

Tholen – Aye
Brummel – Aye
Ericson – Aye
Edmondson – Aye
Rowan – Aye
Kaylor – Aye
Mayor Lievsay – Aye

INTRODUCTION AND 1ST READING – BILL NO. 5308 – BLUE SPRINGS HIGH SCHOOL FINAL PLAT (PF-03-25-9504)

Councilmember Kaylor introduced Bill No. 5308 approving a Final Plat to add Lot 4 to Blue Springs High School Harvest Addition (PF-03-25-9504). City Clerk Erin Ford made the first reading of Bill No. 5308 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Edmondson moved to approve Bill No. 5308 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Brummel and carried unanimously.

2ND READING – BILL NO. 5308

Ms. Ford made the second reading of Bill No. 5308 by title. Councilmember Edmondson moved to adopt Bill No. 5308 upon its second reading and give it **ORDINANCE NO. 5411,** with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Tholen and carried with the following vote:

Brummel – Aye
Ericson – Aye
Edmondson – Aye
Rowan – Aye
Kaylor – Aye
Tholen – Aye
Mayor Lievsay – Aye

PUBLIC HEARING – ASPHALTIC SURFACES GENERAL DEVELOPMENT PLAN (GDP-03-25-9506) & CONDITIONAL USE PERMIT (CUP-03-25-9507)

Mayor Lievsay opened the Public Hearing to consider a General Development Plan to construct a new building with associated parking and drives as well as a Conditional Use Permit to allow for the Building or Construction Contractor (with Machinery, Equipment, or Storage) land use in a General Business Zoning District at 1050 SW Cemetery Road at 7:01 p.m. (GDP-03-25-9506 & CUP-03-25-9507). The minutes of the public hearing were recorded by a certified court reporter. City Clerk Erin Ford entered one exhibit into the record.

STAFF REPORT

Associate Planner Christopher Willis reviewed the details of the proposed General Development Plan and Conditional Use Permit and addressed questions from the Council.

APPLICANT

Patrick Joyce, Civil Engineer for the project, and applicant Jake Robbins were present and addressed questions from the Council.

The Mayor hearing no further comments for or against, closed the public hearing at 7:22 p.m.

INTRODUCTION AND 1ST READING – BILL NO. 5309 – ASPHALTIC SURFACES GENERAL DEVELOPMENT PLAN (GDP-03-25-9506)

Councilmember Kaylor introduced Bill No. 5309 approving a General Development Plan to construct a new building with associated parking and drives at 1050 SW Cemetery Road (GDP-03-25-9506). City Clerk Erin Ford made the first reading of Bill No. 5309 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Edmondson moved to approve Bill No. 5309 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Ericson and carried unanimously.

2ND READING – BILL NO. 5309

Ms. Ford made the second reading of Bill No. 5309 by title. Councilmember Edmondson moved to adopt Bill No. 5309 upon its second reading and give it **ORDINANCE NO. 5412,** with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Brummel and carried with the following vote:

Ericson – Aye
Edmondson – Aye
Rowan – Aye
Kaylor – Aye
Tholen – Aye
Brummel – Aye
Mayor Lievsay – Aye

INTRODUCTION AND 1ST READING – BILL NO. 5310 – ASPHALTIC SURFACES CONDITIONAL USE PERMIT (CUP-03-25-9507)

Councilmember Kaylor introduced Bill No. 5310 approving a Conditional Use Permit to allow for the Building or Construction Contractor (with Machinery, Equipment, or Storage) land use in a General Business Zoning District at 1050 SW Cemetery Road (CUP-03-25-9507). City Clerk Erin Ford made the first reading of Bill No. 5310 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Edmondson moved to approve Bill No. 5310 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Brummel and carried unanimously.

2ND READING – BILL NO. 5310

Ms. Ford made the second reading of Bill No. 5310 by title. Councilmember Edmondson moved to adopt Bill No. 5310 upon its second reading and give it **ORDINANCE NO. 5413,** with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Ericson and carried with the following vote:

Edmondson – Aye
Rowan – Aye
Kaylor – Aye
Tholen – Aye
Brummel – Aye
Ericson – Aye
Mayor Lievsay – Aye

PUBLIC HEARING – 500 R.D. MIZE OFFICES CONDITIONAL USE PERMIT (CUP-03-25-9505)

Mayor Lievsay opened the Public Hearing to consider a Conditional Use Permit allowing the Building or Construction Contractor land use on a property located at 500 NW RD Mize at 7:24 p.m. (CUP-03-25-9505). The minutes of the public hearing were recorded by a certified court reporter. City Clerk Erin Ford entered one exhibit into the record.

STAFF REPORT

Associate Planner Christopher Willis reviewed the details of the proposed Conditional Use Permit and addressed questions from the Council.

The Mayor hearing no further comments for or against, closed the public hearing at 7:41 p.m.

INTRODUCTION AND 1ST READING – BILL NO. 5311 – 500 R.D. MIZE OFFICES CONDITIONAL USE PERMIT (CUP-03-25-9505)

Councilmember Kaylor introduced Bill No. 5311 approving a Conditional Use Permit allowing the Building or Construction Contractor land use on a property located at 500 NW RD Mize (CUP-03-25-9505). City Clerk Erin Ford made the first reading of Bill No. 5311 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Edmondson moved to approve Bill No. 5311 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Tholen and failed unanimously on the first reading.

PUBLIC HEARING – HY-VEE VACATION (VAC-03-25-9508)

Mayor Lievsay opened the Public Hearing to consider a Vacation to vacate a water main easement generally located at 625 SW 40 Highway at 7:44 p.m. (VAC-03-25-9508). The minutes of the public hearing were recorded by a certified court reporter. City Clerk Erin Ford entered one exhibit into the record.

STAFF REPORT

Associate Planner Christopher Willis reviewed the details of the proposed Vacation and addressed questions from the Council.

APPLICANT

Brett Sonner with Olsson, Inc. was present on behalf of the applicant, Hy-Vee, and available to address questions from the Council.

The Mayor hearing no further comments for or against, closed the public hearing at 7:52 p.m.

INTRODUCTION AND 1ST READING – BILL NO. 5312 – HY-VEE VACATION (VAC-03-25-9508)

Councilmember Kaylor introduced Bill No. 5312 approving a Vacation to vacate a water main easement generally located at 625 SW 40 Highway (VAC-03-25-9508). City Clerk Erin Ford made the first reading of Bill No. 5312 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Edmondson moved to approve Bill No. 5312 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Tholen and carried unanimously.

2ND READING – BILL NO. 5312

Ms. Ford made the second reading of Bill No. 5312 by title. Councilmember Edmondson moved to adopt Bill No. 5312 upon its second reading and give it **ORDINANCE NO. 5414,** with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Brummel and carried with the following vote:

Rowan – Aye
Kaylor – Aye
Tholen – Aye
Brummel – Aye
Ericson – Aye
Edmondson – Aye
Mayor Lievsay – Aye

INTRODUCTION AND 1ST READING – BILL NO. 5313 – HY-VEE FINAL PLAT (PF-03-25-9509)

Councilmember Kaylor introduced Bill No. 5313 approving a Final Plat for Blue Springs Hy-Vee 3rd Plat for proposed subdivision of the existing Hy-Vee Lot (PF-03-25-9509). City Clerk Erin Ford made the first reading of Bill No. 5313 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Edmondson moved to approve Bill No. 5313 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Tholen and carried unanimously.

2ND READING – BILL NO. 5313

Ms. Ford made the second reading of Bill No. 5313 by title. Councilmember Edmondson moved to adopt Bill No. 5313 upon its second reading and give it **ORDINANCE NO. 5415,** with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Ericson and carried with the following vote:

Kaylor – Aye
Tholen – Aye
Brummel – Aye
Ericson – Aye
Edmondson – Aye
Rowan – Aye
Mayor Lievsay – Aye

PRESENTATION – PUBLIC OFFICIAL LIABILITY TRAINING

Councilmember Ericson moved to continue the Public Official Liability Training presentation by City Attorney Jennifer Baird to a later meeting. Motioned seconded by Councilmember Kaylor and carried unanimously.

COUNCIL COMMENTS

Councilmember Brummel announced the Parks and Recreation Department will be hosting a spring Green up the Blue event on April 26, 2025.

MAYORAL ANNOUNCEMENTS

- Welcomed new Councilmember Jeremy Rowan.
- Bite of Blue Springs monthly food truck event will be held in downtown Blue Springs this season and begins April 26, 2025.

ADJOURNMENT

At 7:57 p.m., there was no further business to come before the Council, Councilmember Kaylor moved the meeting be adjourned. Motion seconded by Councilmember Ericson and carried unanimously.

CITY OF BLUE SPRINGS

ATTEST

_____
Chris Lievsay, Mayor

_____
Erin Ford, City Clerk

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: April 11, 2025

SUBMITTED BY: Erin Ford **DEPARTMENT: Administration**

☐ Ordinance	☒ Resolution	☐ Presentation	☐ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Adopt a Resolution to approve the disposition of Information Technology department records which have met the required retention period as prescribed by the Blue Springs Records Retention, Management, and Destruction Policy dated November 28, 2016 and in accordance with the Missouri Secretary of State's records retention guidelines.

BACKGROUND/JUSTIFICATION

Exhibit A to the Resolution lists the records from the Information Technology Department to be disposed of by destruction or donation. Once the Certification of Destruction section of the disposition list has been signed, the disposition list will be filed and stored for permanent record to keep a history of all records the City destroys.

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
immediately	N/A

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Resolution with disposition list attached as Exhibit A.

REVIEWED BY:

Requesting Director: ***Erin Ford***	Budget: ***N/A***
Legal: ***N/A***	City Administrator: ***Christine Cates***

Resolution No. 27-2025

A RESOLUTION APPROVING THE DISPOSITION OF RECORDS THAT HAVE MET THE REQUIRED RETENTION PERIODS AND NO LONGER PROVIDE ANY VALUE TO THE CITY OF BLUE SPRINGS

WHEREAS, it has been determined by the Records Manager that Information Technology department records have met the required retention periods as set by the Blue Springs Records Retention Schedule within the Records Retention, Management, and Destruction Policy; and

WHEREAS, the disposition of records that have met the required retention periods provides for efficient and cost-effective management of City records, reduces physical and electronic storage costs, and reduces the liability of the City of Blue Springs for housing inactive records beyond the required retention period that may be subject to discovery during pending litigation; and

WHEREAS, a copy of the Disposition List that lists the records, the retention periods, and the allowed disposition dates is attached to this Resolution as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The City Administrator is hereby authorized to direct the Records Manager or their designee to properly dispose of the records listed in the disposition list attached hereto as Exhibit "A" and incorporated herein.

Section 2. City staff is directed to perform all tasks necessary to implement said disposition.

Section 2. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 5th day of May 2025.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Megan Rodgers, Deputy City Clerk

Exhibit A

The City of Blue Springs Missouri

DISPOSITION LIST

The Records Manager respectfully requests authority to destroy the inactive records listed below:

BOX NO. / Item	Date of Record(s)	Contents	Destruction Date
N/A		All data, media, and content captured through third-party	Ongoing per policy
		cameras, excluding records that have been retained	
		for official investigative or other legal purpose.	

To be completed by Records Manager:	**Approved by Resolution _____-_____**
STATE OF MISSOURI COUNTY OF JACKSON CITY OF BLUE SPRINGS I, Erin Ford, Records Manager, City of Blue Springs, a municipal Corporation within and for said County and State aforesaid, do hereby certify that the attached is a true and complete enumeration of records which will be destroyed by recycling, throwing away, deleting, or shredding. IN WITNESS WHEREOF, I hereunto set my hand and affix the seal of said City of Blue Springs, Missouri, at its office in Blue Springs, Missouri, on this _____ day of _____, 20____. _____	

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: April 7, 2025 **CONTRACT NO. 2023-203**

SUBMITTED BY: Nathan Lea **DEPARTMENT: Public Works**

☐ Ordinance	☒ Resolution	☐ Presentation	☐ Public Hearing
☒ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Adopt a Resolution approving a Change Order in the amount of $100,000 with R.M. Thomas II Trucking LLC dba Rob's Trucking for Miscellaneous Concrete Repair/Construction for Contract No. 2023-203. This Change Order exceeds the administrative authority to approve contracts in Section 115.160 of the Blue Springs Code of Ordinances.

BACKGROUND/JUSTIFICATION

On December 18, 2023, the City Council approved Resolution No. 113-2023, a contract in the amount of $477,200 for the first year, and $200,000 per year for the remaining four one-year renewal options for Miscellaneous Concrete Repair/Construction with R.M. Thomas II Trucking LLC dba Rob's Trucking for the City's Public Works Department (Contract No. 2023-203). This contract is utilized by the Public Works Departments Water Maintenance, Sanitary Sewer, and Streets Departments for maintenance, repairs, and replacement of concrete as it relates to City owned assets. $100,000 of that $200,000 is allotted for the Water Maintenance Department. These funds are typically utilized to replace concrete that has been removed to repair or replace areas of the City's water infrastructure in need, typically due to a water main leak or after a water main break.

The 2024/2025 contract term started with approximately $22,000 in open work orders for the Water Maintenance Department needing to be completed after being put on hold in the 2023/2024 contract term due to funds being depleted from other necessary repairs. As of April 7, 2024, the Water Maintenance Department has completed $93,469.65 in concrete repairs with R.M. Thomas II Trucking, LLC dba Rob's Trucking, leaving them with an available budget of $6,530.35 for the remaining five months of the contract term. As of April 7, 2024, the Water Maintenance Department currently has twenty open concrete work orders on hold for an estimated total of $33,105.78. Some of the work order types on hold include curb repairs, sidewalk repairs, and driveway repairs for City residents. With work currently on hold due to lack of funding available per the contract terms, and more work anticipated as the Department enters their busier season, these numbers are expected to continue to increase in the remaining five months of the contract term.

Approval of this Change Order will bring the total contract amount for this contract term to $300,000, with $200,000 of that being allotted to the Water Maintenance Department. By approving a Change Order in the amount of $100,000 for the Water Maintenance Departments allotment of the Miscellaneous Concrete Repair/Construction contract, R.M. Thomas II Trucking, LLC dba Rob's Trucking will be able to proceed with the work orders currently on hold, as well as complete future work orders that my occur in the remaining five months of this contract. Completion of this work will restore areas of the City's curbing, sidewalk, and

residents' driveways back to an operable state after removal or damage caused during repairs to water leaks or water main breaks. Additionally, this will prevent the Water Maintenance Department from starting the next contract term with a substantial number of open work orders needing to be completed. The funds to complete this Change Order will initially come from the WA-12 project account. A budget amendment will be needed to replace the funds utilized to complete this Change Order.

FINANCIAL IMPACT

Contractor:	R.M. Thomas II Trucking LLC dba Rob's Trucking
Amount of Request/ Contract:	$200,000
Amount Budgeted:	$100,000
Budget Year:	FY24/25
Funding Source/Account #:	430-33020-530509
Account Balance:	$105,777.11 Date: 4/7/2025
Additional Funds Needed:	$100,000
Funding Source/Account #:	430-75000-543200 WA-12
Revenue to be Received:	N/A
Revenue Account No.	N/A

PROJECT TIMELINE

Estimated Start Date	**Estimated End Date**
May 5, 2025	September 30, 2025
Years and Months Contract in effect	**Number of times renewable**
5 Months	N/A

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Resolution with Change Order attached as Exhibit A.

REVIEWED BY:

Requesting Director: ***Nathan Lea***	Budget: ***Melissa Braun***
Legal: ***James Newell***	City Administrator: ***Christine Cates***

SUPPORTING DOCUMENTS:
(FOR CONTRACT ITEMS ONLY)

Document	Attached	If not attached, explain
Secretary of State:	☒	
Certificate of Insurance:	☒	
E-Verify Affidavits:	☒	
E-Verify proof of enrollment:	☒	
Bond:	☒	Current contract bond attached, updated bond will be provided upon approval, prior to work commencing.
Anti-Discrimination Against Israel Act Certification (contract over $100,000)	☒	
Wage Order, by reference	☐	Wage Order Number: N/A
IRS Form W-9:	☐	N/A
Bid/RFP/RFQ: (submit all)	☐	N/A
Bid/RFP/RFQ Tabulation:	☐	N/A
Bid Waiver: (less than three bids)	☐	N/A
Contractor address and email:	☐	1701 Mannaseh St. Oak Grove, MO 64075 office@robstrucking.net
Project Exemption Certificate needed:	☐	N/A
Other:	☐	N/A

A RESOLUTION APPROVING A CCHANGE ORDER IN THE AMOUNT OF $100,000 WITH R.M. THOMAS II TRUCKING LLC DBA ROB'S TRUCKING FOR MISCELLANEOUS CONCRETE REPAIR/CONSTRUCTION FOR CONTRACT #2023-203

WHEREAS, OSHA requirements under Section 292.675, RSMo 2009, require:

a. Any contractor for any public body for purposes of construction of public works and any subcontractor (any person entering into a subcontract with a contractor for construction of public works which employs "on-site employees" for purposes of completion of the contract) to such contractor shall provide a ten-hour Occupational Safety and Health Administration (OSHA) construction safety program for their on-site employees which includes a course in construction safety and health approved by OSHA or a similar program approved by the department which is at least as stringent as an approved OSHA program, unless such employees have previously completed the required program. All employees who have not previously completed the program are required to complete the program within sixty days of beginning work on such construction project.

b. Any employee found on a work site subject to this section without documentation of the successful completion of the required course shall be afforded twenty days to produce such documentation before being subject to removal from the project.

c. The contractor to whom the contract is awarded and any subcontractor under such contractor shall require all on-site employees to complete the above referenced ten-hour training program or such employees must hold documentation of prior completion of the program. Said contractor and subcontractor(s) shall comply with Section 292.675, RSMo 2009, in all respects as required in relation to work done pursuant to this contract.

d. The contractor shall forfeit as a penalty to the public body on whose behalf the contract is made or awarded, two thousand five hundred dollars plus one hundred dollars for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training. The penalty shall not begin to accrue until the time period referenced in subparagraphs a and b above have elapsed.

e. The public body awarding the contract shall withhold and retain therefrom all sums and amounts due and owing as a result of any violations of this section when making payments to the contractor under the contract. The contractor may withhold from any subcontractor sufficient sums to cover any penalties the public body has withheld from the contractor resulting from the subcontractor's failure to comply with the terms of this section. If the payment has been made to the subcontractor without withholding, the contractor may recover the amount of the penalty resulting from the fault of the subcontractor in an action maintained in the circuit court in the county in which the public works project is located from the subcontractor.

f. "On-site employees" are defined as laborers, workmen, drivers, equipment operators, and craftsmen employed by contractors and subcontractors to be directly engaged in construction at the site of the public works. "Directly engaged in construction" shall mean work performed in the actual erection of the structure or completion of the improvement constituting the public works. In addition, employees working at a nearby or adjacent facility used by the

contractor or subcontractor for construction of the public works shall be deemed "on-site employees." Persons engaged solely in the transportation of materials, fuel, or equipment to the site of the public works shall not be deemed to be "directly engaged in construction;" and

WHEREAS, Not less than the prevailing hourly rate of wages for work of a similar character in this locality, as established and amended at any time by the Department of Labor and Industrial Relations of the State of Missouri, shall be paid to all workers performing work under this Agreement; and

WHEREAS, on December 18, 2023 the City approved Resolution No. 113-2023 entering into a contract for Miscellaneous Concrete Repair/Construction with R.M. Thomas II Trucking LLC dba Rob's Trucking; and

WHEREAS, the City experienced a large number of concrete needs as a result of water main leaks and water main breaks, depleting a majority of the funds allotted to the Water Maintenance Department during the current contract term; and

WHEREAS, the City is continuing to experience concrete needs as a result of water leaks and water main breaks, and does not anticipate a decrease in these needs throughout the remainder of this contract term; and

WHEREAS, this first Change Order to Contract #2023-203 will increase the amount payable under the contract for the October 1, 2024 through September 30, 2025 term by $100,000, for a contract total of $300,000.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The City Administrator is hereby authorized to approve Change Order #1 to contract 2023-203 with R.M. Thomas II Trucking LLC dba Rob's Trucking, 1701 Mannaseh St., Oak Grove, MO 64075 for Miscellaneous Concrete Repair/Construction. A copy of the Change Order is attached as Exhibit "A" and incorporated herein.

Section 2. City staff is directed to perform all tasks necessary to implement said contract, including submitting a FY 2024-25 budget amendment to Council for approval.

Section 3. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 5th day of May 2025.

CITY OF BLUE SPRINGS

ATTEST:

_____
Chris Lievsay, Mayor

_____
Megan Rodgers, Deputy City Clerk

EXHIBIT A

CITY OF BLUE SPRINGS
CHANGE ORDER REQUEST FORM

DATE: 4/7/2025

SUBMITTED BY: Nathan Lea **DEPARTMENT:** Public Works

☐ Ordinance # _____	☒ Resolution #: 113-2023
☐ Administrative Contract #_____	☐ Product Purchase

ISSUE/REQUEST

Change Order Request.
Purchase Order # N/A

BACKGROUND/JUSTIFICATION

The purchase order referenced above is hereby Increase **(use drop down)** by **$** 100,000. Describe below the reason for the change order.

Water Maintenance Department funds for the current contract term of Contract #2023-203 with R.M. Thomas II Trucking, LLC dba Rob's Trucking have been depleted from necessary repairs to City infrastructure. As of April 7, 2025 there are 20 open concrete work orders put on hold for an estimated $33,105.78, with five months remaining in the contract term. Additional funds are needed to ensure the outstanding work orders are able to be completed, and additional work orders can be kept up with throughout the remainder of the contract term.

FINANCIAL IMPACT (Finance Use Only)

Contractor/Vendor Name:	R.M. Thomas II Trucking, LLC dba Rob's Trucking
Amount of Change Order Request:	100,000.00
Amount Available in Budget:	**$**
Budget Year:	FY25
Funding Source/Account #	Multiple GL Acct #
Additional Funds Needed: Budget Transfer Request Form.xlsx	**$**
Funding Source/Account #	

LIST OF REFERENCE DOCUMENTS ATTACHED

1.

REVIEWED BY

Requesting Director: Nath	City Administrator:
Council:	Finance: Nicol A. Mancini

By Nicol A Mancini on Apr 11, 2025

FOR FINANCE USE ONLY:
Council Contract:

Budget Availability **Yes**_____ **No**_____

Original Purchase Order Amount: **$** 200,000.00

10% of Original Purchase Order Amount **$** 20,000.00

Amount of Previous Change Orders #: _____ through _____: - **$** 0.00

Amount of This Change Order Request: - **$** 100,000.00

Total Amount Remaining Before *Council* Approval Is Needed: **$** (90,000.00)

FOR FINANCE USE ONLY:
Administrative Contract (Part 1 of 2): Do total change orders equal 1% or greater?

Budget Availability Yes_____ No_____

Original Purchase Order Amount: $ _____

1% of Original Purchase Order Amount **$** _____

Amount of Previous Change Orders #: ____ through ____: - **$** _____

Amount of This Change Order Request: - **$** _____

Total Amount Remaining Before *City Administrator* Approval Is Needed: (not required if less than $100) **$** _____

FOR FINANCE USE ONLY:
Administrative Contract (Part 2 of 2): Do total change orders cause the total contract amount to exceed $75,000?

Maximum Contract Amount prior to Council:	$75,000	
Original Purchase Order Amount		- **$**
Amount of Previous Change Orders #: ____ through ___:		- **$**
Amount of This Change Order Request:		- **$**
Total Amount Remaining Before *Council Approval* Is Needed:		**$**

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: April 7, 2025 **CONTRACT NO. 2024-166, Task Order #4**

SUBMITTED BY: Dennis Dovel **DEPARTMENT: Administration**

☐ Ordinance	☒ Resolution	☐ Presentation	☐ Public Hearing
☒ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Approval of an Amendment No. 1 in the amount of $154,116 to Contract No. 2024-166 Task Order #4 with SC Engineering LLC dba Cochran for Main Street Streetscape Improvements and Water Main Replacement to add 11th Street from Main to Walnut Streets to the scope of work. The cost of the Amendment is $154,116, which includes $88,066 for Survey and Engineering Design Services and $66,050 for Construction Inspection and Testing Services. This amendment exceeds the administrative authority to approve contracts in Section 115.160 of the Blue Springs Code of Ordinances.

BACKGROUND/JUSTIFICATION

At the August 19, 2024, Council meeting, Council directed staff to issue a Request for Proposals for design services, select and engage a consultant to design an infrastructure plan for a new Main Street Streetscape, within 60 days focusing on:

- Streets, sidewalks, landscape, and pedestrian access to Central Park
- East Main Street gateway improvements
- Signage and directional signage to parking
- East Gateway downtown merchant and informational signage
- Evaluation of public and private parking options.

At the October 21, 2024, Council meeting the City entered into an On-Call Consulting Services contract with Cochran. Staff met with Cochran to discuss the scope for the streetscape project, Cochran's experience with this type of project, the City's requirements for the project and the timeframe for completion. Task Order #4 was approved by Resolution No. 104-2024 on December 2, 2024 for Main Street Streetscape Improvements and Water Main Replacement.

The Downtown Master Plan calls for a connection between Main Street and Central Park via the 11th Street corridor. In order to meet the intent, it was determined that with the design and implementation of the Main Street streetscape that the design for 11th Street should be designed at the same time to incorporate a fluid design and meet the intent of the Downtown Master Plan.

The Amendment will provide Survey and Engineering Design Services ($88,066) and Construction Inspection and Testing Services ($66,050) to the Main Street Streetscape Improvements and Water Main Replacement project, bringing the total contract cost for the 2024-2025 fiscal year, including this amendment, to $729,516.

FINANCIAL IMPACT

Contractor:	SC Engineering, LLC dba Cochran
Amount of Request/ Contract:	$ 154,116
Amount Budgeted:	$5,000,000
Budget Year:	FY 2024-25
Funding Source/Account #:	310-72000-543100 2025 Bonds
Account Balance:	$5,000,000 Date: 4/16/2025

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
May 6, 2025	December 31, 2026
Years and Months Contract in Effect	**Number of times renewable**
1 year 7 months	N/A

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Resolution with Amendment No. 1 to Contract No. 2024-166 Task Order #4 attached as Exhibit A

REVIEWED BY:

Requesting Director: ***Dennis Dovel***	Budget: ***Lori Turner***
Legal: ***James Newell***	City Administrator: ***Christine Cates***

SUPPORTING DOCUMENTS:
(FOR CONTRACT ITEMS ONLY)

Document	Attached	If not attached, explain
Secretary of State:	☐	On File
Certificate of Insurance:	☐	On File
E-Verify Affidavits:	☐	On File
E-Verify proof of enrollment:	☐	On File
Bond:	☐	N/A
Anti-Discrimination Against Israel Act Certification (contract over $100,000)	☐	On File

Wage Order, by reference	☐	Wage Order Number:
IRS Form W-9:	☐	On File
Bid/RFP/RFQ: (submit all)	☐	N/A - Amendment
Bid/RFP/RFQ Tabulation:	☐	N/A - Amendment
Bid Waiver: (less than three bids)	☐	N/A - Amendment
Contractor address and email:	☐	SC Engineering, LLC, dba Cochran ATTN: David Christensen 618 SW 3rd Street Lee's Summit, MO 64063 david@cochraneng.com
Project Exemption Certificate needed:	☐	N/A
Other:	☐	

Resolution No. 29-2025

A RESOLUTION APPROVING AMENDMENT NO. 1 TO CONTRACT NO. 2024-166 TASK ORDER #4 WITH SC ENGINEERING, LLC, DBA COCHRAN FOR MAIN STREET STREETSCAPE IMPROVEMENTS AND WATER MAIN REPLACEMENT

WHEREAS, on August 19, 2024, City Council directed staff to issue a Request for Proposals for design services, select and engage a consultant to design an infrastructure plan for a new Main Street Streetscape; and

WHEREAS, on October 21, 2024, City Council approved an On-Call Consulting Services Contract with SC Engineering, LLC, dba Cochran (Cochran) for engineering consulting services; and

WHEREAS, the Downtown Master Plan calls for a connection from Downtown Main Street to Central Park via 11th Street; and

WHEREAS, to ensure the design for Main Street and 11th Street meet the intent of the Downtown Master Plan, it requires coordination in the designs creating the need to do it together with the Main Street design, and

WHEREAS, an amendment to Contract No. 2024-166 with SC Engineering, LLC dba Cochran is in order to add 11th Street from Main to Walnut Streets to the scope of work.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The City Administrator is hereby authorized to enter into Amendment No. 1 to Contract No. 2024-116 Task Order #4 with SC Engineering, LLC, dba Cochran for Main Street Streetscape Improvements and Water Main Replacement in the amount of $154, 116. A copy of the proposed Amendment No. 1 is attached hereto as Exhibit “A” and is incorporated herein.

Section 2. City staff is directed to perform all tasks necessary to implement said contract.

Section 3. Scrivener’s Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 5th day of May 2025.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Megan Rodgers, Deputy City Clerk

EXHIBIT A

EFFECTIVE DATE: May 6, 2025	TERMINATION DATE: December 31, 2026	CONTRACT NUMBER: 2024-166 TASK ORDER #4

CITY	CONTRACTOR
City of Blue Springs **903 West Main Street** **Blue Springs, MO 64015**	**SC Engineering, LLC, dba Cochran** **618 SE 3rd Street** **Lee's Summit, MO 64063**
Department: Administration	Attention: David Christensen, Vice President
Phone: (816) 228-0111	Phone: (314) 220-7016

AMENDMENT TO CONTRACT NO. 2024-166 TASK ORDER #4

THIS AMENDMENT is made and entered into on the _____ of _____ 2025, between City of Blue Springs, Missouri ("City") and SC Engineering, LLC, dba Cochran ("Contractor").

WHEREAS, the City entered into Contract No. 2024-116 Task Order #4 with Contractor with an effective date of December 5, 2024, for services generally identified as Main Street Streetscape Improvements and Water Main Replacement; and

WHEREAS, the City has requested and/or identified additional services to be performed by Contractor, due to the Downtown Master Plan calling for a connection between Main Street and Central Park via the 11th Street corridor.

NOW, THEREFORE, the parties hereto, intending to be legally bound, hereby agree to the following:

1. Scope amended as follows: the addition of 11th Street, from Main Street to Walnut Street, to the scope of work for the Streetscape Improvements and Water Main Replacement project

   All work shall be performed in accordance with Contractor's Project Cost Estimate dated March 22, 2025 attached hereto and incorporated herein as Attachment A.

2. Amended cost. This amendment adds an additional cost of $154,116 (survey & engineering design $88,066 and construction inspection / testing $66,050), bringing the total contract cost for the 2024-2025 fiscal year, including this amendment, to $729,516.

3. Terms of original agreement. All other terms and conditions of the original agreement not modified in this Amendment shall remain in full force and effect and be considered incorporated herein as part of the amended agreement.

EXHIBIT A

IN WITNESS WHEREOF, this Amendment has been executed and delivered as of the date set forth in the caption above.

SC ENGINEERING, LLC DBA COCHRAN

By: _____
David Christensen, P.E.
Vice President

CITY OF BLUE SPRINGS, MISSOURI

_____
Christine Cates, City Administrator

APPROVED AS TO FORM

_____
James Newell, Assistant City Attorney

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: April 3, 2025 **CONTRACT NO. 2024-166 Task Order #12**

SUBMITTED BY: Dennis Dovel **DEPARTMENT: Administration**

☐ Ordinance	☒ Resolution	☐ Presentation	☐ Public Hearing
☒ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Adopt a Resolution approving Task Order #12 to Contract No. 2024-166 with SC Engineering, LLC dba Cochran in the amount of $247,291 for the design and bidding phase services ($141,309), and construction phase services ($105,982) for the E. Wyatt Road Phase 1 Improvements; CIP ST-18.

BACKGROUND/JUSTIFICATION

The City previously entered into a contract with Affinis Engineering (Contract No. 2023-088.1R) to provide design work for the improvements on Wyatt Road from 7 Highway to Adams Dairy Parkway. The work was to include sidewalks, curbs and gutters, road surface and drainage improvements.

On October 21, 2024, City Council approved an On-Call Consulting Services Contract with SC Engineering, LLC dba Cochran (Cochran) for engineering consulting services.

With the turnover in staff in the City's engineering department, staff reached out to Cochran Engineering to review the plans submitted by Affinis. Cochran's review raised several issues relating to design, including removal of existing curbs and sidewalks that were not in need of replacement. Additionally, the Affinis estimate was reviewed and staff is not comfortable with the accuracy of the estimate. Staff has been working to obtain the easements that were negotiated by Affinis required for the construction with no success.

With Cochran's review and subsequent discussions, it was decided the best course of action was to take the work Affinis had previously done to date and reassign the design to Cochran Engineering to ensure the project is completed and constructed in a manner that meets the goals of the project. The design that Cochran is proposing is estimated to save the City approximately $2,000,000 compared to the design Affinis proposed, while still meeting the intent of the improvements to Wyatt Road.

Future phases of the E. Wyatt Road Improvements project may include the construction of a Roundabout at the E. Wyatt Road and Adams Dairy Parkway intersection, as well as the construction of sidewalks on the south side where none currently exist.

The attached Task Order will provide Professional Engineering and Inspection Services for the design and bidding phase services ($141,309), and construction phase services ($105,982) for the E. Wyatt Road Phase 1 Improvements project, with a project end date of December 31, 2026.

FINANCIAL IMPACT

Contractor:	SC Engineering, LLC dba Cochran
Amount of Request/ Contract:	$247,291
Amount Budgeted:	$0
Budget Year:	FY2024-25
Funding Source/Account #:	310-72000-543100 ST-18
Account Balance:	$0 Date04/24/2025
Additional Funds Needed:	
Funding Source/Account #:	

PROJECT TIMELINE

Estimated Start Date	**Estimated End Date**
May 6, 2025	December 31, 2026
Years and Months Contract in effect	**Number of times renewable**
One year, seven months	None

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Resolution with Task Order #12 attached as Exhibit A

REVIEWED BY:

Requesting Director: ***Dennis Dovel***	Budget: ***Melissa Braun***
Legal: ***James Newell***	City Administrator: ***Christine Cates***

SUPPORTING DOCUMENTS:
(FOR CONTRACT ITEMS ONLY)

Document	Attached	If not attached, explain
Secretary of State:	☐	On File
Certificate of Insurance:	☐	On File
E-Verify Affidavits:	☐	On File
E-Verify proof of enrollment:	☐	On File
Bond:	☐	N/A
Anti-Discrimination Against Israel Act Certification (contract over $100,000)	☐	On File
Wage Order, by reference	☐	Wage Order Number:
IRS Form W-9:	☐	On file
Bid/RFP/RFQ: (submit all)	☐	N/A – Task Order
Bid/RFP/RFQ Tabulation:	☐	N/A – Task Order
Bid Waiver: (less than three bids)	☐	N/A – Task Order
Contractor address and email:	☐	SC Engineering, LLC, dba Cochran ATTN: David Christensen 618 SW 3rd Street Lee's Summit, MO 64063 david@cochraneng.com
Project Exemption Certificate needed:	☐	N/A
Other:	☐	

Resolution No. 30-2025

A RESOLUTION APPROVING TASK ORDER #12 TO CONTRACT NO. 2024-166 WITH SC ENGINEERING, LLC DBA COCHRAN FOR E. WYATT ROAD IMPROVEMENTS CIP ST-18

WHEREAS, the City entered into a contract with Affinis Engineering to design and bid the Wyatt Road Street Reconstruction Project (7 Highway to Adams Dairy Parkway) on May 15, 2023, and

WHEREAS, on October 21, 2024, City Council approved an On-Call Consulting Services Contract with SC Engineering, LLC dba Cochran (Cochran) for engineering consulting services; and

WHEREAS, staff met with Cochran to discuss the scope and review current documents related to the Wyatt Road Street Reconstruction Project; and

WHEREAS, Affinis Engineering did not complete the scope of work related to the Wyatt Road Street Reconstruction Project when the contract termination date expired and the plans had several design issues raised by Cochran in their review with staff; and

WHEREAS, in Cochran's review they provided significant cost savings based on their review of the plans, and

WHEREAS, staff recommends entering into a Task Order with Cochran for the design and bidding phase services ($141,309), and construction phase services ($105,982) for the E. Wyatt Road Phase 1 improvements with a project end date of December 31, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The City Administrator is hereby authorized to enter into Task Order #12 to Contract No. 2024-166 in the amount of $247,291 with SC Engineering, LLC dba Cochran for the design and bidding phase services ($141,309), and construction phase services ($105,982) for the E. Wyatt Road Phase 1 Improvements. A copy of proposed Task Order #12 is attached hereto as Exhibit “A” and is incorporated herein.

Section 2. City staff is directed to perform all tasks necessary to implement said Task Order.

Section 3. Scrivener’s Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 5th day of May 2025.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Megan Rodgers, Deputy City Clerk

CONTRACT NO. 2024-166	TASK ORDER NO. 12	TASK ORDER EFFECTIVE DATE: MAY 6, 2025	TASK ORDER TERMINATION DATE: DECEMBER 31, 2026
CITY		**CONSULTANT**	
City of Blue Springs 903 West Main Street Blue Springs, MO 64015		**SC Engineering, LLC, dba Cochran 618 SW 3rd Street Lee's Summit, MO 64063**	
Attention: Dennis Dovel		Attention: David Christensen, Vice President	
Department: Administration		Phone: (314) 220-7016	
Phone: (816) 228-0111			

TASK ORDER # 12

This Task Order is entered into as the date last signed by the parties and is between SC Engineering, LLC, dba Cochran ("Consultant") and the City of Blue Springs, Missouri ("City").

WHEREAS, the City has engaged Consultant to provide engineering services pursuant to an Agreement for On-Call Consulting Services, pursuant to which the City may task the Consultant to provide additional professional engineering services on a project-specific basis by acknowledging a separate Task Order.

NOW, THEREFORE, in consideration of the promises and mutual covenants between the parties and for other good and valuable consideration the receipt of which is acknowledged by the parties, they agree as follows:

1. **Incorporation of Base Agreement**. This Task Order is subject to all terms and conditions contained in the Agreement for On-Call Consulting Services, that are not inconsistent with the specific terms contained herein, and the Agreement for On-Call Consulting Services between the parties is incorporated herein as if set forth in full by this reference.

2. **Scope of Services**. The Scope of Services pursuant to this Task Order are as contained in **Exhibit 1**.

3. **Term**. Consultant shall begin work pursuant to this Task Order upon its Effective Date and all work shall be completed by December 31, 2026.

4. **Compensation**. Unless compensation is set forth in this Task Order, compensation shall be as provided in the Agreement for On-Call Consulting Services between the parties.

5. **Additional Terms and Conditions**. If any, attached to this Task Order as **Exhibit 2**.

IN WITNESS WHEREOF, the Consultant and the City have executed this Task Order as of the Effective Date.

SC ENGINEERING, LLC, DBA COCHRAN



David Christensen, Vice President

CITY OF BLUE SPRINGS, MISSOURI

Christine Cates, City Administrator

APPROVED AS TO FORM:



By: _____
James Newell, Assistant City Attorney

EXHIBIT 1
Task Order #12 - Scope of Services

E. Wyatt Road Improvements – Phase 1 Project – Lump Sum Proposal:

The purpose for this Lump Sum Proposal is to provide Professional Engineering and Inspection Services for the **E. Wyatt Road Phase 1** Improvements [from Hwy 7 to Adams Dairy Parkway], in accordance with the attached Project Cost Estimate (Attachment 1), dated March 24, 2025.

Phase 1 Improvements will include:

- New sidewalks on the north side, where none currently exist, within existing ROW, from Hwy 7 to Adams Dairy Parkway.
- Installation of concrete curb for a 28' wide pavement from 3rd Street to Adams Dairy Parkway (see attached existing and proposed cross section as Attachment 2), within existing ROW. Note: the roadway cross section from Hwy 7 to just west of 3rd Street (i.e. existing 35' wide pavement) will remain in-place.
- New asphalt pavement from Hwy 7 to Adams Dairy Parkway.
- Street Lighting on the north side from Hwy 7 to Adams Dairy Parkway.

SCOPE OF SERVICES:

A. Topographic Survey Phase:

1. Topographic survey covering sufficient area to develop water main, sidewalk, street lighting and roadway plans for the project.
2. A survey baseline shall be established.
3. Roadway and sidewalks cross-sections shall be obtained at 50-foot intervals, a sufficient distance beyond the anticipated construction limits, to determine removal and replacement quantities. All drainage structures and courses shall be identified and included with flow line elevations. Additional cross-sections as required for clarity shall be taken as needed.
4. Existing utilities shall be located and plotted.

B. Preliminary Design Phase:

1. Preliminary plans to include: field survey data, topographic information of the existing intersection and roadways, existing utilities, proposed improvements in accordance with the attached proposed cross section (Attachment 2), site plan improvement plans, preliminary roadway profiles existing and proposed changes, and roadway cross-sections.
2. Submit preliminary roadway drawings to the City for review and comment.
3. Provide the City with preliminary estimate of construction cost.

C. Final Design Phase:

1. Easement Document Preparation - after notification of approval of the preliminary plans from the City, Cochran shall prepare temporary easement and/or permanent easement documents, as needed.

2. The final design shall include at a minimum the following information, and shall include the other actions as described:
   - Cover sheet with location map, sheet index, and legend of symbols.
   - Plan and profile sheet showing existing topography, the proposed improvements, existing utilities and relocations, if required, construction limits, profile grade line, and incorporate all review comments from the City.
   - Typical ADA compliant sidewalk and roadway cross sections.
   - Storm sewer plans and specifications
   - Streetlighting plans and specifications.
   - Final cross-sections of the proposed improvements at 50 foot intervals.
   - Traffic handling and detouring plan with signage.
   - A complete set of contract documents and technical specifications including tabulation of bid quantities and current prevailing wage rates.
3. Submit final sidewalk and roadway plans and specifications to the City for review and approval.
4. Incorporate final comments from the City into the plans and specifications.
5. Utilities: we will contact all utilities that may be affected by this project and provide them with the roundabout and roadway improvement plans to help facilitate the utility relocations if needed.
6. Provide a final estimate of anticipated construction costs.

D. Bidding Phase:

1. Provide Project Manuals and Plans to the City for bidding purposes. Plans shall be half size (11” x 17”).
2. Make copies and distribute bid packages to contractors.
3. Answer contractor’s questions during bidding and issue addenda (if required)
4. Conduct the bid opening and review submitted contractor bids, investigate low bidder(s) as required to evaluate their competency, and consult with the Owner on award of bid.
5. Review shop drawings when submitted for compliance with the drawings and specifications.

E. Construction Phase:

1. Serve as the City’s representative for administering the terms of the construction contract.
2. Attend a preconstruction conference to discuss project details with the successful contractor.
3. Provide on-site inspection services to inspect the Contractor's progress and quality of work and to determine if the work conforms to the contract documents.
4. Reject work not conforming to the project documents.
5. Prepare change orders for issuance by the City as necessary and assure that proper approvals are made prior to work being performed.
6. Measure and document quantities, and review monthly estimates for payments due the Contractor.
7. Inspect materials, review material certifications furnished by the Contractor, perform field testing, sample materials as required, and provide laboratory testing.

FEE:

1. The total amount of fee to be paid for the Scope of Services, Items A thru D – "Design and Bidding Phase Services" as outlined in this proposal shall be a lump sum fee of $141,309.00.

2. The total amount of fee to be paid for the Scope of Services, Item E – "Construction Phase Services" as outlined in this proposal shall be a lump sum fee of $105,982.00.

Future improvements to E. Wyatt Road Improvements may include:

Phase 2 Improvements:

- Acquisition of right-of-way as needed for new Roundabout at the E. Wyatt Road and Adams Dairy Parkway Intersection.
- Construction of a Roundabout at the E. Wyatt Road and Adams Dairy Parkway intersection.

Phase 3 Improvements:

- Acquisition of right-of-way as needed for sidewalks and driveway approaches on the south side, where none currently exist, from Hwy 7 to Adams Dairy Parkway.
- Construction of sidewalks on the south side, where none currently exist.
- Construction of driveway approaches on the south side to tie-in to new sidewalks.

ATTACHMENT 1

Project Cost Estimate

City of Blue Springs

E. Wyatt Street Improvements Phase 1 - Hwy 7 to Adams Dairy Pkwy

No.	Description	Unit	Quantity	Unit Cost	Cost
1	Construction Mobilization	LS	1	160,000.00	$160,000.00
2	Removal of Improvements	LS	1	115,000.00	$115,000.00
3	Linear Grading	STA	33	2,800.00	$92,400.00
4	Storm Sewer	LF	900	110.00	$99,000.00
5	New ADA Concrete Sidewalk, north side only - 5' wide	SF	13,500	7.50	$101,250.00
6	Concrete C&G - north side	LF	2,100	35.00	$73,500.00
7	Concrete C&G - south side	LF	3,600	35.00	$126,000.00
8	Driveway Approaches	SF	7,200	8.00	$57,600.00
9	Pavement Milling	SY	16,240	4.00	$64,960.00
10	Asphalt Pavement	TON	8,200	110.00	$902,000.00
11	Street Lighting - not included in Affinis Project	EA	21	8,500.00	$178,500.00
12	Pavement Striping	LF	20,880	0.85	$17,748.00
13	Construction Traffic Control	LS	1	25,000.00	$25,000.00
14	Restoration	LS	1	35,000.00	$35,000.00

Project Notes:

1. Project total length equals approx. 1.0 miles
2. Hwy 7 to ADP {ROW varies 46' to 70'}
3. Existing Pavement - varies 35' to 24'
4. Proposed Pavement Width = 28' curb to curb

Construction Sub-Total	$2,047,958
15% Contingency	$307,194
Survey & Eng. Design @ 7%	$141,309
Const. Inspection/Testing	$105,982
Project Total =	**$2,602,443**

ATTACHMENT 2

EXISTING CROSS SECTION - WYATT STREET
ADAMS DAIRY PARKWAY TO 3RD STREET



PROPOSED CROSS SECTION - WYATT STREET
ADAMS DAIRY PARKWAY TO 3RD STREET



1735 WESTPARK CENTER DRIVE
FENTON, MISSOURI 63026
314-842-4823 (tel.)
314-842-5957 (fax)
www.cochranengr.com
COCHRAN
Civil Engineering
Land Surveying
Architecture
Site Development
Master Planning
General Consulting
ENGINEERING CERTIFICATE OF AUTHORITY NUMBER - 2007006937
LAND SURVEYING CERTIFICATE OF AUTHORITY NUMBER - 2007004529

THE PROFESSIONAL'S SEAL AFFIXED TO THIS SHEET APPLIES ONLY TO ITEMS ON THIS SHEET. ALL DRAWINGS OR OTHER DOCUMENTS NOT EXHIBITING THIS SEAL SHALL NOT BE CONSIDERED PREPARED BY THIS PROFESSIONAL.

WYATT STREET ROAD IMPROVEMENTS
BLUE SPRINGS, MISSOURI

DATE:	REVISION:
KJW	DAC
NO SCALE	
4/1/25	
SCXX-XXX	
1	

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CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: April 9, 2025 **CONTRACT 2024-166, Task Order #13**

SUBMITTED BY: Dennis Dovel **DEPARTMENT: Administration**

☐ Ordinance	☒ Resolution	☐ Presentation	☐ Public Hearing
☒ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Adopt a Resolution approving Task Order #13 to Contract No. 2024-166 with SC Engineering, LLC, dba Cochran for Water System Study in the amount of $95,000.

BACKGROUND/JUSTIFICATION

City Council approved Contract No. 2024-166 with SC Engineering, LLC dba Cochran for On-Call Consulting Services, including planning for streets, storm, water, and wastewater.
The Water System Study is required every five years to evaluate the City's water system. This lump sum proposal will prepare a comprehensive study of the City's Water System and renew the City's Owner Supervised Program. The water system model needs to be updated and calibrated in order to analyze the existing system for fire protection needs and projected growth conditions. The purpose of the report is to identify areas where fire flows should be improved and areas where transmission lines should be added in the future to support growth. Included in the scope of services is a review of historic water usage, a financial review of the City, system infrastructure evaluation, identifying areas of concern, and recommendations for system and infrastructure improvements. The report will be submitted to Missouri Department of Natural Resources for review and approval.

The attached Task Order will provide a Water System Study for $95,000. A budget amendment will be submitted to Council for approval.

FINANCIAL IMPACT

Contractor:	SC Engineering, LLC dba Cochran
Amount of Request/ Contract:	$95,000.00
Amount Budgeted:	$195,000 ($50,000 for water system assessment)
Budget Year:	FY 2024/25
Funding Source/Account #:	430-33020-530100
Account Balance:	$124,857.70 Date: 4/29/2025

PROJECT TIMELINE

Estimated Start Date	**Estimated End Date**
May 6, 2025	December 31, 2026
Years and Months Contract in effect	**Number of times renewable**
1 year 7 months	

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Resolution with Task Order #13 attached as Exhibit A.

REVIEWED BY:

Requesting Director: ***Dennis Dovel***	Budget: ***Karen Van Winkle***
Legal: ***Jennifer Baird***	City Administrator: ***Christine Cates***

SUPPORTING DOCUMENTS:
(FOR CONTRACT ITEMS ONLY)

Document	Attached	If not attached, explain
Secretary of State:	☐	On File
Certificate of Insurance:	☐	On File
E-Verify Affidavits:	☐	On File
E-Verify proof of enrollment:	☐	On File
Bond:	☐	N/A
Anti-Discrimination Against Israel Act Certification (contract over $100,000)	☐	On File
Wage Order, by reference	☐	Wage Order Number:
IRS Form W-9:	☐	On File
Bid/RFP/RFQ: (submit all)	☐	
Bid/RFP/RFQ Tabulation:	☐	
Bid Waiver: (less than three bids)	☐	
Contractor address and email:	☐	SC Engineering, LLC, dba Cochran ATTN: David Christensen 618 SW 3rd Street Lee's Summit, MO 64063 david@cochraneng.com
Project Exemption Certificate needed:	☐	N/A
Other:	☐	

Resolution No. 31-2025

A RESOLUTION APPROVING TASK ORDER #13 CONTRACT NO. 2024-166 WITH SC ENGINEERING, LLC DBA COCHRAN FOR WATER SYSTEM STUDY

WHEREAS, on October 21, 2024, City Council approved an On-Call Consulting Services Contract with SC Engineering, LLC dba Cochran (Cochran) for engineering consulting services, including planning for streets, storm, water, and wastewater; and

WHEREAS, a Water System study must be performed every five years to review the City's water system, perform a system infrastructure evaluation, identify areas of concern needing improvement, and recommend system and infrastructure improvements; and

WHEREAS, staff recommends entering into a Task Order with Cochran for the commission of a Water System Study for $95,000.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The City Administrator is hereby authorized to enter into Task Order #13 to Contract No. 2024-166 with SC Engineering, LLC dba Cochran in the amount of $95,000 for a Water System Study. A copy of the proposed Task Order is attached hereto as Exhibit "A" and is incorporated herein.

Section 2. City staff is directed to perform all tasks necessary to implement said task order, including submitting a FY 2024-25 budget amendment to the City Council for approval.

Section 3. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 5th day of May 2025.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Megan Rodgers, Deputy City Clerk

CONTRACT NO. 2024-166	TASK ORDER NO. 13	TASK ORDER EFFECTIVE DATE: MAY 6, 2025	TASK ORDER TERMINATION DATE: DECEMBER 31, 2026
CITY		**CONSULTANT**	
City of Blue Springs 903 West Main Street Blue Springs, MO 64015		**SC Engineering, LLC, dba Cochran 618 SW 3rd Street Lee's Summit, MO 64063**	
Attention: Dennis Dovel		Attention: David Van Leer, P.E. Engineering Manager|Partner	
Department: Administration		Phone: (636) 584-0540	
Phone: (816) 228-0111			

TASK ORDER #13

This Task Order is entered into as the date last signed by the parties and is between SC Engineering, LLC, dba Cochran ("Consultant") and the City of Blue Springs, Missouri ("City").

WHEREAS, the City has engaged Consultant to provide engineering services pursuant to an Agreement for On-Call Consulting Services, pursuant to which the City may task the Consultant to provide additional professional engineering services on a project-specific basis by acknowledging a separate Task Order.

NOW, THEREFORE, in consideration of the promises and mutual covenants between the parties and for other good and valuable consideration the receipt of which is acknowledged by the parties, they agree as follows:

1. **Incorporation of Base Agreement**. This Task Order is subject to all terms and conditions contained in the Agreement for On-Call Consulting Services, that are not inconsistent with the specific terms contained herein, and the Agreement for On-Call Consulting Services between the parties is incorporated herein as if set forth in full by this reference.

2. **Scope of Services**. The Scope of Services pursuant to this Task Order are as contained in **Exhibit 1**.

3. **Term**. Consultant shall begin work pursuant to this Task Order upon its Effective Date and all work shall be completed by December 31, 2026.

4. **Compensation**. Unless compensation is set forth in this Task Order, compensation shall be as provided in the Agreement for On-Call Consulting Services between the parties.

5. **Additional Terms and Conditions**. If any, attached to this Task Order as **Exhibit 2**.

IN WITNESS WHEREOF, the Consultant and the City have executed this Task Order as of the Effective Date.

SC ENGINEERING, LLC, DBA COCHRAN

David Van Leer, P.E.,
Engineering Manager|Partner

CITY OF BLUE SPRINGS, MISSOURI

Christine Cates, City Administrator

APPROVED AS TO FORM:

By: _____
Jennifer Baird, City Attorney

EXHIBIT 1
Task Order #13 - Scope of Services

Water System Study – Lump Sum Proposal:

The purpose for this Lump Sum Proposal is to prepare a comprehensive study of the City's Water System and renew the City's Owner Supervised Program. A breakdown of the report components are as follows:

SCOPE OF SERVICES:

1. Provide basic background information on the City's water system and identify report scope.
2. Review historic population and customer count data. Future customer counts will be projected based off historic data. Future growth areas will be identified. Existing undeveloped land and platted lots will be accounted for in growth projections.
3. Review historic water usage. Establish average day and peak day water usage.
4. Financial review of the City including:
    a. Current financial status – review of historic capital improvement expense and operational expenses
    b. Existing long term debt obligations
    c. User rates – basic analysis comparison to surrounding systems
5. System Infrastructure Evaluation:
    a. Distribution System – provide system inventory and evaluate condition of system
    b. Storage – determine usable storage capacity and evaluate condition of tanks
    c. Supply – determine supply capacity at each metering point
    d. Water Loss – evaluate water purchased versus water sold
    e. Hydraulic modeling of distribution system to determine pressure under static, peak flow and fire flow conditions
6. Identify Areas of Concern needing improvement. Future growth areas will be analyzed and new infrastructure to serve these areas will be presented.
7. Recommendations for System Improvements:
    a. Distribution System
    b. Storage
    c. Supply
    d. Financial

    Infrastructure improvements will be prioritized for implementation.
8. Provide cost estimates for infrastructure improvements.
9. The Engineering Report will be prepared as an Owner Supervised Program.

10. The report will be submitted to Missouri Department of Natural Resources for review and approval.

SERVICES NOT INCLUDED:
(All of which can be provided under a separate contract)

1. Environmental/Geotechnical/Wetlands Studies or Reports
2. Permit Fees or Review Fees
3. Construction Documents and Specifications
4. Topographic, Utility, and Boundary Survey
5. Revision to City's Rules and Regulations
6. Tank Inspection Reports
7. Rate Studies

FEE:

1. The total amount of fee to be paid for the Scope of Services as outlined in this proposal shall be a lump sum fee of **$95,000.00**.

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: April 29, 2025

SUBMITTED BY: Mike Mallon **DEPARTMENT: City Development**

☐ Ordinance	☒ Resolution	☐ Presentation	☐ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Adopt a Resolution to approve an appeal of a Master/Alternative Sign Plan (ASP-04-25-9554) for Tim Hortons Coffee Shop located at 1900 NW 7 HWY.

BACKGROUND/JUSTIFICATION

Roy Browne, The Architects, on behalf of the property owner, Gyasi Parkins, is requesting approval of a Master/Alternative Sign Plan for the use of a non-conforming pole sign for Tim Hortons Coffee Shop. The applicant is requesting an appeal of the denial of the Master/Alternative Sign Plan by the Planning Commission on April 28, 2025.

On March 24, 2025, the applicant appeared before the Planning Commission during its regularly scheduled meeting to request approval for the use of an existing non-conforming pole sign located outside the I-70 corridor as part of a Master/Alternative Sign Plan (ASP-01-25-9475). Following review and discussion, the Planning Commission voted to deny the request per Section 501.030.E of the City Code and, the applicant was informed of the opportunity to appeal the Planning Commission decision within ten days. However, no appeal was submitted during the allowable timeframe. City Code does not impose a mandatory waiting period before submitting a new application for Master/Alternative Sign Plan following a denial.

The applicant subsequently reapplied and appeared before the Planning Commission at its regularly scheduled meeting on April 28, 2025. Following review and discussion, the Planning Commission unanimously voted to deny the application. On April 29, 2025, the applicant submitted a formal appeal of the Planning Commission decision.

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
May 5, 2025	N/A

STAFF RECOMMENDATION

Staff does not recommend approval of the Master/Alternative Sign Plan. If the City Council votes to approve then Staff recommends the following two (2) conditions:

1. Approval based on the representations of the drawings presented as part of this application does not waive any requirement or development standard contained in the UDC unless modified by the approval.
2. Prior to installation of the proposed signage, administrative sign permit approval must

be obtained for the pole sign.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	Planning Commission
Date:	April 28, 2025
Action:	Recommend approval of the Master/Alternative Sign Plan: 0 aye, 8 no

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Staff Report with attachments; Application with attachments; Title IV, Sign Code Section-Blue Springs Code of Ordinance (by reference); Letter of appeal
2. Applicant's Appeal of the Denial of the Master/Alternative Sign Plan dated April 29, 2025.
3. Resolution approving the Master/Alternative Sign Plan

REVIEWED BY:

Requesting Director ***Mike Mallon***	Budget: ***N/A***
Legal: ***Jennifer Baird***	City Administrator: ***Christine Cates***

PLANNING APPLICATION REVIEW STAFF REPORT

Meeting Dates:	Planning Commission: April 28, 2025 City Council: N/A
Project Name:	***Tim Horton's***
Site Location:	1900 NW 7 HWY
Project Request:	**ASP-04-25-9554; Master / Alternative Sign Plan** for an approval of using of an existing non-conforming pole sign at the proposed Tim Hortons Coffee Shop, located at 1900 NW 7 Hwy.

Applicant: Roy Browne │ The Architects
Property Owner: Gyasi Parkins │ GB HWY 7-Brothers LLC.
Staff Planner: Shantele Frie │ Associate Planner

Project Description: The applicant, Roy Browne is requesting approval of a Master/Alternative Sign Plan to allow the continued use of an existing non-conforming pole sign at the proposed Tim Hortons Coffee Shop, located at 1900 NW 7 Hwy. The sign, originally installed for the former Backyard Burgers, is classified as non-conforming due to its location, which does not comply with the requirements outlined in Sign Code Section 501.060(c)(2)(a) and UDC Code Section 405.060(3)(d).

Staff Recommendation: Staff recommends denial of the Master / Alternative Sign Plan application.

Previous Actions:

Date	Review Body	Action
03/24/2025	Planning Commission	Denial of Alternative Sign Plan (ASP-01-25-9475) for use of non-conforming pole sign at the proposed Tim Hortons Coffee Shop
02/24/1997	Planning Commission	Recommended approval of the Final Plat for Prestige Park 1st Plat
03/04/1997	City Council	Approved the Final Plat for Prestige Park 1st Plat
04/28/1997	Planning Commission	Approval of Site Plan Design for Backyard Burgers

On March 24, 2025, the applicant appeared before the Planning Commission during its regularly scheduled meeting to request approval for the use of an existing non-conforming pole sign located outside the I-70 corridor as part of a Master/Alternative Sign Plan (ASP-01-25-9475). Following review and discussion, the Planning Commission voted to deny the request. Per Section 501.030(E) of the City Code, the applicant was informed of the opportunity to appeal the Commission's decision within 10 days. However, no appeal was submitted during the allowable timeframe. It is important to note that the City Code does not impose a mandatory waiting period before submitting a new application for a Master/Alternative Sign Plan following a denial.

Adjacent Properties:

Direction	Current Zoning	Current Land Use(s)
North:	"GB"-General Business	Prestige Plaza Retail Shopping
South:	"GB"-General Business	Office Space-CJ Real Estate Property Management
East:	"TF"-Two-Family	Two-Family Residential-Country Club Manor

West:	Right-of-Way	MO-7 Highway

MASTER / ALTERNATIVE SIGN PLAN ANALYSIS

A master / alternative sign plan provides flexibility within the sign code for exceptions to be made on a case-by-case basis dependent upon location, use, and visibility from the public right-of-way.

Overview:

DESCRIPTION	TYPE	QTY	EXISTING	Proposed	NOTES/ISSUES
Proposed Non-conforming Pole Sign	Pole	1	80 sq ft	80 sq ft	**This property does not abut or located within the I-70 Corridor. The pole sign has been abandon; Backyard Burgers has not been in business for last 6 months. The non-conforming pole sign is located in a water easement which is prohibited by city code.**
TOTALS		**1**	**80 SQ Ft**	**80 SQ FT**	

The purpose of this Master/Alternative Sign Plan is to review signage that does not meet all requirements of the Sign Code.

Types: The applicant is seeking approval of a Master/Alternative Sign Plan to retain the existing non-conforming pole sign. However, staff does not believe this request is warranted for the following reasons:

1. **The property is not located between the Interstate 70 (I-70) frontage roads.**
2. **The property is neither within 400 feet of the I-70 pavement edge (excluding on/off-ramps) nor positioned as close to I-70 as possible while complying with all location requirements.**
3. **The current non-conforming pole sign is located in the water easement shown on the drawings provided.**
4. **There is four (4) feet and six (6) inches of open space where a proposed monument sign can be placed.**

Location: The subject property, located at 190 NW 7 Hwy, is situated north of Interstate 70. The sign is approximately 3,069 feet from the I-70 corridor.

Design & Construction (501.040):

Placement:

The pole sign's location is non-conforming which requires approval through the Master/Alternative Sign Plan process. Upon review, staff has determined that the sign is non-conforming and not permitted due to the property's location outside the I-70 corridor.

Sign Code Section 501.060(c)(2)(a*):*

Location. Pole Signs are only allowed when: (a) Located on one (1) of the following properties:

1. *A property between the Interstate Highway 70 (I-70) frontage roads; or*
2. *A property between the I-70 frontage roads but within (400) feet of the edge of the pavement of I-70 not including any on/off ramp, except said sign shall be located as close to I-70 as possible, while still adhering to all location restrictions.*

Sign Code Section 501.060(c) (2)(b*):*
Location. Pole signs are only allowed when: (b) located outside of any easement restricting the placement of such sign structure.

UDC Section 405.060(3)(d*):* *Accessory Use Development and Operational Standards: The following standards shall apply to all accessory uses and structures unless otherwise specifically provided. Setbacks from Easements. No accessory structure, other than a fence or wall, shall be located within any platted or recorded easement (other than a drainage easement), or over any known utility*.

Design Standards:
The proposed building façade signage has been reviewed through the administrative sign permit process. It aligns with the overall design, color, and composition of the site's signage. No additional signs have been permitted on the property.

Materials:
The proposed signage will feature an acrylic face with internal illumination housed in aluminum cabinets.

Illumination:
All proposed signage is proposed to be internally illuminated.

Construction Standards:
Code requires that signs be installed to meet Building Code requirements.

Review Criteria: *Approval of a Master Sign Plan shall meet the Review Criteria in Section 501.030.D of the Sign Code, including, but not limited to, the following:*

1. Meet the intent of this Sign Code.

   STAFF RESPONSE: Staff believes the request does not align with the intended standards. The pole sign is non-conforming and has been abandoned for more than six months.

2. Not result in or create a precedent that may result in visual blight, discord, confusion, or clutter that significantly dilutes or obscures the message of other signs or degrades the character, attractiveness, and general welfare of Blue Springs as a place to live and conduct business.

   STAFF RESPONSE: Staff believes the proposed additional sign will contribute to visual clutter and disorder. The pole sign, in particular, will add to signage congestion along the corridor.

3. Not result in signage that significantly alters the architectural, cultural, historic, or contextual character of the surrounding area due to the size or location of the signage.

   STAFF RESPONSE: Staff believes the signage will significantly impact the architectural, cultural, historical, and contextual character of the surrounding area. The removal of pole signs outside the I-70 corridor is intended to reduce visual clutter and enhance the streetscape.

4. Not infringe on public safety or interfere in any way with the safe operation of all modes of transportation.

   STAFF RESPONSE: Staff does not believe the proposed additional signs on the building façade will infringe on public safety.

5. Not impact the rights of adjacent and nearby property owners, residents, and any other entity with a vested interest.

   STAFF RESPONSE: Staff believes the proposed pole sign will negatively impact the rights of adjacent and nearby property owners, residents, and other stakeholders with a vested interest.

6. Be based on the time, place, and manner of the proposed signage, not on the content or message of the signage.

   STAFF RESPONSE: Staff believes the signage is not appropriate in terms of time, place, and manner, as it is located outside the I-70 corridor. The pole sign is located in water easement.

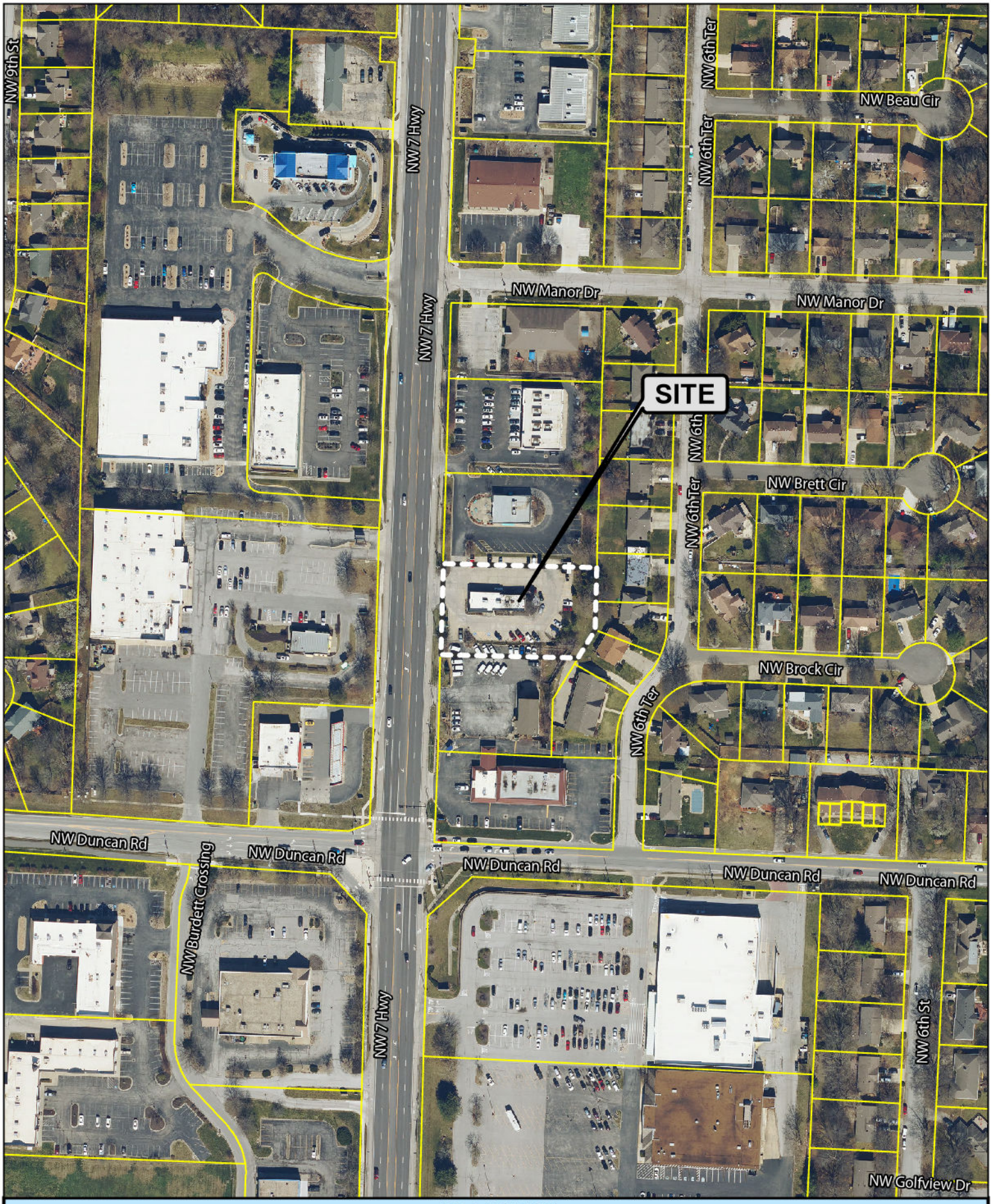
7. Meet the following review criteria as applicable:

   Any request for approval of a permanent sign must demonstrate a higher standard of quality than required by the Sign Code, showcasing superior aesthetics, creativity, and innovation.

   STAFF RESPONSE: Staff does not find the proposed pole sign appropriate due to its location outside the I-70 corridor.

Staff Recommendation:

Staff does not recommend approval of the Master / Alternative Sign Plan application.



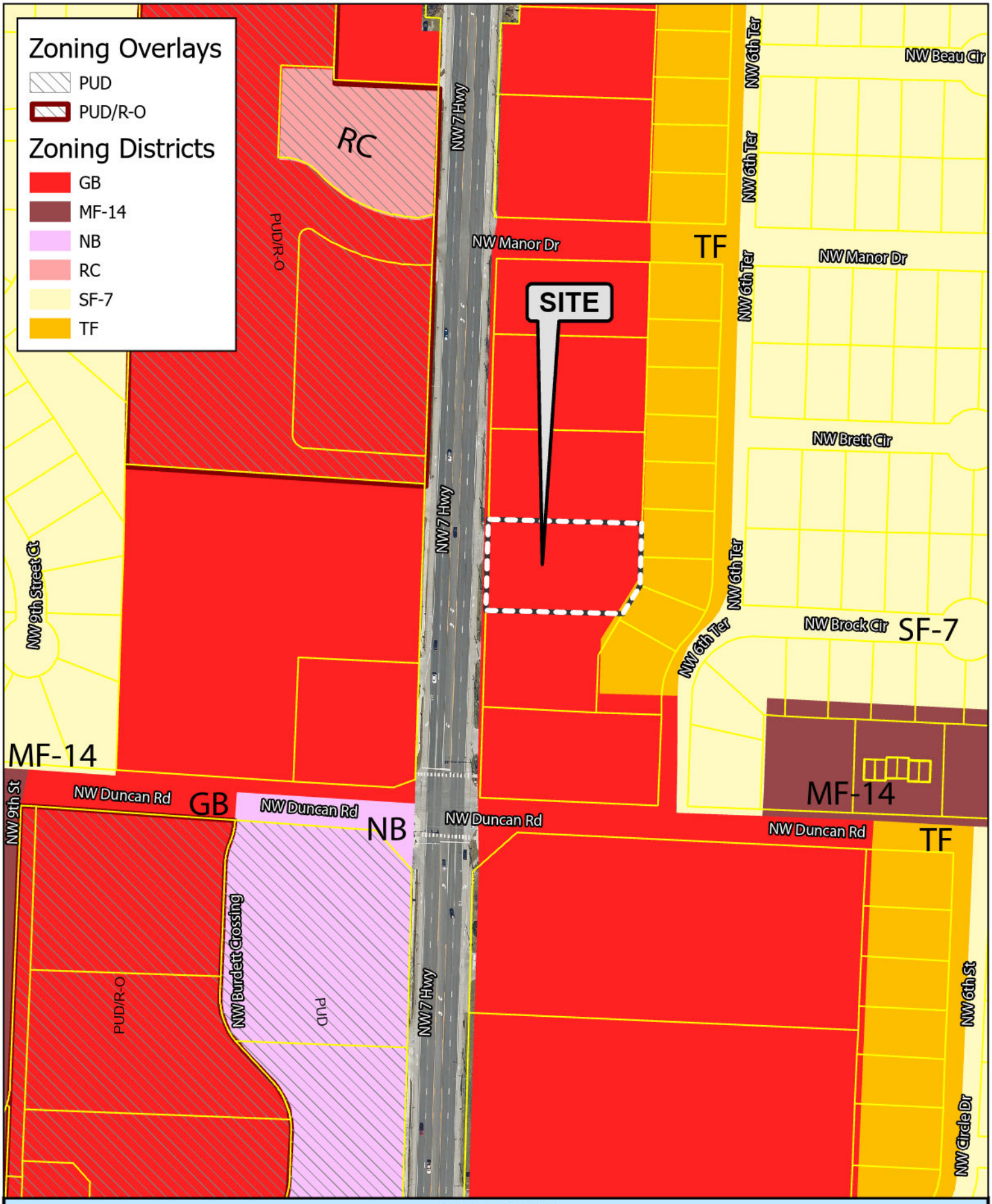
The City of Blue Springs Missouri

ASP-04-25-9554
1900 NW 7 HWY
Parcel# 36-330-08-16-00-0-00-000
AERIAL LOCATION MAP

N

1" = 200'

Date: 03/17/2025



ASP-04-25-9554
1900 NW 7 HWY
Parcel# 36-330-08-16-00-0-00-000
ZONING SITE LOCATION MAP

N
1" = 200'

Date: 03/17/2025

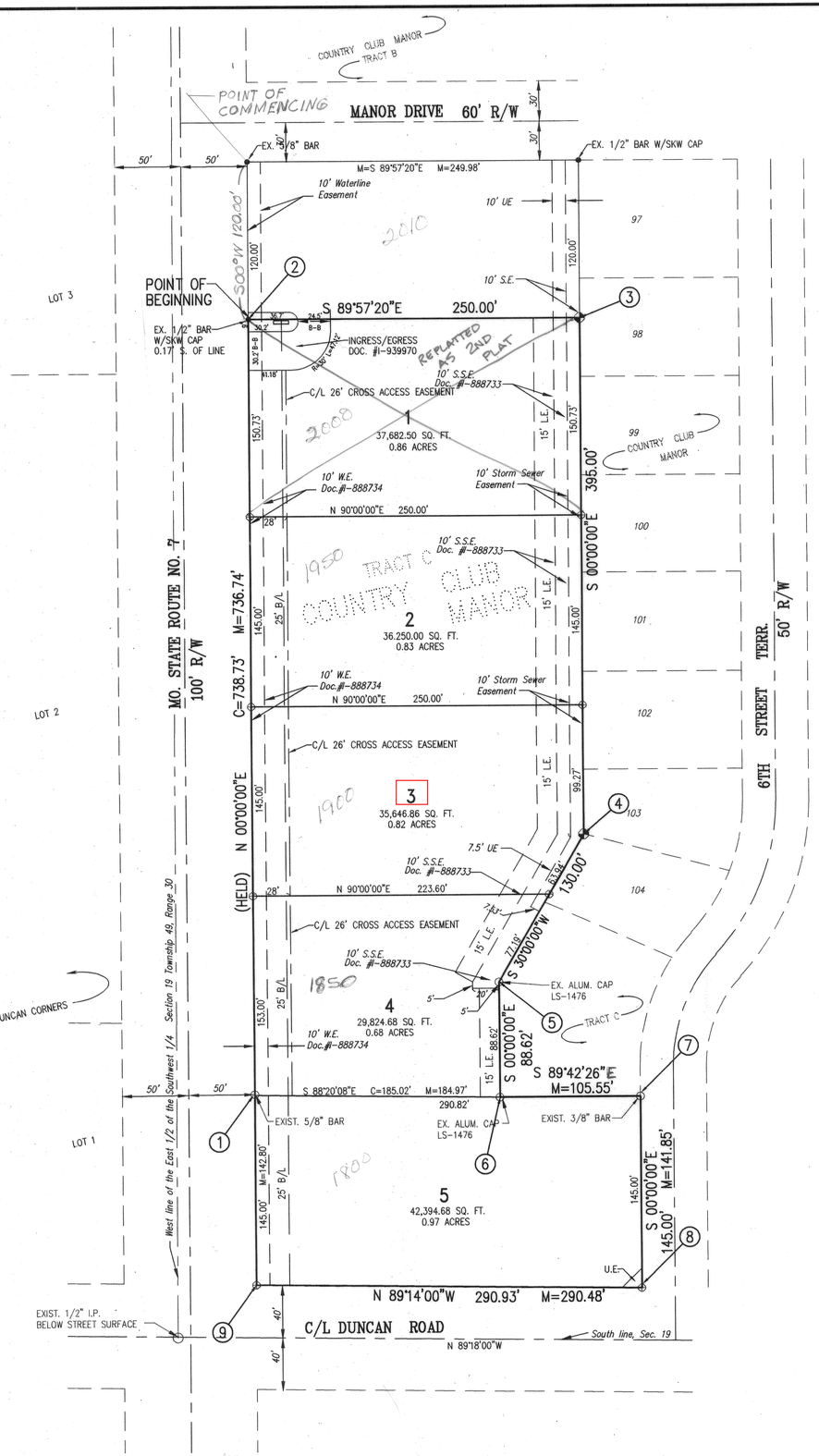
97 - 1 23323

COPY

PRESTIGE PARK 1st PLAT

A REPLAT OF TRACT C, COUNTRY CLUB MANOR
LOTS 1 THRU 5
BLUE SPRINGS, JACKSON COUNTY, MISSOURI

RECORDED FEE COLLECTED
FEDERAL INSTRUMENT RECEIVED
1997 APR 24 A 10: 03 .0
RECORDED BOOK ___ PAGE ___
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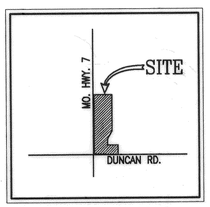


TRAVERSE TABLE (METERS)					
POINT	BEARING	DISTANCE GRID	DISTANCE METERS	NORTHING	EASTING
JA-06				318154.555	867781.737
	S81°36'46"E	2607.554	794.784		
TP-A				318039.314	868567.757
	S82°05'42"E	3156.926	962.233		
TP-B				317906.975	869520.847
	N52°53'14"E	1244.190	379.230		
TP-C				318135.798	869823.263
	N04°24'24"W	1051.979	320.644		
TP-D				318455.494	869798.626
	N00°01'33"E	846.534	258.024		
TP-E				318713.518	869798.743
	N05°40'34"W	221.673	67.566		
①				318780.752	869792.061
	N00°53'01"E	593.841	181.003		
②				318961.734	869794.852
	S89°06'59"E	249.977	76.193		
③				318960.560	869871.036
	S00°53'01"W	394.963	120.385		
④				318840.188	869869.179
	S30°53'01"W	129.987	39.620		
⑤				318806.186	869848.843
	S00°53'01"W	88.612	27.009		
⑥				318779.180	869848.426
	S88°20'59"E	105.55	32.172		
⑦				318778.254	869880.585
	S00°53'01"W	142.82	43.531		
⑧				318734.728	869879.914
	N88°20'59"W	290.530	88.555		
⑨				318737.278	86971.395
	N00°52'37"E	142.640	43.479		
①					

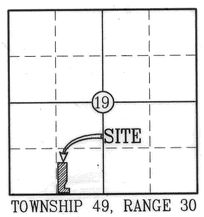
1 METER = 3.28083333

ALL COORDINATES AND ALL BEARINGS AS SHOWN IN THE TRAVERSE TABLE ARE BASED ON "MISSOURI COORDINATE SYSTEM OF 1983, WEST ZONE" USING A COMBINED GRID FACTOR OF 0.9999057

NOTE:
ALL STORM WATER DETENTION WILL BE TAKEN CARE OF ON A PER LOT BASIS AS THEY ARE DEVELOPED.



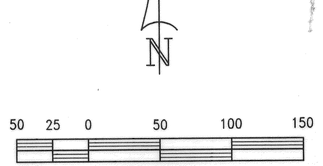
LOCATION MAP



TOWNSHIP 49, RANGE 30

DESCRIPTON:

All that part of Tract "C", COUNTRY CLUB MANOR, a subdivision in the East Half of the Southwest Quarter of Section 19, Township 49 North, Range 30 West (E 1/2, SW 1/4, Sec. 19-T49-R30), in Blue Springs, Jackson County, Missouri, described as follows: Commence at the Northwest Corner of said Tract "C", also being the intersection of the East right-of-way line of Missouri State Route No. 7 and the South right-of-way of Manor Drive as now established; thence South 00 degrees West along East right-of-way line of Missouri State Route No. 7, 120.00 feet to the True Point of Beginning; thence North 89 degrees 57 minutes 20 seconds East, 250.00 feet; thence South 00 degrees 00 minutes 00 seconds East, along the West line of said Country Club Manor, 395.00 feet to the Northwesterly Corner of lot 104 of said Country Club Manor; thence South 30 degrees 00 minutes 00 seconds West along the Northwesterly line of said lot 104, 130.00 feet; thence South 00 degrees 00 minutes 00 seconds East 88.62 feet; thence South 89 degrees 42 minutes 26 seconds East, 105.55 feet to the West right-of-way line of 6th Street Terrace; thence South along said right-of-way South 00 degrees 00 minutes 00 seconds East, 141.95 feet to a point on the North right-of-way of Duncan Road thence along said right-of-way North 89 degrees 14 minutes 00 seconds West, 290.48 feet to a point on the East right-of-way of Missouri State Route No. 7; thence North 00 degrees 00 minutes 00 seconds East along said right-of-way line, 736.74 feet to the Point of Beginning. Containing 4.17 Acres more or less. Subject to easements of record. END OF DESCRIPTION.



MONUMENT LEGEND

- ◆ SET ALUMINUM MONUMENT BLUE VALLEY ENGINEERING CORPORATE NO. LS254D
- ⊕ SET 1/2" REBAR AND CAP
- ○ EXISTING MONUMENTS

CURB NOTCHES ARE ON AN EXTENSION OF THE SIDE LOT LINES.

MONUMENTATION WILL BE COMPLETED WITHIN 6 MONTHS AFTER COMPLETION OF ALL STREETS AND UTILITIES.

DEDICATION:

The undersigned proprietor of the above described tract of land has caused the same to be subdivided in the manner shown on the accompanying plat which subdivision shall hereafter be known as PRESTIGE PARK 1st PLAT, LOTS 1 thru 5.

All thoroughfares shown on this plat and not heretofore dedicated to public use are hereby so dedicated. An easement or license is hereby granted to the City of Blue Springs, Missouri to locate, construct and maintain or to authorize the location, construction and maintenance of conduits, cable television, gas and sewer pipes, poles, wires and anchors and all or any of them upon areas outlined on this plat and designated by the words "Utilities Easement" or abbreviated "U.E."

All lots meet the area, set back, and all other subdivision regulations and zoning ordinances of the City of Blue Springs, Missouri.

In testimony whereof PRESTIGE DEVELOPMENT INC. has caused these presents to be signed by its President and attested by its Secretary this 24th day of March, 1997.

PRESTIGE DEVELOPMENT INC.

By: _____
President, Thomas J. Evans

ATTEST: _____
Secretary, Francis C. Krigh

State of Missouri } SS:
County of Jackson }

On this 24th day of March, 1997, before me, the undersigned Notary Public, personally appeared THOMAS J. EVANS to me personally known, who being duly sworn did say that he is the President of PRESTIGE DEVELOPMENT INC. a Missouri Corporation, and that the seal affixed to the foregoing instrument is the corporate seal of said Corporation and that said instrument was signed and sealed in behalf of said Corporation by authority of its Board of Directors and that THOMAS J. EVANS acknowledged said instrument to be the free act and deed of said Corporation.

IN WITNESS WHEREOF; I have hereunto set my hand and affixed by notarial seal at my office the day and year last above written.

Karla Henry
Notary Public - Notary Seal
State of Missouri
Jackson County
My Commission Expires 02/24/99

My Commission expires _____
Karla Henry
Notary Public in and for Jackson County, MO.
Karla Henry
PRINTED

This is to certify that the within plat of PRESTIGE PARK 1st PLAT was submitted to and duly approved by the Mayor and City Council of the City of Blue Springs, Missouri, this 24th day of March, 1997, by Ordinance No. 6960.

APPROVED:

_____ Gregory O. Grounds – Mayor

_____ Diana Gardner – City Clerk

_____ Steve Magel, Planning Commission

_____ Oliver DeGrate, City Engineer

_____ Thomas M. Kuntz, Director of Community Development

APPROVED BY JACKSON COUNTY ASSESSOR:

By: _____ Date: 4-24-97
BRUCE R FISHER

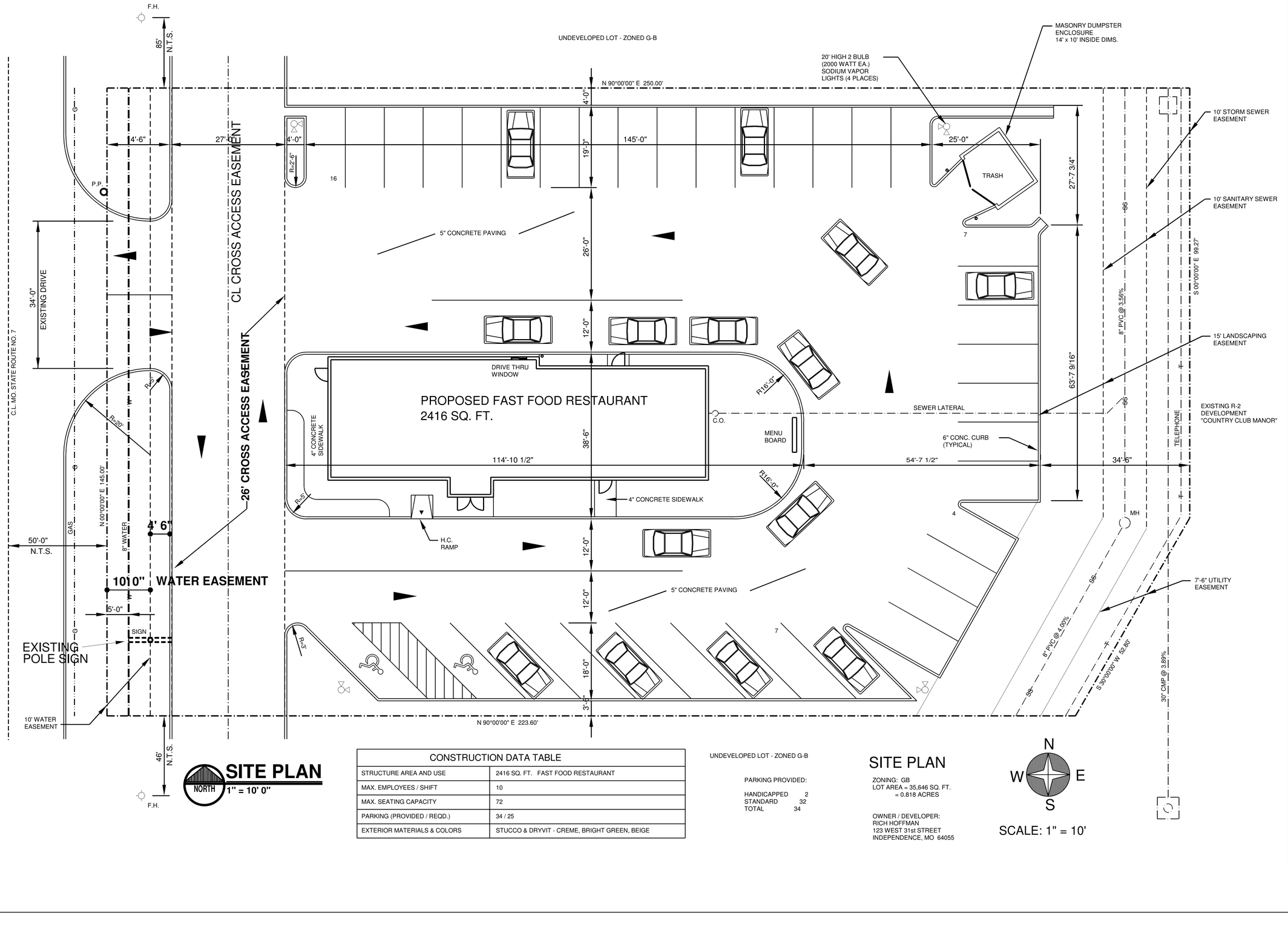
I HEREBY DECLARE that an actual property boundary re-survey was made by me or under my direct supervision and that survey meets or exceeds the Current Missouri Minimum Standards for Property Boundary Surveys to the best of my professional knowledge, information and belief.

Signed: _____
Karl E.F. Swaters – RLS No. 2332
Date: 4/24/97

STATE OF MISSOURI
KARL E.F. SWATERS
NUMBER 2332
REGISTERED LAND SURVEYOR

BLUE VALLEY
ENGINEERS & SURVEYORS, INC.
3424 W. DUNCAN RD., BLUE SPRINGS, MO. 64015 – PH. 816/228-9773
PROJECT NO. 96-271
PRESTIGE PARK 1ST PLAT LOTS 1 – 5

D:\PRESTIGE\PRESTGEF Mon Mar 24 15:40:12 1997



SITE PLAN

NORTH

1" = 10' 0"

CONSTRUCTION DATA TABLE	
STRUCTURE AREA AND USE	2416 SQ. FT. FAST FOOD RESTAURANT
MAX. EMPLOYEES / SHIFT	10
MAX. SEATING CAPACITY	72
PARKING (PROVIDED / REQD.)	34 / 25
EXTERIOR MATERIALS & COLORS	STUCCO & DRYVIT - CREME, BRIGHT GREEN, BEIGE

UNDEVELOPED LOT - ZONED G-B

PARKING PROVIDED:

HANDICAPPED 2
STANDARD 32
TOTAL 34

SITE PLAN

ZONING: GB
LOT AREA = 35,646 SQ. FT.
= 0.818 ACRES

OWNER / DEVELOPER:
RICH HOFFMAN
123 WEST 31st STREET
INDEPENDENCE, MO 64055

SCALE: 1" = 10'

BACK YARD BURGERS
MO 7 HIGHWAY
BLUE SPRINGS, MO

Job No.
Date 4-4-97
Revised 4-21-97
7-29-97

Dr. RICH Ck.

SDC ENGINEERING, INC.
consulting structural and civil engineers
9600 E. 53rd Street
P.O. Box 1456
Raytown, Missouri 64133
816/356-1445 fax 816/356-8364

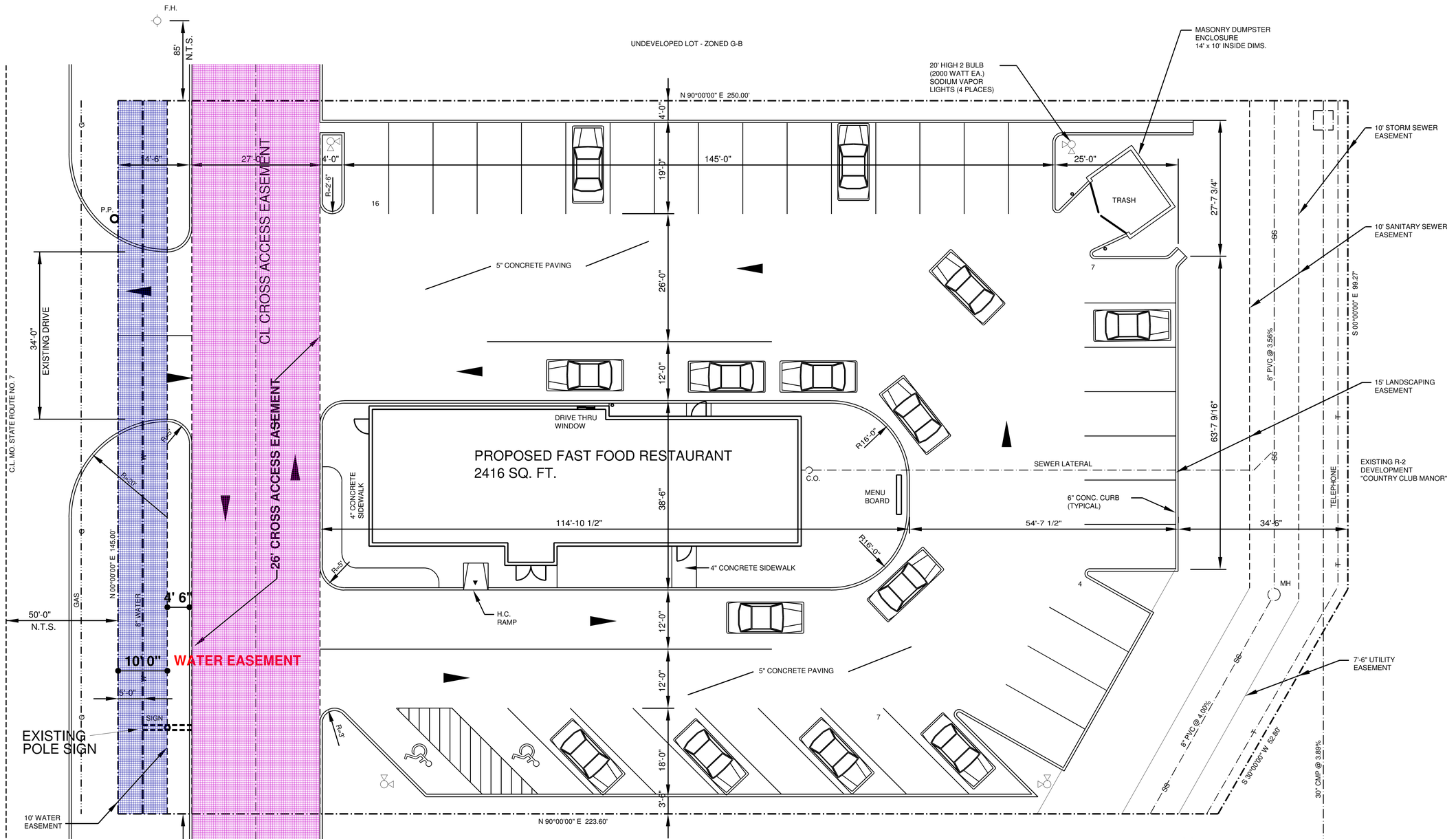
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REDRAW OF ORIGINAL DRAWINGS FOR:
BACK YARD BURGER
1900 NW HWY 7
BLUE SPRINGS, MO

the ARCHITECTS
ARCHITECTURE, PLANNING, ENGINEERING
ROY E. BROWNE, ARCHITECT & ASSOCIATES
24 OAK HILL CLUSTER/INDEPENDENCE, MO/64057

SP-1



SITE PLAN

NORTH 1" = 10' 0"

CONSTRUCTION DATA TABLE	
STRUCTURE AREA AND USE	2416 SQ. FT. FAST FOOD RESTAURANT
MAX. EMPLOYEES / SHIFT	10
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= 0.818 ACRES

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INDEPENDENCE, MO 64055

SCALE: 1" = 10'

BACK YARD BURGERS
MO 7 HIGHWAY
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Job No.
Date 4-4-97
Revised 4-21-97
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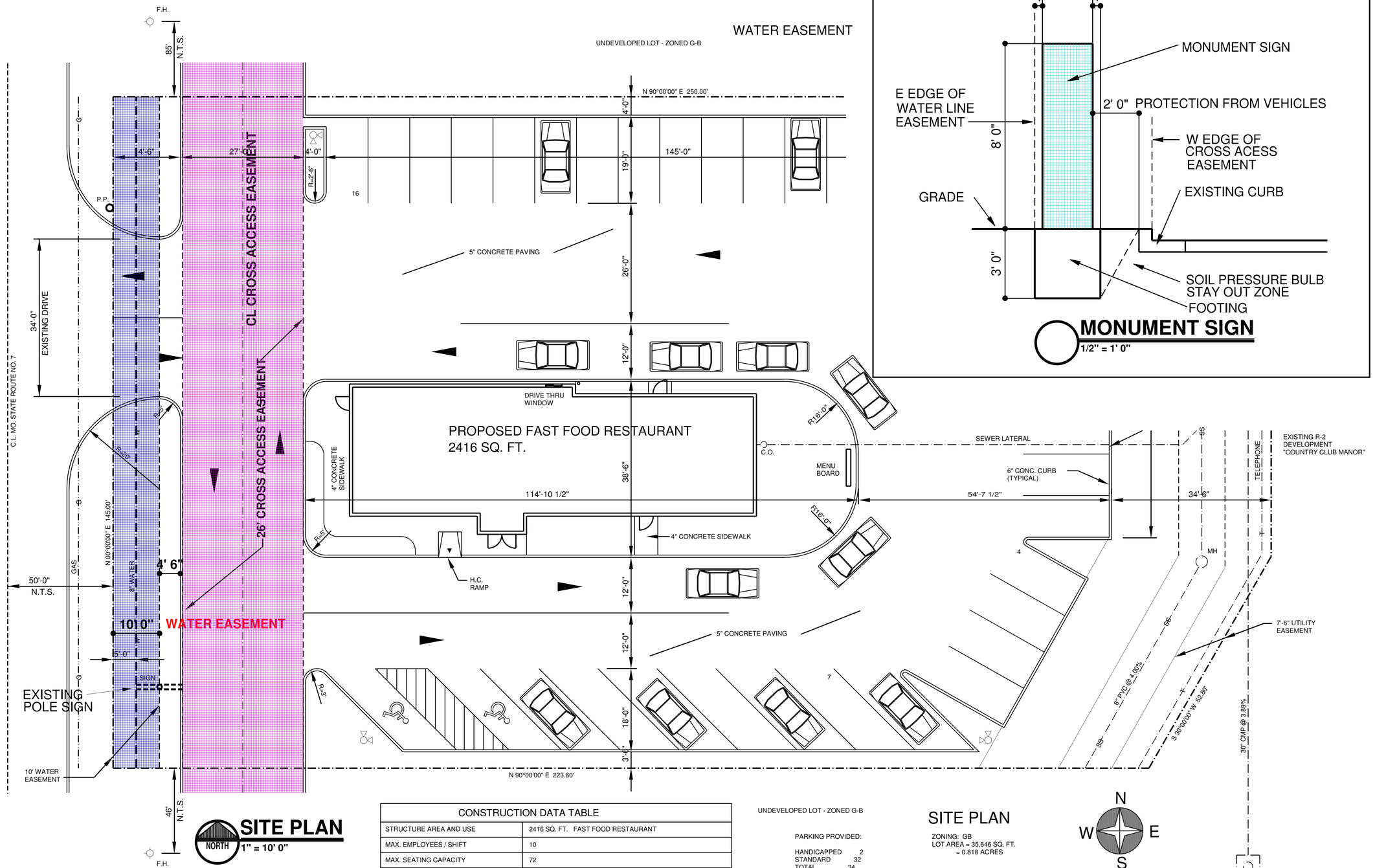
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D/P 4/13/25
Rev
W/D

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BACK YARD BURGER
1900 NW HWY 7
BLUE SPRINGS, MO

the ARCHITECTS
ARCHITECTURE, PLANNING, ENGINEERING
ROY E. BROWNE, ARCHITECT & ASSOCIATES
24 OAK HILL CLUSTER/ INDEPENDENCE, MO 64057

SP-1



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UNDEVELOPED LOT - ZONED G-B

PARKING PROVIDED:

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STANDARD	32
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SITE PLAN

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123 WEST 31st STREET
INDEPENDENCE, MO 64055

N
W E
S

SCALE: 1" = 10'

BACK YARD BURGERS
MO 7 HIGHWAY
BLUE SPRINGS, MO

Job No.
Date 4-4-97
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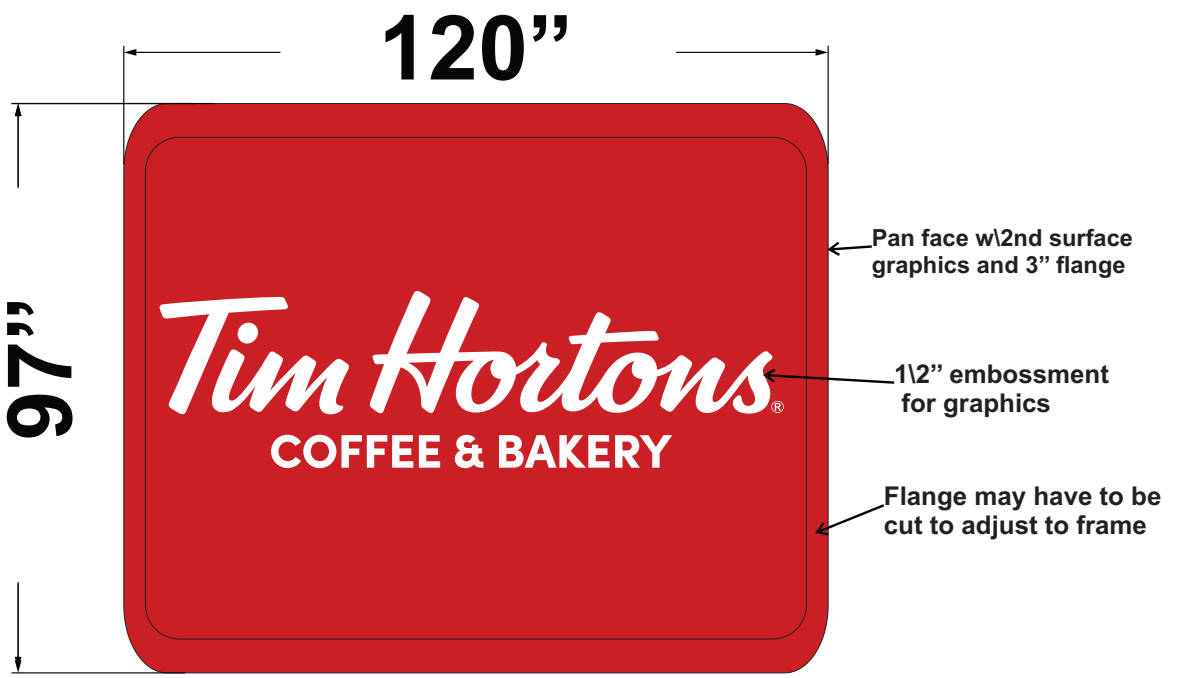
REDRAW OF ORIGINAL DRAWINGS FOR:
TIM HORTONS POLE SIGN
1900 NW HWY 7
BLUE SPRINGS, MO

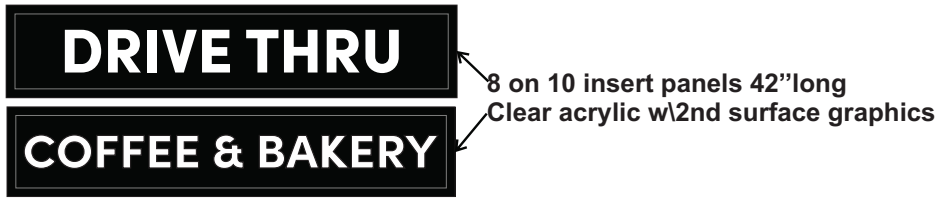
the ARCHITECTS
ARCHITECTURE, PLANNING, ENGINEERING
ROY E. BROWNE, ARCHITECT & ASSOCIATES
24 OAK HILL CLUSTER/ INDEPENDENCE, MO 64057

SP-3

Face Replacment

Front View





Visual



Paint Specifications

	Black-Gloss Finish

Vinyl Specifications

	3630-33 Red
	3630-22 Black

UL CERTIFIED E356732

This sign is to be constructed and installed, According to article code 250 & 600 of Nec.Grounding and bonding of sign as per Nec 250

Note: all UL labels to be placed out of sight

GROUNDED ELECTRICAL CONNECTIONS

CAPITAL SIGNS & AWNINGS

902 NW Main St.
Bunkie, LA 71322
capitalsignco.com
318-346-9898

Location:	Designed By:	Quantity:	Notes:	Client Signature:
Blue Springs,MO	J. Normand			
	Date: 1-18-2024	Page #:		

The data in this document incorporate proprietary rights of Capital Sign & Awnings. Any Party accepting this document does so in confidence and agrees that it shall not be duplicated, in whole or in part, nor disclosed to others without written consent of Capital Signs & Awnings.

The City of Blue Springs Missouri

Planning Application

903 W Main Street, Blue Springs, MO | 816-228-0207
developmentsubmittals@bluespringsgov.com

OFFICE USE ONLY – *Updated 10-13-2020*
CASE #:
PC MEETING:
CC MEETING:
BOA MEETING:
NEWSPAPER:
NOTICE LETTERS:
PLANNER: SHANTELLE FRIE

PROJECT LOCATION INFORMATION (*separate applications required if project boundaries differ*)

TIM HORTONS
Project Name

1900 NW HWY 7
Project Address (Parcel ID If No Address Assigned or Multiple Addresses) | Legal Description (attach as a separate page if too large)

Existing Zoning	Existing Land Use	Proposed Zoning	Proposed Land Use	Total Acreage	# of Proposed Lots

APPLICATION (*check all that apply*)

LAND USE
- ☐ Conditional Use
- ☐ Rezoning
- ☐ General Development Plan

LAND SUBDIVISION
- ☐ Preliminary Plat
- ☐ Final Plat
- ☐ Administrative Plat

MASTER PLANS
- ☐ PD Concept Plan
- ☐ PD Final Plan
- ☐ PUD Concept Plan-Amended
- ☐ PUD Final Plan
- ☐ PRO Concept Plan-Amended
- ☐ PRO Final Plan
- ☐ Redevelopment Modification Plan

SITE DEVELOPMENT
- ☐ Appearance Review
- ☐ Site Plan/Design Review (SPDR)
- ☐ PD Final Plan / SPDR
- ☐ PUD Final Plan / SPDR
- ☐ Administrative SPDR

SIGNAGE
- ☒ Master Sign Plan
- ☐ Administrative Sign Plan
- ☐ Appeal for Minor Sign Adjustment

OTHERS
- ☐ Vacation
- ☐ Variance
- ☐ Alternative Dev. Standards

APPLICANT & PROPERTY OWNER INFORMATION

Name of Applicant	Company	Phone	Email Address
ROY BROWNE	THE ARCHITECTS	(816) 229-1111	CREATORREB@YAHOO.COM

Address	City	State	Zip Code
24 OAK HILL CLUSTER	INDEPENDENCE	MO	64057

I agree to allow the City of Blue Springs to copy and distribute all submitted project plans, materials, and information and post on the official City of Blue Springs web site as necessary for the project approval process, including public hearings. Furthermore, all submitted plans, materials, and information meet all UDC requirements unless specifically stated otherwise in an attached letter. Additionally, I agree that the Applicant and the Property Owner are jointly and severally liable to pay the City of Blue Springs all applicable fees and costs required for the project approval process.

X _____ 1/30/25
Applicant Signature | Date

Name of Property Owner	Phone	Email Address
GYASI PARKINS		GHABE RLLC@YAHOO.COM

Address	City	State	Zip Code

I declare, under penalty of perjury, that in applying for this application, I am the owner of this property and that the statements herein and all information herewith submitted are, to the best of my knowledge and belief, true and correct. In the event of corporate ownership, all Directors, Officers, Stockholders of each Corporation owning more than five percent (5%) of any class of stock is listed in an attached letter. With the signing and submittal of this application, I authorize the City of Blue Springs to enter onto the subject property to collect data and other information in order to accurately prepare reports or other documentation for review by City Council, Boards & Commissions, and City Staff. Additionally, I agree that the Applicant and the Property Owner are jointly and severally liable to pay the City of Blue Springs all applicable fees and costs required for the project approval process.

X _____
Property Owner Signature | Date

REQUIRED DOCUMENTS CHECKLIST FOR ALL APPLICATIONS			
	REQUIREMENT	**DESCRIPTION**	**NUMBER**
☐	**Project Location Information**	Complete 1st page of this Application	
☐	**Legal Description** *(digital copy required for public hearings only)*	One 8.5" x 11" copy & a digital copy in Microsoft Word format emailed to comdevlegal@bluespringsgov.com	
☐	**Plans Set Sealed by the Proper Entity Registered in the State of Missouri**	Full plans set folded & collated; See Guidebook for plans set requirements	Varies
		Reduced set of full plans set on 8.5" x 11"	1 set
☐	**Other Required Documents**	Other Required Documents such as Stormwater Study; Traffic Study; etc. on 8.5"x11"	2 sets
☐	**Application Specific Requirements Checklist**	Attach applicable pages from the Guidebook.	
☐	**Other Required Information**	See UDC Chapter 403 (Development Review Procedures) for any other required information. For Signage requirements, see Chapter 501 (Sign Code).	

PROJECT DESCRIPTION:

SEEKING APPROVAL TO KEEP EXISTING POLE SIGN.

Shantele Frie

From: Mike Mallon
Sent: Tuesday, April 29, 2025 09:45
To: Christine Cates
Cc: Erin Ford; George Schmitz; Jennifer Baird; Shantele Frie
Subject: FW: Appeal Letter

Mike Mallon, AICP
Senior Director
City Development

City of Blue Springs, Mo.
903 W. Main St.
Blue Springs, MO 64015

Office (816) 228-0124
Email mmallon@bluespringsgov.com

The City of Blue Springs Missouri

www.bluespringsgov.com

From: Roy Browne <creatorreb@yahoo.com>
Sent: Tuesday, April 29, 2025 9:33 AM
To: Mike Mallon <mmallon@bluespringsgov.com>
Subject: RE: Appeal Letter

[CAUTION - EXTERNAL EMAIL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Contact your IT Department when in doubt.

Mike,

I request the right to appeal the Planning Commission denial of the Master Sign Plan.

Sincerely,

Roy Browne, Architect

Is this sufficient, or do I need to write it on my letter head and send it to you as a PDF?

From: Mike Mallon [mailto:mmallon@bluespringsgov.com]
Sent: Tuesday, April 29, 2025 8:58 AM
To: Shantele Frie; Roy Browne
Subject: RE: Appeal Letter

Roy,

Send me an email, ASAP requesting to appeal the Planning Commission denial of the Master Sign Plan.

Mike Mallon, AICP
Senior Director
City Development

City of Blue Springs, Mo.
903 W. Main St.
Blue Springs, MO 64015

Office (816) 228-0124
Email mmallon@bluespringsgov.com

The City of Blue Springs Missouri

www.bluespringsgov.com

From: Shantele Frie <Sfrie@bluespringsgov.com>
Sent: Tuesday, April 29, 2025 8:57 AM
To: Roy Browne <creatorreb@yahoo.com>
Cc: Mike Mallon <mmallon@bluespringsgov.com>
Subject: RE: Appeal Letter

Good morning Roy,

You would address the appeal letter to Mike Mallon, Senior Director of Community Development. I will get with Mike later this morning regarding which businesses.

Shantele Frie (she/her/hers)
Associate Planner
Community Development

CAPS CERTIFIED AGING-IN-PLACE SPECIALIST NATIONAL ASSOCIATION OF HOME BUILDERS

City of Blue Springs, Mo.
903 W. Main Street
Blue Springs, MO 64015

Office (816) 622-4050
Email sfrie@bluespringsgovcom

The City of Blue Springs Missouri

www.bluespringsgov.com

Resolution No. 32-2025

A RESOLUTION APPROVING A MASTER/ALTERNATIVE SIGN PLAN FOR TIM HORTONS COFFEE SHOP

WHEREAS, proper application having been made for a Master/Alternative Sign Plan for property hereinafter described; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, it was determined that the application was appropriate at the location herein described; and

WHEREAS, in accordance with Section 501.060(c)(2)(a), Sign Code Standards, the Planning Commission held a regularly scheduled meeting on April 28, 2025, to consider the Master/Alternative Sign Plan for the use of a non-conforming pole sign. After said discussion, the Planning Commission voted to deny the request; and

WHEREAS, in accordance with Section 501.030(3), an appeal of the Planning Commission's decision was filed by the applicant April 29, 2025; and

WHEREAS, the City Council held a regularly scheduled meeting on May 5, 2025, to consider the appeal of the Planning Commission's decision as a new matter. After said meeting, the City Council voted to approve the Master/Alternative Sign for Tim Hortons Coffee Shop.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The following described tract of real estate is hereby declared subject to the Master/Alternative Sign Plan for Tim Hortons Coffee Shop. The site is legally described as:

Prestige Park 1st Plat Lots 1-5; Lot 3, a Subdivision of the City of Blue Springs, Jackson County, Missouri.

Section 2. The Master/Alternative Sign Plan is hereby approved subject to the following conditions and those set forth in the Planning Commission Staff Report for Case File Number ASP-04-25-9554 submitted to the City Council at its May 05, 2025, meeting:

1. Approval based on the representations of the drawings presented as part of this application does not waive any requirement or development standard contained in the UDC unless modified by the approval.
2. Prior to installation of the proposed signage, administrative sign permit approval must be obtained for the pole sign.

Section 3. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 5th day of May 2025.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Megan Rodgers, Deputy City Clerk

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: April 29, 2025

SUBMITTED BY: Mike Mallon **DEPARTMENT: City Development**

☒ Ordinance	☐ Resolution	☐ Presentation	☐ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Passage of a Bill approving the Final Plat for McAtee Lane (PF-03-25-9516) of three separate single-family lots with Alternate Design Standard to allow front loaded attached garages, located near NW 15th Street and NW B Street.

BACKGROUND/JUSTIFICATION

The applicant is requesting approval of a Final Plat and Alternative Design Standards to permit attached front-loaded garages. The proposal includes the replatting of Lot 1B of McDermed Place into three individual single-family residential lots within the T3 Sub-Urban zoning district. Per Downtown Development Code (DDC) Section 404.240.H.1, the current T3 Sub-Urban district regulations state:

Attached garages shall not front to the street which the primary building entrance is located.

The Final Plat for McAtee Lane is in substantial conformance with McAtee Lane Preliminary Plat, with the alternative design standards to include attached front-loaded garages.

The site currently has direct access from NW 15th Street. No public infrastructure improvements are required as part of this Final Plat.

An existing 5-foot-wide ADA-compliant sidewalk is located along the east side of NW 15th Street, providing connectivity and meeting current City Standards. No additional sidewalk improvements are required with this application.

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
May 5, 2025	N/A

STAFF RECOMMENDATION

Staff recommends approval of the Final Plat application with two (2) conditions:

1. Approval by the Planning Commission based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC, unless otherwise approved.
2. A Final Plat must be approved and recorded prior to the issuance of any building permits within the development.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	Planning Commission
Date:	April 28, 2025
Action:	Recommended approval of the Final Plat with conditions. 8 Aye, 0 No

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Staff Report with attachments; Site Location Map; Site Location Zoning Map; Final Plat; Application; Affidavit of Publication; 185 foot Map; Owner Addresses of 185 foot; Resident Letter
2. Bill approving the Final Plat of McAtee Lane

REVIEWED BY:

Requesting Director: ***Mike Mallon***	Budget: ***N/A***
Legal: ***Jennifer Baird***	City Administrator: ***Christine Cates***

PLANNING APPLICATION REVIEW STAFF REPORT

Meeting Dates:	Planning Commission: April 28, 2025 City Council: May 05, 2025
Project Name:	***McAtee Lane***
Site Location:	Lot 1B, McDermed Place
Project Request:	**PP-03-25-9515**; Preliminary Plat for replat of Lot 1B, McDermed Place into three single-family lots with Alternative Design Standards. **PF-03-25-9516**: Final Plat for 3 separate single-family lots with Alternate Design Standard

Applicant: Robert "Chad" McAtee | R.C. McAtee Construction
Property Owner: Robert "Chad" McAtee | R.C. McAtee Construction
Staff Planner: Shantele Frie | Associate Planner

Project Description: The applicant is requesting approval of a Preliminary and Final Plat, along with Alternative Design Standards. The proposal involves the replatting Lot 1B of McDermed Place into three single-family residential lots, with a request to allow front-loaded attached garages—an alternative to the standard requirement—in the T3 Sub-Urban zoning district under the Downtown Development Code. The Final Plat covers approximately 0.23 acres near NW 15th Street and NW B Street.

Staff Recommendation: Staff recommends approval with conditions of the Preliminary Plat and Final applications with Alternative Design Standards. Conditions are identified under each application.

Previous Actions:

Date	Review Body	Action
10/09/2024	Admin Review	Minor Subdivision Plat of McDermed Place; a replat of Lot 1 and West ½ of Lot 2, Stanley Homestead

Future Applications: The Final Plat recorded at Jackson County, prior to the issuance of building permits.

Adjacent Properties:

Direction	Current Zoning	Current Land Use(s)
North:	"SF-7" (Single-Family)	Mize Gardens-1st Plat
South:	"T3" (Sub-Urban)	Single-Family Stanley Estates-1st Plat
East:	"T3" (Sub-Urban)	Single-Family Stanley Estates- 1st Plat
West:	"SF-7" (Single-Family)	Single-Family North Heights Addition-2nd Plat

PLAT ANALYSIS

Platting is a process where a proposed division, or partition of land and property interests therein, is reviewed to ensure: development patterns in compliance with long-range comprehensive plans; coordinating infrastructure with existing, future and potential capital improvements; and that all lots are buildable, served with adequate public facilities, and capable of meeting the zoning and development standards.

Preliminary Plat

Requirements: The proposed Preliminary Plat meets the minimum standards described in UDC Section 403.050 and submittal requirements provided in the Preliminary Plat application.

Land Use & Density: The proposed land use is "Single-Family Residential," with the property being subdivided into three lots to accommodate three new single-family homes. Located within the "T3" Sub-Urban Area of the Downtown Development Code, this district supports a low-density, residential while encouraging creative land development solutions. It promotes a mix of housing types in close proximity and contributes to a diverse and walkable neighborhood environment.

Building Typology: Permitted building types in the "T3" zoning district include single-family houses and accessory units. Conditional uses include live/work units, small civic buildings, flat-over-flats, tandem houses, and paired houses. The most appropriate building type is detached house small lot.

Zoned T3 Standards

Standard	Requirement	Proposed
Frontage Width	Minimum 25 feet	Minimum 33.50 ft
Lot Area	N/A	N/A
Front Setback	**Common Lawn**: Not less than ten (10) feet and not more than twenty (20) feet to the building wall. This frontage is limited to no more than fifty percent (50%) of any given blocks total frontage **Front Yard**: Not less than ten (10) feet and not more than twenty-five (25) feet to the building wall.	**Common Lawn:** Not less than ten (10) feet and not more than twenty (20) feet to the building wall. This frontage is limited to no more than fifty percent (50%) of any given blocks total frontage **Front Yard:** Not less than ten (10) feet and not more than twenty-five (25) feet to the building wall.
Side Setback	Not less than five (5) feet to the building wall	Not less than five (5) feet to the building wall
Corner Side Setback	Not less than five (5) feet to the building wall or to match that of the existing side street	N/A
Rear Setback	Not less than five (5) feet to the building wall	Not less than five (5) feet to the building wall
Building Height	Not more than two and one-half (2 ½) stories	Not more than two and one-half (2 ½) stories
Frontage Type	Common Lawn and Front Yard	Common Lawn and Front yard
Design and Performance Standards	Detached Garages must be a minimum of 5 ft from principal structure. The Downtown Development Code has no minimum floor area requirements	Requesting modification of an alternate design standard allowing front loaded attached garages in T3 zoning.

*height measured at average height between eaves and ridge line of gabled or hipped roof.

Architectural Character: The building elevations submitted with this application feature a mix of durable and visually appealing materials. The exterior includes vertical siding in a light neutral tone, provided a clean, contemporary appearance. Architectural shingles are used for the roof, while metal awnings over the porch and garage enhance both enhance both aesthetics and functionality. The attached garage door features a wood-look finish with a decorative pattern, and the front entry includes a glass-paneled door with a sidelight to increase natural light within the home.

Parking: Vehicular parking is required and proposed as follows for T3 Zoning:

Land Use	Required	Provided
Zone T3	Two (2) off-street parking spaces shall be provided for each dwelling unit	Two (2) off-street parking spaces provided**Modification requested

Parking & Loading (404.240(H)(1): Attached garages shall not front to the street which the primary building entrance is located. Detached garages may front to the street when located in the rear yard. Off-street parking shall be located at the rear of the building. When depth of a lot is insufficient to accommodate required off-street parking, surface parking may be provided on the side of the building, provided that it covers no more than thirty percent (30%) of the width of the lot. Surface parking shall be screened from public right-of-way by landscaping to effectively screen parking areas from the street. Surface parking shall be set back a minimum of six (6) feet from any property line of a less-intensive zoning district.

Streets & Sidewalks: The site currently has direct access from NW 15th Street. No public infrastructure improvements are required as part of this development.

Pedestrian Access: An existing 5-foot-wide ADA-compliant sidewalk is located along the east side of NW 15th Street, providing pedestrian connectivity and meeting current City Standards. No additional sidewalk improvements are required with this application.

Sanitary Sewer: An existing sanitary sewer main is located along the east side of the property and is available to serve the three proposed lots. Connection to this main will be required in accordance with City of Blue Springs standards.

Frontage & Landscaping: The table below summarizes the landscaping requirements for the site in accordance with the "T3" zoning district standards. Per the Downtown Development Code (Section 404.040-Frontage Design), specific frontage types require designated front yard plantings. These plantings must consist of deciduous or evergreen shrubs or trees located between the frontage line and building façade. The required front yard plantings for each applicable frontage type are outlined as follows:

Landscape Area	Required Units / PUs (plant units)
Dooryard	Six (6) front yard plantings
Terrace/Light Court	Six (6) front yard plantings

Forecourt	Fifteen (15) front yard plantings
Front yard	Ten (10) front yard plantings
Common Lawn	Six (6) front yard plantings per unit

Preservation: The site is currently undeveloped and consists of a primarily flat, open grassy area with minimal vegetation. There are no existing structures or significant topographical features on the property, making it suitable for residential development.

Phasing: The development will be completed in one (1) single phase.

Modifications Requested: The applicant is proposing the following modifications through the ALTERNATIVE DESIGN STANDARDS related to either the building type or selected base zoning district ("T3" Sub-Urban) regulations and development standards:

- **Per DDC Section 404.240(H)(1), Parking Standards vary by T-Zone: Applicant is requesting a waiver for attached garages to be allowed to front to the street on which the primary building entrance is located.**

Review Criteria: *Alternative Development Standards shall be reviewed according to the following criteria:*

1. That the proposed alternative development standard(s) will better serve the public interest by the establishment of the proposed alternative development standard(s).

   STAFF RESPONSE: The plan is compatible with the redeveloping character of the area which includes recently redeveloped residential and surrounding single-family homes with front-loaded garages exist.

2. That the proposed alternative development standard(s) will be consistent with the objectives, policies and general land uses and programs specified in the City's Comprehensive Plan.

   STAFF RESPONSE: The plan is compatible with the redeveloping character of the area which includes recently redeveloped single-family residential.

3. That the proposed alternative development standard(s) is consistent with other provisions of this Chapter.

   STAFF RESPONSE: The proposed alternative development standard is consistent with the intent and provisions of this Chapter, particularly as it relates to the redevelopment of single-family residential properties.

4. That the location, size, design, and operating characteristics of the proposed alternative development standard(s) will not create unusual noise, traffic or other conditions or situations that may be objectionable, detrimental, or incompatible with other permitted uses in the vicinity.

   STAFF RESPONSE: The proposed development consists of single-family residential lots, which are consistent with the existing residential character of the area. The allowance of front-loaded garages does not alter the nature of single family use and will function similarity to other homes in the vicinity.

5. That the proposed alternative development standard(s) will not result in conditions or circumstances contrary to the public health and safety and the general welfare.

   STAFF RESPONSE: The proposed alternative development standard will not result in conditions that are contrary to public health, safety, and general welfare. The request to allow front-loaded garages within the downtown development area maintains compliance with applicable building codes, access requirements, and safety standards. The proposed alternative development promotes orderly development while preserving the public interest and enhancing the overall livability of the area.

Review Criteria: *A Preliminary Plat shall be reviewed based on the following criteria:*

1. The application is in accordance with the Comprehensive Plan and any official plan or program developed under the guidance of the Comprehensive Plan. In particular the physical patterns, arrangement of streets, blocks, lots and open spaces, and public realm investments reflect the principles and concepts of the plan.

   STAFF RESPONSE: The proposed Preliminary Plat is in accordance with the Comprehensive Plan Designation of Neighborhood Area.

2. Compliance with the requirements of this Development Code. In particular the blocks and lots proposed are capable of meeting all development and site design standards under the existing or proposed zoning.

   STAFF RESPONSE: The proposed Preliminary Plat is in compliance with the requirements of the Development Code. The applicant is proposing the following modifications through the ALTERNATIVE DESIGN STANDARDS related to either the building type or selected base zoning district (“T3” Sub-Urban) regulations and development standards:

   Per DDC Section 404.240(H)(1), Parking Standards vary by T-Zone: Applicant is requesting a waiver for attached garages to be allowed to front to the street on which the primary building entrance is located.

3. Any phasing proposed in the application is clearly indicated and demonstrates a logical and coordinated approach to development, including coordination with existing and potential development on adjacent property.

   STAFF RESPONSE: The plan is proposed to be development in one phase.

4. Any impacts identified by specific studies or technical reports, including a preliminary review of storm water, are mitigated with generally accepted and sound planning, engineering, and urban design solutions, that reflect long-term solutions and sound fiscal investments.

   STAFF RESPONSE: The project does not require any preliminary reports, but the overall site layout appears to incorporate sound planning, engineering, and urban design solutions.

5. The application does not deter any existing or future development on adjacent property from meeting the goals and policies of the Comprehensive Plan.

STAFF RESPONSE: The application does not deter any existing of future development on adjacent properties.

6. The design does not impede the construction of future public infrastructure within the area.

   STAFF RESPONSE: The design of the site does not impede the construction of future public infrastructure within the area.

7. The recommendations of professional staff.

   STAFF RESPONSE: Staff recommends approval of the Preliminary Plat with conditions.

Approval of the preliminary plat shall constitute acceptance of the overall planning concepts for the subdivision and is a prerequisite for the filing of a final plat. After approval of the preliminary plat the applicant may proceed with the construction plans and submit the proposed final plat for review and approval.

Review Criteria: *A Final Plat shall be reviewed based on the following criteria:*

1. The layout and design of the final plat is in substantial compliance with the approved preliminary plat considering the number of lots or parcels; the block layout, street designs and access; the open space systems and civic design elements; the infrastructure systems; or other elements of coordinated developments.

   STAFF RESPONSE: The Final Plat is in substantial compliance with the proposed preliminary plat considering the lot, layout, and access.

2. The construction plans meet all technical specifications.

   STAFF RESPONSE: Construction plans will be reviewed for adequacy and conformance with adopted technical specification.

3. The phasing and timing of public improvements ensures construction and performance guarantees.

   STAFF RESPONSE: After Final Plat is approved any construction plans will need to be submitted and reviewed for accuracy.

4. Any deviations in the final plat brings the application in further compliance with the Comprehensive Plan and the purposes and intent of this Code.

   STAFF RESPONSE: There are no deviations from the Preliminary Plat proposed in the Final Plat.

5. Covenants meeting the City's approval and containing all requirements of the UDC are approved by the City Attorney's office.

   STAFF RESPONSE: Although staff does not believe any covenants or restrictions are being proposed, the City does not approve nor enforce private covenants and restrictions.

6. The recommendations of professional staff.

   STAFF RESPONSE: Staff recommends approval of the Final Plat with the conditions listed below.

Approval of a final plat shall not constitute acceptance of public improvements. Such acceptance will require separate, formal action of the City Council.

Staff Recommendation:

Staff recommends approval of the Preliminary Plat application with the following two (2) conditions:

1. Approval by the Planning Commission based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC, unless otherwise approved through the PD Concept Plan.
2. The applicant is proposing the following modifications through the ALTERNATIVE DESIGN STANDARDS related to either the building type or selected base zoning district ("T3" Sub-Urban) regulations and development standards:

   Per DDC Section 404.240(H)(1), Parking Standards vary by T-Zone: Applicant is requesting a waiver for attached garages to be allowed to front to the street on which the primary building entrance is located.

Staff recommends approval of the Final Plat application with the following two (2) conditions:

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2. The applicant is proposing the following modifications through the ALTERNATIVE DESIGN STANDARDS related to either the building type or selected base zoning district ("T3" Sub-Urban) regulations and development standards:

   Per DDC Section 404.240(H)(1), Parking Standards vary by T-Zone: Applicant is requesting a waiver for attached garages to be allowed to front to the street on which the primary building entrance is located.

3. A Final Plat must be approved and recorded prior to the issuance of any building permits within the development.



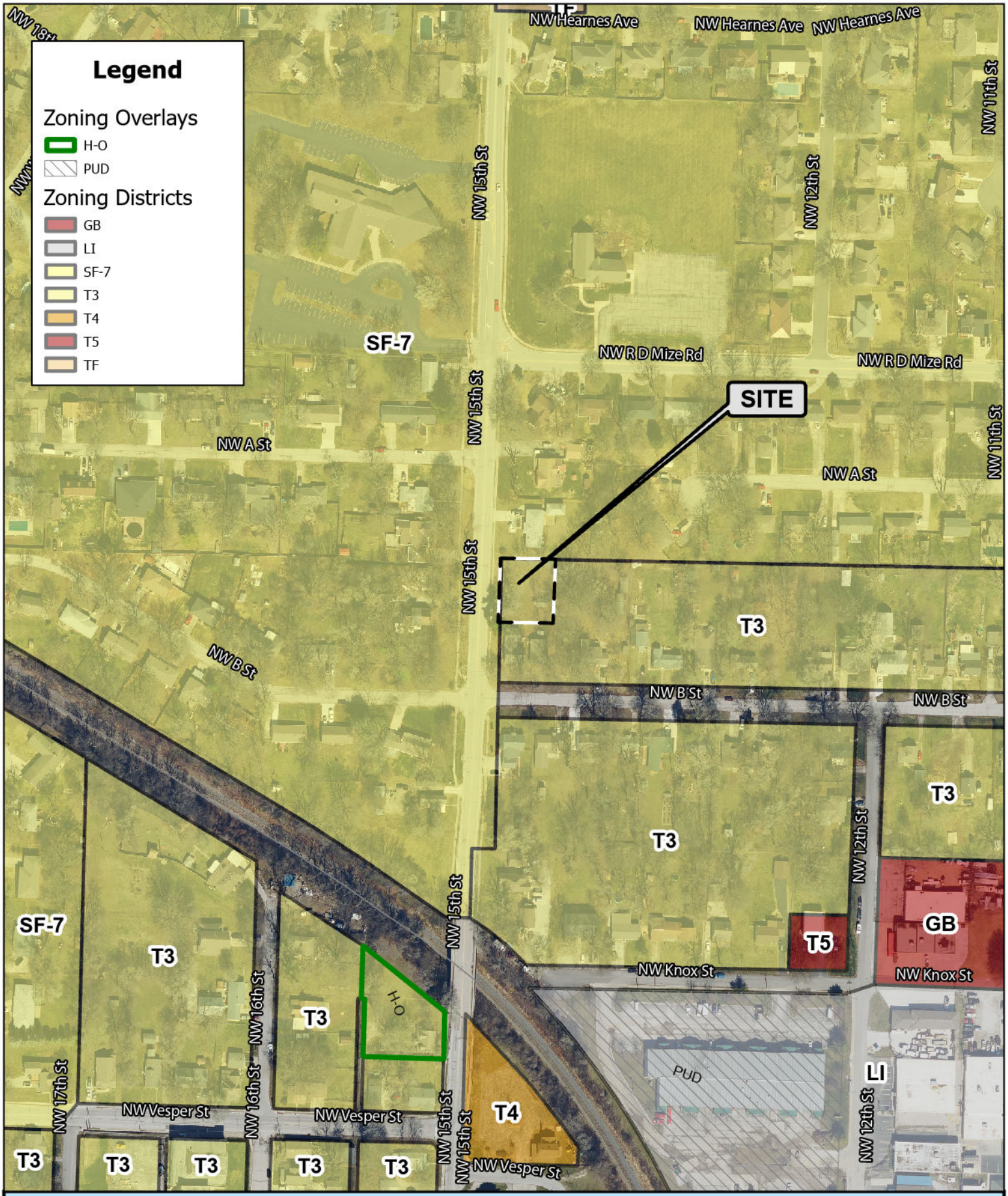
The City of Blue Springs Missouri

PP-03-25-9515- PF-03-25-9516
Parcel# 35-710-02-47-00-0-00-000
AERIAL SITE LOCATION MAP

N

Not To Scale

04/01/25



The City of Blue Springs Missouri

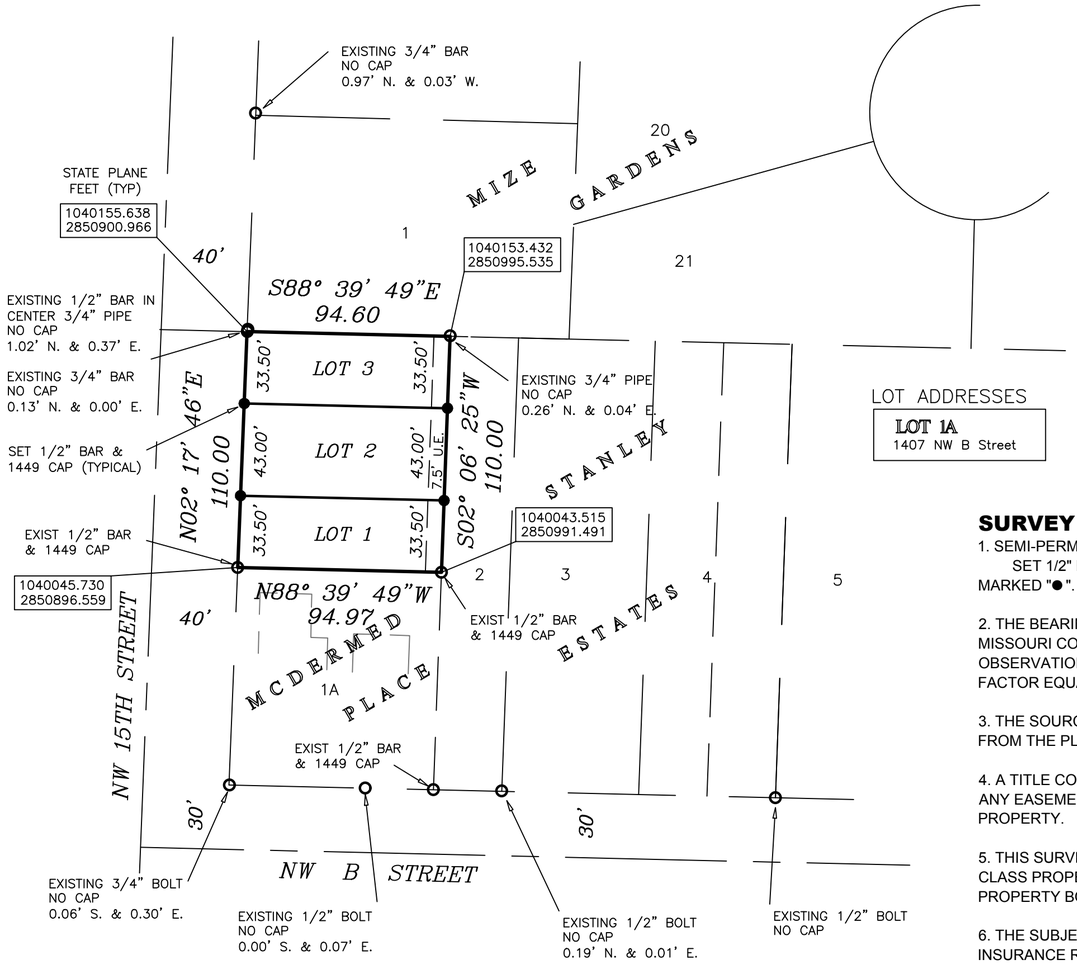
PP-03-25-9515- PF-03-25-9516
Parcel# 35-710-02-47-00-0-00-000
ZONING SITE LOCATION MAP

N

Not To Scale

04/01/25

Z:\CAD drawing (from home comp)\CAD Drawings_SUBDIVISION Files\M\McAtee Lane (Prev Meadow)\McAtee Lane (Dermed Place) (Stanley Estates) MASTER.dwg, 4/18/2025 3:06:39 PM, DWG To PDF.pc3



LOT ADDRESSES

LOT 1A 1407 NW B Street

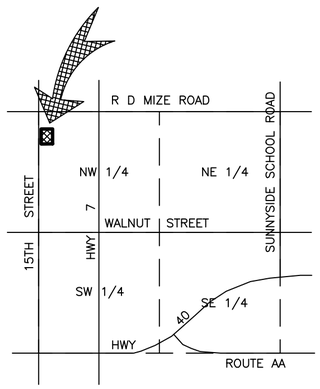
LOT AREAS

1	3,179 SQ.FT. OR 0.0730 AC.
2	4,076 SQ.FT. OR 0.0936 AC.
3	3,171 SQ.FT. OR 0.0728 AC.

W E S

0' 50'

SCALE = 1" = 50'



VICINITY MAP

SEC 31–T.49–R.30

NOT TO SCALE

SURVEY NOTES:

1. SEMI-PERMANENT MONUMENTATION:
SET 1/2" BAR WITH CAP STAMPED "E.W.GARD PLS-1449" AT CORNERS MARKED "●".

2. THE BEARINGS AND COORDINATES SHOWN HEREON ARE BASED ON THE MISSOURI COORDINATE SYSTEM OF 1983, WEST ZONE, BY GPS OBSERVATIONS USING THE MoDOT GPS NETWORK IN SEPTEMBER 2024. GRID FACTOR EQUALS 0.9999054.

3. THE SOURCE OF THE DESCRIPTION USED FOR THIS PLAT WAS DERIVED FROM THE PLAT OF McDERMED PLACE.

4. A TITLE COMMITMENT WAS NOT PROVIDED BY THE CLIENT TO DISCLOSE ANY EASEMENTS AND/OR RIGHTS-OF-WAY THAT MAY AFFECT THE SUBJECT PROPERTY.

5. THIS SURVEY AND PLAT MEETS OR EXCEEDS THE STANDARDS FOR URBAN CLASS PROPERTY AS DEFINED BY THE CURRENT "MISSOURI STANDARDS FOR PROPERTY BOUNDARY SURVEYS".

6. THE SUBJECT PROPERTY IS LOCATED IN ZONE "X" AS SHOWN ON FLOOD INSURANCE RATE MAP NUMBER 29095 C 0319 G HAVING AN EFFECTIVE DATE OF JANUARY 20, 2017. LANDS LOCATED IN ZONE "X" ARE THOSE AREAS DETERMINED TO BE SUBJECT TO MINIMAL FLOODING.

7. THE SURVEYOR'S "CERTIFICATION" STATEMENT USED HEREON IS MADE TO THE PARTIES NAMED HEREIN AND IS NOT TRANSFERABLE TO ADDITIONAL PARTIES, INSTITUTIONS, OR SUBSEQUENT OWNERS AND MEANS AN EXPRESSION OF PROFESSIONAL BELIEF REGARDING THE DATA SHOWN ON THIS PLAT AND DOES NOT REPRESENT A WARRANTY OR GUARANTEE, EXPRESSED OR IMPLIED.

SURVEYORS CERTIFICATION:

I HEREBY CERTIFY THAT, TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF, WE PERFORMED A SURVEY OF THE PROPERTY DESCRIBED HEREIN AND PREPARED THIS DRAWING IN ACCORDANCE WITH THE CURRENT "MISSOURI STANDARDS FOR PROPERTY BOUNDARY SURVEYS" AS JOINTLY ADOPTED BY THE MISSOURI BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, PROFESSIONAL LAND SURVEYORS AND LANDSCAPE ARCHITECTS AND THE MISSOURI DEPARTMENT OF AGRICULTURE, LAND SURVEY PROGRAM.

ERWIN W. GARD, PLS-1449

03/04/25
DATE

STATE OF MISSOURI
ERWIN W. GARD
LS-1449
REGISTERED LAND SURVEYOR

(SURVEYOR SEAL)

BLUE SPRINGS APPROVALS:

THIS CERTIFIES THAT THE ACCOMPANYING PLAT OF McATEE LANE WAS SUBMITTED TO AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI, ON THIS _____ DAY OF _____ , 20 ____, BY ORDINANCE NUMBER _____ .

_____
CHRIS LIEVSAY, MAYOR — DATE

_____
ERIN FORD, CITY CLERK — DATE

_____
CHRIS HENNING, PLANNING COMMISSION CHAIR — DATE

_____
CITY ENGINEER — DATE

_____
MIKE MALLON, SENIOR DIRECTOR OF COMMUNITY DEV — DATE

JACKSON COUNTY APPROVALS:

_____ _____
ASSESSMENT DEPARTMENT — DATE

FINAL PLAT

McATEE LANE

A REPLAT OF LOT 1B, McDERMED PLACE
BLUE SPRINGS, JACKSON COUNTY, MISSOURI

PROPERTY DESCRIPTION:
CONTAINING 10,426 SQUARE FEET OR 0.2393 ACRES.

ALL OF LOT 1B, MCDERMED PLACE, A SUBDIVISION IN SAID BLUE SPRINGS, JACKSON COUNTY, MISSOURI.

PURPOSE STATEMENT:
FOR THE PURPOSE OF CREATING THREE SINGLE FAMILY HOME BUILDABLE LOTS, THE UNDERSIGNED PROPRIETORS OF THE TRACT OF LAND DESCRIBED HEREIN HAVE CAUSED THE SAME TO BE SUBDIVIDED IN THE MANNER SHOWN HEREON WHICH SUBDIVISION SHALL HEREAFTER BE KNOW AS:

McATEE LANE

STREETS: NO THOROUGHFARES AND/OR RIGHT-OF-WAY ARE BEING DEDICATED BY THIS PLAT.

EASEMENTS: AN EASEMENT OR LICENSE TO ENTER UPON, LOCATE, CONSTRUCT, AND MAINTAIN OR AUTHORIZE THE LOCATION, CONSTRUCTION, OR MAINTENANCE AND USE OF CONDUITS, PIPES, POLES, WIRES, DRAINAGE FACILITIES, DUCTS, AND CABLES, AND SIMILAR FACILITIES, UPON,OVER, AND UNDER THOSE AREAS OUTLINED AND DESIGNATED ON THIS PLAT AS "UTILITY EASEMENT" OR "U/E" IS HEREBY GRANTED TO THE CITY OF BLUE SPRINGS, MISSOURI OR ITS DESIGNEES.

IN TESTIMONY WHEREOF: R. C. McATEE CONSTRUCTION, LLC, HAS CAUSED THESE PRESENTS TO BE SIGNED THIS _____ DAY OF _____ 20_____.

_____
ROBERT C. McATEE, MEMBER

NOTARY CERTIFICATION:

STATE OF MISSOURI)
)SS
COUNTY OF JACKSON)
ON THIS _____ DAY OF _____ , 20____, BEFORE ME THE UNDERSIGNED NOTARY PUBLIC, PERSONALLY APPEARED ROBERT C. McATEE, BEING KNOWN BY ME TO BE THE PERSONS DESCRIBED HEREIN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND BEING DULY SWORN BY ME DID ACKNOWLEDGE THAT HE IS A MEMBER OF R. C. McATEE CONSTRUCTION, LLC. AND THAT HE EXECUTED THIS INSTRUMENT AS THE FREE ACT AND DEED OF SAID LLC.

IN TESTIMONY THEREOF:
I HAVE HEREUNTO SET MY HAND AND AFFIXED MY SEAL THE DAY AND YEAR LAST WRITTEN ABOVE.

_____
, NOTARY PUBLIC

(NOTARY SEAL)

_____
MY COMMISSION EXPIRES

REVISED – PER CITY REVIEW 4/11/25 – E. GARD 4/18/25

GARD HORIZON LLC
LAND SURVEYING : BUILDING PERMIT & HOUSE PLAN SERVICES
REAL ESTATE : LARGE FORMAT SCANS & PRINTS
1212 SW Luttrell, Suite C
Blue Springs, Missouri 64015
Phone: 816-295-5951
Web: gardhorizon.com
Erwin W. Gard, Owner
Professional Surveyor ~ Realtor
Cell: 816-853-4559
Email: erwin@gardhorizon.com

R. C. MCATEE CONSTRUCTION, LLC
3224 S. OWENS SCHOOL ROAD
INDEPENDENCE, MISSOURI 64057

JOB NO.: 1334–2501	FIELD BK~PG: GPS	MASTER FOLDER: CAD Drawings\Subdivision	SHEET 1	OF 1
DRAWN BY: E. GARD	SUB FOLDER: M	FILE NAME: McDermed Place MASTER		


HOME
8081

The City of Blue Springs Missouri

Planning Application

903 W Main Street, Blue Springs, MO | 816-228-0207
developmentsubmittals@bluespringsgov.com

OFFICE USE ONLY – *Updated 10-13-2020*	
CASE #:	PP-03-25-9515; PF-03-25-9516
PC MEETING:	4.28.2025
CC MEETING:	5.5.2025
BOA MEETING:	
NEWSPAPER:	4.12.2025
NOTICE LETTERS:	4.11.2025
PLANNER:	Shantele Frie

PROJECT LOCATION INFORMATION (*separate applications required if project boundaries differ*)

McATEE LANE
Project Name

35-710-02-47-00-0-00-000 — **Project Address (Parcel ID if No Address Assigned or Multiple Addresses)**

Lot 1B, McDermed Place — **Legal Description (attach as a separate page if too large)**

Existing Zoning	Existing Land Use	Proposed Zoning	Proposed Land Use	Total Acreage	# of Proposed Lots
T-3	Vacant	T-3	Single Family	0.24	3

APPLICATION (*check all that apply*)

LAND USE
- ☐ Conditional Use
- ☐ Rezoning
- ☐ General Development Plan

LAND SUBDIVISION
- ☒ Preliminary Plat
- ☒ Final Plat
- ☐ Administrative Plat

MASTER PLANS
- ☐ PD Concept Plan
- ☐ PD Final Plan
- ☐ PUD Concept Plan-Amended
- ☐ PUD Final Plan
- ☐ PRO Concept Plan-Amended
- ☐ PRO Final Plan
- ☐ Redevelopment Modification Plan

SITE DEVELOPMENT
- ☐ Appearance Review
- ☐ Site Plan/Design Review (SPDR)
- ☐ PD Final Plan / SPDR
- ☐ PUD Final Plan / SPDR
- ☐ Administrative SPDR

SIGNAGE
- ☐ Master Sign Plan
- ☐ Administrative Sign Plan
- ☐ Appeal for Minor Sign Adjustment

OTHERS
- ☐ Vacation
- ☐ Variance
- ☒ Alternative Dev. Standards

APPLICANT & PROPERTY OWNER INFORMATION

Name of Applicant	Company	Phone	Email Address
Robert "Chad" McAtee	R.C. McAtee Const		

Address	City	State	Zip Code
3224 S. Owens School Road	Blue Springs	MO	64057

I agree to allow the City of Blue Springs to copy and distribute all submitted project plans, materials, and information and post on the official City of Blue Springs web site as necessary for the project approval process, including public hearings. Furthermore, all submitted plans, materials, and information meet all UDC requirements unless specifically stated otherwise in an attached letter. Additionally, I agree that the Applicant and the Property Owner are jointly and severally liable to pay the City of Blue Springs all applicable fees and costs required for the project approval process.

X — **Applicant Signature** — For: Robert "Chad" McAtee — **Date** 03-14-25

Name of Property Owner	Phone	Email Address
R.C. McAtee Construction, LLC	816-305-5969	rcmcatee14@comcast.net

Address	City	State	Zip Code
3224 S. Owens School Road	Blue Springs	MO	64057

I declare, under penalty of perjury, that in applying for this application, I am the owner of this property and that the statements herein and all information herewith submitted are, to the best of my knowledge and belief, true and correct. In the event of corporate ownership, all Directors, Officers, Stockholders of each Corporation owning more than five percent (5%) of any class of stock is listed in an attached letter. With the signing and submittal of this application, I authorize the City of Blue Springs to enter onto the subject property to collect data and other information in order to accurately prepare reports or other documentation for review by City Council, Boards & Commissions, and City Staff. Additionally, I agree that the Applicant and the Property Owner are jointly and severally liable to pay the City of Blue Springs all applicable fees and costs required for the project approval process.

X — **Property Owner Signature** — For: Robert "Chad" McAtee — **Date** 03-14-25

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03/14/2025 10:36:16 AM

REQUIRED DOCUMENTS CHECKLIST FOR ALL APPLICATIONS			
	REQUIREMENT	**DESCRIPTION**	**NUMBER**
■	**Project Location Information**	Complete 1st page of this Application	
■	**Legal Description** *(digital copy required for public hearings only)*	One 8.5" x 11" copy & a digital copy in Microsoft Word format emailed to comdevlegal@bluespringsgov.com	
■	**Plans Set Sealed by the Proper Entity Registered in the State of Missouri**	Full plans set folded & collated; See Guidebook for plans set requirements	Varies
		Reduced set of full plans set on 8.5" x 11"	1 set
☐	**Other Required Documents**	Other Required Documents such as Stormwater Study; Traffic Study; etc. on 8.5"x11"	2 sets
☐	**Application Specific Requirements Checklist**	Attach applicable pages from the Guidebook.	
☐	**Other Required Information**	See UDC Chapter 403 (Development Review Procedures) for any other required information. For Signage requirements, see Chapter 501 (Sign Code).	

PROJECT DESCRIPTION:

Replat of Lot 1B, McDermed Place into 3 single family lots plus an Alternative Development Request to allow front loaded garages in the T-3 zoning district per the following statement.

Alternate Design Standard Statement:
T3 zone currently allows detached garages but not attached front loaded garages. I am requesting an approval of an alternate design standard allowing front loaded attached garages in applicable circumstances such as this one where current surrounding existing homes already have them. In an effort to increase maximum density, as is one of the master development plan initiatives, the depth of this parcel does not make it conducive for detached garages and does not have a corner side street as is consistent with most previous lot splits which include detached garages in the T3 zone. Because of those features or lack there of, the approval of front loaded garages on the lot split will allow the opportunity to increase density in the area which is one of the prominent initiatives of the master plan.

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03/14/2025 10:36:18 AM

CONTACT INFORMATION SHEET

PROJECT LEAD

Name	Company Name		
Address	City	State	Zip
Email	Phone	Fax	

DEVELOPER

Robert "Chad" McAtee	R. C. McAtee Construction, LLC		
Name	Company Name		
3224 S. Owens School Road	Independence	MO	64057
Address	City	State	Zip
rcmcatee14@comcast.net	816-305-5969		
Email	Phone	Fax	

ENGINEER

Name	Company Name		
Address	City	State	Zip
Email	Phone	Fax	

ARCHITECT

Name	Company Name		
Address	City	State	Zip
Email	Phone	Fax	

SURVEYOR

Erwin W. Gard, PLS,CET	Gard Horizon, LLC		
Name	Company Name		
1212 SW Luttrell, Suite C	Blue Springs	MO	64015
Address	City	State	Zip
erwin@gardhorizon.com	816-295-5951		
Email	Phone	Fax	

LANDSCAPE ARCHITECT

Name	Company Name		
Address	City	State	Zip
Email	Phone	Fax	

ATTORNEY

Name	Company Name		
Address	City	State	Zip
Email	Phone	Fax	

OTHER CONTACT

Name	Company Name		
Address	City	State	Zip
Email	Phone	Fax	

Received
03/14/2025 10:36:18 AM

THE EXAMINER

AFFIDAVIT OF PUBLICATION

State of Florida, County of Orange, ss:

I, Edmar Corachia, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Examiner, a publication that is a "legal newspaper" as that phrase is defined for the city of Indepenence, for the County of Jackson, in the state of Missouri, that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

Publication Dates:

- Apr 12, 2025

Printer's Fee: $108.19

Edmar Corachia

_____

Agent

VERIFICATION

JESSICA GORDON-THOMPSON
Notary Public - State of Florida
Commission # HH301656
Expires on August 17, 2026

State of Florida
County of Orange

Signed or attested before me on this: 04/14/2025

_____

Notary Public

Notarized remotely online using communication technology via Proof.

PUBLIC NOTICE

Preliminary Plat with Alternative Development Standards PP-03-25-9515 "McAtee Lane" North of NW "B" Street and East of NW 15th Street Parcel # 35-710-02-47-00-0-00-000

Notice is hereby given that a public hearing will be held by the Planning Commission of the City of Blue Springs on **Monday, April 28, 2025, at 6:30 p.m.** in the Council Chambers of the Howard L. Brown Public Safety Facility at 1100 SW Smith Street for the purpose of hearing interested parties and citizens on a request by the applicant and owner, Chad McAtee, RC McAtee Construction, for approval of a Preliminary Plat with Alternative Development Standards to allow for the replat of Lot 1B of the McDermed Place Plat into 3 single-family lots north of NW "B" Street and East of NW 15th Street. Interested parties may view the application materials on file by contacting the Community Development Department via email at ComDevLegal@bluespringsgov.com or at City Hall at 903 W Main Street, Blue Springs, MO.

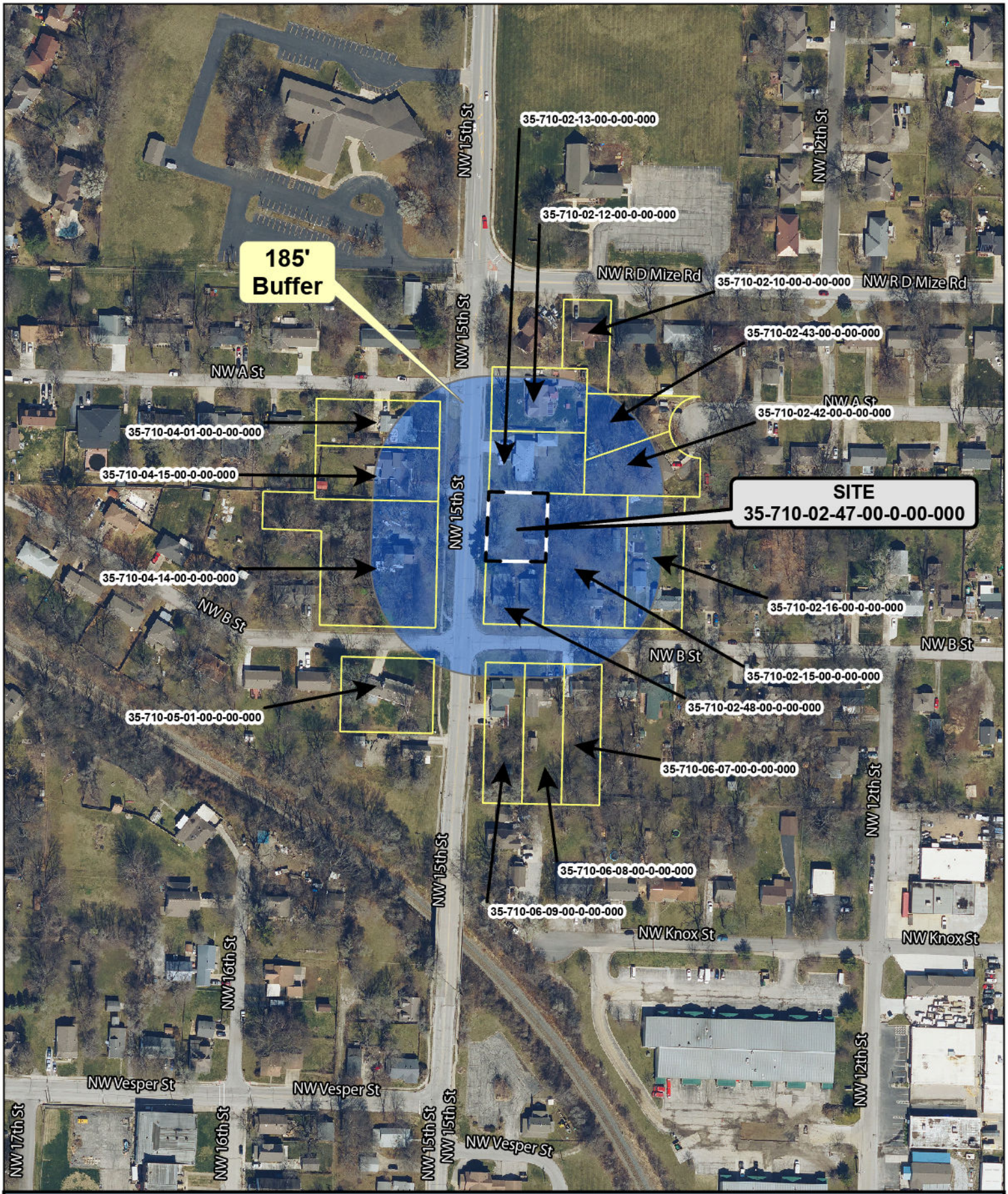
CITY OF BLUE SPRINGS
Planning Commission
By: Shantele Frie,
Associate Planner

The City Council of the City of Blue Springs will also hold a public hearing on the above noted **Preliminary Plat with Alternative Development Standards** | **PP-03-25-9515** on **Monday, May 5, 2025, at 6:00 p.m.** in the Council Chambers of the Howard L. Brown Public Safety Facility to consider the application and the recommendation of the Planning Commission.

CITY OF BLUE SPRINGS
City Council

Published in the Examiner, Apr 12, 2025

3366030



The City of Blue Springs Missouri

PP-03-25-9515- PF-03-25-9516
Parcel# 35-710-02-47-00-0-00-000
185' BUFFER MAP

N

Not To Scale

03/25/25

OBJECTID	Parcel Number	Situs Address	Situs City	Situs State	Situs Zip	Owner	Owner Address
1	35-710-06-09-00-0-00-000	1406 NW B ST	BLUE SPRINGS	MO	64015	ADAMS BRIAN & AMY	1406 NW B ST BLUE SPRINGS, MO 64015
2	35-710-06-07-00-0-00-000	1402 NW B ST	BLUE SPRINGS	MO	64015	MYRICK INA LOUELLEN-TRUSTEE	1100 SW STONEHENGE CT BLUE SPRINGS, MO 64015
3	35-710-02-43-00-0-00-000	1424 NW A ST	BLUE SPRINGS	MO	64015	TYE CLINT & PAMELA	1424 A ST BLUE SPRINGS, MO 64015
4	35-710-02-12-00-0-00-000	600 NW 15TH ST	BLUE SPRINGS	MO	64015	HICKERT DONALD D & MAXINE M	600 NW 15TH ST BLUE SPRINGS, MO 64015
5	35-710-05-01-00-0-00-000	1500 NW B ST	BLUE SPRINGS	MO	64015	BEAR LLOYD DOUGLAS	1500 NW B STREET BLUE SPRINGS, MO 64015
6	35-710-04-15-00-0-00-000	507 NW 15TH ST	BLUE SPRINGS	MO	64015	AETAS DEVELOPMENT LLC	8319 WARD PKWY KANSAS CITY, MO 64114
7	35-710-04-14-00-0-00-000	503 NW 15TH ST	BLUE SPRINGS	MO	64015	YNOT23 LLC	PO BOX 380068 KANSAS CITY, MO 64138
8	35-710-02-16-00-0-00-000	1213 NW B ST	BLUE SPRINGS	MO	64015	HARTLEY LAURA M	17901 E 30TH TERRACE CT S INDEPENDENCE, MO 64057
9	35-710-02-10-00-0-00-000	1436 NW R D MIZE RD	BLUE SPRINGS	MO	64015	MCFARLAND CAROL ANN	1436 RD MIZE RD BLUE SPRINGS, MO 64015
10	35-710-04-01-00-0-00-000	509 NW 15TH ST	BLUE SPRINGS	MO	64015	CARR RAVEN M	1334 LAKEVIEW N ODESSA, MO 64076
11	35-710-06-08-00-0-00-000	1404 NW B ST	BLUE SPRINGS	MO	64015	BARNETT KATHLEEN	1404 NW B ST BLUE SPRINGS, MO 64015
12	35-710-02-42-00-0-00-000	1418 NW A ST	BLUE SPRINGS	MO	64015	YOUNG MATTHEW S	1418 NW A ST BLUE SPRINGS, MO 64015
13	35-710-02-13-00-0-00-000	508 NW 15TH ST	BLUE SPRINGS	MO	64015	COOPER MARY B	508 NW 15TH ST BLUE SPRINGS, MO 64015
14	35-710-02-15-00-0-00-000	1403 NW B ST	BLUE SPRINGS	MO	64015	JOHNSTON KAREN D	1403 NW B STREET BLUE SPRINGS, MO 64015
15	35-710-02-47-00-0-00-000	NO ADDRESS ASSIGNED BY CITY	BLUE SPRINGS	MO	64015	R.C. MCATEE CONSTRUCTION LLC	3224 S OWENS SCHOOL RD INDEPENDENCE, MO 64057
16	35-710-02-48-00-0-00-000	1407 NW B ST	BLUE SPRINGS	MO	64015	TIMOTHY AND DEBRA MCDERMED LIVING TRUST	1407 NW B ST BLUE SPRINGS, MO 64015

Blue Springs, Missouri
Community Development

April 11, 2025

Ref: Public Hearing: Preliminary Plat with Alternative Development Standards | PP-03-25-9515
"McAtee Lane"
north of NW B Street and East of NW 15th Street
Parcel # 35-710-02-47-00-0-00-000

Dear Property Owner:

A Public Hearing will be held by the Planning Commission and the City Council of the City of Blue Springs to receive comments from interested parties and citizens relative to a request by the applicant and owner, Chad McAtee, RC McAtee Construction, for approval of a Preliminary Plat with Alternative Development Standards to allow for the replat of Lot 1B of the McDermed Place Plat into 3 single-family lots north of NW B Street and East of NW 15th Street.

You are receiving this notice because County records indicate you own property within 185 feet of the boundary of the site in question.

Interested parties may view the application materials on file by contacting the Community Development Department via email at ComDevLegal@bluespringsgov.com or at City Hall at 903 W Main Street, Blue Springs, MO.

The hearing will be held in the Council Chambers in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs on the following dates:

Planning Commission - Monday, April 28, 2025 @ 6:30 p.m.
&
City Council – Monday, May 5, 2025 @ 6:00 p.m.

Your attendance and comments are welcome at these meetings. Questions concerning this matter may be directed to the Community Development Department at 816-228-0207.

Sincerely,

CITY OF BLUE SPRINGS
COMMUNITY DEVELOPMENT

Traci Breshears
Administrative Assistant

Introduced by Councilmember _____ BILL NO. 5313
(PF-03-25-9516)

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE FINAL PLAT FOR MCATEE LANE

WHEREAS, on March 13, 2025, the Applicant, Robert "Chad" McAtee of R.C. McAtee Construction submitted a Planning Application for McAtee Lane Final Plat; and

WHEREAS, on April 28, 2025, the City Planning Commission held a regularly scheduled meeting where the Planning Commission voted unanimously in favor of the McAtee Lane Final Plat. The Planning Commission sent their recommendation of approval to the City Council; and

WHEREAS, on May 5, 2025, the City Council approved McAtee Lane Final Plat.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The Final Plat of McAtee Lane, Blue Springs, Jackson County, Missouri, hereinbefore presented to the City Council and having been found to be in compliance with the Downtown Development Code (DDC), its amendments, and other ordinances of the City of Blue Springs, is hereby approved subject to the following conditions and those set out in the Planning Commission Staff Report for Case File PF-03-25-9516 submitted to the Planning Commission at its April 28, 2025, meeting including the following conditions:

1. Approval by the City Council based on the representations of any drawings presented as part of this application does not waive any requirements or development standard contained in the UDC, unless otherwise approved.

2. A Final Plat must be approved and recorded prior to any issuance of any building permits within the development.

Section 2. That this Ordinance shall be in full force and effect from and after its passage and approval.

Section 3. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 5th day of May 2025.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Megan Rodgers, Deputy City Clerk

1st Reading: _____
2nd Reading: _____

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: April 29, 2025

SUBMITTED BY: Christine Cates **DEPARTMENT: Administration**

☒ Ordinance	☐ Resolution	☐ Presentation	☐ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Passage of a Bill amending the 2024-25 annual budget increasing the previously adopted and amended budget of $95,995,532 by $38,236,144 to $134,339,156

Fund	Adopted Budget FY 2024-25	Amendment – Bill	Adopted and Amended Budget
General	$ 33,179,596	$ 164,059	$ 33,343,655
Hotel/Motel Tax	$ 380,000	$	$ 380,000
Public Safety Sales Tax	$ 5,444,574	$	$ 5,444,574
Parks Sales Tax	$ 7,430,194	$ 430,300	$ 7,860,494
Debt Service	$ 1,732,648	$	$ 1,732,648
Capital Projects	$ 5,768,650	$ 37,564,993	$ 43,333,643
TIF Capital Projects	$ 6,905,602	$	$ 6,905,602
Fieldhouse/Aquatics	$ 2,693,289	$ 107,479	$ 2,800,768
Golf Course	$ 2,384,660	$ 76,792	$ 2,461,452
Water	$ 13,474,983	$	$ 13,474,983
Sewer	$ 16,601,337	$	$ 16,601,337
Total Budget by Fund	$ 95,995,532	$ 38,343,623	$ 134,339,155

BACKGROUND/JUSTIFICATION

GENERAL FUND

The expenditures in the General Fund will be increased by **$164,059** for several items detailed in the table below:

Department/Program	Project/Item	Amount
City Council	April Election Expense – budgeted $70,000	$ 21,365
Human Resources	Wellness Funds - BCBS	$ 40,000
Police	Flock OS 911 & Quiet room supplies	$ 19,999
Police	Training - Blue to Gold & Command School	$ 19,500
Police	Vehicles - Equipment	$ 23,537
Vesper Hall	Kitchen Equipment	$ 5,144
Parks Administration	Art Commission	$ 34,514
	TOTAL	**$ 164,059**

In addition, $4,453,000 will be transferred from the General Fund to the Capital Projects Fund for the purchase of the property at 15th and Main Street and for the purchase of heavy equipment.

PARKS SALES TAX FUND
The expenditures in the Parks Sales Tax Fund will be increased by **$430,300** for additional silt removal at Railroad Lake at Rotary Park and the design services contract for Southwest Park.

CAPITAL PROJECTS FUND
The expenditures in the Capital Projects Fund will be increased by **$37,564,993** which includes $1,453,000 for heavy equipment and trailer replacements and $3,000,000 for the purchase of the property at 15th and Main Streets and associated costs and $33,111,93 for the bond projects approved by the voters in August 2024.

FIELDHOUSE/BSB FUND
The expenditures in the Fieldhouse/BSB Fund will be increased by **$107,479** to replace the fire alarm system on the Fieldhouse side of the Carson Ross Community Recreation Complex.

GOLF COURSE FUND
The expenditures in the Golf Course Fund will be increased by **$76,792** to replace the irrigation pump at the golf course.

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
October 1, 2024	September 30, 2025

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Bill amending budget with Budget Amendment Details attached as Exhibit A

REVIEWED BY:

Requesting Director: ***Christine Cates***	Budget: ***Christine Cates***
Legal: ***N/A***	City Administrator: ***Christiine Cates***

Introduced by Councilmember _____ BILL NO. 5314

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE 2024-25 ANNUAL BUDGET OF THE CITY OF BLUE SPRINGS, MISSOURI

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The Annual Budget of the City of Blue Springs, Missouri, for the fiscal year commencing October 1, 2024, and ending September 30, 2025, is hereby amended in the amounts and in the funds as shown on the Council Information Form as follows:

Adopted and Amended Budget: **$95,995,532**

Amendment Details:		
General Fund	$	164,059
Parks Sales Tax Fund	$	430,300
Capital Projects Fund	$	37,564,993
Fieldhouse Fund	$	107,479
Fieldhouse Fund	$	76,792
Total Amendment	**$**	**38,343,623**

Amended Budget: **$134,339,155**

A spreadsheet outlining the budget amendment details is attached hereto as Exhibit A and incorporated herein.

Section 2. That this Ordinance shall be in full force and effect from and after its passage and approval.

Section 3. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 5th day of May 2025.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Megan Rodgers, Deputy City Clerk

1st Reading: _____
2nd Reading: _____

City of Blue Springs, Missouri
Exhibit A - Budget Amendment Details
2024-25 Budget Amendment

Account #	Project	Account Name	Debit	Credit	Description
General Fund					
100-10000-530260		Election Expense	$ 21,365		Election Expense - April Election - Budgeted $70,000 with at total cost of $91,365
100-00000-300600		Unassigned Fund Balance		$ 21,365	Election Expense - April Election - Budgeted $70,000 with at total cost of $91,365
100-20030-530300		PD Training	10,000		Training - Blue to Gold
100-20030-530300		PD Training	9,500		Training - Command College
100-00000-300300	FB-POST	FB - POST Funds		19,500	Fund Balance - POST Funds
100-20000-530910		Employee Recognition	4,999		Supplies for Quiet Room
100-20000-530850		Software Licenses	15,000		Flock OS 911
100-00000-470100	DONATE - PS	Donations		15,000	Donation from BSCPAAA
100-00000-470100	DONATE - PS	Donations		4,999	Lambert Foundation Donation - $30,000 Total
100-45000-540400		Operating Equipment	5,144		Purchase of Kitchen Equipment - Vesper Hall
100-00000-470100	Donate-VH	Donations		5,144	Donations - Truman Heartland Funds
100-20030-540300		Vehicles	23,537		Insurance Reimbursement for wrecked vehicle
100-00000-480300		Insurance Reimbursement		23,537	Insurance Reimbursement for wrecked vehicle
100-40000-530100	Art-Maint	Professional Services -Art Commission	17,514		Power Wash and apply Prosoco on the "Frieze" sculpture
100-40000-530100	Public Art	Professional Services -Art Commission	17,000		Purchase of Family Tree Art
100-00000-300500	FB-Public Ar	FB - Art Commission Funds		17,000	Fund Balance - Art Commission - Purchase Art
100-00000-300500	FB-Art-Maint	FB - Art Commission Funds		17,514	Fund Balance - Art Commission - Art Maintenance
100-12200-520900		Special Events and Programs	40,000		Wellness Funds Reimbursement from Blue Cross/Blue Shield
100-00000-480340		Insurance Incentives		40,000	Wellness Funds Reimbursement from Blue Cross/Blue Shield
100-90000-590310		Operating Transfer Out - Capital Projects Fund	4,453,000		Transfer out for purchase of 15th and Main Property & Equipment
100-00000-300600		Unassigned Fund Balance		4,453,000	Transfer out for purchase of 15th and Main Property & Equipment
		Total General Fund	**$ 4,617,059**	**$ 4,617,059**	
Parks Sales Tax Fund					
158-73000-544100	PR-17	CIP - Parks Projects	135,300		Rotary Park - Silt Removal at Railroad Lake
158-73000-544100	PR-71	CIP - Parks Projects	295,000		Southwest Park - Design Services
158-00000-300600		Fund Balance - Unassigned		430,300	Rotary Park - Silt Removal at Railroad Lake
		Total Parks Sales Tax Fund	**$ 430,300**	**$ 430,300**	
Capital Projects Fund					
310-73000-544100	CIP - MISC	CIP - Heavy Equipment	1,453,000		Heavy Equipment Purchases
310-90000-490100		Operating Transfer In - General Fund		1,453,000	Fund Balance
310-00000-510100		Land	3,000,000		Purchase of property at 15th and Main Streets and Expenses
310-90000-490100		Operating Transfer In - General Fund		3,000,000	Purchase of property at 15th and Main Streets and Expenses
310-72000-543100	ST-06 Bonds	CIP - Public Works Projects	15,000,000		Neighborhood Street Preservation
310-72000-543100	ST-66 Bonds	CIP - Public Works Projects	5,925,000		Mock Avenue Improvements
310-72000-543100	ST-49 Bonds	CIP - Public Works Projects	1,725,000		ADP to Duncan Road Right Turn Lane
310-72000-543100	2025 Bonds	CIP - Public Works Projects	5,000,000		Downtown Master Plan Implementation
310-72000-543100	ST-61 Bonds	CIP - Public Works Projects	250,532		Walnut Street Improvements
310-72000-543100	ST-55 Bonds	CIP - Public Works Projects	4,936,584		SW 12th Street Improvements
310-82025-550700		Bond Issuance Cost	274,877		GO Bond Issuance
310-82025-490600		Other Financing Sources - Bond Premium		1,684,746	GO Bond Issuance
310-82025-490600		Other Financing Sources - Bond Proceeds		31,427,248	GO Bond Issuance
		Total Capital Projects Fund	**$ 37,564,993**	**$ 37,564,993**	
Fieldhouse/BSB Fund					
410-77000-542200	CIP-Misc.	CIP - Building- Fieldhouse	107,479		Fire Alarm System
470-00000-300700		Fund Balance - Unassigned		107,479	Fire Alarm System
		Total Fieldhouse/BSB Fund	**$ 107,479**	**$ 107,479**	
Golf Course Fund					
420-73000-544100	PR-04	Golf Course Improvements	76,792		Golf Course Irrigation Pump - Nuco Pumps

City of Blue Springs, Missouri
Exhibit A - Budget Amendment Details
2024-25 Budget Amendment

420-00000-300700	Fund Balance - Unassigned		76,792	Golf Course Irrigation Pump - Nuco Pumps
Total Golf Course Fund		**$ 76,792**	**$ 76,792**	

Total Debits and Credits	**$ 42,796,623**	**$ 42,796,623**
Less Transfers In/Out	$ (4,453,000)	$ (4,453,000)
Less Debt Service for Blue Surf Bay	$ -	$ -
Total Budget Amendment	**$ 38,343,623**	**$ 38,343,623**

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: April 1, 2025

SUBMITTED BY: Jennifer Baird **DEPARTMENT: City Attorney**

☐ Ordinance	☐ Resolution	☒ Presentation	☐ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

City Attorney Jennifer Baird will present a PowerPoint presentation regarding Public Official Liability Training to the Mayor and City Council.

BACKGROUND/JUSTIFICATION

The City's liability insurance is provided by Travelers Insurance. Liability training is essential for public officials to navigate their responsibilities effectively and protect themselves and the City from potential legal issues. Liability training for Council is recommended every two years or sooner if there have been changes to the membership of the Council.

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
N/A	N/A

STAFF RECOMMENDATION

None, this is a presentation for the Mayor and Council, no action is required

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Public Official Liability Presentation

REVIEWED BY:

Requesting Director: ***N/A***	Budget: ***N/A***
Legal: ***Jennifer Baird***	Assistant City Administrator: ***Dennis Dovel***

Attachment 1

City of Blue Springs
Public Officials Liability Training

The City of Blue Springs Missouri

Lauber Municipal Law
Serving those who serve the public

Presented by
Jennifer Baird
April 21, 2025

1

Overview

- Basics of Municipal Law
- Ethics and Conflicts of Interest
- Missouri Sunshine Law
- City Council Roles and Responsibilities
- Practical Tips



2

Municipal Law Basics

3

Classification and Form of Missouri Municipalities

- **Home Rule Charter**
  - City makes its own "organic" law (like its own constitution)
  - Authorized in Mo. Const. Art VI, § 19
  - Have "all powers that the General Assembly could confer"
  - Population 5,000+
  - Specific statutes found at Chapter 82, RSMo
- **Special Charter Cities**
  - No population requirement
  - These cities had individual legislative powers provided by the General Assembly prior to 1875
  - Specific statutes at Chapter 81, RSMo
- **Third Class Cities**
  - Population 3,000 – 30,000
  - Three forms:
    - Mayor-Council (Ch. 77, RSMo)
      - Also authorized to have City Administrator
    - Commission (Ch. 78, RSMo)
    - City Manager (two formats) (Ch. 78 RSMo)
      - Manager runs administration of the City
      - 5-member City Council is legislature- elects Mayor from its own members







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Classification and Form of Missouri Municipalities

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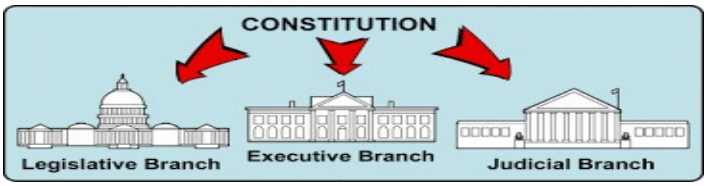


- **Fourth Class Cities**
  - Most common type of city in Missouri
  - Population 500-3,000
  - Mayor + Board of Alderman (2 each from at least 2 wards)
  - Mayor – City Administrator – Board of Aldermen
  - Mayor only votes in ties
  - Specific statutes at Chapter 79
- NO FIRST OR SECOND CLASS CITIES- repealed in 1975 because there weren't any.
- **Towns and Villages**
  - Terms mean the same thing
  - Board of Trustees
  - Elects their own Chairman of the Board (like a Mayor)
  - Specific statutes at Chapter 80 RSMo
- **Special Districts**
  - Schools, Roads, Levees, Drainage, Water, Sewer, Library, Ambulance, Fire Protection, CIDs, TDDs

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Types of Decision Making

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- ***Legislative***: Making the Rules (i.e., passing ordinances to set policy)
- ***Administrative***: Applying the Rules (i.e., granting or denying building permit)
- **Judicial**: Interpreting the rules (i.e., reviewing the application of the legislative rules to specific facts)

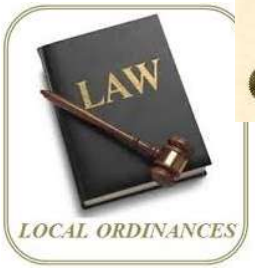
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Compare/Contrast Ordinances and Resolutions

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- Ordinances are the legislative acts of a governmental body
  - Creates a new local law and authority for local government agents to act
- Resolutions are administrative acts of a governmental body
  - A mere expression of opinion
  - No real distinction between a resolution and an approved motion





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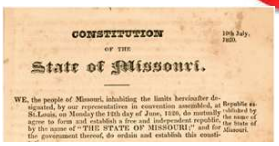
Ordinance Requirements

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The Public Purpose

- Adopted by a legally existing governing body
- Governing body has power to act
- Ordinance is within scope of powers
- Ordinance has reasonable, definite, certain terms
- Adopted in the required form and using proper procedure
- In harmony with constitution and existing laws
- Serves a public purpose

Source: I Mo. Local Government Law § 4.39 (MoBar 3d ed. 2002, 2008)

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Resolutions

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- Deal with matters of special or temporary character
- Exception - Resolution to increase expenditures over budgeted amount
- Do not require formalities of procedure
- Mayoral veto power
- Recording of the ayes and nays





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Parliamentary Procedure and Rules of Order

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- Rules for decorum, respect and conduct
- Making meetings meaningful
- Robert's Rules of Order is not required by statute
  - In fact, not well suited to small governing bodies at all
- Many alternatives exist



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Ethics and Conflicts of Interest

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Prohibited Acts

§105.452, RSMo– Elected or Appointed Officials

- Act or refrain from acting because of an offer to pay
- Use or disclose confidential information obtained in office or employment for financial gain
- Favorably act on a matter specifically designed to provide "special monetary benefit"
- Use decision-making authority for financial gain
- Advocate for an appointment in exchange for value









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Prohibited Acts

§105.458, RSMo– Members of Governing Bodies









For Individuals:

- Perform service for the political subdivision for pay (from the political subdivision) other than compensation for official duties
- Sell, rent, or lease property to the political subdivision
  - *Unless under $500 per transaction or $5,000 per year*
  - *Unless competitively bid and official's bid was lowest received*
- Attempt to influence the decision of the political subdivision when result might be performance of service or property transaction

For Business Entities Where Member Has More than 10% Interest:

- Perform service for the political subdivision for pay (from the political subdivision) other than compensation for official duties
- Engage in property transaction with the political subdivision
- Exceptions:
  - *Under $500 per transaction or $5,000 per year*
  - *Unless competitively bid and official's bid was lowest received*

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Prohibited Acts

§105.461, RSMo– Recording a Member's Interest in a Proposed Ordinance

- Applies to members of political subdivision's governing body
- Substantial personal or private interest
- File written report of the nature of the interest with city clerk
  - Before passing upon the ordinance
- Deemed compliant if personal financial disclosure on file addresses the issue





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Nepotism





- Mo Const. Art. VII, § 6
- Applies to public officers and public employees
- Cannot name or appoint relatives within the 4th degree of consanguinity or affinity
- Do not reappoint or vote on the appointment or employment of existing employees
- Violation of nepotism prohibition will result in automatic forfeiture of office– can't "fix" the problem

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Appearance of Impropriety

- Generally
  - Not a legal conflict of interest
  - Potential to become a conflict of interest or viewed as an ethical conflict by others
- What should you do if you think there is a conflict?
  - Talk to city attorney about potential conflict
  - Disclose potential conflict on the record
  - Balance appearance of impropriety with duty to vote
  - Abstain from voting, leave the table (if possible)
  - Do not participate in the discussion (watch body language)







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Blue Springs Specific Rules – Conflict of Interests

- Section 12.1 Personal Financial Interest (City Charter)

[Any elected or appointed officer, employee or member of any Board or Commission of the City who has a substantial interest, direct or by reason of ownership of stock in any corporation, in any contract with the City or in the sale or purchase of any land, material, supplies or services to or from the City or to a contractor supplying the City shall make known that interest in writing to the City Council and shall refrain from voting upon or otherwise participating in the capacity as a City Officer or employee in the making of such sale or purchase or in the making or performance of such contract. Any City Officer or employee who willfully conceals such a substantial financial interest or willfully violates the requirements of this Section shall be guilty of malfeasance in office or position and shall forfeit their office or position. Violation of this Section with the knowledge express or implied of the person or corporation contracting with or making a sale to the City shall render the contract or sale voidable by the City Administrator or the City Council.]

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Blue Springs Specific Rules - Conflict of Interests

- Disclosures Required
  - Chapter 117 of Blue Springs' Code requires [The City's current provisions regarding Conflicts of Interest and Disclosure Reports are on file in the office of the City Clerk. Said provisions are authorized under Section 105.450 et seq., RSMo., and must be reenacted every two (2) years.]

The City of Blue Springs Missouri

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Missouri Sunshine Law

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What is Missouri's Sunshine law?

- Chapter 610 of the Revised Statutes of Missouri
- Originally enacted in 1973
- Intended to open governmental meetings, records, and votes to the public
- Interpreting the Sunshine Law
  - All meetings and records are open unless an exception allows them to be closed §610.011.1
  - Law is to be liberally construed towards openness
  - Exceptions narrowly construed §610.011.1
  - If in doubt, public body can seek judicial opinion or an attorney general opinion, or an opinion by its own counsel



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What the Sunshine Law Isn't

- Not a "right to know"
  - Only an ability to find out
- Not a requirement that government justify its policies
- Not a substitute for an educated public
- Not the same as FOIA

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Public Meeting Procedures





- Notice
- Tentative agenda
- Reasonable time and place
- Minutes
- Emergency meetings
- Electronic meetings

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Closed meetings, records, and votes

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- **Legal actions, causes of action, or litigation, including privileged communications with attorneys**
- **Real estate transactions**
- **Personnel and employment matters**
- Preparations for negotiations with employees
- Competitive bid specs prior to publication
- Sealed bids
- Individually identifiable personnel records

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Closed Meeting and Voting Procedures

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- Listed on agenda
- Motion to go in to closed session
- Stay on topic
- Only roll call votes
- Keep basic minutes
- Motion to go out of closed session
- Put reportable actions on the record



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City Council Roles and Responsibilities

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Practical Role of City Council

- Represent the public
- Develop and evaluate policies and programs
- Maintain fiscal integrity
- Determine services
- Ensure accountability and transparency

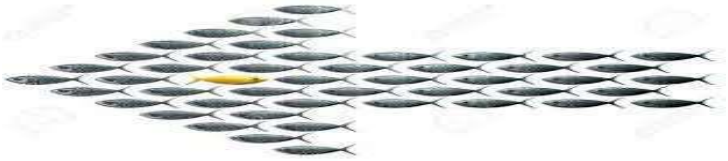


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Role of Councilmen

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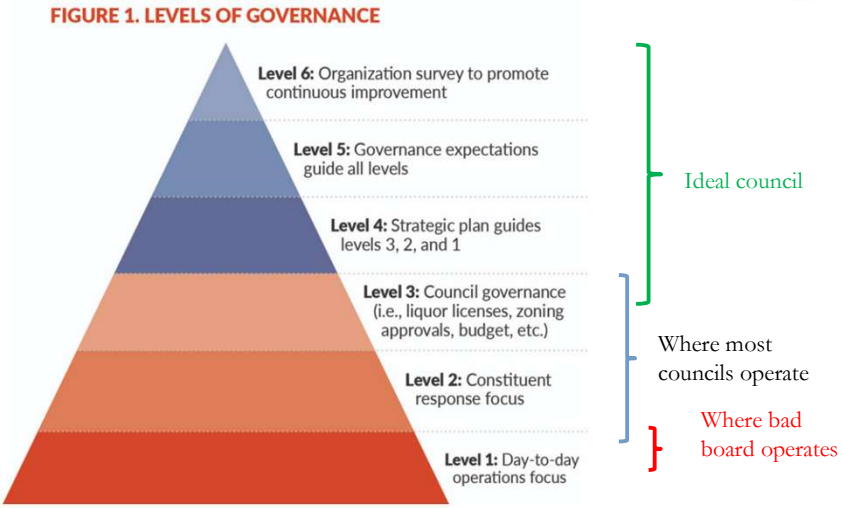
- Individual Councilmen have little or no power
- Ultimately the City Council has all the power



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Proper Role of Governing Bodies

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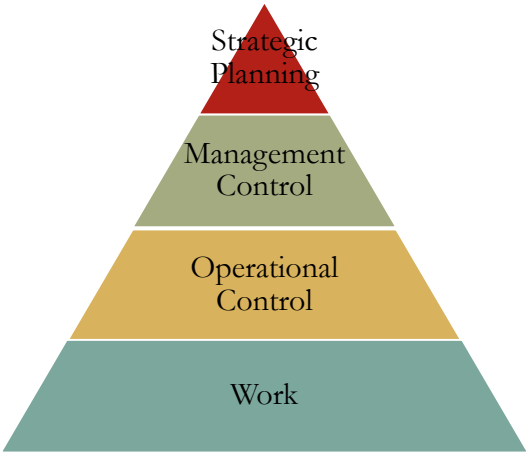
Level 6 Governance provides a model for high operational performance
By Mike Letcher, ICMA-CM | Aug 01, 2021 | PM MAGAZINEARTICLE

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Public Administration 101

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3
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1



- Most governing bodies spend most of their time in levels 2 and 3
- Most spend little time in level 1
- Result:
  - Staff are frustrated by micro-managing
  - Decisions are not being made by most skilled
  - No strategy

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Governing Body-Staff Flight Analogy

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Practical Tips

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Practical Advice

- **Trust City Staff** – They have a stake in the game, too. Don't berate staff in a public meeting. There is a time and place to challenge decisions made by staff.
- **Give Fair Warning** – If you know you are going to bring up an issue that you want a complete and satisfactory answer to, let staff know in advance you will be bringing it up at the public meeting.
- **Involve your City Attorney before you make a legal decision** - The cost is minimal compared to the cost involved with getting your city attorney involved after the decision has been made.
- **Call a "time out"** – If during a public hearing, you have question regarding a legal aspect of an issue and you don't know if you can or should discuss it in public, call a recess to confer with your attorney.
- **Decorum** – Always be polite, show respect to other City Council members, staff and the audience. Always address the chair (Mayor) and use titles or last names (for example "Mr. Mayor, I will be voting in favor of Councilman Long's bill because …"). Also, pay attention and don't look at your phone while the speaker is addressing the Mayor and Council.

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Contact Information



Western Missouri
4031 NE Lakewood Way, Suite 1
Lee's Summit, MO 64064
816.525.7881

Mid-Missouri
308 E. High Street, Suite 108
Jefferson City, MO 65101
573.305.3334

Southwest Missouri
1855 S. National Avenue, Suite 1
Springfield, MO 65804
417.605.3400

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About the Firm

Lauber Municipal Law, LLC, was established for the purpose of serving local governmental entities of all types and sizes. We can serve your community as its general counsel (City Attorney) or as special counsel for technical issues like economic development incentive approvals, annexation, elections, impeachments, and appellate work..

Our goal through Lauber Municipal Law, LLC, is to meld our previous experience together to provide a high-quality, "big firm" work product, while providing the flexibility, personal responsiveness, and cost effectiveness of a small firm. We completely understand public entities' needs to obtain the most effective representation possible while considering the fact that these services are compensated from a budget made up of public funds. As the motto for Lauber Municipal Law, LLC, states: We are proud to serve those who serve others. Our sincere desire is to make that job easier and less stressful for the elected officials and administrative staffs of these entities.

The choice of a lawyer is an important decision and should not be based solely on advertisements. This disclosure is required by rule of the Missouri Supreme Court.

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