BLUE SPRINGS
MISSOURI

CITY COUNCIL MEETING
Monday, June 1, 2026, 6:00 PM

Council Chambers
Howard L. Brown Public Safety Building
1100 SW Smith Street
Blue Springs, Missouri 64015
This meeting can be viewed live on the City's website at
https://www.bluespringsgov.com/CityMeetingsLive

Anyone wishing to address the Mayor and Council, either in a Public Hearing or in the Visitors Section of the Agenda, must fill out a Speaker's Appearance Form. Forms are available online or located at the entrance of the Council Chambers. After completion, the form is to be given to the City Clerk prior to the start of the Council meeting.

Agenda

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 May 18, 2026 City Council meeting

b. Resolution No. 040-2026 approving a Disposition of Records

c. Resolution No. 041-2026 approving a contract with Cochran Engineering for development of the 2027 Preventative Pavement Management Program

d. Resolution No. 042-2026 approving an Amendment with Lippert Mechanical for City HVAC services

e. Resolution No. 043-2026 establishing the population

f. Resolution No. 044-2026 approving Task Order #27 with Cochran for Special Inspections and Testing required on the Public Works renovation project

4. **Public Hearing Withdrawn by Applicant** - Universal Beauty Studio Academy Conditional Use Permit (CUP-04-26-9863)

5. **Public Hearing Continuance** – Iconic Blue Springs Rezoning (RZ-02-26-9822) and Planned Development Concept Plan (PDC-02-26-9823) – **To be continued to July 6, 2026**

6. **Public Hearing Continuance** – Winwater Conditional Use Permit (CUP-03-26-9851) and General Development Plan (GDP-03-26-9850) – **To be continued to July 6, 2026**

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

8. **Second reading only** of Bill No. 5403 approving a Ford Parts Storage Annexation (ANNX-03-26-9856)

9. Introduction and readings of Bill No. 5404 ratifying acceptance of a grant from the Department of Justice related to domestic violence

10. Resolution No. 045-2026 ratifying a Memorandum of Understanding with Hope House for a grant from the Department of Justice related to domestic violence

11. 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.

12. Councilmember Comments

13. Mayoral Comments

14. Executive Session – Discussion related to Litigation, Real Estate and Contracts pursuant to Section 610.021 (1), (2) and (12)

Upcoming Meetings

Park Commission Meeting – June 2, 6:00 PM

Planning Commission Meeting – June 8, 6:30 PM

Public Arts Commission Meeting – June 10, 4:00 PM

Land Bank – June 15, 3:00 PM

City Council Meeting – June 15, 6:00 PM

Economic Development Council – June 17, 8:15 AM

Juneteenth - **City Services Closed** – June 19

Planning Commission Meeting – June 22, 6:30 PM

Public Safety Citizen's Advisory Board Meeting – June 23, 6:00 PM

Independence Day - **City Services Closed** – July 3

World Cup Task Force Meeting – July 6, 10:00 AM

City Council Meeting – July 6, 6:00 PM

This agenda was posted at City Hall and on the City's website on Friday, May 29, 2026.

Erin Ford, City Clerk

BLUE SPRINGS
MISSOURI

EXPLANATIONS

DATE: May 29, 2026

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

FROM: City Administrator Christine Cates

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 – Contract for Development of the 2027 Preventative Pavement Maintenance Program

Adopt a Resolution approving Task Order #25 to contract 2024-166 in the amount of $405,179.00 with SC Engineering, LLC dba Cochran for the development of the 2027 Preventive Pavement Maintenance Program (CIP ST-06). Refer to Council Information Form from Assistant City Administrator Dennis Dovel for additional information.

Item 3d – Amendment for City HVAC Services

Adopt a Resolution approving an Amendment in the amount of $53,892.00 with Lippert Mechanical for contract 2025-114 for City HVAC 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 Parks and Recreation Director Justin Stuart for additional information.

Item 3e – Establish Population

Adopt a Resolution determining the City's estimated population as 61,632 as of July 1, 2025. Refer to Council Information Form from Director of City Development Nic Hutchison for additional information.

Item 3f – Cochran Task Order for Special Inspections and Testing on the Public Works Renovation Project

Adopt a Resolution approving Task Order #27 to Contract No. 2024-166 with SC Engineering LLC, dba Cochran in the amount of $112,075 for Special Inspections and Testing required on the Public Works Renovation and Expansion Project, CIP Project # BF-19 and PS-15. Refer to Council Information Form from Assistant City Administrator Dennis Dovel for additional information.

Item 4 - Universal Beauty Studio Academy Conditional Use Permit Withdrawn

The public hearing for the consideration of Conditional Use Permit (CUP-04-26-9863) for Universal Beauty Studio Academy located at 520 NW 7 Hwy has been withdrawn by the Applicant, Tyrone Jackson.

Item 5 – Iconic Blue Springs Rezoning and Planned Development Concept Plan Continuance

A continuation is being requested for the public hearing for consideration to rezone property from "AG" Agriculture to "PD-Mixed Use" Planned Development Mixed-Use

(RZ-02-26-9822) mixed-use development with a Planned Development Concept Plan for Iconic Blue Springs (PDC-02-26-9823) to be continued to the July 6, 2026 City Council meeting. A motion to continue is in order.

Item 6 – Winwater Conditional Use Permit and General Development Plan Continuance

A continuation is being requested for the public hearing for consideration of Conditional Use Permit (CUP-03-26-9851) and the General Development Plan (GDP-03-26-9850) for Winwater be continued to the July 6, 2026 City Council meeting. A motion to continue is in order.

Item 8 – 2nd Reading Ford Parts Storage Annexation

Second reading of Bill No. 5403 approving the annexation of property for Ford Parts Storage (approximately 4.91 acres) by Applicant, Blaine Balderston, owned by BFRE, LLC, located at 3110 SW EB Highway 40 Highway into the City limits. (ANNX-03-26-9856). The public hearing and first reading of this Bill was held on May 18, 2026. Refer to Council Information Form from Director of City Development Nic Hutchison for additional information.

Items 9 & 10 – Hope House Grant

Passage of a Bill ratifying the acceptance of a grant from the Department of Justice (DOJ), Office on Violence Against Women, for the purpose of improving criminal justice responses to sexual assault, domestic violence, dating violence and stalking. This is a three-year agreement for an annual amount of approximately $166,667. Adopt a resolution ratifying a Memorandum of Understanding with Hope House for providing services to adult and child survivors as required by the DOJ grant. Refer to Council Information Form from Senior Director of Finance Karen Van Winkle for additional information.

BLUE SPRINGS
MISSOURI

MINUTES OF MAY 18, 2026 CITY COUNCIL MEETING

MEETING INFORMATION

A meeting of the City Council of the City of Blue Springs, Missouri, was held on Monday, May 18, 2026 at 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.

COUNCIL ATTENDANCE

Jerry Kaylor

Katie Tholen

Nick Brummel

Galen Ericson

Brian Markworth

Jeremy Rowan

STAFF ATTENDANCE

Also present were City Administrator Christine Cates, City Attorney Jennifer Baird, and City Clerk Erin Ford.

PLEDGE

Mayor Lievsay 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.

DRAFT

CONSENT AGENDA

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

- Minutes of the May 4, 2026 City Council Meeting
- **Resolution No. 037-2026** approving a fourth amendment to Contract 2016-012 for the site lease agreement with New Cingular Wireless PCS, LLC for leasing space for communications equipment on the Adams Dairy Parkway tower.
- **Resolution No. 038-2026** approving a contract in the amount of $670,000.00 with DRT Biosolids, Inc. for sludge removal. This project is approved as CIP SNI-01 for Fiscal Year 2025/26.
- **Resolution No. 039-2026** approve Amendment No. 1 to Contract 2025-014 with Newkirk Novak Construction Partners, Inc. in the amount of $15,048,940 for the construction and renovation of the Public Works Operations Building.

The Consent Agenda was approved with the following:

VOTE

Kaylor – Aye

Tholen – Aye

Brummel – Aye

Ericson – Aye

Markworth – Aye

Rowan – Aye

Mayor Lievsay – Aye

PRESENTATION – PROCLAMATION

Mayor Lievsay and Council recognized Missouri Public Works week.

PUBLIC HEARING – ICONIC BLUE SPRINGS REZONING AND PLANNED DEVELOPMENT CONCEPT PLAN MOTION TO CONTINUE

Mayor Lievsay opened the Public Hearing at 6:06 and advised the Council that a continuation is being requested for the public hearing for the consideration to rezone property from Agriculture to Planned Development Mixed-Use (RZ-02-26-9822) mixed-use development with a Planned Development Concept Plan for Iconic Blue Springs (PDC-02-26-9823) be continued to the June 1, 2026 City Council meeting.

Councilmember Kaylor moved to continue the public hearing on May 18, 2026 to the June 1, 2026 Council meeting. Motion seconded by Councilmember Brummel and carried unanimously.

PUBLIC HEARING – WINWATER GENERAL DEVELOPMENT PLAN AND CONDITIONAL USE PERMIT MOTION TO CONTINUE

Mayor Lievsay opened the Public Hearing at 6:07 and advised the Council that a continuation is being requested for the public hearing for the consideration of the Conditional Use Permit (CUP-03-26-9851) and General Development Plan (GDP-03-26-9850) for Winwater be continued to the June 1, 2026 City Council meeting.

Councilmember Kaylor moved to continue the public hearing on May 18, 2026 to the June 1, 2026 Council meeting. Motion seconded by Councilmember Rowan and carried unanimously.

PUBLIC HEARING – FORD PARTS STORAGE ANNEXATION

Mayor Lievsy opened the Public Hearing at 6:07 p.m. to consider an annexation of approximately 4.91 acres of property located at 3110 SW EB Highway 40 into the City limits (ANNX-03-26-9856). The City Clerk entered onw exhibits into the record.

STAFF REPORT

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

APPLICANT

The applicant's representative, Powell Minnis, was available to address questions from Council.

The Mayor hearing no further comments for or against, closed the public hearing at 6:11 p.m.

INTRODUCTION AND 1ST READING ONLY – BILL NUMBER 5403 – FORD PARTS STORAGE ANNEXATION

Councilmember Kaylor introduced Bill No. 5403 approving an annexation of approximately 4.91 acres of property located at 3110 SW EB Highway 40 into the City limits (ANNX-03-26-9856). City Clerk Erin Ford made the first reading of Bill No. 5403 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Ericson moved to approve Bill No. 5403 upon its first reading and proceed with the second reading at the June 1, 2026 City Council Meeting. Motion seconded by Councilmember Tholen and carried unanimously.

COUNCILMEMBER COMMENTS

Councilmember Tholen congratulated 2026 graduates.

Councilmembers Ericson and Kaylor visited The Parkway Senior Living.

MAYORAL COMMENTS

- City services will be closed for Memorial Day on May 25.
- The first concert in the park will be held in Rotary Park on May 24.
- The splash pad at Burrus Old Mill Park and Aquatic Center will both open Memorial weekend.

CLOSED SESSION

At 6:16 p.m., Councilmember Kaylor moved for the Council go into closed session pursuant to Section 610.021(2) Revised Statutes of Missouri, for the purpose of privileged communications between a governmental body or its representative and legal counsel relating to litigation, and that any minutes, documents and other records discussed or taken during the closed session remain closed, and that the special meeting of this body stand adjourned at the completion of such session. Motion seconded by Councilmember Brummel and carried with the following:

VOTE

Tholen – Aye

Brummel – Aye

Ericson – Aye

Markworth – Aye

Rowan – Aye

Kaylor – Aye

Mayor Lievsay – Aye

May 18, 2026

SIGNATURES:

CITY OF BLUE SPRINGS

_____

Chris Lievsay, Mayor

ATTEST

_____

Erin Ford, City Clerk

BLUE SPRINGS
MISSOURI

CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: May 13, 2026

ITEM TYPE: Resolution

SUBMITTED BY: Erin Ford

CONTRACT NUMBER: N/A

DEPARTMENT: Administration

STRATEGIC PLAN PRIORITY: Organizational Health

ITEM DESCRIPTION

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

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	Immediately
Estimated End Date	N/A

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission: N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Resolution with disposition list attached as Exhibit A.

REVIEWED BY

Requesting Director: Erin Ford

Legal: N/A

Administration: George Schmitz

City Administrator: Christine Cates

Budget: N/A

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 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 1st day of June 2026.

CITY OF BLUE SPRINGS

_____

Chris Lievsay, Mayor

ATTEST:

_____

Erin Ford, City Clerk

Exhibit A

BLUE SPRINGS
MISSOURI

Disposition of Records

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 cameras, excluding records that have been retained for official investigative or other legal purpose	Ongoing per policy
N/A	04/30/2026 - 05/31/2026	All employee emails in Sent Items, Deleted Items, Junk, and Clutter Folders	06/01/2026
N/A – IT	2024	Electronic files and emails – full list attached	06/01/2026

Name	Year
Brian McAdams	2023
Chris Sandie	2023
Dan Hood	2022
David Mitchell	2022
Debbie Olinger	2023
Don Logrosso	2020
Jackie Sommer	2023
Joseph Bullard	2022
Karen Foster	2023
Katie Horner	2023
Mike Ekey	2023
Patrick Morgan	2022
Sarah Carnes	2023

BLUE SPRINGS
MISSOURI

CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: May 1, 2026

SUBMITTED BY: Dennis Dovel

DEPARTMENT: Public Works

STRATEGIC PLAN PRIORITY: Infrastructure

ITEM TYPE: Resolution

CONTRACT NUMBER: 2024-166, Task Order #25

ITEM DESCRIPTION

Adopt a Resolution approving Task Order #25 to contract 2024-166 in the amount of $405,179.00 with SC Engineering, LLC dba Cochran for the development of the 2027 Preventive Pavement Maintenance Program (CIP ST-06).

BACKGROUND

The City of Blue Springs Strategic Plan 2025-2030 identifies “Infrastructure” as a priority focus area, with the stated goal to build and maintain infrastructure to provide safe and reliable services. Improvements to the community road and street network are a priority for the City, with an emphasis placed on improving the road network. The City has overlayed 162 lane miles of the approximate 585 lane miles of road in the last two years. This represents approximately 27.7% of all lane miles maintained and satisfies the Strategic Plan performance measure of Completing the Preventive Pavement Maintenance Program for CIP 2025.

On October 21, 2024, City Council approved an On-Call Consulting Services Contract with SC Engineering, LLC dba Cochran (Cochran) for engineering consulting services. Cochran has provided a scope of service for the development of the 2027 Preventive Pavement Maintenance Program. This task order includes street analysis, coring services, design, construction specifications, bidding and construction phase services.

Staff recommends approval of the Task Order contract with SC Engineering, LLC dba Cochran in the amount of $405,179 for the 2027 Preventive Pavement Maintenance Program. This continues the City's work in advancing the 20-year Preventive Pavement Maintenance Program, which established a proactive approach to pavement repair, pothole prevention, and road maintenance.

FINANCIAL IMPACT

INFORMATION	DETAIL
Contractor:	SC Engineering, LLC dba Cochran
Amount of Request/ Contract:	$405,179.00
Amount Budgeted:	$8,028,308
Budget Year:	FY 2025-26
Funding Source/Account #:	310-72000-543100 ST-06
Account Balance:	$6,016,708.30 Date: 5/12/2026

PROJECT TIMELINE

INFORMATION	DETAIL
Estimated Start Date	June 15, 2026
Estimated End Date	December 31, 2027
Years and Months Contract in effect	1 year, 6 months
Number of times renewable	0

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission: N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Resolution with contract attached as Exhibit A.

REVIEWED BY

Requesting Director: Dennis Dovel

Legal: Jennifer Baird

Administration: George Schmitz

City Administrator: Christine Cates

Budget: Lori Turner

SUPPORTING DOCUMENTS

Document	**Required**	**If not required, explain**
Certificate of Insurance:	Yes	
E-Verify:	Yes	
Bond:	No	
IRS Form W-9	Yes	Finance Review: On File
Bid/RFP/RFQ and Tabulation	N/A	
Bid Waiver: (less than three bids)	N/A	
Contractor address and email:	Yes	ATTN: Toby WIlliams 618 SW 3rd Street Lee's Summit, MO 64063 twilliams@cochraneng.com

Project Exemption Certificate needed:	No	

A RESOLUTION APPROVING TASK ORDER #25 TO CONTRACT 2024-166 WITH SC ENGINEERING, LLC DBA COCHRAN FOR THE CITY OF BLUE SPRINGS 2027 PREVENTIVE PAVEMENT MAINTENANCE PROGRAM, CIP ST-06

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 Contract; and

WHEREAS, The City of Blue Springs Strategic Plan 2025-2030 identifies "Infrastructure" as a priority focus area, with the stated goal to build and maintain infrastructure to provide safe and reliable services; and

WHEREAS, the Public Works Department identified the streets to be included and the estimated funds of $10 million for the 2027 Preventive Pavement Maintenance Program; and

WHEREAS, on October 21, 2024, City Council approved an on-call consulting services contract with SC Engineering dba Cochran (Cochran) for engineering consulting services; and

WHEREAS, Cochran is proposing a Preventive Pavement Maintenance Program to provide guidelines to preserve the structural integrity and extend the service life of the City's roadway network, with Cochran providing Professional Engineering and Inspection Services for the 2027 Preventive Pavement Maintenance Program streets; and

WHEREAS, staff recommends entering into a Task Order with Cochran to provide Professional Engineering, Design and Inspection Services for the City of Blue Springs' 2027 Preventive Pavement Maintenance Program in the amount of $405,179.00.

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 a contract with SC Engineering, LLC dba Cochran for Professional Engineering and Inspection Services for the 2027 Preventive Pavement Maintenance Program in the amount of $405,179.00. A copy of the proposed Contract 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 1st day of June 2026.

CITY OF BLUE SPRINGS

_____

Chris Lievsay, Mayor

ATTEST:

_____

Erin Ford, City Clerk

EXHIBIT A

BLUE SPRINGS
MISSOURI

TASK ORDER

EFFECTIVE DATE: April 21, 2026

TERMINATION DATE: December 30, 2027

CONTRACT NUMBER: 2024-166

TASK ORDER NUMBER: 25

City	Consultant
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: Dennis Dovel	Attention: David Christensen, Vice President
Phone: (816) 228-0265	Phone: (816) 207-5771

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 Month Day, Year.

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.

SIGNATURES

CONTRACTOR NAME



_____

David Christensen, Vice President

CITY OF BLUE SPRINGS

_____

Christine Cates, City Administrator

APPROVED AS TO FORM

_____

City Attorney

EXHIBIT 1

Task Order # 25 - Scope of Services

Blue Springs 2027 Paving Program – Lump Sum Proposal:

The purpose of this Lump Sum Proposal is to provide professional engineering and inspection services for the City of Blue Springs' upcoming 2027 Asphalt Paving and Miscellaneous Curb Repair Project, at an approximate budget of $11M (including engineering and inspection).

SCOPE OF SERVICES:

1. **Design and Bidding Phase Services - 2027 Asphalt Overlay Project**

    a) Prepare a complete set of project documents for roadway improvements under the City's Preventative Pavement Management Program. This includes developing the project manual, construction plans, technical specifications, special provisions, detail sheets, and all required bidding documents. The work shall address concrete curb repairs as needed and the milling and resurfacing of designated roadways, in accordance with the attached Treatment Table and Maps identifying the project areas (roadways shown in purple).

    b) Attend meetings as necessary.

    c) Bidding Phase Services –

        - Make copies and distribute bid packages to contractors.
        - Answer contractor's questions during bidding and issue addenda (if required)
        - 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.

2. **Construction Phase Services -**

    a. Serve as City's representative for administering the terms of the construction contract for the City's 2027 Blue Springs Paving Project.

    b. 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.

    c. Reject work not conforming to the project documents.

d. Perform on-site nuclear density testing, and laboratory testing of loose mix samples.

e. Prepare change orders for issuance by the City as necessary and assure that proper approvals are made prior to work being performed.

f. Measure and document quantities, and review estimates for payments due the Contractor

g. Inspect materials and review material certifications furnished by the Contractor.

FEE:

1. The total amount of fee to be paid for the Scope of Services, Item 2 – "Design and Bidding Phase Services" as outlined in this proposal shall be a lump sum fee of $303,884.00.

2. The total amount of fee to be paid for the Scope of Services, Item 2 – "Construction Phase Services" as outlined in this proposal shall be a lump sum fee of $405,179.00.

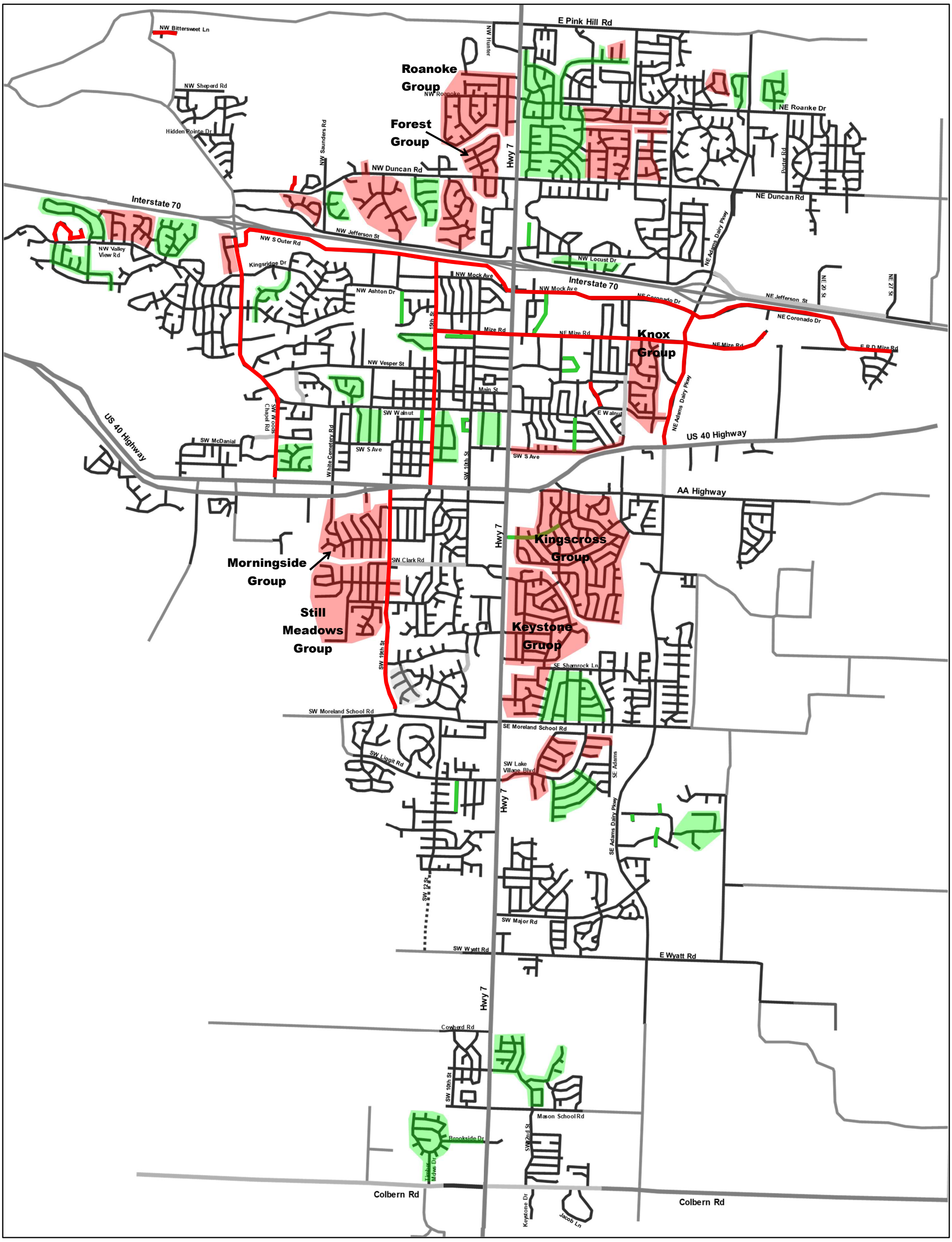
	2025		2026		2027		2028		2029	
Project Description		Cost		Cost		Cost		Cost		Cost
Paving - Arterials/Collectors:										
NW S. Outer Road			A	$561,167			CF	*city crew*		
SW 19th Street			A	$624,889			CF	*city crew*		
Mize Road			A	$843,600			CF	*city crew*		
15th Street			A	$474,833			CF	*city crew*		
Woods Chapel Rd, north Hwy 40			A	$718,622						
Walnut Street - 7th to 15th					A	$182,000			CF	*city crew*
NE Adams Dairy Pkwy					A	$2,760,000			CF	*city crew*
Mason School Road					A	$259,250				
NE Adams Dairy Road					A	$390,000				
NE Owens School Road					A	$208,000				
S Cook Road			CF	*city crew*			CF	*city crew*		
E Pink Hill Road			CF	*city crew*			CF	*city crew*		
White Cemetery Road			CF	*city crew*			CF	*city crew*		
Brizendine Road			CF	*city crew*			CF	*city crew*		
Jefferson Street			CF	*city crew*			CF	*city crew*		
SW 10th Street			CF	*city crew*			CF	*city crew*		
NW Valley Road			CF	*city crew*			CF	*city crew*		
SE Adams Dairy Pkwy					CF	*city crew*			CF	*city crew*
Roanoke Drive					CF	*city crew*			CF	*city crew*
Moreland School Road			CF	*city crew*			CF	*city crew*		
Duncan Road			CF	*city crew*			CF	*city crew*		
Woods Chapel Rd, south Hwy 40			CF	*city crew*			CF	*city crew*		
Colbern Road			CF	*city crew*			CF	*city crew*		
SW Clark Rd			CF	*city crew*			CF	*city crew*		
Paving - Residential Streets:										
Neighborhood Street Preservation	A	$6,822,004			CF	*city crew*			CF	*city crew*
Roanoke Group			A	$1,188,133			CF	*city crew*		
Forest Group			A	$629,533			CF	*city crew*		
Knox Group			A	$779,422			CF	*city crew*		
Morningside Group			A	$839,800			CF	*city crew*		
Still Meadows Group			A	$1,333,800			CF	*city crew*		
Kingscross Group			A	$2,594,268			CF	*city crew*		
Keystone Group			A	$1,336,544			CF	*city crew*		
NW Bittersweet Ln			A	$63,122			CF	*city crew*		
Westbrooke Pl			A	$31,836			CF	*city crew*		
Gateway Group			A	$208,578					CF	*city crew*
Deer Run Trail Group			A	$508,356					CF	*city crew*
Weatherstone Group			A	$532,422					CF	*city crew*
NW Shannon Drive					A	$102,375			CF	*city crew*
NW Hunter					A	$133,600			CF	*city crew*
Sherwood Group					A	$409,500			CF	*city crew*
SE Central Drive					A	$58,500			CF	*city crew*
SE Industrial Drive					A	$135,000			CF	*city crew*
Timbercreek Courts					A	$117,000			CF	*city crew*
Tahoe Group					A	$1,599,000			CF	*city crew*
Briarwood Group					A	$1,939,000			CF	*city crew*
Moore Group					A	$169,000			CF	*city crew*
Smith Group					A	$1,667,250			CF	*city crew*
Sunset Group							A	$1,946,000	CF	*city crew*
Shamrock Group							A	$1,878,500	CF	*city crew*
Sunyside School Group							A	$551,489		
Lake Village Group									A	$1,528,222
Chateau Group									A	$1,295,667
Avanti Group									A	$1,681,044
Hearnes Group			CF	*city crew*						
SW S Ave Group			CF	*city crew*						
Kingsridge Group										
Arterials/Collector-Residential Paving Totals		**$6,822,004**		**$13,268,926**		**$10,129,475**		**$4,375,989**		**$4,504,933**

A - Mill/Overlay; **CF** - Street Dept. Crack Filling; **STP** - Federal Aid; **NC** - Nova Chip; **FD** - Full Depth Pavement Replacement**; WM** - Water Main

City of Blue Springs

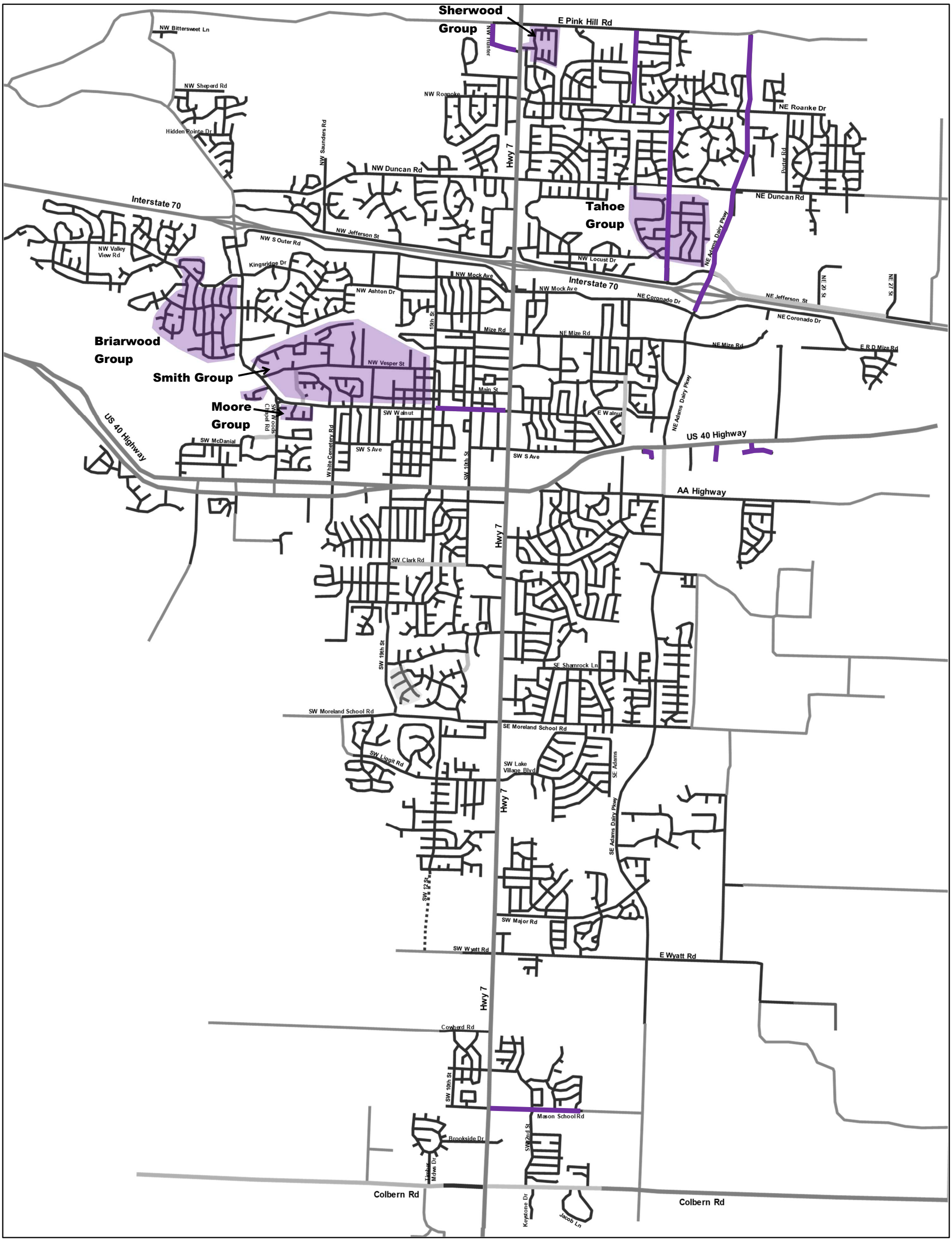
Roads Paved in 25’

Roads to be Paved in 26’



City of Blue Springs

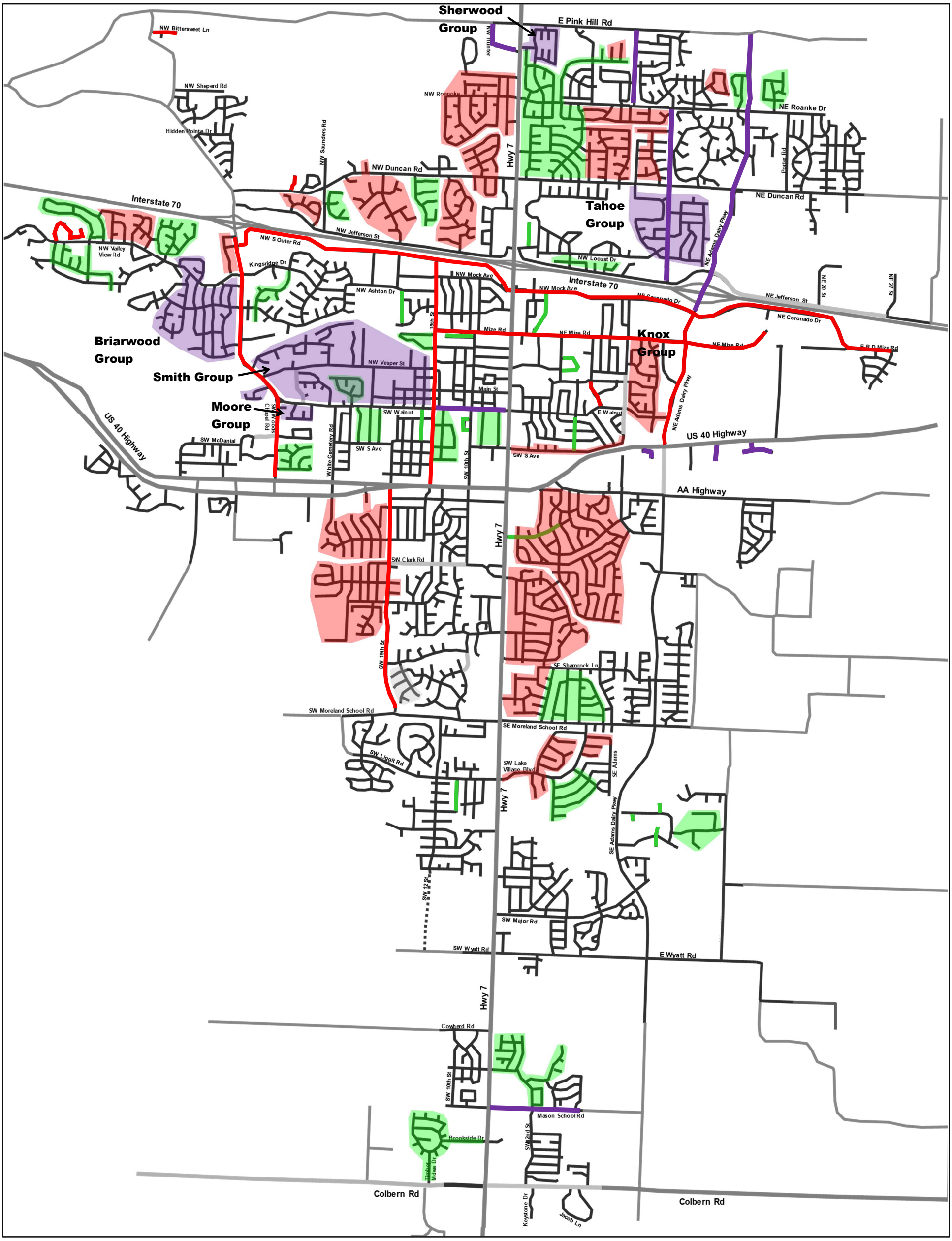
Paving Schedule 27’



City of Blue Springs

Roads Paved in 25', Roads to be Paved in 26'

Paving Schedule 27'



BLUE SPRINGS
MISSOURI

CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: April 21, 2026

ITEM TYPE: Resolution

SUBMITTED BY: Justin Stuart

CONTRACT NUMBER: 2025-114

DEPARTMENT: Parks and Recreation

STRATEGIC PLAN PRIORITY: Infrastructure

ITEM DESCRIPTION

Adopt a Resolution approving an Amendment in the amount of $53,892.00 with Lippert Mechanical for contract 2025-114 for City HVAC services. This amendment exceeds the administrative authority to approve contracts in Section 115.160 of the Blue Springs Code of Ordinances.

BACKGROUND

In 2025 the Blue Springs Parks and Recreation Department entered into a contract with Lippert Mechanical Service for on-call HVAC services throughout the City. Upon further review and recent staffing changes, staff entered discussions with Lippert to further the scope of work to include building preventative maintenance at City Hall, Public Safety, Fieldhouse, and Vesper Hall. This will include filter changes, equipment greasing, belt changes, cleaning, servicing, and a general inspection with City staff on a quarterly basis. This contract is being funded with salary savings from the elimination of a Building

Maintenance position. The corrected amounts will be budgeted in FY 2026-27.

FINANCIAL IMPACT

INFORMATION	DETAIL
Contractor:	Lippert Mechanical
Amount of Request/ Contract:	$53,892.00
Amount Budgeted:	100-38000-530500 - $42,750 410-41000-530570 - $3,000 155-21000-530500 - $10,000
Budget Year:	FY 2025-26
Funding Source/Account #:	100-38000-530500 - $23,244.00 410-41000-530570 - $13,956.00 155-21000-530500 - $16,692.00
Account Balance:	100-38000-530500 - $11,822.55 410-41000-530570 - $-19,475.05 155-21000-530500 - $395,131.32 Date: 5/12/2026
Additional Funds Needed:	$53,892.00
Funding Source/Account #:	Funded by Salary Savings

PROJECT TIMELINE

INFORMATION	DETAIL
Estimated Start Date	June 1, 2026
Estimated End Date	September 30, 2028
Years and Months Contract in effect	2 years and 6 months
Number of times renewable	0

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission: N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Resolution with Contract Amendment attached as Exhibit A.

REVIEWED BY

Requesting Director: Justin Stuart

Legal: James Newell

Administration: George Schmitz

City Administrator: Christine Cates

Budget: Lori Turner

SUPPORTING DOCUMENTS

Document	Required	If not required, explain
Certificate of Insurance:	Yes	
E-Verify:	Yes	
Bond:	No	
IRS Form W-9	Yes	Finance Review: May 5, 2026
Bid/RFP/RFQ and Tabulation	Yes	
Bid Waiver: (less than three bids)	Yes	
Contractor address and email:	Yes	Lippert Mechanical Service, LLC 1215 W. 12th St. Ste 225 Kansas City, MO 64101
Project Exemption Certificate:	No	

RESOLUTION 42-2026

A RESOLUTION APPROVING AN AMENDMENT TO CONTRACT 2025-114 WITH LIPPERT MECHANICAL FOR PREVENTATIVE MAINTENANCE IN CITY BUILDINGS

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 Contract; and

WHEREAS, the Department received one bid for preventative maintenance in City buildings and now recommends that the City award a contract to Lippert Mechanical, for work based on scope of services in the amount of $53,892.00.

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 a contract with Lippert Mechanical for preventative maintenance in City buildings in the amount of $53,892.00. A copy of the proposed Contract 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 1st day of June 2026.

CITY OF BLUE SPRINGS

_____

Chris Lievsay, Mayor

ATTEST:

_____

Erin Ford, City Clerk

EXHIBIT A

BLUE SPRINGS
MISSOURI

AMENDMENT TO CONTRACT NO. 2025-114

EFFECTIVE DATE: June 1, 2026

TERMINATION DATE: September 30, 2028

CONTRACT NUMBER: 2025-114

City	Contractor
City of Blue Springs 903 West Main Street Blue Springs, MO 64015	Lippert Mechanical Service, LLC 1215 W. 12th St. Ste 225 Kansas City, MO 64101
Department: Parks and Recreation	Attention: Tom Argubright
Phone: 816-228-0137	Phone: 816-241-4442

THIS AMENDMENT is made and entered into on the _____ of _____ 2026, between City of Blue Springs, Missouri ("City") and Lippert Mechanical Service, LLC ("Contractor").

WHEREAS, the City entered into Contract No. Contract Number with Contractor with an effective date of Original start date of contract, for services generally identified as Brief description of services; and

WHEREAS, the City has requested and/or identified additional services to be performed by Contractor, due to Reasons amendment is necessary

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

1. **Scope amended as follows:** Contractor is to perform quarterly preventative maintenance services on City buildings, including City Hall, Vesper Hall, Public Safety Building, and Fieldhouse. This includes quarterly inspections with City staff, evaluation of equipment, greasing, belt changes, filter inspections, and all other items needed during quarterly inspections. City staff will continue with regular maintenance between quarterly visits to ensure equipment remains operational at all times.

   All work shall be performed in accordance with Contractor's proposals dated April 1, 2026 attached hereto and incorporated herein as Attachment A.

2. **Amended cost.** This amendment adds an additional cost of $53,892.00, bringing the total contract cost for the 2025-26 fiscal year, including this amendment, to $178,892.00

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.

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

SIGNATURES

LIPPERT MECHANICAL

ACCOUNT MANAGER

Name, Title

CITY OF BLUE SPRINGS

Christine Cates, City Administrator

APPROVED AS TO FORM

City Attorney

STANDARD PREVENTIVE MAINTENANCE AGREEMENT

THIS PARTNERSHIP ENTERED INTO BY AND BETWEEN:

LIPPERT
MECHANICAL SERVICE

1215 West 12th. Street Ste.225
Kansas City, Missouri 64101
Phone: (816) 241-4442
Fax: (816) 241-4114

NCPA
An OMNIA Partners Company
CONTRACT #02-139
RQN #2026-2055

AND

City of Blue Springs

SERVICES TO BE PERFORMED AT THE FOLLOWING LOCATIONS(S):

City Hall
903 W Main Street, Blue Springs MO 64105

For the period: April 1st, 2026 – March 31st, 2029

TYPE OF AGREEMENT

1. _____ ON-SITE FLEX AGREEMENT:

This Agreement provides Customer with a skilled HVAC service technician(s) for ____ hours of service, which will be used on a weekly, monthly, bi-monthly, or quarterly basis as determined by the owner. Lippert Mechanical Service LLC provides the tools, vehicle, insurance, maintenance tasks, skilled labor, and scheduling for the Customer.

Because the Flex Agreement does not tie our services to any specific piece(s) of equipment or scope of work, the Customer can direct our technicians to work on any piece of equipment or perform and task that is needed during our scheduled or unscheduled visits. The work can consist of preventive maintenance (on anything needed), electrical work, repairs of any kind, troubleshooting, installation, etc. The Customer has the flexibility to use our services in any way they choose.

2. X STANDARD PREVENTIVE MAINTENANCE AGREEMENT:

This Agreement covers regular scheduled inspections per year on the equipment as defined on the "Equipment List." Repair parts and repair labor not included. No emergency labor included. Any additional work or material required will be quoted and billed separately. Lippert Mechanical Service LLC to provide these services in accordance with the "Terms and Conditions," "Equipment List," and "Scope of Service."

TERMS OF THE AGREEMENT

1. **City of Blue Springs** agrees to pay **Lippert Mechanical Service LLC** **$984.00 per month ($11,808.00 per year)** for the services listed in this Agreement, beginning with the effective date of this Agreement.
2. This Agreement shall begin on **April 1st, 2026.** This Agreement is subject to negotiated price revisions on the anniversary date, as defined in the General Terms and Conditions.

ACCEPTED BY:

BY: _____

TITLE: _____

DATE: _____

APPROVED BY:

Lippert Mechanical Service LLC

BY: _____
Tom Argubright

TITLE: Service Sales Account Manager

DATE: _____

SPECIAL SERVICES AND PROVISIONS

Labor, in addition to the contract specifications, will be invoiced at our standard service rates discounted to the Contract Policy Holder Discount Rates.

OPTIONAL PRICING AND SERVICES:

Services included in this agreement:

Belts & Filters will be provided and changed by City of Blue Springs

Provide Digital Documentation of Maintenance performed (XOi)

Maintenance Schedule

Equipment	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Air Handler Units	X			X			X			X		
Condensing Units				X			X					
Roof Top Unit	X			X			X			X		
CRAC	X			X			X			X		

SERVICE AGREEMENT

Lippert Mechanical Services LLC, herein after referred to as "Service Company," agrees to furnish services in accordance with the "General Terms and Conditions" and attached "Schedules." This Agreement shall become valid only upon acceptance by **City of Blue Springs** and approved by an officer of the **Service Company**.

SCHEDULE OF EQUIPMENT COVERED BY THIS AGREEMENT

Equipment Type	Manufacturer	Model #	Serial #	Unit Tag
AHU	PACE	YP9C100C-20MP13CA	W1D8726689	AHU-01
AHU	YORK	YP9C100C20MP13CA	W1F8857179	AHU-02
AHU	YORK	YP9C100C20MP13CA	W1F8912755	AHU-03
AHU	ADP	CEV4821E35	7113J16312	AHU-04
CRAC	LIEBERT	NA	NA	AHU-05
Condensing Unit	LIEBERT	PFH042A-YH7	Y13KG11065	CONDENSING UNIT-08
Condensing Unit	YORK	NA	NA	CONSENSING UNIT-01
Condensing Unit	YORK	YXF	W1EBT59378	CONSENSING UNIT-02
Condensing Unit	DAIKIN	RX24NMVJU	G021623	CONSENSING UNIT-04
Condensing Unit	CARRIER	24ABC642A300	1714E26262	CU-06
Packaged Unit	YORK	ZR120N24R2B2BAA2A1	N1G8960583	RTU-01
Packaged Unit	YORK	ZR078N18R2B2	N1G8960565	RTU-02
Packaged Unit	YORK	ZR120N24R2B2	N1G8960582	RTU-03
Packaged Unit	YORK	ZR078N18R2B2	N1G8960566	RTU-04
Packaged Unit	TRANE	YSC120603EHA	1430126501	RTU-05
Packaged Unit	TRANE	YSC048E3	122010154L	RTU-06
Packaged Unit	TRANE	YSC048	122010165L	RTU-07
Packaged Unit	TRANE	YSC060ERHA1BD	115110449L	RTU-08
Packaged Unit	TRANE	YSC060E3R	114912238L	RTU-09

SCOPE OF SERVICE

AIR HANDLERS

The services described below will be for the **AIR-HANDLING UNITS** listed on the "schedule of equipment to be covered"

A. **AIR-HANDLER INSPECTION AND MAINTENANCE-** The following services will be performed during the quarterly inspections:

1. Lubricate fan bearings per manufactures recommendation
2. Lubricate motor bearings per manufacturer recommendation
3. Adjust belts and sheaves required
4. Check temperature drops across cooling/heating coils. Verify proper CFM requirements
5. Lubricate and adjust dampers and linkages
6. Check supply fan motor operating condition
7. Inspect electrical connections on the existing motor starter and associated control panels
8. Clean drain pans
9. Inspect heating and cooling coils for cleanliness
10. Check the operation of each damper actuator and control valve
11. Check filters and inspect advancing mechanism
12. Calibrate all controllers
13. Calibrate all transmitters and gauges (if applicable)
14. Review sequence of operation

Review maintenance procedures with building personnel and make recommendations for additional service or repair, if required.

SCOPE OF SERVICE

AIR COOLED CONDENSING UNITS

The services described below will be for the **AIR COOLED CONDENSING UNIT(S)** listed on the "schedule of equipment"

A. **SPRING START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up:

1. Check fan motor bearings. Lubricate as required
2. Check belt condition and tension
3. Check drives and pulleys for tightness
4. Check system for oil and refrigerant leaks
5. Check system for proper oil charge
6. Check system for proper refrigerant charge
7. Check operation of refrigerant controls
8. Check general operation and condition of compressors
9. Make pump down capacity check of compressors
10. Meg ohm compressor motors
11. Check operation of expansion valves
12. Check all wiring for loose connections
13. Check operation and setting of unloaders (if applicable)
14. Check voltage and amperage of compressors

B. **MID-SEASON OPERATIONAL INSPECTION:**

1. Check condenser coils
2. Lubricate fan motor bearings
3. Check system for oil and refrigerant leaks
4. Check system for proper oil charge
5. Check system for proper refrigerant charge
6. Check operation of refrigerant controls
7. Check general operation and condition of compressors
8. Make pump down capacity check of compressors
9. Check operation of expansion valves
10. Check all wiring for loose connections
11. Check operation and setting of unloaders (if applicable)
12. Check voltage and amperage of compressors

Review maintenance procedures with maintenance personnel and make recommendations for additional service or repair, if required

SCOPE OF SERVICE

HVAC PACKAGE ROOFTOP AND SPLIT SYSTEMS

The services described below will be for the **PACKAGE ROOFTOPS OR SPLIT SYSTEM** air-conditioning/gas heating systems

A. **SPRING START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up:

1. Check filters.
2. Clean drain pan
3. Check condenser coils
4. Lubricate fan and motor bearings
5. Adjust belt tension and check condition
6. Check drives and pulleys for tightness
7. Check system for oil and refrigerant leaks by visual inspection
8. Check oil supply and refrigerant charge with calibrated gauges
9. Check operation of refrigerant controls. Calibrate controls as required
10. Check general operation and condition of compressors
11. Check oil pump operation and oil level (if applicable)
12. Check discharge pressure and suction pressure
13. Make pump down capacity check
14. Check operation of damper motors and controls
15. Check operation of expansion valves
16. Check and calibrate operation of system microprocessor controls
17. Check wiring for loose connections
18. Adjust and tighten linkages on all dampers
19. Check voltage and amperage of compressors
20. Check operation and setting of unloaders (if applicable)

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

B. **MID-SEASON INSPECTION:**

1. Check filters.
2. Check evaporator coil condition
3. Check and clean drain pan as required
4. Lubricate fan and motor bearings
5. Adjust belt tension and check condition
6. Check drives and pulleys for tightness

Mid-Season Inspection (Cont.)

7. Check general operation of unit and controls
8. Check refrigerant charge
9. Check for vibration and noise
10. Check for loose connections
11. Check oil pressure and level (if applicable)

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

C. **FALL START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up.

1. Check filters
2. Lubricate fan motors and bearings
3. Adjust belt tension and check condition
4. Check drives and pulleys for tightness
5. Check operation of damper motors and controls
6. Check and tighten linkages as required
7. Check burner condition
8. Check heat exchanger condition
9. Check operation of heating controls
10. Check gas pressure for proper burner operation
11. Check flame signals and all safety devices
12. Check fan / limit switch operation
13. Check fan and limit switch operation
14. Check operation of combustion blower motor
15. Check and tighten electrical conditions

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

D. **MID-SEASON INSPECTION:**

1. Check filters.
2. Lubricate fan and motor bearings
3. Adjust and check belt tension and condition
4. Check fan and limit operation
5. Check burner condition
6. Check heat exchanger condition
7. Check operation of safeties and vent motors
8. Check flame safety operation
9. Check general operation of heating system
10. Tighten all electrical connections

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

COMPUTER ROOM UNITS

THE SERVICES DESCRIBED BELOW WILL BE FOR THE **COMPUTER ROOM AIR-CONDITIONING SYSTEMS** LISTED ON THE "SCHEDULE OF EQUIPMENT TO BE COVERED"

A. **OPERATING INSPECTIONS** – The following services will be performed four (4) times annually per contract schedule.

Cooling System

1. Check evaporator coil as required
2. Lubricate fan motor bearings
4. Check filters if applicable.
5. Adjust drives and pulleys for tightness
6. Check system for proper refrigerant charge
7. Check system humidification system and clean water reservoir
8. Check operation of electric reheat for humidification
9. Clean air-cooled condensers as required.
10. Clean drain pan.

Electrical System

1. Check all wiring for loose connections
2. Check voltage and amperage
3. Check microprocessor control system and sequencing
4. Control parameters- check and adjust as required
5. Calibrate the temperature and humidity sensors
6. Check any alarm conditions
7. Check operation of electric reheat elements

Humidifier

1. Check operation of steam generating humidifier/Infrared humidifier
2. Check operation of auto-flush circuit
3. Check and clean strainer as required

Review maintenance procedures with director of Computer Services or designee and building engineer and make recommendations for additional service or repair, if required.

LIPPERT
MECHANICAL SERVICE

GENERAL TERMS AND CONDITIONS

1. Customer agrees to pay to Lippert Mechanical Service LLC the Contract Price in exchange for Lippert Mechanical's performance of the Scope of Services on the equipment as defined in the "Schedule of Equipment." Customer may request changes in the Scope of Services by written notice, but price adjustments shall be by mutual written consent. Customer agrees that payment is due upon receipt of invoice. Delinquent balances will accrue interest at a rate of 1.5% per month. Purchaser agrees to pay the cost of all expenses incurred by Lippert Mechanical Service LLC to collect past due sums, including but not limited to attorney's costs and fees, collection, and court costs. Lippert Mechanical Service LLC may elect to have all controversial matters submitted to mediation, arbitration, or any other alternative resolution dispute procedure. Lippert Mechanical Service reserves the right to discontinue service at any time payment has not been made as agreed.

2. Lippert Mechanical Service LLC. shall not be required to identify, detect, encapsulate, or remove asbestos, or products or materials containing asbestos or similar hazardous substances.

3. Preventive maintenance shall consist of labor required to perform preventive maintenance on the equipment as defined on the "Scheduled Equipment List." Where Lippert Mechanical Service LLC. is obligated under this Agreement for preventive maintenance materials, only those materials necessary to perform maintenance on the equipment as defined on "Scheduled Equipment List" shall be covered by this Agreement.

4. Lippert Mechanical Service LLC obligation under this Agreement (unless specifically written herein) does not include: latches, hardware or glass, ductwork, hinges, gaskets, lights, fixtures, door heaters, plumbing and hydronic, pneumatic, refrigerant, or gas piping, centrifugal tubes, flues, sheet metal, dampers, insulation, recording instruments, gauges or thermometers, water supply, electrical and control wiring up to and including the unit disconnect switch, drain and steam lines beyond the apparatus valves, electrical lines equipment beyond the apparatus main switch, moving or relocating the equipment, repairs due to freezing or from contaminated corrosive water, water treatment (unless provided for under optional services), repairs of chiller or condenser tube bundle, all non-maintainable items such as pressure vessels, tubes, cabinets, tower fill, disconnect switches, circuit breakers, boiler tubes and boiler sections or refractory, furnace heat exchangers, combustion chambers, smoke stacks, chimney or breeching, boiler breechings and settings, radiators and their components, automatic water feeders, low water cutoffs, fan housings, condensate pans, structural supports, non-moving parts, storage tanks, painting of equipment, or cleaning of coils, ducts, chimneys and flues, deliming and/or rodding of water cooling towers and condensers (unless included below), and balancing of air, steam, or water distribution system.

5. Lippert Mechanical Service LLC shall in no event be liable or responsible for any loss, delays, or damages caused by or due to, but not limited to: Lightning, power failure or any other electrical damage caused by malfunction of the electrical distribution system, lack of adequate natural gas or fuel supply or pressure, water in oil, inadequate or excessive water supply or pressure, inadequate or excessive hot water or steam supply or pressure, contamination of water supply or atmosphere, faulty system engineering or design, accident, freezing, flooding, interruption in use of equipment, failure to maintain desired temperatures and humidity levels, failure to provide timely service, willful

Initial Agreement _____

damage, misuse, abuse, negligence, fire, theft, clogged filters (unless Lippert Mechanical Service LLC performs optional air filter service), improper installation, storms, operation of equipment beyond design conditions, strikes, lockouts, explosion, theft, riot, civil commotion, malicious mischief, asbestos, labor disturbances, freeze-up, fire, rust or corrosion, commercial delays, spoilage, loss of business, war conditions, Acts of God, Acts of Government, failure to provide required parts and/or materials, inability to obtain proper parts and/or materials through normal trade suppliers, or any other circumstances beyond Lippert Mechanical Service LLC reasonable control. It is expressly agreed that Lippert Mechanical Service LLC assumes no liability for accident, injury, breakage, loss, or damage to property unless such damage is caused by negligent acts of employees of Lippert Mechanical.

6. Under no circumstances shall Lippert Mechanical Service LLC be responsible or liable for any indirect, incidental or consequential damage or alleged personal injury of any kind relating to or arising out of the existence, effect, removal, or treatment of an Organic Pathogen (i.e., any type of bacteria, virus, fungus, mildew, wet or dry rot, mold or mycotoxin, as well as their spores, odors, and byproducts, along with any reproductive body they produce, and any material containing them).

7. Emergency service required to protect life or property shall be limited to the scope of service described and type of coverage. If emergency service discloses no defect for which Lippert Mechanical Service LLC is responsible under this Agreement, or if the emergency service is outside the coverage elected, customer agrees to pay Lippert Mechanical Service LLC the prevailing charge for such service. If Purchaser's equipment and/or installation is of a critical nature, it is the Purchaser's sole responsibility to provide a complete standby system and/or adequate replacement parts and components on site to facilitate expedient repairs.

8. All charges related to the recovery of refrigerant as required by the provisions of Section 608 of the U.S. Clean Air Act of 1990, are included in this Agreement, for equipment covered under this Maintenance Agreement.

9. This Agreement shall start on the effective date and remain in effect unless terminated on the Anniversary Date by either party. To reflect changes in materials, changes in Scope of Services, and/or the addition or deletion of equipment as defined in the "Schedule of Equipment," this Agreement price may be adjusted on the Anniversary Date. If Customer cancels this Agreement prior to the Anniversary Date, Customer agrees to pay Lippert Mechanical Service LLC list prices for all services and materials rendered to Customer to the date of cancellation.

10. This document embodies the entire Agreement between the parties, and no oral agreement or conversation shall be held to alter the provisions hereof, except for modifications initiated by Lippert Mechanical Service LLC upon providing thirty (30) days written notice of same

11. Each term of this Agreement is separate and severable from other terms herein and the failure, unenforceability, or legal incapability of one or more terms will not affect the other terms of this Agreement which will remain in full force and effect.

Initial Agreement _____

STANDARD PREVENTIVE MAINTENANCE AGREEMENT

THIS PARTNERSHIP ENTERED INTO BY AND BETWEEN:

LIPPERT MECHANICAL SERVICE

1215 West 12th. Street Ste.225
Kansas City, Missouri 64101
Phone: (816) 241-4442
Fax: (816) 241-4114

NCPA
An OMNIA Partners Company

CONTRACT #02-139
RQN #2026-2057

AND

City of Blue Springs

SERVICES TO BE PERFORMED AT THE FOLLOWING LOCATIONS(S):

Vesper Hall
400 NW Vesper Street, Blue Springs MO 64104

For the period: April 1st, 2026 – March 31st, 2029

TYPE OF AGREEMENT

1. _____ ON-SITE FLEX AGREEMENT:

This Agreement provides Customer with a skilled HVAC service technician(s) for ____ hours of service, which will be used on a weekly, monthly, bi-monthly, or quarterly basis as determined by the owner. Lippert Mechanical Service LLC provides the tools, vehicle, insurance, maintenance tasks, skilled labor, and scheduling for the Customer.

Because the Flex Agreement does not tie our services to any specific piece(s) of equipment or scope of work, the Customer can direct our technicians to work on any piece of equipment or perform and task that is needed during our scheduled or unscheduled visits. The work can consist of preventive maintenance (on anything needed), electrical work, repairs of any kind, troubleshooting, installation, etc. The Customer has the flexibility to use our services in any way they choose.

2. X STANDARD PREVENTIVE MAINTENANCE AGREEMENT:

This Agreement covers regular scheduled inspections per year on the equipment as defined on the "Equipment List." Repair parts and repair labor not included. No emergency labor included. Any additional work or material required will be quoted and billed separately. Lippert Mechanical Service LLC to provide these services in accordance with the "Terms and Conditions," "Equipment List," and "Scope of Service."

TERMS OF THE AGREEMENT

1. **City of Blue Springs** agrees to pay **Lippert Mechanical Service LLC** **$329.00 per month ($3,948.00 per year)** for the services listed in this Agreement, beginning with the effective date of this Agreement.
2. This Agreement shall begin on **April 1st, 2026.** This Agreement is subject to negotiated price revisions on the anniversary date, as defined in the General Terms and Conditions.

ACCEPTED BY:	**APPROVED BY:**
	Lippert Mechanical Service LLC
BY: _____	**BY:** _____
	Tom Argubright
TITLE: _____	**TITLE:** Service Sales Account Manager
DATE: _____	**DATE:** _____

SPECIAL SERVICES AND PROVISIONS

Labor, in addition to the contract specifications, will be invoiced at our standard service rates discounted to the Contract Policy Holder Discount Rates.

OPTIONAL PRICING AND SERVICES:

Services included in this agreement:

Belts & Filters will be provided and changed by technicians at City of Blue Springs.

Provide Digital Documentation of Maintenance performed (XOi)

Maintenance Schedule

Equipment	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Package Units	X			X			X			X		
Boiler	X									X		

SERVICE AGREEMENT

Lippert Mechanical Services LLC, herein after referred to as "Service Company," agrees to furnish services in accordance with the "General Terms and Conditions" and attached "Schedules." This Agreement shall become valid only upon acceptance by **City of Blue Springs** and approved by an officer of the **Service Company**.

SCHEDULE OF EQUIPMENT COVERED BY THIS AGREEMENT

Equipment Type	Manufacturer	Model #	Serial #	Unit Tag
Package Unit	ENGINEERED COMFORT	FWE624	DK6779RTU1	AHU-01
Package Unit	ENGINEERED COMFORT	FWE163	DK6779RTU	AHU-02
Boiler	LAARS	MT2H1000NACK1CJN	C22312127	BOILER

SCOPE OF SERVICE

HVAC PACKAGE ROOFTOP AND SPLIT SYSTEMS

The services described below will be for the **PACKAGE ROOFTOPS OR SPLIT SYSTEM** air-conditioning/gas heating systems

A. **SPRING START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up:

1. Check filters
2. Clean drain pan as required
3. Check condenser coils
4. Lubricate fan and motor bearings
5. Adjust belt tension and check condition
6. Tighten drives and pulleys
7. Check system for oil and refrigerant leaks by visual inspection
8. Check oil supply and refrigerant charge with calibrated gauges
9. Check operation of refrigerant controls. Calibrate controls as required
10. Check general operation and condition of compressors
11. Check oil pump operation and oil level (if applicable)
12. Check discharge pressure and suction pressure
13. Make pump down capacity check
14. Check operation of damper motors and controls
15. Check operation of expansion valves
16. Check and calibrate operation of system microprocessor controls
17. Check wiring for loose connections
18. Adjust and tighten linkages on all dampers
19. Check voltage and amperage of compressors
20. Check operation and setting of unloaders (if applicable)

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

B. **MID-SEASON INSPECTION:**

1. Check filters
2. Check evaporator coil condition
3. Clean drain pan as required
4. Check condenser coils
5. Lubricate fan and motor bearings
6. Adjust belt tension and check condition
7. Tighten drives and pulleys

Mid-Season Inspection (Cont.)

8. Check general operation of unit and controls
9. Check refrigerant charge
10. Check for vibration and noise
11. Check for loose connections
12. Check oil pressure and level (if applicable)

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

C. **FALL START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up.

1. Check filters
2. Lubricate fan motors and bearings
3. Adjust belt tension and check condition
4. Tighten drives and pulleys
5. Check operation of damper motors and controls
6. Tighten linkages as required
7. Check burner condition
8. Check heat exchanger condition
9. Check operation of heating controls
10. Check gas pressure for proper burner operation
11. Check flame signals and all safety devices
12. Check fan / limit switch operation
13. Check fan and limit switch operation
14. Check economizer controls
15. Check operation of combustion blower motor
16. Tighten electrical conditions

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

D. **MID-SEASON INSPECTION:**

1. Check filters
2. Lubricate fan and motor bearings
3. Adjust belt tension and check condition
4. Check fan and limit operation
5. Check burner condition
6. Check heat exchanger condition
7. Check operation of safeties and vent motors
8. Check flame safety operation
9. Check general operation of heating system
10. Tighten all electrical connections

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

SCOPE OF SERVICE

HOT WATER BOILER INSPECTION SERVICE

The services described below will be for the **HOT WATER BOILERS** listed on the "schedule of equipment to be covered"

A. **SEASONAL START-UP INSPECTION--** The following services will be performed prior to start-up:
   1. Check condition of boiler housing
   2. Check condition of associated piping for leaks
   3. Perform operational test on the following safety controls:
      a. Low water cutoffs. Disassemble and clean as required
      b. High temperature cut-out
      c. Flame safeguard control
      d. High gas pressure switch
      e. Low gas pressure switch
      f. Boiler pressure relief valve
      g. Gas safety shut-off valves
      h. Gas pressure regulating valve
      i. Air flow switch
   4. Perform operating test on the following operating controls:
      a. Operating control switch
      b. Firing rate control
      c. Water level control
      d. Gas control butterfly valve
      e. Combustion air controls
      f. Air-fuel drive motor linkage
   5. Complete check out of boiler sequencing
   6. Combustion analysis using electronic combustion analyzer.
   7. Check combustion blower motor operation
   8. Remove/Open door and brush clean fireside boiler tubes; if applicable
   9. Clean water side of boiler
   10. Replace hand hole gaskets as required
   11. Check and tighten electrical connections in boiler controls panel

Review maintenance procedures with maintenance personnel and make recommendations for additional service or repair, if required

B. **SEASONAL OPERATING INSPECTIONS:**

1. Check condition of boiler housing
2. Check condition of associated piping for leaks

3. Inspection and calibration of all safety and operating controls
4. Perform operational test and log the following operating controls:
   a. Operating control switch
   b. Firing rate control
   c. Water level control
   d. Gas control valve
   e. Combustion air control mechanism
   f. Air-fuel drive motor and linkage
   g. Flush boiler and low water safety controls
5. Complete check out of boiler sequencing

Review maintenance procedures with maintenance personnel and make recommendations for additional service or repair, if required.

LIPPERT
MECHANICAL SERVICE

GENERAL TERMS AND CONDITIONS

1. Customer agrees to pay to Lippert Mechanical Service LLC the Contract Price in exchange for Lippert Mechanical's performance of the Scope of Services on the equipment as defined in the "Schedule of Equipment." Customer may request changes in the Scope of Services by written notice, but price adjustments shall be by mutual written consent. Customer agrees that payment is due upon receipt of invoice. Delinquent balances will accrue interest at a rate of 1.5% per month. Purchaser agrees to pay the cost of all expenses incurred by Lippert Mechanical Service LLC to collect past due sums, including but not limited to attorney's costs and fees, collection, and court costs. Lippert Mechanical Service LLC may elect to have all controversial matters submitted to mediation, arbitration, or any other alternative resolution dispute procedure. Lippert Mechanical Service reserves the right to discontinue service at any time payment has not been made as agreed.

2. Lippert Mechanical Service LLC. shall not be required to identify, detect, encapsulate, or remove asbestos, or products or materials containing asbestos or similar hazardous substances.

3. Preventive maintenance shall consist of labor required to perform preventive maintenance on the equipment as defined on the "Scheduled Equipment List." Where Lippert Mechanical Service LLC. is obligated under this Agreement for preventive maintenance materials, only those materials necessary to perform maintenance on the equipment as defined on "Scheduled Equipment List" shall be covered by this Agreement.

4. Lippert Mechanical Service LLC obligation under this Agreement (unless specifically written herein) does not include: latches, hardware or glass, ductwork, hinges, gaskets, lights, fixtures, door heaters, plumbing and hydronic, pneumatic, refrigerant, or gas piping, centrifugal tubes, flues, sheet metal, dampers, insulation, recording instruments, gauges or thermometers, water supply, electrical and control wiring up to and including the unit disconnect switch, drain and steam lines beyond the apparatus valves, electrical lines equipment beyond the apparatus main switch, moving or relocating the equipment, repairs due to freezing or from contaminated corrosive water, water treatment (unless provided for under optional services), repairs of chiller or condenser tube bundle, all non-maintainable items such as pressure vessels, tubes, cabinets, tower fill, disconnect switches, circuit breakers, boiler tubes and boiler sections or refractory, furnace heat exchangers, combustion chambers, smoke stacks, chimney or breeching, boiler breechings and settings, radiators and their components, automatic water feeders, low water cutoffs, fan housings, condensate pans, structural supports, non-moving parts, storage tanks, painting of equipment, or cleaning of coils, ducts, chimneys and flues, deliming and/or rodding of water cooling towers and condensers (unless included below), and balancing of air, steam, or water distribution system.

5. Lippert Mechanical Service LLC shall in no event be liable or responsible for any loss, delays, or damages caused by or due to, but not limited to: Lightning, power failure or any other electrical damage caused by malfunction of the electrical distribution system, lack of adequate natural gas or fuel supply or pressure, water in oil, inadequate or excessive water supply or pressure, inadequate or excessive hot water or steam supply or pressure, contamination of water supply or atmosphere, faulty system engineering or design, accident, freezing, flooding, interruption in use of equipment, failure to maintain desired temperatures and humidity levels, failure to provide timely service, willful

Initial Agreement _____

damage, misuse, abuse, negligence, fire, theft, clogged filters (unless Lippert Mechanical Service LLC performs optional air filter service), improper installation, storms, operation of equipment beyond design conditions, strikes, lockouts, explosion, theft, riot, civil commotion, malicious mischief, asbestos, labor disturbances, freeze-up, fire, rust or corrosion, commercial delays, spoilage, loss of business, war conditions, Acts of God, Acts of Government, failure to provide required parts and/or materials, inability to obtain proper parts and/or materials through normal trade suppliers, or any other circumstances beyond Lippert Mechanical Service LLC reasonable control. It is expressly agreed that Lippert Mechanical Service LLC assumes no liability for accident, injury, breakage, loss, or damage to property unless such damage is caused by negligent acts of employees of Lippert Mechanical.

6. Under no circumstances shall Lippert Mechanical Service LLC be responsible or liable for any indirect, incidental or consequential damage or alleged personal injury of any kind relating to or arising out of the existence, effect, removal, or treatment of an Organic Pathogen (i.e., any type of bacteria, virus, fungus, mildew, wet or dry rot, mold or mycotoxin, as well as their spores, odors, and byproducts, along with any reproductive body they produce, and any material containing them).

7. Emergency service required to protect life or property shall be limited to the scope of service described and type of coverage. If emergency service discloses no defect for which Lippert Mechanical Service LLC is responsible under this Agreement, or if the emergency service is outside the coverage elected, customer agrees to pay Lippert Mechanical Service LLC the prevailing charge for such service. If Purchaser's equipment and/or installation is of a critical nature, it is the Purchaser's sole responsibility to provide a complete standby system and/or adequate replacement parts and components on site to facilitate expedient repairs.

8. All charges related to the recovery of refrigerant as required by the provisions of Section 608 of the U.S. Clean Air Act of 1990, are included in this Agreement, for equipment covered under this Maintenance Agreement.

9. This Agreement shall start on the effective date and remain in effect unless terminated on the Anniversary Date by either party. To reflect changes in materials, changes in Scope of Services, and/or the addition or deletion of equipment as defined in the "Schedule of Equipment," this Agreement price may be adjusted on the Anniversary Date. If Customer cancels this Agreement prior to the Anniversary Date, Customer agrees to pay Lippert Mechanical Service LLC list prices for all services and materials rendered to Customer to the date of cancellation.

10. This document embodies the entire Agreement between the parties, and no oral agreement or conversation shall be held to alter the provisions hereof, except for modifications initiated by Lippert Mechanical Service LLC upon providing thirty (30) days written notice of same

11. Each term of this Agreement is separate and severable from other terms herein and the failure, unenforceability, or legal incapability of one or more terms will not affect the other terms of this Agreement which will remain in full force and effect.

Initial Agreement _____

STANDARD PREVENTIVE MAINTENANCE AGREEMENT

THIS PARTNERSHIP ENTERED INTO BY AND BETWEEN:

LIPPERT MECHANICAL SERVICE

1215 West 12th. Street Ste.225
Kansas City, Missouri 64101
Phone: (816) 241-4442
Fax: (816) 241-4114

NCPA
An OMNIA Partners Company
CONTRACT #02-139
RQN #2026-2054

AND

City of Blue Springs

SERVICES TO BE PERFORMED AT THE FOLLOWING LOCATIONS(S):

Public Safety Building
1100 SW Smith Street, Blue Springs MO 64104

For the period: April 1st, 2026 – March 31st, 2029

TYPE OF AGREEMENT

1. _____ ON-SITE FLEX AGREEMENT:

This Agreement provides Customer with a skilled HVAC service technician(s) for ____ hours of service, which will be used on a weekly, monthly, bi-monthly, or quarterly basis as determined by the owner. Lippert Mechanical Service LLC provides the tools, vehicle, insurance, maintenance tasks, skilled labor, and scheduling for the Customer.

Because the Flex Agreement does not tie our services to any specific piece(s) of equipment or scope of work, the Customer can direct our technicians to work on any piece of equipment or perform and task that is needed during our scheduled or unscheduled visits. The work can consist of preventive maintenance (on anything needed), electrical work, repairs of any kind, troubleshooting, installation, etc. The Customer has the flexibility to use our services in any way they choose.

2. X STANDARD PREVENTIVE MAINTENANCE AGREEMENT:

This Agreement covers regular scheduled inspections per year on the equipment as defined on the "Equipment List." Repair parts and repair labor not included. No emergency labor included. Any additional work or material required will be quoted and billed separately. Lippert Mechanical Service LLC to provide these services in accordance with the "Terms and Conditions," "Equipment List," and "Scope of Service."

TERMS OF THE AGREEMENT

1. **City of Blue Springs** agrees to pay **Lippert Mechanical Service LLC** **$1,391.00 per month ($16,692.00 per year)** for the services listed in this Agreement, beginning with the effective date of this Agreement.
2. This Agreement shall begin on **April 1st, 2026.** This Agreement is subject to negotiated price revisions on the anniversary date, as defined in the General Terms and Conditions.

ACCEPTED BY:	**APPROVED BY:**
	Lippert Mechanical Service LLC
BY: _____	**BY:** _____
	Tom Argubright
TITLE: _____	**TITLE:** Service Sales Account Manager
DATE: _____	**DATE:** _____

SPECIAL SERVICES AND PROVISIONS

Labor, in addition to the contract specifications, will be invoiced at our standard service rates discounted to the Contract Policy Holder Discount Rates.

OPTIONAL PRICING AND SERVICES:

Services included in this agreement:

Belts & Filters will be provided and changed by technicians at City of Blue Springs.

Service for Indoor Units for Computer Room Condensing Units performed by City of Blue Springs.

Maintenance Schedule

Equipment	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
AHUs	X			X			X			X		
Condensing Units	X			X			X			X		
ERVs	X			X			X			X		
Boilers	X			X			X			X		
Boiler Pumps	X			X			X			X		
VAVs	X			X			X			X		
Heat Pumps	X			X			X			X		

SERVICE AGREEMENT

Lippert Mechanical Services LLC, herein after referred to as "Service Company," agrees to furnish services in accordance with the "General Terms and Conditions" and attached "Schedules." This Agreement shall become valid only upon acceptance by **City of Blue Springs** and approved by an officer of the **Service Company**.

SCHEDULE OF EQUIPMENT COVERED BY THIS AGREEMENT

Equipment Type	Manufacturer	Model #	Serial #	Unit Tag
Air Handling Unit	AAON	M2H014R3AAACX	201501-CGDD02370	AHU-01
Air Handling Unit	AAON	M2H022L3AAACX	201501-CGDF02371	AHU-02
Air Handling Unit	AAON	M2H0261L3AAACX	201501-CGDG02372	AHU-03
Air Handling Unit	AAON	M2H032L3AAACX	201501-CGDH02372	AHU-04
Boiler	LAARS	RHEOS+	N/A	BOILER-01
Boiler	LAARS	RHEOS+	N/A	BOILER-02
Boiler	LAARS	RHEOS+	N/A	BOILER-03
Boiler Pumps(3)				BOILER PUMPS
Condensing Unit	LG	LSU181HSV3	N/A	CU-01
Condensing Unit	LG	LSU181HSV3	402KAFX00803	CU-02
Condensing Unit	LG	LSU181HSV3	402KAFX00804	CU-03
Condensing Unit	LG	LSU181HSV3	402KANY00847	CU-04
Condensing Unit	LG	LSU243HLV	809KAVH1FG39	CU-05
Condensing Unit	LG	LSU181HSV3	402KAAE00800	CU-06
Condensing Unit	LG	LSU181HSV3	402KABF00805	CU-07
Condensing Unit	LG	LSU181HSV3	402KAWQ00801	CU-08
Condensing Unit	LG	LSU240HSV3	404KAVH00079	CU-09
Condensing Unit	LG	LSU240HSV3	404KAQJ00036	CU-10
Heat Pump	LG	ARUB168DTE	N/A	CU-11 HEAT PUMP
Energy Recovery Ventilator	RENEW AIRE	HE-8XRT	H146728C	ERV
Energy Recovery Ventilator	RENEW AIRE	HE-4XRT	H146727C	ERV
VAVs(79 total)				

SCOPE OF SERVICE

AIR HANDLERS

The services described below will be for the **AIR-HANDLING UNITS** listed on the "schedule of equipment to be covered"

A. **AIR-HANDLER INSPECTION AND MAINTENANCE-** The following services will be performed during the quarterly inspections:

1. Lubricate fan bearings per manufactures recommendation
2. Lubricate motor bearings per manufacturer recommendation
3. Adjust belts and sheaves.
4. Check temperature drops across cooling/heating coils. Verify proper CFM requirements
5. Lubricate and adjust dampers and linkages
6. Check supply fan motor operating condition
7. Inspect electrical connections on the existing motor starter and associated control panels
8. Clean drain pans
9. Inspect heating and cooling coils for cleanliness
10. Check the operation of each damper actuator and control valve
11. Check filters and inspect advancing mechanism
12. Calibrate all controllers
13. Calibrate all transmitters and gauges (if applicable)
14. Review sequence of operation

Review maintenance procedures with building personnel and make recommendations for additional service or repair, if required

SCOPE OF SERVICE

HOT WATER BOILER INSPECTION SERVICE

The services described below will be for the **HOT WATER BOILERS** listed on the "schedule of equipment to be covered"

A. **SEASONAL START-UP INSPECTION--** The following services will be performed prior to start-up:

1. Check condition of boiler housing
2. Check condition of associated piping for leaks
3. Perform operational test on the following safety controls:
   a. Low water cutoffs. Disassemble and clean as required
   b. High temperature cut-out
   c. Flame safeguard control
   d. High gas pressure switch
   e. Low gas pressure switch
   f. Boiler pressure relief valve
   g. Gas safety shut-off valves
   h. Gas pressure regulating valve
   i. Air flow switch
4. Perform operating test on the following operating controls:
   a. Operating control switch
   b. Firing rate control
   c. Water level control
   d. Gas control butterfly valve
   e. Combustion air controls
   f. Air-fuel drive motor linkage
5. Complete check out of boiler sequencing
6. Combustion analysis using electronic combustion analyzer.
7. Check combustion blower motor operation
8. Remove/Open door and brush clean fireside boiler tubes; if applicable
9. Clean water side of boiler
10. Replace hand hole gaskets as required
11. Check and tighten electrical connections in boiler controls panel

Review maintenance procedures with maintenance personnel and make recommendations for additional service or repair, if required

B. **MONTHLY/SEASONAL OPERATING INSPECTIONS:**

1. Check condition of boiler housing
2. Check condition of associated piping for leaks

3. Inspection and calibration of all safety and operating controls
4. Perform operational test and log the following operating controls:
   a. Operating control switch
   b. Firing rate control
   c. Water level control
   d. Gas control valve
   e. Combustion air control mechanism
   f. Air-fuel drive motor and linkage
   g. Flush boiler and low water safety controls
5. Complete check out of boiler sequencing

Review maintenance procedures with maintenance personnel and make recommendations for additional service or repair, if required.

SCOPE OF SERVICE

CHILLED WATER & HOT WATER PUMPS

The services provided below will be for the **CHILLED WATER & HOT WATER PUMPS** listed on the "schedule of equipment covered":

A. **PUMP INSPECTION AND MAINTENANCE.** The following will be performed six (6) times per year:

1. Lubricate pump bearings per manufacturer's recommendations
2. Lubricate motor bearings per manufacturer's recommendations
3. Tighten all nuts and bolts. Check motor mounts and vibration pads. Replace an adjust as required
4. Visually check pump alignment and coupling
5. Check motor operating conditions
6. Inspect electrical connections and contactors
7. Check and clean strainers, then check hand valve
8. Inspect mechanical seals. Replace as required. Or inspect pump packing. Replace and adjust as required
9. Verify gauges for accuracy
10. Clean external surfaces as required
11. Check suction and discharge pressure

Review maintenance procedures with the building engineer and make recommendations for additional service or repairs, if required

SCOPE OF SERVICE

AIR COOLED CONDENSING UNITS

The services described below will be for the **AIR COOLED CONDENSING UNIT(S)** listed on the "schedule of equipment"

A. **SPRING START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up:

1. Check condenser coil
2. Lubricate fan motor bearings
3. Adjust belt tension and check condition
4. Tighten drives and pulleys
5. Check system for oil and refrigerant leaks
6. Check system for proper oil charge
7. Check system for proper refrigerant charge
8. Check operation of refrigerant controls
9. Check general operation and condition of compressors
10. Make pump down capacity check of compressors
11. Meg ohm compressor motors
12. Check operation of expansion valves
13. Check all wiring for loose connections
14. Check operation and setting of unloaders (if applicable)
15. Check voltage and amperage of compressors

B. **MID-SEASON OPERATIONAL INSPECTION:**

1. Check condenser coils
2. Lubricate fan motor bearings
3. Adjust belt tension and check condition
4. Tighten drives and pulleys
5. Check system for oil and refrigerant leaks
6. Check system for proper oil charge
7. Check system for proper refrigerant charge
8. Check operation of refrigerant controls
9. Check general operation and condition of compressors
10. Make pump down capacity check of compressors
11. Check operation of expansion valves
12. Check all wiring for loose connections
13. Check operation and setting of unloaders (if applicable)
14. Check voltage and amperage of compressors

Review maintenance procedures with maintenance personnel and make recommendations for additional service or repair, if required

SCOPE OF WORK

VARIABLE AIR VOLUME TERMINAL UNITS

The services described below will be for the **VARIABLE AIR VOLUME TERMINAL UNITS** listed on the "schedule of equipment to be covered"

A. **OPERATING INSPECTIONS –** The following services will be performed one time annually.

1. Operate/log front end computer monitoring system. Check only available information for each VAV box terminal unit. Notify owner if problems are found through monitoring system.

Notify Customer if any operating problems are found during our system review of the VAV box terminal units.

LIPPERT
MECHANICAL SERVICE

GENERAL TERMS AND CONDITIONS

1. Customer agrees to pay to Lippert Mechanical Service LLC the Contract Price in exchange for Lippert Mechanical's performance of the Scope of Services on the equipment as defined in the "Schedule of Equipment." Customer may request changes in the Scope of Services by written notice, but price adjustments shall be by mutual written consent. Customer agrees that payment is due upon receipt of invoice. Delinquent balances will accrue interest at a rate of 1.5% per month. Purchaser agrees to pay the cost of all expenses incurred by Lippert Mechanical Service LLC to collect past due sums, including but not limited to attorney's costs and fees, collection, and court costs. Lippert Mechanical Service LLC may elect to have all controversial matters submitted to mediation, arbitration, or any other alternative resolution dispute procedure. Lippert Mechanical Service reserves the right to discontinue service at any time payment has not been made as agreed.

2. Lippert Mechanical Service LLC. shall not be required to identify, detect, encapsulate, or remove asbestos, or products or materials containing asbestos or similar hazardous substances.

3. Preventive maintenance shall consist of labor required to perform preventive maintenance on the equipment as defined on the "Scheduled Equipment List." Where Lippert Mechanical Service LLC. is obligated under this Agreement for preventive maintenance materials, only those materials necessary to perform maintenance on the equipment as defined on "Scheduled Equipment List" shall be covered by this Agreement.

4. Lippert Mechanical Service LLC obligation under this Agreement (unless specifically written herein) does not include: latches, hardware or glass, ductwork, hinges, gaskets, lights, fixtures, door heaters, plumbing and hydronic, pneumatic, refrigerant, or gas piping, centrifugal tubes, flues, sheet metal, dampers, insulation, recording instruments, gauges or thermometers, water supply, electrical and control wiring up to and including the unit disconnect switch, drain and steam lines beyond the apparatus valves, electrical lines equipment beyond the apparatus main switch, moving or relocating the equipment, repairs due to freezing or from contaminated corrosive water, water treatment (unless provided for under optional services), repairs of chiller or condenser tube bundle, all non-maintainable items such as pressure vessels, tubes, cabinets, tower fill, disconnect switches, circuit breakers, boiler tubes and boiler sections or refractory, furnace heat exchangers, combustion chambers, smoke stacks, chimney or breeching, boiler breechings and settings, radiators and their components, automatic water feeders, low water cutoffs, fan housings, condensate pans, structural supports, non-moving parts, storage tanks, painting of equipment, or cleaning of coils, ducts, chimneys and flues, deliming and/or rodding of water cooling towers and condensers (unless included below), and balancing of air, steam, or water distribution system.

5. Lippert Mechanical Service LLC shall in no event be liable or responsible for any loss, delays, or damages caused by or due to, but not limited to: Lightning, power failure or any other electrical damage caused by malfunction of the electrical distribution system, lack of adequate natural gas or fuel supply or pressure, water in oil, inadequate or excessive water supply or pressure, inadequate or excessive hot water or steam supply or pressure, contamination of water supply or atmosphere, faulty system engineering or design, accident, freezing, flooding, interruption in use of equipment, failure to maintain desired temperatures and humidity levels, failure to provide timely service, willful

Initial Agreement _____

damage, misuse, abuse, negligence, fire, theft, clogged filters (unless Lippert Mechanical Service LLC performs optional air filter service), improper installation, storms, operation of equipment beyond design conditions, strikes, lockouts, explosion, theft, riot, civil commotion, malicious mischief, asbestos, labor disturbances, freeze-up, fire, rust or corrosion, commercial delays, spoilage, loss of business, war conditions, Acts of God, Acts of Government, failure to provide required parts and/or materials, inability to obtain proper parts and/or materials through normal trade suppliers, or any other circumstances beyond Lippert Mechanical Service LLC reasonable control. It is expressly agreed that Lippert Mechanical Service LLC assumes no liability for accident, injury, breakage, loss, or damage to property unless such damage is caused by negligent acts of employees of Lippert Mechanical.

6. Under no circumstances shall Lippert Mechanical Service LLC be responsible or liable for any indirect, incidental or consequential damage or alleged personal injury of any kind relating to or arising out of the existence, effect, removal, or treatment of an Organic Pathogen (i.e., any type of bacteria, virus, fungus, mildew, wet or dry rot, mold or mycotoxin, as well as their spores, odors, and byproducts, along with any reproductive body they produce, and any material containing them).

7. Emergency service required to protect life or property shall be limited to the scope of service described and type of coverage. If emergency service discloses no defect for which Lippert Mechanical Service LLC is responsible under this Agreement, or if the emergency service is outside the coverage elected, customer agrees to pay Lippert Mechanical Service LLC the prevailing charge for such service. If Purchaser's equipment and/or installation is of a critical nature, it is the Purchaser's sole responsibility to provide a complete standby system and/or adequate replacement parts and components on site to facilitate expedient repairs.

8. All charges related to the recovery of refrigerant as required by the provisions of Section 608 of the U.S. Clean Air Act of 1990, are included in this Agreement, for equipment covered under this Maintenance Agreement.

9. This Agreement shall start on the effective date and remain in effect unless terminated on the Anniversary Date by either party. To reflect changes in materials, changes in Scope of Services, and/or the addition or deletion of equipment as defined in the "Schedule of Equipment," this Agreement price may be adjusted on the Anniversary Date. If Customer cancels this Agreement prior to the Anniversary Date, Customer agrees to pay Lippert Mechanical Service LLC list prices for all services and materials rendered to Customer to the date of cancellation.

10. This document embodies the entire Agreement between the parties, and no oral agreement or conversation shall be held to alter the provisions hereof, except for modifications initiated by Lippert Mechanical Service LLC upon providing thirty (30) days written notice of same

11. Each term of this Agreement is separate and severable from other terms herein and the failure, unenforceability, or legal incapability of one or more terms will not affect the other terms of this Agreement which will remain in full force and effect.

Initial Agreement _____

STANDARD PREVENTIVE MAINTENANCE AGREEMENT

THIS PARTNERSHIP ENTERED INTO BY AND BETWEEN:

LIPPERT MECHANICAL SERVICE

1215 West 12th. Street Ste.225
Kansas City, Missouri 64101
Phone: (816) 241-4442
Fax: (816) 241-4114

NCPA
An OMNIA Partners Company
CONTRACT #02-139
RQN #2026-2056

AND

City of Blue Springs

SERVICES TO BE PERFORMED AT THE FOLLOWING LOCATIONS(S):

Field House
425 NE Mock Ave, Blue Springs MO 64104

For the period: April 1st, 2026 – March 31st, 2029

TYPE OF AGREEMENT

1. _____ ON-SITE FLEX AGREEMENT:

This Agreement provides Customer with a skilled HVAC service technician(s) for ____ hours of service, which will be used on a weekly, monthly, bi-monthly, or quarterly basis as determined by the owner. Lippert Mechanical Service LLC provides the tools, vehicle, insurance, maintenance tasks, skilled labor, and scheduling for the Customer.

Because the Flex Agreement does not tie our services to any specific piece(s) of equipment or scope of work, the Customer can direct our technicians to work on any piece of equipment or perform and task that is needed during our scheduled or unscheduled visits. The work can consist of preventive maintenance (on anything needed), electrical work, repairs of any kind, troubleshooting, installation, etc. The Customer has the flexibility to use our services in any way they choose.

2. X STANDARD PREVENTIVE MAINTENANCE AGREEMENT:

This Agreement covers regular scheduled inspections per year on the equipment as defined on the "Equipment List." Repair parts and repair labor not included. No emergency labor included. Any additional work or material required will be quoted and billed separately. Lippert Mechanical Service LLC to provide these services in accordance with the "Terms and Conditions," "Equipment List," and "Scope of Service."

TERMS OF THE AGREEMENT

1. **City of Blue Springs** agrees to pay **Lippert Mechanical Service LLC** **$1,163.00 per month ($13,956.00 per year)** for the services listed in this Agreement, beginning with the effective date of this Agreement.
2. This Agreement shall begin on **April 1st, 2026.** This Agreement is subject to negotiated price revisions on the anniversary date, as defined in the General Terms and Conditions.

ACCEPTED BY:	**APPROVED BY:**
	Lippert Mechanical Service LLC
BY: _____	**BY:** _____
	Tom Argubright
TITLE: _____	**TITLE:** Service Sales Account Manager
DATE: _____	**DATE:** _____

SPECIAL SERVICES AND PROVISIONS

Labor, in addition to the contract specifications, will be invoiced at our standard service rates discounted to the Contract Policy Holder Discount Rates

OPTIONAL PRICING AND SERVICES:

Services included in this agreement:

Belts & Filters will be provided and changed by technicians at City of Blue Springs

Provide Digital Documentation of Maintenance performed (XOi)

Maintenance Schedule

Equipment	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Condensing Units				X			X					
Air Handler Units	X			X			X			X		
Package Units	X			X			X			X		
Roof Top Unit	X			X			X			X		

SERVICE AGREEMENT

Lippert Mechanical Services LLC, herein after referred to as "Service Company," agrees to furnish services in accordance with the "General Terms and Conditions" and attached "Schedules." This Agreement shall become valid only upon acceptance by **City of Blue Springs** and approved by an officer of the **Service Company**.

SCHEDULE OF EQUIPMENT COVERED BY THIS AGREEMENT

Equipment Type	Manufacturer	Model #	Serial #	Unit Tag
AHU	LENNOX	TAA180S4D-1Y	5615E08456	AHU-01
AHU	LENNOX	CX34-49C-6F-1	6015C11790	AHU-01
AHU	LENNOX	CX34-50/60C-6F-1	6015C12894	AHU-2A
AHU	LENNOX	CX34-50/60C-6F-1	6015C12892	AHU-2B
AHU	LENNOX	CX34-38B-6F-3	6015B56709	AHU-3A
AHU	LENNOX	CX34-38B-6F-3	6015B56708	AHU-3B
AHU	LENNOX	CX34-43C-6F-1	6015B35900	AHU-4A
AHU	LENNOX	CX34-43C-6F-1	6015B35908	AHU-4B
Condensing Unit	LENNOX	TSA048S4N43Y	5815B08157	CONDENSING UNIT -4A
Condensing Unit	LENNOX	TSA060S4N44Y	5815A09244	CONDENSING UNIT-01
Condensing Unit	LENNOX	TSA180S4DN1Y	5614M04846	CONDENSING UNIT-05
Condensing Unit	LENNOX	TSA042S4N43Y	5815C09268	CONDENSING UNIT-2A
Condensing Unit	LENNOX	TSA042S4N43Y	5814E11204	CONDENSING UNIT-2B
Condensing Unit	LENNOX	TSA036S4N43Y	5815C06350	CONDENSING UNIT-3A
Condensing Unit	LENNOX	TSA036S4N43Y	5815C06361	CONDENSING UNIT-3B
Condensing Unit	CHAMPION	TCD2B48S31SA	C2K74820716	CONDENSING UNIT-4B
Packaged Unit	TRANE	GAC300A3EMA	15251064JA	PACKAGE UNIT -02
Packaged Unit	TRANE	GAC300A3EMA	15251063JA	PACKAGE UNIT -03
Packaged Unit	LENNOX	LGH240H4MS3Y	5617L01235	PACKAGE UNIT-07
Packaged Unit	LENNOX	LGH300S4BH4Y	5621B10532	RTU-01
Packaged Unit	LENNOX	LGH300S4BH4Y	5621B10533	RTU-04
Packaged Unit	LENNOX	LGH180H4BS4Y	5620G04410	RTU-05
Packaged Unit	LENNOX	LGH300S4BH4Y	5621B10531	RTU-06

SCOPE OF SERVICE

AIR HANDLERS

The services described below will be for the **AIR-HANDLING UNITS** listed on the "schedule of equipment to be covered"

A. **AIR-HANDLER INSPECTION AND MAINTENANCE-** The following services will be performed during the quarterly inspections:

1. Lubricate fan bearings per manufactures recommendation
2. Lubricate motor bearings per manufacturer recommendation
3. Adjust belts and sheaves.
4. Check temperature drops across cooling/heating coils. Verify proper CFM requirements
5. Lubricate and adjust dampers and linkages
6. Check supply fan motor operating condition
7. Inspect electrical connections on the existing motor starter and associated control panels
8. Clean drain pans
9. Inspect heating and cooling coils for cleanliness
10. Check the operation of each damper actuator and control valve
11. Check filters and inspect advancing mechanism
12. Calibrate all controllers
13. Calibrate all transmitters and gauges (if applicable)
14. Review sequence of operation

Review maintenance procedures with building personnel and make recommendations for additional service or repair, if required.

SCOPE OF SERVICE

AIR COOLED CONDENSING UNITS

The services described below will be for the **AIR COOLED CONDENSING UNIT(S)** listed on the "schedule of equipment"

A. **SPRING START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up:

1. Check condenser coil
2. Lubricate fan motor bearings
3. Adjust belt tension and check condition
4. Check drives and pulleys for tightness
5. Check system for oil and refrigerant leaks
6. Check system for proper oil charge
7. Check system for proper refrigerant charge
8. Check operation of refrigerant controls
9. Check general operation and condition of compressors
10. Make pump down capacity check of compressors
11. Meg ohm compressor motors
12. Check operation of expansion valves
13. Check all wiring for loose connections
14. Check operation and setting of unloaders (if applicable)
15. Check voltage and amperage of compressors

B. **MID-SEASON OPERATIONAL INSPECTION:**

1. Check condenser coils
2. Lubricate fan motor bearings
3. Adjust belt tension and check condition
4. Check drives and pulleys for tightness
5. Check system for oil and refrigerant leaks
6. Check system for proper oil charge
7. Check system for proper refrigerant charge
8. Check operation of refrigerant controls
9. Check general operation and condition of compressors
10. Make pump down capacity check of compressors
11. Check operation of expansion valves
12. Check all wiring for loose connections
13. Check operation and setting of unloaders (if applicable)
14. Check voltage and amperage of compressors

Review maintenance procedures with maintenance personnel and make recommendations for additional service or repair, if required

SCOPE OF SERVICE

HVAC PACKAGE ROOFTOP AND SPLIT SYSTEMS

The services described below will be for the **PACKAGE ROOFTOPS OR SPLIT SYSTEM** air-conditioning/gas heating systems

A. **SPRING START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up:

1. Check filters
2. Clean drain pan as required
3. Check condenser coils
4. Lubricate fan and motor bearings
5. Adjust belt tension and check condition
6. Check drives and pulleys for tightness
7. Check system for oil and refrigerant leaks by visual inspection
8. Check oil supply and refrigerant charge with calibrated gauges
9. Check operation of refrigerant controls. Calibrate controls as required
10. Check general operation and condition of compressors
11. Check oil pump operation and oil level (if applicable)
12. Check discharge pressure and suction pressure
13. Make pump down capacity check
14. Check operation of damper motors and controls
15. Check operation of expansion valves
16. Check and calibrate operation of system microprocessor controls
17. Check wiring for loose connections
18. Adjust and tighten linkages on all dampers
19. Check voltage and amperage of compressors
20. Check operation and setting of unloaders (if applicable)

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

B. **MID-SEASON INSPECTION:**

1. Check filters
2. Check evaporator coil condition
3. Clean drain pan as required
4. Check condenser coils
5. Lubricate fan and motor bearings
6. Adjust belt tension and check condition
7. Tighten drives and pulleys

Mid-Season Inspection (Cont.)

8. Check general operation of unit and controls
9. Check refrigerant charge
10. Check for vibration and noise
11. Check for loose connections
12. Check oil pressure and level (if applicable)

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

C. **FALL START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up.

1. Check filters
2. Lubricate fan motors and bearings
3. Adjust belt tension and check condition
4. Tighten drives and pulleys
5. Check operation of damper motors and controls
6. Check and tighten linkages as required
7. Check burner condition
8. Check heat exchanger condition
9. Check operation of heating controls
10. Check gas pressure for proper burner operation
11. Check flame signals and all safety devices
12. Check fan / limit switch operation
13. Check fan and limit switch operation
14. Check economizer controls
15. Check operation of combustion blower motor
16. Check and tighten electrical conditions

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

D. **MID-SEASON INSPECTION:**

1. Check filters.
2. Lubricate fan and motor bearings
3. Adjust belt tension and check condition
4. Check fan and limit operation
5. Check burner condition
6. Check heat exchanger condition
7. Check operation of safeties and vent motors
8. Check flame safety operation
9. Check general operation of heating system
10. Tighten all electrical connections

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

LIPPERT
MECHANICAL SERVICE

GENERAL TERMS AND CONDITIONS

1. Customer agrees to pay to Lippert Mechanical Service LLC the Contract Price in exchange for Lippert Mechanical's performance of the Scope of Services on the equipment as defined in the "Schedule of Equipment." Customer may request changes in the Scope of Services by written notice, but price adjustments shall be by mutual written consent. Customer agrees that payment is due upon receipt of invoice. Delinquent balances will accrue interest at a rate of 1.5% per month. Purchaser agrees to pay the cost of all expenses incurred by Lippert Mechanical Service LLC to collect past due sums, including but not limited to attorney's costs and fees, collection, and court costs. Lippert Mechanical Service LLC may elect to have all controversial matters submitted to mediation, arbitration, or any other alternative resolution dispute procedure. Lippert Mechanical Service reserves the right to discontinue service at any time payment has not been made as agreed.

2. Lippert Mechanical Service LLC. shall not be required to identify, detect, encapsulate, or remove asbestos, or products or materials containing asbestos or similar hazardous substances.

3. Preventive maintenance shall consist of labor required to perform preventive maintenance on the equipment as defined on the "Scheduled Equipment List." Where Lippert Mechanical Service LLC. is obligated under this Agreement for preventive maintenance materials, only those materials necessary to perform maintenance on the equipment as defined on "Scheduled Equipment List" shall be covered by this Agreement.

4. Lippert Mechanical Service LLC obligation under this Agreement (unless specifically written herein) does not include: latches, hardware or glass, ductwork, hinges, gaskets, lights, fixtures, door heaters, plumbing and hydronic, pneumatic, refrigerant, or gas piping, centrifugal tubes, flues, sheet metal, dampers, insulation, recording instruments, gauges or thermometers, water supply, electrical and control wiring up to and including the unit disconnect switch, drain and steam lines beyond the apparatus valves, electrical lines equipment beyond the apparatus main switch, moving or relocating the equipment, repairs due to freezing or from contaminated corrosive water, water treatment (unless provided for under optional services), repairs of chiller or condenser tube bundle, all non-maintainable items such as pressure vessels, tubes, cabinets, tower fill, disconnect switches, circuit breakers, boiler tubes and boiler sections or refractory, furnace heat exchangers, combustion chambers, smoke stacks, chimney or breeching, boiler breechings and settings, radiators and their components, automatic water feeders, low water cutoffs, fan housings, condensate pans, structural supports, non-moving parts, storage tanks, painting of equipment, or cleaning of coils, ducts, chimneys and flues, deliming and/or rodding of water cooling towers and condensers (unless included below), and balancing of air, steam, or water distribution system.

5. Lippert Mechanical Service LLC shall in no event be liable or responsible for any loss, delays, or damages caused by or due to, but not limited to: Lightning, power failure or any other electrical damage caused by malfunction of the electrical distribution system, lack of adequate natural gas or fuel supply or pressure, water in oil, inadequate or excessive water supply or pressure, inadequate or excessive hot water or steam supply or pressure, contamination of water supply or atmosphere, faulty system engineering or design, accident, freezing, flooding, interruption in use of equipment, failure to maintain desired temperatures and humidity levels, failure to provide timely service, willful

Initial Agreement _____

damage, misuse, abuse, negligence, fire, theft, clogged filters (unless Lippert Mechanical Service LLC performs optional air filter service), improper installation, storms, operation of equipment beyond design conditions, strikes, lockouts, explosion, theft, riot, civil commotion, malicious mischief, asbestos, labor disturbances, freeze-up, fire, rust or corrosion, commercial delays, spoilage, loss of business, war conditions, Acts of God, Acts of Government, failure to provide required parts and/or materials, inability to obtain proper parts and/or materials through normal trade suppliers, or any other circumstances beyond Lippert Mechanical Service LLC reasonable control. It is expressly agreed that Lippert Mechanical Service LLC assumes no liability for accident, injury, breakage, loss, or damage to property unless such damage is caused by negligent acts of employees of Lippert Mechanical.

6. Under no circumstances shall Lippert Mechanical Service LLC be responsible or liable for any indirect, incidental or consequential damage or alleged personal injury of any kind relating to or arising out of the existence, effect, removal, or treatment of an Organic Pathogen (i.e., any type of bacteria, virus, fungus, mildew, wet or dry rot, mold or mycotoxin, as well as their spores, odors, and byproducts, along with any reproductive body they produce, and any material containing them).

7. Emergency service required to protect life or property shall be limited to the scope of service described and type of coverage. If emergency service discloses no defect for which Lippert Mechanical Service LLC is responsible under this Agreement, or if the emergency service is outside the coverage elected, customer agrees to pay Lippert Mechanical Service LLC the prevailing charge for such service. If Purchaser's equipment and/or installation is of a critical nature, it is the Purchaser's sole responsibility to provide a complete standby system and/or adequate replacement parts and components on site to facilitate expedient repairs.

8. All charges related to the recovery of refrigerant as required by the provisions of Section 608 of the U.S. Clean Air Act of 1990, are included in this Agreement, for equipment covered under this Maintenance Agreement.

9. This Agreement shall start on the effective date and remain in effect unless terminated on the Anniversary Date by either party. To reflect changes in materials, changes in Scope of Services, and/or the addition or deletion of equipment as defined in the "Schedule of Equipment," this Agreement price may be adjusted on the Anniversary Date. If Customer cancels this Agreement prior to the Anniversary Date, Customer agrees to pay Lippert Mechanical Service LLC list prices for all services and materials rendered to Customer to the date of cancellation.

10. This document embodies the entire Agreement between the parties, and no oral agreement or conversation shall be held to alter the provisions hereof, except for modifications initiated by Lippert Mechanical Service LLC upon providing thirty (30) days written notice of same

11. Each term of this Agreement is separate and severable from other terms herein and the failure, unenforceability, or legal incapability of one or more terms will not affect the other terms of this Agreement which will remain in full force and effect.

Initial Agreement _____

STANDARD PREVENTIVE MAINTENANCE AGREEMENT

THIS PARTNERSHIP ENTERED INTO BY AND BETWEEN:

LIPPERT
MECHANICAL SERVICE

1215 West 12th. Street Ste.225
Kansas City, Missouri 64101
Phone: (816) 241-4442
Fax: (816) 241-4114

NCPA
An OMNIA Partners Company
CONTRACT #02-139
RQN #2026-2058

AND

City of Blue Springs

SERVICES TO BE PERFORMED AT THE FOLLOWING LOCATIONS(S):

Public Works
500 SE Sunnyside School Road, Blue Springs MO 64104

For the period: April 1st, 2026 – March 31st, 2029

TYPE OF AGREEMENT

1. _____ ON-SITE FLEX AGREEMENT:

This Agreement provides Customer with a skilled HVAC service technician(s) for ____ hours of service, which will be used on a weekly, monthly, bi-monthly, or quarterly basis as determined by the owner. Lippert Mechanical Service LLC provides the tools, vehicle, insurance, maintenance tasks, skilled labor, and scheduling for the Customer.

Because the Flex Agreement does not tie our services to any specific piece(s) of equipment or scope of work, the Customer can direct our technicians to work on any piece of equipment or perform and task that is needed during our scheduled or unscheduled visits. The work can consist of preventive maintenance (on anything needed), electrical work, repairs of any kind, troubleshooting, installation, etc. The Customer has the flexibility to use our services in any way they choose.

2. X STANDARD PREVENTIVE MAINTENANCE AGREEMENT:

This Agreement covers regular scheduled inspections per year on the equipment as defined on the "Equipment List." Repair parts and repair labor not included. No emergency labor included. Any additional work or material required will be quoted and billed separately. Lippert Mechanical Service LLC to provide these services in accordance with the "Terms and Conditions," "Equipment List," and "Scope of Service."

LIPPERT
MECHANICAL SERVICE

TERMS OF THE AGREEMENT

1. **City of Blue Springs** agrees to pay **Lippert Mechanical Service LLC** **$624.00 per month ($7,488.00 per year)** for the services listed in this Agreement, beginning with the effective date of this Agreement.
2. This Agreement shall begin on **April 1st, 2026.** This Agreement is subject to negotiated price revisions on the anniversary date, as defined in the General Terms and Conditions.

ACCEPTED BY:

BY: _____

TITLE: _____

DATE: _____

APPROVED BY:

Lippert Mechanical Service LLC

BY: _____
Tom Argubright

TITLE: Service Sales Account Manager

DATE: _____

SPECIAL SERVICES AND PROVISIONS

Labor, in addition to the contract specifications, will be invoiced at our standard service rates discounted to the Contract Policy Holder Discount Rates.

OPTIONAL PRICING AND SERVICES:

Services included in this agreement:

Belts & Filters will be provided and changed by technicians at City of Blue Springs.

Provide Digital Documentation of Maintenance performed (XOi)

Maintenance Schedule

Equipment	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
Condensing Units	X			X			X			X		
Air Handler Units	X			X			X			X		
Package Units	X			X			X			X		

SERVICE AGREEMENT

Lippert Mechanical Services LLC, herein after referred to as "Service Company," agrees to furnish services in accordance with the "General Terms and Conditions" and attached "Schedules." This Agreement shall become valid only upon acceptance by **City of Blue Springs** and approved by an officer of the **Service Company**.

SCHEDULE OF EQUIPMENT COVERED BY THIS AGREEMENT

Equipment Type	Manufacturer	Model #	Serial #	Unit Tag
AHU	YORK	TG9S060B	W1M1429705	AHU-01
AHU	ADP	YE22130E145B1605AP	7119H07268	AHU-02
Condensing Unit	CARRIER	NA	NA	CONDENSING UNIT-01
Packaged Unit	YORK	ZXG14E2B3AA1A111A3	N2H1343428	RTU-01
Packaged Unit	YORK	ZE060H12A2A1ABA1A2	N2C1807484	RTU-02
Packaged Unit	YORK	ZE060H12A	N2C1832007	RTU-03
Packaged Unit	YORK	ZE060H12A	N2H1391899	RTU-04

SCOPE OF SERVICE

AIR HANDLERS

The services described below will be for the **AIR-HANDLING UNITS** listed on the "schedule of equipment to be covered"

A. **AIR-HANDLER INSPECTION AND MAINTENANCE-** The following services will be performed during the quarterly inspections:

1. Lubricate fan bearings per manufactures recommendation
2. Lubricate motor bearings per manufacturer recommendation
3. Adjust belts and sheaves
4. Check temperature drops across cooling/heating coils. Verify proper CFM requirements
5. Lubricate and adjust dampers and linkages
6. Check supply fan motor operating condition
7. Inspect electrical connections on the existing motor starter and associated control panels
8. Clean drain pans
9. Inspect heating and cooling coils for cleanliness
10. Check the operation of each damper actuator and control valve
11. Check filters and inspect advancing mechanism
12. Calibrate all controllers
13. Calibrate all transmitters and gauges (if applicable)
14. Review sequence of operation

Review maintenance procedures with building personnel and make recommendations for additional service or repair, if required.

SCOPE OF SERVICE

AIR COOLED CONDENSING UNITS

The services described below will be for the **AIR COOLED CONDENSING UNIT(S)** listed on the "schedule of equipment"

A. **SPRING START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up:

1. Check condenser coil
2. Lubricate fan motor bearings
3. Adjust belt tension and check condition
4. Tighten drives and pulleys
5. Inspect system for oil and refrigerant leaks
6. Check system for proper oil charge
7. Check system for proper refrigerant charge
8. Check operation of refrigerant controls
9. Check general operation and condition of compressors
10. Make pump down capacity check of compressors
11. Meg ohm compressor motors
12. Check operation of expansion valves
13. Check all wiring for loose connections
14. Check operation and setting of unloaders (if applicable)
15. Check voltage and amperage of compressors

B. **MID-SEASON OPERATIONAL INSPECTION:**

1. Check condenser coils
2. Lubricate fan motor bearings
3. Adjust belt tension and check condition
4. Tighten drives and pulleys
5. Inspect system for oil and refrigerant leaks
6. Check system for proper oil charge
7. Check system for proper refrigerant charge
8. Check operation of refrigerant controls
9. Check general operation and condition of compressors
10. Make pump down capacity check of compressors
11. Check operation of expansion valves
12. Check all wiring for loose connections
13. Check operation and setting of unloaders (if applicable)
14. Check voltage and amperage of compressors

Review maintenance procedures with maintenance personnel and make recommendations for additional service or repair, if required

LIPPERT MECHANICAL SERVICE

SCOPE OF SERVICE

HVAC PACKAGE ROOFTOP AND SPLIT SYSTEMS

The services described below will be for the **PACKAGE ROOFTOPS OR SPLIT SYSTEM** air-conditioning/gas heating systems

A. **SPRING START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up:

1. Check filters
2. Clean drain pan as required
3. Check condenser coils
4. Lubricate fan and motor bearings
5. Adjust belt tension and check condition
6. Tighten drives and pulleys
7. Check system for oil and refrigerant leaks by visual inspection
8. Check oil supply and refrigerant charge with calibrated gauges
9. Check operation of refrigerant controls. Calibrate controls as required
10. Check general operation and condition of compressors
11. Check oil pump operation and oil level (if applicable)
12. Check discharge pressure and suction pressure
13. Make pump down capacity check
14. Check operation of damper motors and controls
15. Check operation of expansion valves
16. Check and calibrate operation of system microprocessor controls
17. Check wiring for loose connections
18. Adjust and tighten linkages on all dampers
19. Check voltage and amperage of compressors
20. Check operation and setting of unloaders (if applicable)

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

B. **MID-SEASON INSPECTION:**

1. Check filters
2. Check evaporator coil condition
3. Clean drain pan as required
4. Check condenser coils
5. Lubricate fan and motor bearings
6. Adjust belt tension and check condition
7. Tighten drives and pulleys

Mid-Season Inspection (Cont.)

8. Check general operation of unit and controls
9. Check refrigerant charge
10. Check for vibration and noise
11. Check for loose connections
12. Check oil pressure and level (if applicable)

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

C. **FALL START-UP INSPECTION –** The following services will be performed during or shortly after seasonal start-up.

1. Check filters
2. Lubricate fan motors and bearings
3. Adjust belt tension and check condition
4. Tighten drives and pulleys
5. Check operation of damper motors and controls
6. Tighten linkages as required
7. Check burner condition
8. Check heat exchanger condition
9. Check operation of heating controls
10. Check gas pressure for proper burner operation
11. Check flame signals and all safety devices
12. Check fan / limit switch operation
13. Check fan and limit switch operation
14. Check economizer controls
15. Check operation of combustion blower motor
16. Check and tighten electrical conditions

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

D. **MID-SEASON INSPECTION:**

1. Check filters
2. Lubricate fan and motor bearings
3. Adjust belt tension and check condition
4. Check fan and limit operation
5. Check burner condition
6. Check heat exchanger condition
7. Check operation of safeties and vent motors
8. Check flame safety operation
9. Check general operation of heating system
10. Tighten all electrical connections

Review maintenance procedures with building engineer and make recommendations for additional service or repair, if required.

LIPPERT
MECHANICAL SERVICE

GENERAL TERMS AND CONDITIONS

1. Customer agrees to pay to Lippert Mechanical Service LLC the Contract Price in exchange for Lippert Mechanical's performance of the Scope of Services on the equipment as defined in the "Schedule of Equipment." Customer may request changes in the Scope of Services by written notice, but price adjustments shall be by mutual written consent. Customer agrees that payment is due upon receipt of invoice. Delinquent balances will accrue interest at a rate of 1.5% per month. Purchaser agrees to pay the cost of all expenses incurred by Lippert Mechanical Service LLC to collect past due sums, including but not limited to attorney's costs and fees, collection, and court costs. Lippert Mechanical Service LLC may elect to have all controversial matters submitted to mediation, arbitration, or any other alternative resolution dispute procedure. Lippert Mechanical Service reserves the right to discontinue service at any time payment has not been made as agreed.

2. Lippert Mechanical Service LLC. shall not be required to identify, detect, encapsulate, or remove asbestos, or products or materials containing asbestos or similar hazardous substances.

3. Preventive maintenance shall consist of labor required to perform preventive maintenance on the equipment as defined on the "Scheduled Equipment List." Where Lippert Mechanical Service LLC. is obligated under this Agreement for preventive maintenance materials, only those materials necessary to perform maintenance on the equipment as defined on "Scheduled Equipment List" shall be covered by this Agreement.

4. Lippert Mechanical Service LLC obligation under this Agreement (unless specifically written herein) does not include: latches, hardware or glass, ductwork, hinges, gaskets, lights, fixtures, door heaters, plumbing and hydronic, pneumatic, refrigerant, or gas piping, centrifugal tubes, flues, sheet metal, dampers, insulation, recording instruments, gauges or thermometers, water supply, electrical and control wiring up to and including the unit disconnect switch, drain and steam lines beyond the apparatus valves, electrical lines equipment beyond the apparatus main switch, moving or relocating the equipment, repairs due to freezing or from contaminated corrosive water, water treatment (unless provided for under optional services), repairs of chiller or condenser tube bundle, all non-maintainable items such as pressure vessels, tubes, cabinets, tower fill, disconnect switches, circuit breakers, boiler tubes and boiler sections or refractory, furnace heat exchangers, combustion chambers, smoke stacks, chimney or breeching, boiler breechings and settings, radiators and their components, automatic water feeders, low water cutoffs, fan housings, condensate pans, structural supports, non-moving parts, storage tanks, painting of equipment, or cleaning of coils, ducts, chimneys and flues, deliming and/or rodding of water cooling towers and condensers (unless included below), and balancing of air, steam, or water distribution system.

5. Lippert Mechanical Service LLC shall in no event be liable or responsible for any loss, delays, or damages caused by or due to, but not limited to: Lightning, power failure or any other electrical damage caused by malfunction of the electrical distribution system, lack of adequate natural gas or fuel supply or pressure, water in oil, inadequate or excessive water supply or pressure, inadequate or excessive hot water or steam supply or pressure, contamination of water supply or atmosphere, faulty system engineering or design, accident, freezing, flooding, interruption in use of equipment, failure to maintain desired temperatures and humidity levels, failure to provide timely service, willful

Initial Agreement _____

damage, misuse, abuse, negligence, fire, theft, clogged filters (unless Lippert Mechanical Service LLC performs optional air filter service), improper installation, storms, operation of equipment beyond design conditions, strikes, lockouts, explosion, theft, riot, civil commotion, malicious mischief, asbestos, labor disturbances, freeze-up, fire, rust or corrosion, commercial delays, spoilage, loss of business, war conditions, Acts of God, Acts of Government, failure to provide required parts and/or materials, inability to obtain proper parts and/or materials through normal trade suppliers, or any other circumstances beyond Lippert Mechanical Service LLC reasonable control. It is expressly agreed that Lippert Mechanical Service LLC assumes no liability for accident, injury, breakage, loss, or damage to property unless such damage is caused by negligent acts of employees of Lippert Mechanical.

6. Under no circumstances shall Lippert Mechanical Service LLC be responsible or liable for any indirect, incidental or consequential damage or alleged personal injury of any kind relating to or arising out of the existence, effect, removal, or treatment of an Organic Pathogen (i.e., any type of bacteria, virus, fungus, mildew, wet or dry rot, mold or mycotoxin, as well as their spores, odors, and byproducts, along with any reproductive body they produce, and any material containing them).

7. Emergency service required to protect life or property shall be limited to the scope of service described and type of coverage. If emergency service discloses no defect for which Lippert Mechanical Service LLC is responsible under this Agreement, or if the emergency service is outside the coverage elected, customer agrees to pay Lippert Mechanical Service LLC the prevailing charge for such service. If Purchaser's equipment and/or installation is of a critical nature, it is the Purchaser's sole responsibility to provide a complete standby system and/or adequate replacement parts and components on site to facilitate expedient repairs.

8. All charges related to the recovery of refrigerant as required by the provisions of Section 608 of the U.S. Clean Air Act of 1990, are included in this Agreement, for equipment covered under this Maintenance Agreement.

9. This Agreement shall start on the effective date and remain in effect unless terminated on the Anniversary Date by either party. To reflect changes in materials, changes in Scope of Services, and/or the addition or deletion of equipment as defined in the "Schedule of Equipment," this Agreement price may be adjusted on the Anniversary Date. If Customer cancels this Agreement prior to the Anniversary Date, Customer agrees to pay Lippert Mechanical Service LLC list prices for all services and materials rendered to Customer to the date of cancellation.

10. This document embodies the entire Agreement between the parties, and no oral agreement or conversation shall be held to alter the provisions hereof, except for modifications initiated by Lippert Mechanical Service LLC upon providing thirty (30) days written notice of same

11. Each term of this Agreement is separate and severable from other terms herein and the failure, unenforceability, or legal incapability of one or more terms will not affect the other terms of this Agreement which will remain in full force and effect.

Initial Agreement _____

Council Meeting Date: June 1, 2026

Agenda Item #: 3e

BLUE SPRINGS
MISSOURI

CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: May 20, 2026

ITEM TYPE: Resolution

SUBMITTED BY: Nic Hutchison

CONTRACT NUMBER: N/A

DEPARTMENT: City Development

STRATEGIC PLAN PRIORITY: Balanced Growth

ITEM DESCRIPTION

Adopt a Resolution determining the City's estimated population as 61,632 as of July 1, 2025.

BACKGROUND

In accordance with the City of Blue Springs Municipal Code, Section 235.020, the population of the City of Blue Springs shall be determined annually and submitted to the City Council on or before January 1 of each year. On or before July 1 of each year, the U.S. Census Bureau releases population estimates for all municipalities in the United States from the previous year.

The latest population estimate for Blue Springs is 61,632, reflecting a 386 person increase in population from the 2024 estimate of 61,246. It should be noted that this is a 2025 estimate and not the official census county. Population estimates are used to

determine the number of certain liquor licenses, firework permits, payday loan establishments, tobacconists, and body art service land uses.

FINANCIAL IMPACT

INFORMATION	DETAIL
Contractor:	N/A

PROJECT TIMELINE

INFORMATION	DETAIL
Estimated Start Date	N/A
Estimated End Date	N/A

STAFF RECOMMENDATION

Staff recommends approval.

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Census Memo
2. Resolution determining population

REVIEWED BY

Requesting Director: Nic Hutchison

Legal: N/A

Administration: George Schmitz

City Administrator: Christine Cates

Budget: N/A

BLUE SPRINGS
CITY DEVELOPMENT

MEMORANDUM

DATE: May 20, 2027

TO: Mayor & City Council

FROM: City Development

SUBJECT: 2025 Population Estimates

Population estimates as of July 1, 2025 were released by the U.S. Census Bureau on May 14, 2026. Below are the estimates for Blue Springs, along with comparisons to peer communities and rankings within both the Missouri and Kansas City Metro area. The City's new estimated population is 61,632, which ranks Blue Springs as the 10th largest city in the State of Missouri.

This is an increase of 386 residents from the revised 2024 estimate of 61,246, or approximately 0.63% growth from 2024 to 2025. Since 2020, Blue Springs has increased by 2,866 residents, or approximately 4.88%. Blue Springs also moved back ahead of St. Peters in the statewide ranking. St. Peters' 2025 estimate is 61,479, placing Blue Springs ahead by 153 residents. Among the top 10 largest cities in Missouri, Blue Springs ranks:

Category	Blue Springs Rank
2025 Missouri population	#10
Population growth from 2024 to 2025	#4 among Missouri's top 10 cities
Population growth from 2020 to 2025	#2 among Missouri's top 10 cities

Annual Estimates of the Resident Population for Incorporated Places in Missouri: April 1, 2020 to July 1, 2025

Rank	Geographic Area	April 1, 2020 Estimates Base	2020	2023	2024	2025
1	Kansas City city, Missouri	508,012	508,128	511,549	516,539	521,220
2	St. Louis city, Missouri	301,349	300,302	283,190	280,445	278,144
3	Springfield city, Missouri	169,143	169,153	170,290	170,233	169,847
4	Columbia city, Missouri	126,048	126,315	129,381	130,077	130,851
5	Independence city, Missouri	122,954	122,866	121,213	121,944	121,675
6	Lee's Summit city, Missouri	101,127	101,565	104,316	106,582	107,514
7	O'Fallon city, Missouri	91,388	91,673	94,308	95,103	96,101
8	St. Charles city, Missouri	70,636	70,841	72,023	72,354	72,561
9	St. Joseph city, Missouri	72,465	72,134	70,892	71,104	71,001
10	**Blue Springs city, Missouri**	**58,639**	**58,766**	**60,520**	**61,246**	**61,632**
11	St. Peters city, Missouri	57,733	57,705	59,513	61,207	61,479
12	Joplin city, Missouri	51,696	51,736	53,081	53,583	53,930
13	Florissant city, Missouri	52,537	52,447	51,275	51,231	51,124
14	Wentzville city, Missouri	44,943	45,293	47,904	48,539	49,495
15	Chesterfield city, Missouri	49,996	49,946	49,278	49,372	49,309

Annual Estimates of the Resident Population for Incorporated Places in the Kansas City Metro Area: April 1, 2020 to July 1, 2025

Rank	Geographic Area	April 1, 2020 Estimates Base	2020	2023	2024	2025
1	Kansas City city, Missouri	508,012	508,128	511,549	516,539	521,220
2	Overland Park city, Kansas	197,249	197,835	201,131	202,402	203,677
3	Kansas City city, Kansas	156,610	156,306	154,817	157,195	157,805
4	Olathe city, Kansas	141,291	141,549	147,083	148,664	150,025
5	Independence city, Missouri	122,954	122,866	121,213	121,944	121,675
6	Lee's Summit city, Missouri	101,127	101,565	104,316	106,582	107,514
7	Shawnee city, Kansas	67,341	67,453	69,258	69,578	69,848
8	**Blue Springs city, Missouri**	**58,639**	**58,766**	**60,520**	**61,246**	**61,632**
9	Lenexa city, Kansas	57,413	57,528	58,394	59,292	60,506

RESOLUTION 43-2026

A RESOLUTION DETERMINING THE POPULATION OF THE CITY OF BLUE SPRINGS

WHEREAS, the City of Blue Springs in accordance with the City of Blue Springs Municipal Code, Section 235.020, the population of the City of Blue Springs shall be determined annually and submitted to the City Council on or before the first day of January each year; and

WHEREAS, the City Development Department has received documentation from the U.S. Census Bureau, which determined the City's most current population estimate of 61,632.

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

Section 1. The City Council hereby accepts the population estimate as of July 1, 2025, for the City of Blue Springs to be 61,632.

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 1st day of June 2026.

CITY OF BLUE SPRINGS

_____

Chris Lievsay, Mayor

ATTEST:

_____

Erin Ford, City Clerk

BLUE SPRINGS
MISSOURI

CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: May 21, 2026

SUBMITTED BY: Dennis Dovel

DEPARTMENT: Public Works

STRATEGIC PLAN PRIORITY: Infrastructure

ITEM TYPE: Resolution

CONTRACT NUMBER: 2024-166, Task Order #27

ITEM DESCRIPTION

Adopt a Resolution approving Task Order #27 to Contract No. 2024-166 with SC Engineering LLC, dba Cochran in the amount of $112,075 for Special Inspections and Testing required on the Public Works Renovation and Expansion Project, CIP Project # BF-19 and PS-15.

BACKGROUND

The Public Works Operation Facility houses Street Maintenance, Water and Sewer Maintenance and Fleet Maintenance with approximately 43 full-time staff members working at this location. In 2010, a salt storage facility was added to bolster the amount of de-icing chemicals to 4,000 tons (a 2,500 ton increase). In 2011, an expansion added Fleet Maintenance to this location with six maintenance bays, new fuel tanks, pumps and fuel system. An access road was also constructed to 40 Highway and a secure parking lot expansion was completed. Over the years to accommodate the growth, storage areas have been turned into office space for staff, and the rock bins were enclosed to provide

secure storage of parts and equipment. Additionally, offices have been built on the mezzanine level over the fleet's parts room. Due to the increase in employees and equipment, additional space is needed to provide adequate staff facilities, equipment storage, maintenance of equipment and office spaces. The Public Safety Department also has a need to locate some functions to this location as well. The Public Safety needs are for a warehouse facility of approximately 6,500 square feet to store vehicles, bike patrol, and indoor parking for the command vehicle and the radar trailers. The function would be mostly vehicle and equipment storage; however, the design allows for a flex space area where vehicles could be removed, and the space used for defensive tactics or similar training of officers.

On September 3, 2024, the City Council by Resolution No. 65-2024 hired SFS Architecture through a Request for Qualification (RFQ) process to provide design services for the renovation and expansion of the Public Works Operation Building. On January 21, 2025, City Council by Resolution No. 008-2025 also entered into a contract with Newkirk Novak Construction Partners, Inc. to be the Construction Manager at Risk for the project. Resolution No. 008-225 was amended on May 18, 2026, by Resolution No. 039-2026 to include the Guaranteed Maximum Price.

The City is required to hire a geotechnical firm to complete 3rd party special inspection on the project such as concrete strength, compaction verification, material testing and other aspects as required by the permit. The City engaged SC Engineering LLC, dba Cochran through the on-call contract to provide the services based on the project scope.

Staff recommends approval of Task Order #28 with SC Engineering LLC, dba Cochran for geotechnical services on the Public Works Renovation and Expansion for an amount of $112,075.00.

FINANCIAL IMPACT

INFORMATION	DETAIL
Contractor:	SC Engineering LLC, dba Cochran
Amount of Request/ Contract:	$112,075
Amount Budgeted:	Budget Amendment Required
Budget Year:	FY 2025-26
Funding Source/Account #:	430-75000-543200 BF-19 - $44,830 460-75000-543200 BF-19 - $67,245
Account Balance:	430-75000-543200 BF-19 - $-4,045,244.56 460-75000-543300 BF-19 - $-6,067,866.44 Date: 5/21/2026
Additional Funds Needed:	$112,075
Funding Source/Account #:	Budget Amendment Required

PROJECT TIMELINE

INFORMATION	DETAIL
Estimated Start Date	June 15, 2026
Estimated End Date	December 31, 2027
Years and Months Contract in effect	1 year 7 months
Number of times renewable	0

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission: N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Task Order #27 Contract.

REVIEWED BY

Requesting Director: Dennis Dovel

Legal: James Newell

Administration: George Schmitz

City Administrator: Christine Cates

Budget: Lori Turner

SUPPORTING DOCUMENTS

Document	**Required**	**If not required, explain**
Certificate of Insurance:	Yes	On File
E-Verify:	Yes	On File
Bond:	No	
IRS Form W-9	Yes	Finance Review: Yes
Bid/RFP/RFQ and Tabulation	N/A	
Bid Waiver: (less than three bids)	N/A	
Contractor address and email:	Yes	SC Engineering, LLC, dba Cochran ATTN: Toby Williams 618 SW 3rd Street Lee's Summit, MO 64063 twilliams@cochraneng.com
Project Exemption Certificate needed:	No	

A RESOLUTION APPROVING A CONTRACT WITH SC ENGINEERING, LLC DBA COCHRAN FOR SPECIAL INSPECTIONS FOR THE PUBLIC WORKS OPERATION BUILDING RENOVATION AND EXPANSION PROJECT # CIP BF-19 AND PS-15

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 Contract; and

WHEREAS, the Public Works Department is renovating and expanding the Operation Facility and requires special inspections and testing to be performed by a third-party contractor; 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, Cochran provided a proposal to provide such inspections and testing on the project; and

WHEREAS, staff recommends entering into a Task Order with Cochran to provide Inspection Services for the City of Blue Springs for the renovation and expansion of the Public Works Operation Building in the amount of $112,075.

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 a contract with SC Engineering, LLC dba Cochran for Inspection Services for the renovation and expansion of the Public Works Operation Building in the amount of

$112,075.00. A copy of the proposed Contract 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 1st day of June 2026.

CITY OF BLUE SPRINGS

_____

Chris Lievsay, Mayor

ATTEST:

_____

Erin Ford, City Clerk

EXHIBIT A

BLUE SPRINGS
MISSOURI

TASK ORDER

EFFECTIVE DATE: May 15, 2026

TERMINATION DATE: December 31, 2027

CONTRACT NUMBER: 2024-166

TASK ORDER NUMBER: 27

City	Consultant
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: Dennis Dovel	Attention: Toby Williams, Regional Manager
Phone: (816) 228-0265	Phone: (816) 207-5771

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 12/31/2027.

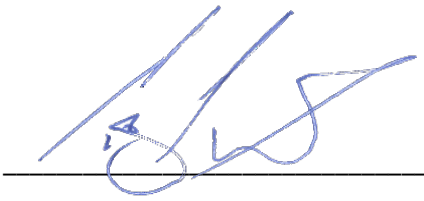
4. Compensation. Unless compensation is set forth in this Task Order, compensation shall be as provided in the Agreement for On-Call Consulting Services between the parties.

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.

SIGNATURES

SC ENGINEERING, LLC DBA COCHRAN



Toby Williams, Regional Manager

CITY OF BLUE SPRINGS

Christine Cates, City Administrator

APPROVED AS TO FORM

/s/ James Newell

City Attorney

EXHIBIT 1

Task Order #27 – PW Maintenance Building Special Inspections

SCOPE OF SERVICES

A. Rammed Aggregate Pier Inspections/Monitoring:

Full time monitoring of the rammed aggregate piers is required. We will observe placement of the piers to ensure that the installations meet the plans and specifications.

B. Site Earthwork/Foundations and Footing Inspections:

Based on the drawings, project scope and construction schedule, part-time monitoring of the site soil verification and basic compaction of new construction is needed. This includes concrete testing and reinforcing steel inspections on grade beams and elevator pit.

C. Building Slab-On-Grade and Elevated Slabs:

Based on the drawings provided, concrete floor slabs are placed in multiple pours that would complete SOG and elevated slabs. Concrete testing is only required for four to six hours during the days when slabs are poured. Slab rebar inspections will be performed prior to concrete testing. The amount of time and number of trips may vary depending on contractor scheduling and climatic conditions.

D. Building Masonry Inspections:

Based on the drawings provided, observe grouting of cells and placement of any rebar. Collect grout cylinders for strength testing.

E. Steel Bolt and Welding Inspections:

All bolted or welded connections on all structural members are observed and inspected in 12 trips at four hours each. Access shall be provided to the areas with bolted/welded connections and apparatus to make visual inspections at each connection point. Trips are included for fireproofing and weld inspections on precast panels.

F. Administration:

Provide contract administration for all inspection scheduling, collect and manage reports, invoicing and record keeping.

FEE:

1. The total amount of fee to be paid for the Scope of Services for Items A thru E –

"Special Inspections Services" as outlined in this proposal shall be billed as Time and Expense, estimated at **$90,075.00.**

2. The total amount of fee to be paid for the Scope of Services for Item F –

"Administration Services" as outlined in this proposal shall be billed as a fixed fee of **$22,000.00.**

Council Meeting Date: June 1, 2026

Agenda Item #: 8

BLUE SPRINGS
MISSOURI

CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: May 27, 2026

ITEM TYPE: Public Hearing / Ordinance

SUBMITTED BY: Shantele Frie

CONTRACT NUMBER: N/A

DEPARTMENT: City Development

STRATEGIC PLAN PRIORITY: Balanced Growth

ITEM DESCRIPTION

Second reading of Bill No. 5403 approving the annexation of property for Ford Parts Storage (approximately 4.91 acres) by Applicant, Blaine Balderston, owned by BFRE, LLC, located at 3110 SW EB Highway 40 Highway into the City limits. (ANNX-03-26-9856). The public hearing and first reading of this Bill was held on May 18, 2026.

BACKGROUND

The property owners are petitioning to annex approximately 4.91 +/- acres into the corporate limits of the City of Blue Springs. A Pre-Application meeting was held on March 11, 2026, to discuss potential further development of the currently unincorporated property. Annexation into the City is required prior to development in order to access and utilize available public utility services.

The subject property is currently developed and utilized as the Ford Parts Storage

building.

This is also the second reading of Bill No. 5403 for the proposed annexation. The City Council unanimously approved the first reading on May 18, 2026.

STAFF RECOMMENDATION

Staff recommends approval of the Annexation (ANNX-03-26-9856) and the Annexation Agreement.

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Bill approving Annexation with previous Exhibit attached

REVIEWED BY

Requesting Director: Nic Hutchison

Legal: N/A

Administration: George Schmitz

City Administrator: Christine Cates

Budget: N/A

Introduced by Councilmember Kaylor BILL 5403

(ANNEX-03-26-9856) ORDINANCE_____

AN ORDINANCE ANNEXING 4.81 +/- ACRES PROPERTY LOCATED AT 3110 SW EB HIGHWAY 40 INTO THE CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

WHEREAS, pursuant to the Revised Statutes of Missouri and Ordinances of the City of Blue Springs, Missouri, a Voluntary Annexation Petition requesting annexation for the property located at 3110 SW EB Highway 40 was filed with the City of Blue Springs by Blaine Baldersten, on behalf of the property owners, BFRE LLC, the owners of all fee interests of record, in the lot of real estate described hereafter; and

WHEREAS, said real estate described herein is adjacent and contiguous to the present corporate limits of the City of Blue Springs, Missouri and

WHEREAS, on May 18, 2026, a public hearing concerning the matter was held before the City Council of the City of Blue Springs, timely and proper notice of said hearing having been duly published; and

WHEREAS, the City Council of the City of Blue Springs has determined that the general criteria for annexation exists as mentioned in the Revised Statutes of Missouri and finds that said annexation is reasonable and necessary to the proper development of the City and that the City is able to furnish normal municipal services to said area within a reasonable time after annexation.

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

Section 1. That, pursuant to Section 71.012, RSMo, the described lot of land of real estate, described below, is hereby annexed into the City of Blue Springs, Missouri, to wit.

The Land referred to herein below is situated in the County of Jackson, State of Missouri, and is described as follows:

Lot 5 of OWANA ACRES, A SUBDIVISION OF JACKSON COUNTY, MISSOURI - In Jackson County, Missouri

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 1ST day of June 2026.

CITY OF BLUE SPRINGS

_____

Chris Lievsay, Mayor

ATTEST:

_____

Erin Ford, City Clerk

1st Reading: May 18, 2026

2nd Reading: _____

BLUE SPRINGS
MISSOURI

CITY COUNCIL

May 18, 2026

EXHIBITS FOR PUBLIC HEARING

FORD PARTS STORAGE

ANNEXATION

(ANNX-03-26-9856)

EXHIBIT #1 City Council Information Form dated May 12, 2026 with the following attachments: Staff report with attachments: Site Location Maps; Petition of Voluntary Annexation with attachments; Affidavit of Publication in The Examiner on April 25, 2026; 185-ft. Notification Map; Names/addresses of property owners within 185-ft. of site; Copy of letter sent to said property owners and Bill approving Annexation

EXHIBIT 1
CITY COUNCIL
FORD PARTS STORAGE
ANNEXATION
(ANNX-03-26-9856)
MAY 18, 2026



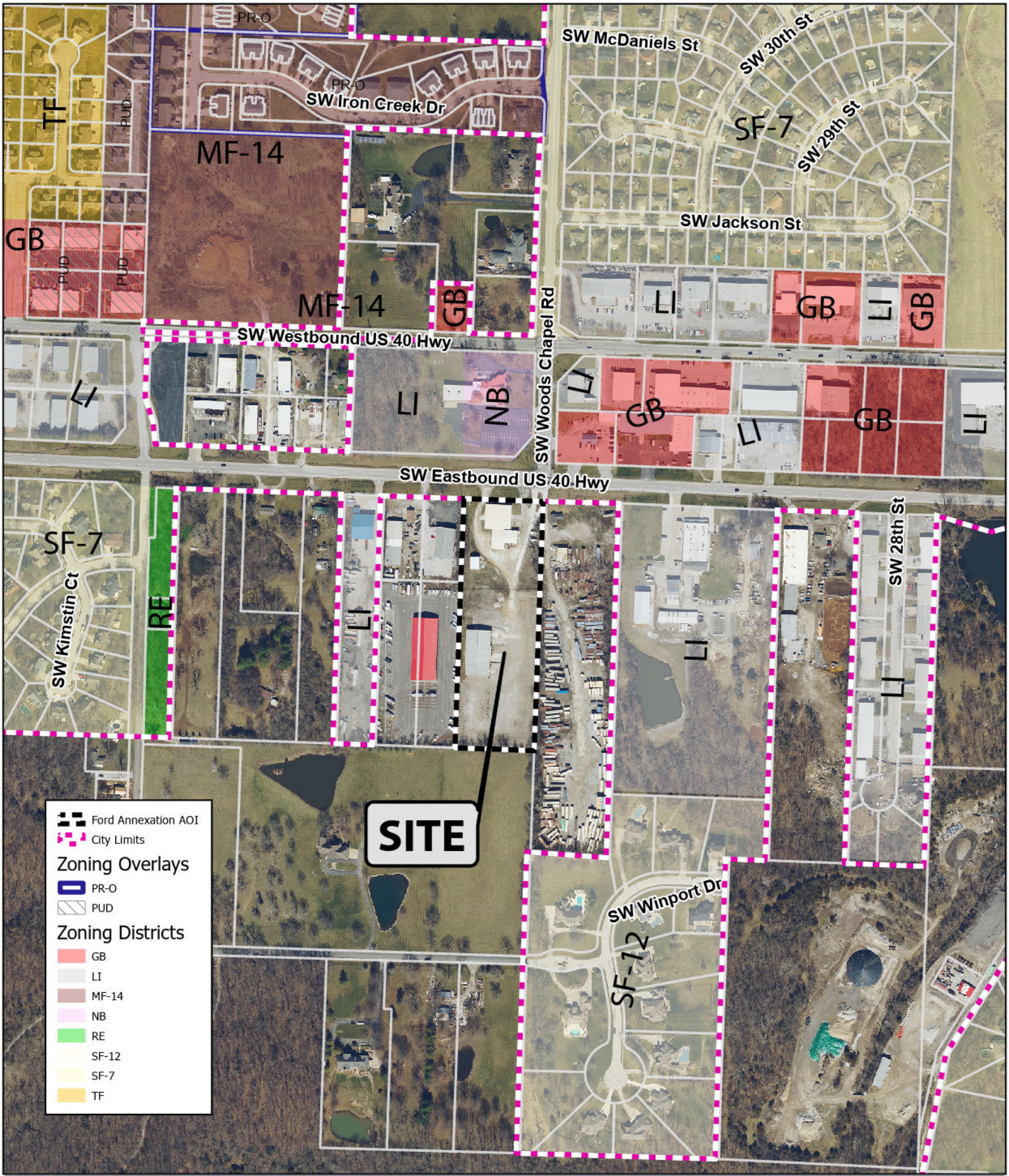
BLUE SPRINGS MISSOURI

ANNX-03-26-009856
3110 SW US 40 HWY Unit A
AERIAL LOCATION MAP

N

1" = 400'

Date: 03/06/26



BLUE SPRINGS MISSOURI

ANNX-03-26-009856
3110 SW US 40 HWY Unit A
SITE LOCATION AND ZONING MAP

N

1" = 400'

Date: 04/10/26

BLUE SPRINGS
MISSOURI

PETITION OF VOLUNTARY ANNEXATION TO THE CITY OF BLUE SPRINGS

I/We, the undersigned BFRE, LLC hereinafter referred to as the Petitioner, for our petition to the City Council of the City of Blue Springs, Missouri, state and allege as follows:

1. That I/We are the owners of record of the real estate in Jackson County, Missouri described as follows to wit:
    a. Legal Survey Annexation Map drawing of property. No. of Acres 4.91
    b. Legal Description to be provided in electronic format, preferably Microsoft Word
    c. Parcel No 42-210-05-07-00-0-00 Sec. Twp. Rng. S2 T48N R31W
    d. Proof of Ownership of property described
    e. Clearly and accurately describe any existing land uses and structures (e.g. residences, billboards, etc.)
2. That I/We agree to post one or more Public Hearing signs provided by the City.
3. That I/We acknowledge the City will send notification to property owners within 185 ft. of my property. The City will also legally publish notice of hearing. The cost which I/We are responsible for reimbursing.
4. That the said real estate is not now a part of any incorporated municipality.
5. That the said real estate is contiguous to the existing corporate limits of the City of Blue Springs, Missouri.
6. That I/We have attached herewith a list of all contiguous holdings in which I/We have ownership interest.
7. That I/We request that the said real estate be annexed to, and be included within the corporate limits of the City of Blue Springs, Missouri, as authorized by the provisions of Section 71.012 RSMo 1986.

Dated this 11 day of May, 2026.

/s/ BFRE LLC — Blaine Balderston

Property Owner(s) / Affiant(s) — Please Print Name

3200 NW South Outer Rd — Blue Springs MO 64015

Address — City/State/Zip Code

816-229-4400 — bbalderston@bluespringsford.com

Phone No. — Fax No. — Email

ACKNOWLEDGEMENT AND VERIFICATION BY INDIVIDUALS

STATE OF MISSOURI)

) SS

COUNTY OF JACKSON

Dated this 11th day of May, 2026, before me personally appeared Blaine Balderston, being of lawful age and after being duly sworn, to me known to be the person(s) described in and who executed the foregoing instrument, and acknowledged that he/she/they subscribed, affirmed and executed the same as their free act and deed, and further verified to me under oath that affiant(s) has/have read the foregoing Petition of Voluntary Annexation and that the facts set forth therein are true and correct.

IN WITNESS AND TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office in Blue Springs, Missouri the day and year first above written.

/s/ Mary S. Peterie

Notary Public

MARY S. PETERIE
NOTARY PUBLIC - NOTARY SEAL
STATE OF MISSOURI
MY COMMISSION EXPIRES DECEMBER 16, 2027
CASS COUNTY
COMMISSION #11498755

My Official Term Expires: 12-16-2027

(Seal)

ACKNOWLEDGEMENT AND VERIFICATION BY CORPORATION

STATE OF MISSOURI)

) SS

COUNTY OF JACKSON

On this _____ day of _____, 20___, before me personally appeared _____ _____, of lawful age, to me known to be the person(s) described in and who being by me duly sworn did state that he/she is the _____ of_____ _____ and that the seal affixed to the foregoing instrument is the Corporate Seal of said Corporation and that he/she has signed this document by authority of its Board of Directors, and said _____subscribed, affirmed and acknowledged said instrument to be the free act and deed of said Corporation, and further verified to me under oath to me that affiant has read the foregoing Petition of Voluntary Annexation and that the facts set forth therein are true and correct, according to affiant's best knowledge and belief.

IN WITNESS AND TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the County and State aforesaid, the day and year first above written.

/s/_____

Notary Public

My Official Term Expires:_____

(Seal)

ANNEXATION AGREEMENT

THIS ANNEXATION AGREEMENT, entered into this 11 day of May, 2026 by and between the City of Blue Springs, Missouri, a constitutional charter city and Municipal Corporation (the "City") and BFRE LLC, a LLC[1] of the State of Missouri[2] (the "Owner").

WHEREAS, the Owner owns in fee simple approximately 4.91 acres of real property generally located 3110 SW E VS 40 Hwy, in unincorporated Jackson County; and

WHEREAS, the Owner has filed a petition for voluntary annexation of said property; and

WHEREAS, prior to annexing said property, the City and Owner desire to define their duties and responsibilities to ensure that in the event the City chooses, in its discretion, to annex said property, that the development of the property and the provisions of city water and/or sewer services to said property is coordinated; and

WHEREAS, said property is currently zoned LI[3], light industrial[4], by Jackson County; and

WHEREAS, if said property is annexed, the property will retain its current county zoning classification in accordance with Section 89.191 of the Revised Missouri Statutes (2000) until such zoning is affirmatively changed by the City through its regular rezoning procedures; and

WHEREAS, the Owner desires for the City to extend its water and/or services and corporate boundaries and to annex said property; and

WHEREAS, the City, in the exercise its police powers, desires to provide for the extension of water and/or sewer services and for the orderly development of said property in accordance with the City's ordinances, policies, practices and procedures if, in its discretion, it annexes said property,

---

[1] Type of business organization, or "Individual"
[2] State of Organization
[3] Abbreviation of county zoning district
[4] Name of county zoning district

WHEREAS, the City and the Owner acknowledge that the availability, timing, and provision of certain municipal or utility services to the Property following annexation may depend, in whole or in part, upon approvals, facilities, capacity, construction, or actions of third-party utility providers or districts not owned or controlled by the City, including but not limited to any applicable water district, and that annexation of the Property does not itself guarantee the immediate availability of such services; and

WHEREAS, the City is authorized to enter into such agreements as an exercise of its police powers and pursuant to the Missouri Constitution; the Blue Springs Charter; and Chapter 70, 91, and 250 of the Revised Statutes of Missouri (2000).

NOW THEREFORE, inconsideration of the mutual covenants hereinafter set forth, the parties hereto agree as follows:

1. The terms of this Agreement apply to the property legally described in Exhibit A. attached hereto and incorporated herein (the "Property").
2. The Owner has filed a petition for voluntary annexation of the Property into the corporate limits of the City.
3. The parties agree that annexation of the Property does not itself guarantee the immediate availability or provision of water service, sewer service, or any other municipal or utility service to the property. To the extent any such service is provided, in whole or in part, by a third-party utility, the City makes no representation, warranty, or guarantee as to the timing, capacity, availability, location, cost, or feasibility of such service. Any municipal services provided directly by the City's ordinances, policies, and procedures.
    a. Third Party Utility Provider Acknowledgement: The owner acknowledges and agrees that third-party utility service to the Property may be furnished by a separate water district, utility provider, or other entity not owned, operated, or controlled by the City. The extension, connection, approval, timing, capacity, design, construction, or cost such service may require separate action by third-party provider and may be subject to easements, off-site improvements, reimbursements obligations, or other conditions beyond the City's control. The City shall not be liable for any delay in, limitation on, or

unavailability of water service or other utility service to the property to the extent caused by or dependent upon a third-party provider of district.

b. No Reliance on Utility Timing: The owner acknowledges that it is not relying upon any statement, representation, or expectation that water service or other utility services will be available to the property within any particular period of time unless expressly set forth in a separate written agreement approved by the City Council. The owner assumes the risk that development of the property may be delayed by utility availability or third-party provided requirements.

4. The parties agree that upon annexation of the Property into the corporate limits of the City, no municipal service for water and/or sewer will be provided to the Property until the Owner has filed, and the City has approved, an application to rezone the Property from its County zoning classification to a City zoning classification, in accordance with the City's regular rezoning procedures. And any such service shall remain subject to availability, capacity, and approval by the applicable service provider.
5. The parties that the Owner will file an application to rezone the Property from its county zoning classification to a City zoning classification, in accordance with the City's regular rezoning procedures, prior to requesting the extension of municipal water and/or sewer services.
6. Any rezoning of property and any provision of city services shall be in accordance with the Blue Springs Code of Ordinances and any other applicable city ordinance requirements.
7. The parties agree that execution of this Agreement does not in any way constitute a waiver of any requirements of applicable City ordinances with which the Owner must comply in the event the City annexes the Property.
8. Owner agrees to record this Agreement with Jackson County, Missouri, and to pay the costs of said recording and provide a copy of the recorded Agreement to the City. The covenants herein shall run with the land described n Exhibit A attached hereto and shall be binding and inures to the benefit of the partied hereto and their successors and assigns ad on any future and subsequent purchases.

9. The parties agree to this Agreement does not, in any respect, constitute the commitment of the City, the City Council, or any City's elected officials to exercise legislative discretion to approve the petition for annexation to rezone the Property to any particular City zoning classification, nor does it nor does it constitute the commitment that any appointed City official will exercise his or her administrative responsibilities, respecting the petition for annexation or an application for rezoning, in any particular manner, except that these responsibilities will be in accordance with City ordinance, policies and procedures.
10. The parties agree, and the Owner specifically acknowledges, that in connection with any application for rezoning on Property to a residential district for the purpose of development, the "PR-O, Planned Residential Overlay District" regulations may also be applied to the Property, upon application by the Owner, the city, the Planning Commission or City Council for the PR-O District designation and upon approval by the City Council, in its legislative discretion, of the PR-O District designation.
11. This Agreement shall constitute the complete agreement between the parties and any modification shall be in writing and signed by both parties. Any provisions of this Agreement which is not enforceable according to law will be severed here from, and the remaining provisions shall be enforced to the fullest extent permitted by law.
12. The undersigned represent that they each have the authority and capacity from the respective parties to execute this Agreement. This Agreement shall not be valid until executed by the parties and approved by the ordinance duly enacted by the City Council of the City of Blue Springs, Missouri.
13. This Agreement may be terminated in writing by either party, at its option if the City has not annexed the Property within 180 days from the Execution of the Agreement.

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

OWNER/DEVELOPER

BFRE, LLC

Printed Name

Blaine Balderston

ATTEST:

(Seal)

CITY OF BLUE SPRINGS

Christine Cates, City Administrator

Erin Ford, City Clerk

APPROVED AS TO FORM

Jennifer Baird, City Attorney

UNANIMOUS WRITTEN CONSENT OF THE MEMBERS IN LIEU OF ANNUAL MEETING OF BFRE, LLC

January 20, 2026

We, the undersigned, being all of the Members of BFRE, LLC, a Missouri limited liability company ("Company"), do hereby consent to and adopt the following resolutions:

RESOLVED, that the Members of the Company hereby elect Blaine Balderston to serve as the Manager of the Company until the next annual meeting of the Company or until his successor has been elected and qualified.

RESOLVED FURTHER, that solely for the purposes of Paragraph 9.7 of the Operating Agreement, the Members of the Company and the Company do hereby agree that the Purchase Price of each One Percent (1%) Interest in the Company shall be Forty Thousand Dollars ($40,000.00), effective as of the date of this Consent.

THIS CONSENT shall have the same force and effect as the unanimous vote of the Members at a duly called and held meeting, including the execution and delivery of all necessary documents.

IN WITNESS WHEREOF, we have hereunto subscribed our names effective as of the date first written above.

MANAGER:

Blaine Balderston, Manager

MEMBERS:

Kenneth Woodward, Trustee of
Trust B established under the
Karanne Balderston 2014 Irrevocable
Trust dated March 18, 2014

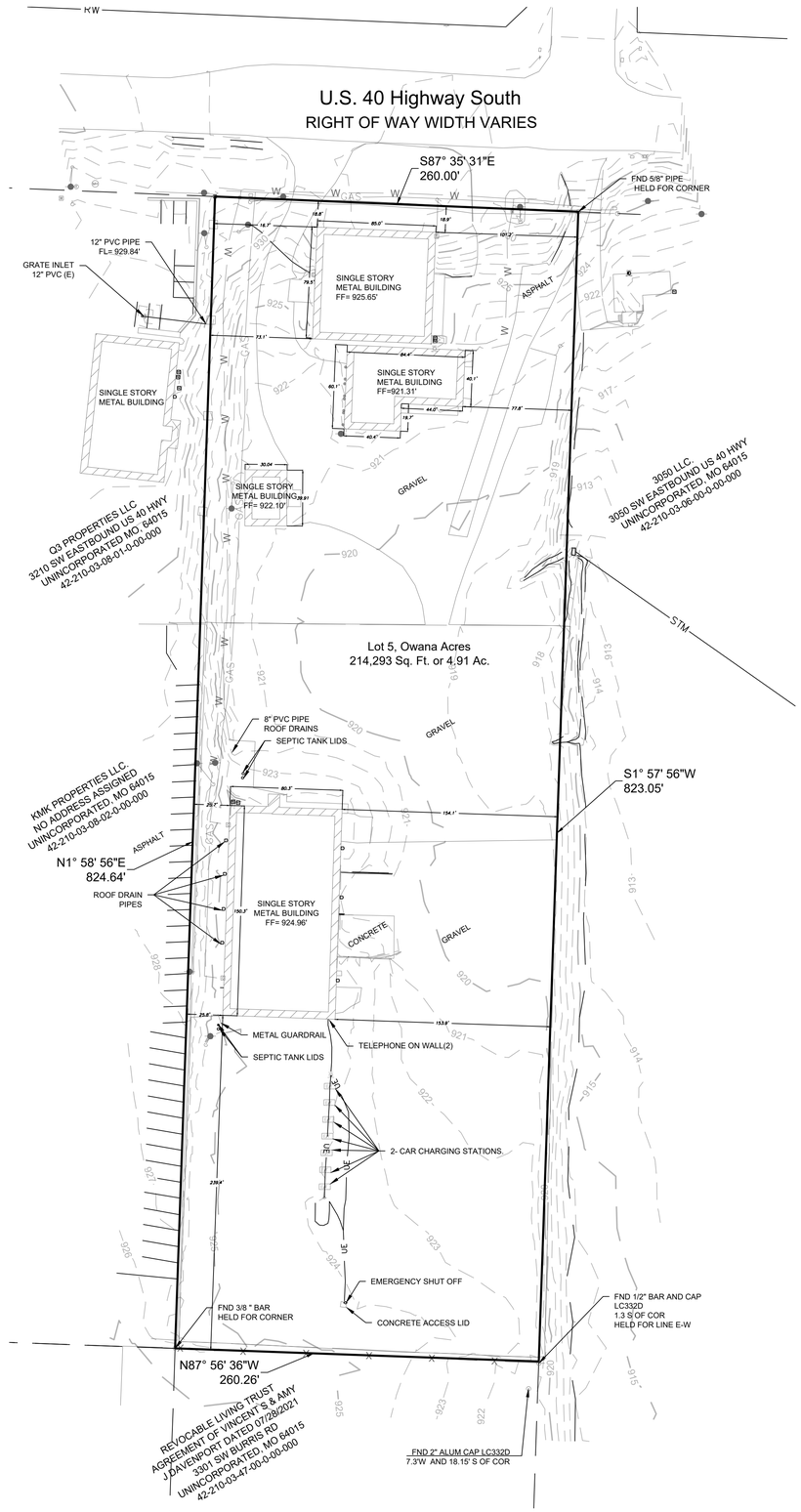
Kenneth Woodward, Trustee of
Trust B established under the
McCall Balderston 2014 Irrevocable
Trust dated March 18, 2014

[*Signatures continue on next page.*]

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03/26/2026 3:53:13 PM

Kenneth Woodward, Trustee of
Trust B established under the
Blaine Balderston 2014 Irrevocable
Trust dated March 18, 2014

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03/26/2026 3:53:16 PM

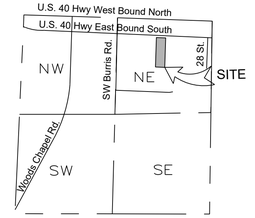


Certificate of Survey

Lot 5, ONAWA ACRES

Section 2, Township 48 North, Range 31 West

Jackson County, Missouri



LOCATION MAP
SECTION 2-T48N-R31W

Property Descriptions

Lot 5 of OWANA ACRES, A SUBDIVISION OF JACKSON COUNTY,MISSOURI- In Jackson County, Missouri

Survey Parcel Information

1. Monuments were placed at all major corners of the boundary, unless already marked or referenced by existing monuments
2. Address of subject property
   -3110 SW Eastbound US 40 HWY, Unincorporated MO, 64015
3. Flood Zone Classification
   -Located outside the 100 year flood plain per panel 29095C0318G, dated January 20, 2017.
4. Gross land area
   -Lot Area 214,293 sq. ft (4.91 Ac.)

6.a. Current Zoning Classification- No Zoning letter Provided.
   -Light Industrial (LI).

8. Substantial features observed in the process of conducting the survey.
9. Striping, number and type of parking spaces in parking areas, lots and structures
   No delineated parking stripe areas on site.

11.b. Location of utilities existing based upon markings coordinated by the surveyor pursuant to private utility locate request and plans provided to Surveyor.
   -Locate Ticket # 250984439

16. There is no observed evidence of current earth moving work, building construction or building additions
17. There have been no apparent changes to the street right of way
19. Professional liability insurance policy obtained by the surveyor in the minimum amount of $1,000,000 to be in effect throughout the contract term. Certificate of insurance to be furnished upon request, but this item shall not be addressed on the face of the plat or map.

SURVEYOR'S GENERAL NOTES:

1). This survey is based upon the following information provided by the client or researched by this surveyor.
(A). Subdivision Plat of Survey, Doc. 1946I0522765.

2). This survey meets or exceeds the accuracy standards of a (SUBURBAN) Property Boundary Survey as defined by the Missouri Standards for Property Boundary Surveys.

3). Title report was furnished by Stewart Title of Kansas City, Policy Number 01061684, Effective may 22, 2001 at 8:00 AM

4). Bearings shown hereon are based upon Missouri State Plane West Coordinate System using MODOT VRS System..

5). This company assumes no responsibility in the location of existing utilities within the subject premises. This is an above-ground survey. The underground utilities, if shown, are based on information provided by the various utility companies and these locations should be considered approximate.

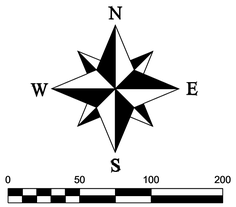
6). Subsurface and environmental conditions were not surveyed or examined or considered as a part of this survey. No evidence or statement is made concerning the existence or underground or overhead conditions, containers or facilities that may affect the use or development of this property. No attempt has been made to obtain or show data concerning existence, size, depth, conditions, capacity or location of any utility existing on the site, whether private, municipal or public owned.

LEGEND

These standard symbols will

be found in the drawing.

- Set 1/2" Rebar & Cap(LS-2005008319-D)
- Found Survey Monument (As Noted)
- Light Pole
- Fire Hydrant
- Water Valve
- AC — Air Conditioning Unit
- Roof Drain
- B — Pipe Bollard
- Yard Hydrant
- EAT — Car Charging Station
- X — Barb Wire Fence
- Chainlink Fence
- W — Existing Water Line
- OHE — Existing Overhead Power
- T — Existing Underground Telephone
- E — Existing Underground Electric



CERTIFICATION

I hereby certify that this Certificate of Survey is based upon an actual survey performed by me or under my direct supervision and that said survey meets or exceeds the current Missouri Minimum Standards for Property Boundary Surveys jointly established by the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Landscape Architects and the Missouri Department of Natural Resources, Division of Geological Survey and Resources Assessment to the best of my professional abilities, knowledge and belief.

_____ Date:_____
Matthew J. Schlicht, MO PLS 2012000102
Midwest Engineering Solutions, LLC. LS-2005008319-D

REVISIONS

DATE	

Certificate of Survey
Section 2, Twp. 48 N, Rng. 31 W
Jackson County, Missouri

Certificate of Survey

SHEET	SECTION	TOWNSHIP	RANGE	COUNTY	JOB NO.
1 OF 1	02	48N	31 W	Jackson	3110 SW EB 40 HWY

DRAWN BY: TSA
SCALE: 1"=50'
DATE OF PREPARATION: APRIL 29, 2025

PROFESSIONAL SEAL

ENGINEERING SOLUTIONS
ENGINEERING & SURVEYING
50 SE 30TH STREET
LEE'S SUMMIT, MO 64082
P:(816) 623-9888 F:(816)623-9849

Received
03/26/2026 3:52:56 PM

THE EXAMINER

AFFIDAVIT OF PUBLICATION

State of Florida, County of Broward, ss:

I, Anjana Bhadoriya, 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 Independence, 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 25, 2026

Printer's Fee: $86.44

Anjana Bhadoriya

_____

Anjana Bhadoriya
Agent

VERIFICATION

State of Florida
County of Broward

Signed or attested before me on this: 04/27/2026

S Smith

Sheri Smith
Notary Public - State of Florida
Commission # HH269383
Expires on 05/31/2026
Notarized remotely online using communication technology via Proof.

SHERI SMITH
Notary Public - State of Florida
Commission # HH269383
Expires on May 31, 2026

PUBLIC NOTICE

ANNEXATION I ANNX-03-26-9856
"3110 SW Eastbound US 40 HWY"
Parcel #: 42-210-03-07-00-0-00-000

Notice is hereby given that a public hearing will be held by the City Council of the City of Blue Springs on **Monday, May 18, 2026,** at 6:00 p.m. in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs, MO.

The purpose of this public hearing is to receive comments from interested parties and citizens regarding a request by Blaine Balderstone, BFRE, LLC, to annex approximately 4.91 +/- acres into the corporate limits of the City of Blue Springs. The subject property, owned by the applicant, consists of four existing buildings currently used for storage and warehouse purposes.

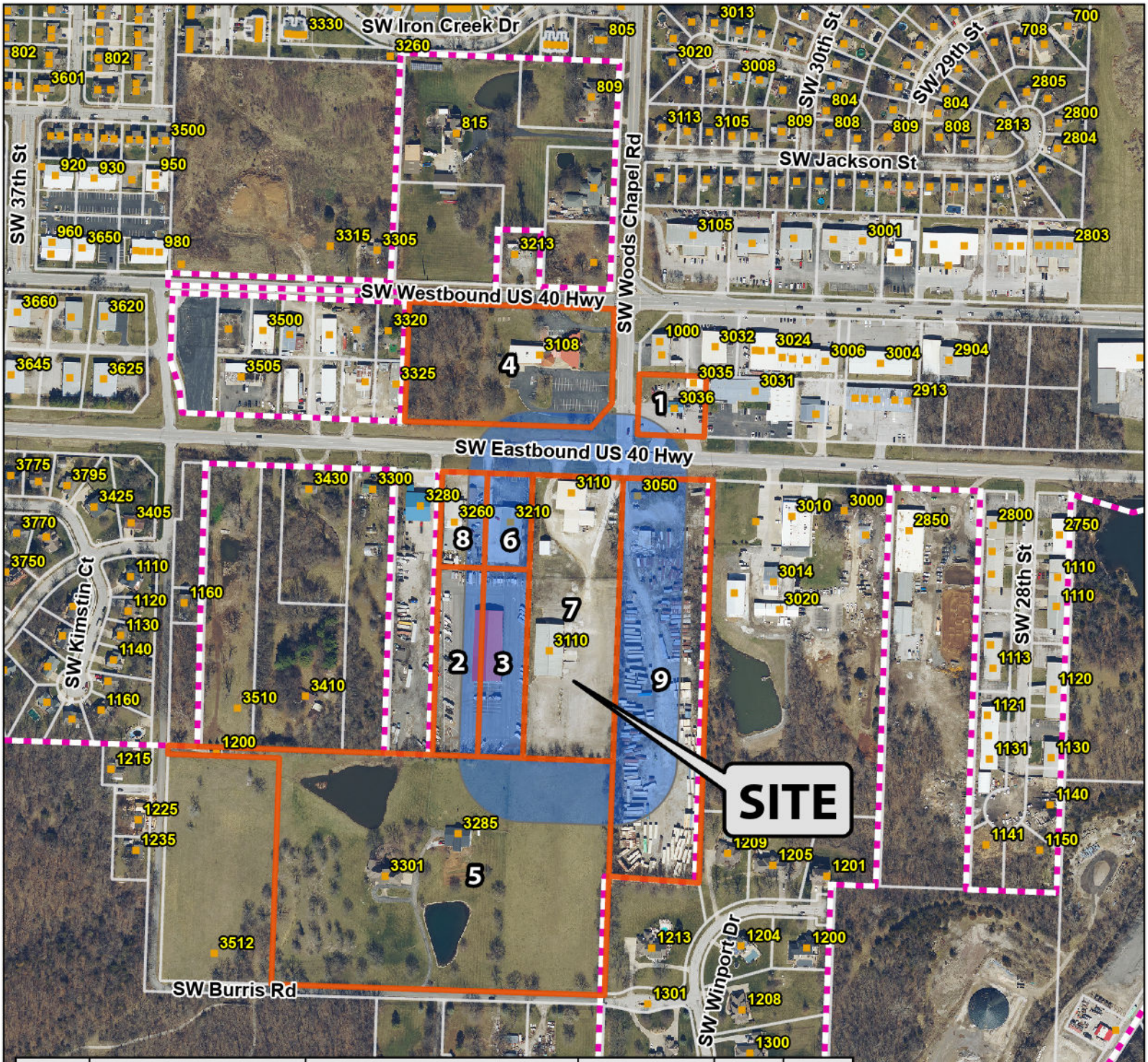
Interested parties may view the application materials on file by submitting a request via email to ComDevLegal@bluespringsgov.com or calling (816) 228-0207 for more information. The site is legally described as follows:

Lot 5 of OWANA ACRES, A SUBDIVISION OF JACKSON COUNTY, MISSOURI

CITY OF BLUE SPRINGS
City Council

Published in the Examiner, Apr 25, 2026

4496950



MAP ID	PARCEL NUMBER	SITUS ADDRESS	CITY	STATE	ZIP
1	42-210-01-13-00-0-00-000	3035 SW EASTBOUND US 40 HWY	BLUE SPRINGS	MO	64015
2	42-210-03-10-00-0-00-000	NO ADDRESS ASSIGNED BY COUNTY	UNINCORPORATED	MO	64015
3	42-210-03-08-02-0-00-000	NO ADDRESS ASSIGNED BY COUNTY	UNINCORPORATED	MO	64015
4	42-210-02-01-00-0-00-000	3108 W WESTBOUND US 40 HWY	BLUE SPRINGS	MO	64015
5	42-210-03-47-00-0-00-000	3285 SW BURRIS RD	UNINCORPORATED	MO	64015
6	42-210-03-08-01-0-00-000	3210 SW EASTBOUND US 40 HWY	UNINCORPORATED	MO	64015
7	42-210-03-07-00-0-00-000	3110 SW EASTBOUND US 40 HWY	UNINCORPORATED	MO	64015
8	42-210-03-09-00-0-00-000	3260 SW EASTBOUND US 40 HWY	UNINCORPORATED	MO	64015
9	42-210-03-06-00-0-00-000	3050 SW EASTBOUND US 40 HWY	UNINCORPORATED	MO	64015

BLUE SPRINGS MISSOURI

ANNX-03-26-009856
3110 SW US 40 HWY Unit A
185' NOTIFICATION MAP

N

1" = 400'

Date: 04/10/26

MAP ID	PARCEL NUMBER	SITUS ADDRESS	CITY	STATE	ZIP	OWNER	OWNER ADDRESS
1	42-210-01-13-00-0-00-000	3035 SW EASTBOUND US 40 HWY	BLUE SPRINGS	MO	64015	D&S INVESTING LLC	7821 S ARNETT GRAIN VALLEY MO 64014
2	42-210-03-10-00-0-00-000	NO ADDRESS ASSIGNED BY COUNTY	UNINCORPORATED	MO	64015	KMK PROPERTIES LLC	8555 W 172ND TER STILWELL KS 66085
3	42-210-03-08-02-0-00-000	NO ADDRESS ASSIGNED BY COUNTY	UNINCORPORATED	MO	64015	KMK PROPERTIES LLC	8555 W 172ND TER STILWELL KS 66085
4	42-210-02-01-00-0-00-000	3108 W WESTBOUND US 40 HWY	BLUE SPRINGS	MO	64015	CHAPEL HILL PRESBYTERIAN CHURCH	3108 W US 40 HWY BLUE SPRINGS MO 64015
5	42-210-03-47-00-0-00-000	3285 SW BURRIS RD	UNINCORPORATED	MO	64015	REVOCABLE LIVING TRUST AGREEMENT OF VINCENT S & AMY J DAVENPORT DATED 07/28/2021	3285 SW BURRIS RD BLUE SPRINGS MO 64015
6	42-210-03-08-01-0-00-000	3210 SW EASTBOUND US 40 HWY	UNINCORPORATED	MO	64015	Q3 PROPERTIES LLC	1605 NW WOODBURY DR GRAIN VALLEY MO 64029
7	42-210-03-07-00-0-00-000	3110 SW EASTBOUND US 40 HWY	UNINCORPORATED	MO	64015	BFRE LLC	3200 NW SOUTH OUTER RD BLUE SPRINGS MO 64015
8	42-210-03-09-00-0-00-000	3260 SW EASTBOUND US 40 HWY	UNINCORPORATED	MO	64015	PASQUALE MICHAEL R & KIMBERLY S	26515 E BUNDSCHU RD INDEPENDENCE MO 64056
9	42-210-03-06-00-0-00-000	3050 SW EASTBOUND US 40 HWY	UNINCORPORATED	MO	64015	3050 LLC	5412 NE NORTHGATE XING LEES SUMMIT MO 64064

BLUE SPRINGS
MISSOURI

April 24, 2026

Ref: Public Hearing: Annexation | ANNX-03-26-9856

Blue Springs Ford Warehouse

3110 SW Eastbound 40 Hwy

Parcel # 42-210-03-07-00-0-00-000

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, Blaine Balderstone, BFRE, LLC, to annex approximately 4.91 +/- acres into the corporate limits of the City of Blue Springs. The subject property, owned by the applicant, consists of four existing buildings currently used for storage and warehouse purposes

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@bluespringsmo.gov 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:

City Council – Monday, May 18, 2026 @ 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

BLUE SPRINGS
MISSOURI

CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: May 8, 2026

ITEM TYPE: Ordinance

SUBMITTED BY: Karen Van Winkle

CONTRACT NUMBER: N/A

DEPARTMENT: Finance

STRATEGIC PLAN PRIORITY: Community Safety

ITEM DESCRIPTION

Passage of a Bill ratifying the acceptance of a grant from the Department of Justice (DOJ), Office on Violence Against Women, for the purpose of improving criminal justice responses to sexual assault, domestic violence, dating violence and stalking. This is a three-year agreement for an annual amount of approximately $166,667. Adopt a resolution ratifying a Memorandum of Understanding with Hope House for providing services to adult and child survivors as required by the DOJ grant.

BACKGROUND

The City of Blue Springs has received this grant for many years since 2002 and most recently in 2022. In June 2025, the City again applied for the grant through the Office of Violence Against Women under the Improving Criminal Justice Responses Program and on May 5, 2026 was notified that the 2025 application had been approved for funding in the amount of $500,000. The proposal and budget are attached for review.

This grant encourages partnerships between state, local and tribal governments; courts; victim service providers; coalitions; and rape crisis centers to ensure that sexual assault, domestic violence, dating violence, and stalking are treated as serious violations of criminal law. The City is proud again to be working with Hope House to ensure we meet the requirements of this program. This collaborative relationship is documented in the ordinance ratifying the Memorandum of Understanding dated June 12, 2025.

To timely respond to the DOJ, the grant was electronically accepted on May 7, 2026, and is now being submitted for your review and ratification.

This grant has been assigned the following Award and Assistance Listing Number by the DOJ:

- Award Number 15JOVW-25-GG-02056-FIRE
- Assistance Listing Number 16.590

FINANCIAL IMPACT

INFORMATION	DETAIL
Contractor:	Department of Justice; Office of Violence Against Women
Amount of Request/ Contract:	$ 500,000.00 Over 3 Years
Amount Budgeted:	$ 66,000.00
Budget Year:	FY 2025-26
Funding Source/Account #:	100-20040-530100 DV-Grant
Account Balance:	$81,442.64 Date: 5/7/2026
Revenue to be Received:	$166,667.00 per year for 3 years
Revenue Account No.	100-00000-420120 DV-Grant

PROJECT TIMELINE

INFORMATION	DETAIL
Estimated Start Date	October 1, 2025
Estimated End Date	September 30, 2028
Years and Months Contract in effect	3 Year
Number of times renewable	0

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission: N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Grant Budget
2. Grant Proposal
3. Bill ratifying the acceptance of a Grant form the Department of Justice, Office on Violence Against Women with Award Letter and Special Conditions attached as Exhibit A and Memorandum of Understanding with Hope House attached as Exhibit B
4. Ordinance with Memorandum of Understanding with Hope House attached as Exhibit A and Award Letter and Special Conditions attached as Exhibit B

REVIEWED BY

Requesting Director: Karen Van Winkle **Budget: Lori Turner**

Administration: George Schmitz **Legal: Jennifer Baird**

City Administrator: Christine Cates

SUPPORTING DOCUMENTS

Document	Required	If not required, explain
Certificate of Insurance:	Yes	
E-Verify:	Yes	
Bond:	N/A	
IRS Form W-9	Yes	Finance Review: Hope House on File
Bid/RFP/RFQ and Tabulation	N/A	
Bid Waiver: (less than three bids)	N/A	
Contractor address and email:	Yes	Department of Justice (DOJ) Office on Violence Against Women 145 N Street NE, Suite 10W.121 Washington, DC 20530
Project Exemption Certificate needed:	N/A	

Introduced by Councilmember _____ BILL 5404

ORDINANCE_____

AN ORDINANCE RATIFYING THE ACCEPTANCE OF A GRANT FROM THE DEPARTMENT OF JUSTICE, OFFICE OF VIOLENCE AGAINST WOMEN, FOR THE PURPOSE OF IMPROVING CRIMINAL JUSTICE RESPONSES TO SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING

WHEREAS, the City of Blue Springs Police Department provides protection to the citizens of Blue Springs as it related to sexual assault, domestic violence, dating violence and stalking; and

WHEREAS, the City and the Police Department in cooperation with Hope House, applied for a three-year, $500,000 grant from the Department of Justice to improve responses to these types of cases as outlined in a Memorandum of Understanding dated June 12, 2025; and

WHEREAS, the City applied for this grant ten times since 2002 and has been awarded the grant nine times; and

WHEREAS, the City was notified of receipt of the award of the grant on May 5, 2026; and

WHEREAS, the City, to meet the 45-day deadline, accepted the award on May 6, 2026; and

WHEREAS, the City now recommends ratification of acceptance of the grant from the Department of Justice, Office of Violence Against Women, 145 N Street NE, Suite 10W.121, Washington DC 20530 for the purpose of improving criminal justice responses to sexual assault, domestic violence, dating violence, and stalking.

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

Section 1. The City Council hereby ratifies the acceptance of a three-year grant from the Department of Justice, Office of Violence Against Women, 145 N Street NE, Suite 10W.121, Washington DC 20530 in the amount of $500,000. The Grant with the Department of Justice attached hereto as Exhibit A; the Memorandum of Understanding with Hope House is attached hereto as Exhibit B.

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

Section 3. That this Ordinance shall be in full force and effect from and after its passage and approval.

Section 4. 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 1st day of June 2026.

CITY OF BLUE SPRINGS

_____

Chris Lievsay, Mayor

ATTEST:

_____

Erin Ford, City Clerk

1st Reading: _____

2nd Reading: _____

Department of Justice (DOJ)

Office on Violence Against Women (OVW)

Washington, D.C. 20531

Name and Address of Recipient:	CITY OF BLUE SPRINGS 903 W MAIN ST
City, State and Zip:	BLUE SPRINGS, MO 64015
Recipient UEI:	XMN7P7URLFB7

Project Title: City of Blue Springs, Missouri Improving Criminal Justice Responses	**Award Number:** 15JOVW-25-GG-02056-FIRE
Solicitation Title: OVW Fiscal Year 2025 Grants to Improve the Criminal Justice Response Program	
Federal Award Amount: $500,000.00	**Federal Award Date:** 5/5/26
Awarding Agency:	Office on Violence Against Women
Award Type:	Initial
Funding Instrument Type:	Grant
Assistance Listing: 16.590 - Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program	
Project Period Start Date: 10/1/25	**Project Period End Date:** 9/30/28
Budget Period Start Date: 10/1/25	**Budget Period End Date**: 9/30/28

Project Description:
The Grants to Improve the Criminal Justice Response Program (ICJR Program)?assists?state, local, and Tribal governments, and courts to improve the criminal justice response to domestic violence, dating violence, sexual assault, and stalking as serious violations of criminal law, and to seek safety and autonomy for victims.??

The project would do following: 1) support workgroups to identify and address current domestic violence issues; 2) investigate domestic violence cases with assessment tools and training; 3) charge domestic violence offenders and manage municipal court dockets; 4) provide legal advocacy for victims; and 5) facilitate a Coordinated Community Response Council.

Award Letter

May 5, 2026

Dear Christine Cates,

On behalf of the Attorney General, it is my pleasure to inform you the Office on Violence Against Women (OVW) has approved the application submitted by CITY OF BLUE SPRINGS for an award under the funding opportunity entitled 2025 OVW Fiscal Year 2025 Grants to Improve the Criminal Justice Response Program. The approved award amount is $500,000.
Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important

matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OVW, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Ginger Baran Lyons
Deputy Director for Grants Management and Development (Supervisory Official)

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) enforces federal civil rights laws and other provisions that prohibit discrimination by recipients of federal financial assistance from OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW).

Several civil rights laws, including Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance (recipients) to give assurances that they will comply with those laws. Taken together, these and other civil rights laws prohibit recipients from discriminating in the provision of services and employment because of race, color, national origin, religion, disability, and sex or from discriminating in the provision of services on the bases of age.

Some recipients of DOJ financial assistance have additional obligations to comply with other applicable nondiscrimination provisions like the Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of religion in addition to race, color, national origin, and sex. Recipients may also have related requirements regarding the development and implementation of equal employment opportunity programs.

OCR provides technical assistance, training, and other resources to help recipients comply with civil rights obligations. Further, OCR administratively enforces civil rights laws and nondiscrimination provisions by investigating DOJ recipients that are the subject of discrimination complaints. In addition, OCR conducts compliance reviews of DOJ recipients based on regulatory criteria. These investigations and compliance reviews permit OCR to evaluate whether DOJ recipients are providing services to the public and engaging in employment practices in a nondiscriminatory manner.

For more information about OCR, your civil rights and nondiscrimination responsibilities, how to notify your employees or beneficiaries of their civil rights protections and responsibilities and how to file a complaint, as well as technical assistance, training, and other resources, please visit www.ojp.gov/program/civil-rights-office/outreach. If you would like OCR to assist you in fulfilling your civil rights or nondiscrimination responsibilities, please contact us at askOCR@ojp.usdoj.gov or www.ojp.gov/program/civil-rights-office/about#ocr-contacts.

Memorandum Regarding NEPA

NEPA Letter Type

OVW – Categorical Exclusion - No Renovations Allowed

NEPA Letter

Renovations and construction are unallowable under this grant, and therefore none of the following activi

1. New construction.??

2. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including prope

3. A?renovation which?will change the basic prior use of a facility or significantly change its size.?

4. Research and technology whose anticipated and future application?could be expected?to have an effect on the envir

5. Implementation of a program involving the use of chemicals.??

In addition, the OVW federal action is neither a phase nor a segment of a project that, when reviewed in its entirety, wou

Consequently, the subject federal action meets the Office on Violence Against Women's criteria for a categorical exclusi

NEPA Coordinator

First Name	Middle Name	Last Name
Debra	no value	Murphy

Award Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Recipient Information

Recipient Name
CITY OF BLUE SPRINGS

UEI
XMN7P7URLFB7

Street 1
903 W MAIN ST

Street 2

City
BLUE SPRINGS

State/U.S. Territory
Missouri

Zip/Postal Code
64015

Country
United States

County/Parish

Province

Award Details

Federal Award Date
5/5/26

Award Type
Initial

Award Number
15JOVW-25-GG-02056-FIRE

Supplement Number
00

Federal Award Amount
$500,000.00

Funding Instrument Type
Grant

Assistance Listing Number	Assistance Listings Program Title
16.590	Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

Statutory Authority

34 U.S.C. §§ 10461 – 10465 - 28 C.F.R. Part 90, Subpart D

[X] *I have read and understand the information presented in this section of the Federal Award Instrument.*

Project Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Solicitation Title
2025 OVW Fiscal Year 2025 Grants to Improve the Criminal Justice Response Program

Awarding Agency
OVW

Application Number
GRANT14433421

Grant Manager Name
Jason Petry

Phone Number
202-856-2218

E-mail Address
jason.petry@usdoj.gov

Project Title
City of Blue Springs, Missouri Improving Criminal Justice Responses

Performance Period Start Date
10/01/2025

Performance Period End Date
09/30/2028

Budget Period Start Date
10/01/2025

Budget Period End Date
09/30/2028

Project Description
The Grants to Improve the Criminal Justice Response Program (ICJR Program)?assists?state, loc

The project would do following: 1) support workgroups to identify and address current domestic violence issues; 2) investigate domestic violence cases with assessment tools and training; 3) charge domestic violence offenders and manage municipal court dockets; 4) provide legal advocacy for victims; and 5) facilitate a Coordinated Community Response Council.

[X] *I have read and understand the information presented in this section of the Federal Award Instrument.*

Financial Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

The recipient budget is currently under review.

[X] *I have read and understand the information presented in this section of the Federal Award Instrument.*

Other Award Documents

No other award documents have been added.

Award Conditions

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

Condition 1
Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in the Office on Violence Against Women (OVW) taking appropriate action with respect to the recipient and the award. Among other things, OVW may withhold award funds, disallow costs, or suspend or terminate the award. The U.S. Department of Justice (DOJ), including OVW, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision

shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

Condition 2
Applicability of Part 200 Uniform Requirements and DOJ Grants Financial Guide

The recipient agrees to comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements"), and the current edition of the DOJ Grants Financial Guide as posted on the OVW website, including any updated version that may be posted during the period of performance. The recipient also agrees that all financial records pertinent to this award, including the general accounting ledger and all supporting documents, are subject to agency review throughout the life of the award, during the close-out process, and for three years after submission of the final Federal Financial Report (SF-425) or as long as the records are retained, whichever is longer, pursuant to 2 C.F.R. 200.334, 200.337.

Condition 3
Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify OVW in writing of the potential duplication, and, if so requested by OVW, must seek a budget-modification or change-of-project-scope Grant Award Modification (GAM) to eliminate any inappropriate duplication of funding.

Condition 4
Requirements related to System for Award Management and unique entity identifiers

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at https://www.sam.gov. This includes applicable requirements regarding registration with SAM, as well as maintaining current information in SAM.

The recipient also must comply with applicable restrictions on subawards (subgrants) to first-tier subrecipients (subgrantees), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier assigned by SAM.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OVW website at https://www.justice.gov/ovw/award-conditions (titled "Award Condition: Requirements related to System for Award Management (SAM) and unique entity identifiers") and are incorporated by reference here.

Condition 5
Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any subrecipient at any tier) must have written procedures in place to respond in the event of an actual or imminent breach (as defined in OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) (as defined in 2 C.F.R. 200.1) within the scope of an OVW grant-funded program or activity, or 2) uses or operates a Federal information system (as defined in OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OVW Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

Condition 6
Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OVW authority to terminate award)

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable requirements (including

requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients (subgrantees), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OVW website at https://www.justice.gov/ovw/award-conditions (titled "Award Condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OVW authority to terminate award)") and are incorporated by reference here.

Condition 7
Determinations of suitability to interact with participating minors

This condition applies to this award if it is indicated in the application for the award (as approved by DOJ) (or in the application for any subaward at any tier), the DOJ funding announcement (notice of funding opportunity), or an associated federal statute that a purpose of some or all of the activities to be carried out under the award (whether by the recipient or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status. The details of this requirement are posted on the OVW website at https://www.justice.gov/ovw/award-conditions (titled "Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors") and are incorporated by reference here.

Condition 8
Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears on the OVW website at https://www.justice.gov/ovw/conference-planning.

Condition 9
OVW Training Guiding Principles

The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OVW Training Guiding Principles for Grantees and Subgrantees, available at https://www.justice.gov/sites/default/files/ovw/legacy/2012/06/28/ovw-training-guiding-principles-grantees-subgrantees.pdf.

Condition 10
Effect of failure to address audit issues

The recipient understands and agrees that OVW may withhold award funds, or may impose other related requirements, if (as determined by OVW) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

Condition 11
Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by OVW during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

Condition 12
Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42.

Condition 13
Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38.

Among other things, 28 C.F.R. Part 38 states that a faith-based organization that participates in this program retains its independence from the Government and may continue to carry out its mission consistent with religious freedom and conscience protections in federal law. Part 38 further states that an organization may not use direct federal financial assistance from the Department of Justice to support or engage in explicitly religious activities except when consistent with the Establishment Clause of the First Amendment and any other applicable requirements. An organization receiving federal financial assistance also may not, in providing services funded by the Department of Justice, or in their outreach activities related to such services, discriminate against a program beneficiary on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that relate to engaging in or conducting explicitly religious activities.

Recipients and subrecipients that provide social services under this award must give written notice to beneficiaries and prospective beneficiaries prior to the provision of services (if practicable) which shall include language substantially similar to the language in 28 CFR Part 38, Appendix C, sections (1) through (4). A sample written notice may be found at https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Written_Notice_of_Beneficiary_Protections.pdf.

In certain instances, a faith-based or religious organization may be able to take religion into account when making hiring decisions, provided it satisfies certain requirements.

For more information on the requirements referenced in this condition, see https://www.ojp.gov/program/civil-rights-office/partnerships-faith-based-and-other-neighborhood-organizations.

Condition 14
Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

Condition 15
Federal civil rights and nondiscrimination laws (certification)

The recipient agrees that its compliance with all applicable federal civil rights and nondiscrimination laws is material to the government's decision to make this award and any payment thereunder, including for purposes of the False Claims Act (31 U.S.C. 3729-3730 and 3801-3812), and, by accepting this award, certifies that it does not operate any programs (including any such programs having components relating to diversity, equity, and inclusion) that violate any applicable federal civil rights or nondiscrimination laws.

Condition 16
Restrictions on "lobbying" and policy development

In general, as a matter of federal law, federal funds may not be used by the recipient, or any subrecipient (subgrantee) at any tier, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, in order to avoid violation of 18 U.S.C. 1913. The recipient, or any subrecipient (subgrantee) may, however, use federal funds to collaborate with and provide information to federal, state, local, tribal and territorial public officials and agencies to develop and implement policies and develop and promote state, local, or tribal legislation or model codes designed to reduce or eliminate domestic violence, dating violence,

sexual assault, and stalking (as those terms are defined in 34 U.S.C. 12291(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.

Another federal law generally prohibits federal funds awarded by OVW from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

Condition 17
Compliance with general appropriations-law restrictions on the use of federal funds for this fiscal year

The recipient, and any subrecipient (subgrantee) at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, for each fiscal year, are set out at https://www.justice.gov/ovw/award-conditions (titled "Award Condition: General appropriations-law restrictions on use of federal award funds") and are incorporated by reference here. Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OVW for guidance, and may not proceed without the express prior written approval of OVW.

Condition 18
Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient and any subrecipients (subgrantees) must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) online submission accessible via the OIG webpage at https://oig.justice.gov/hotline/grant-complaint (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at https://oig.justice.gov/hotline.

Condition 19
Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient (subgrantee) under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees

or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards (subgrants), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward (subgrant), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

Condition 20
Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact OVW for guidance.

Condition 21
Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients (subgrantees) to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

Condition 22
Requirement to disclose whether recipient is designated high risk by a federal grant-making agency outside of DOJ

If the recipient is designated high risk by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related

information to OVW by email to OVW.GFMD@usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: (1) the federal awarding agency that currently designates the recipient high risk; (2) the date the recipient was designated high risk; (3) the high-risk point of contact at that federal awarding agency (name, phone number, and email address); and (4) the reasons for the high-risk status, as set out by the federal awarding agency.

Condition 23
Availability of general terms and conditions on OVW website

The recipient agrees to follow the applicable set of general terms and conditions that are available at https://www.justice.gov/ovw/award-conditions. These do not supersede any specific conditions in this award document.

Condition 24
Compliance with statutory and regulatory requirements

The recipient agrees to comply with all relevant statutory and regulatory requirements, which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, the Violence Against Women Reauthorization Act of 2013, P.L. 113-4, the Violence Against Women Act Reauthorization Act of 2022, P.L. 117-103, the Omnibus Crime Control and Safe Streets Act of 1968, 34 U.S.C. 10101 et seq., and OVW's implementing regulations at 28 C.F.R. Part 90.

Condition 25
Compliance with notice of funding opportunity requirements

The recipient agrees that it must be in compliance with requirements outlined in the notice of funding opportunity (NOFO) under which the approved application was submitted, the applicable Application Companion Guide, and any program-specific frequently asked questions (FAQs) on the OVW website (https://www.justice.gov/ovw/resources-and-faqs-grantees). The program NOFO, Companion Guide, and any program-specific FAQs are hereby incorporated by reference into this award.

Condition 26
VAWA 2013 nondiscrimination condition

The recipient agrees to comply with 34 U.S.C. 12291(b)(13) in any program or activity funded in whole or in part by OVW. Recipients may provide sex-segregated or sex-specific programming if doing so is necessary to the essential operations of a program, so long as the recipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. The recipient also agrees to ensure that any subrecipients (subgrantees) at any tier will comply with this provision.

Condition 27
Misuse of award funds

The recipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

Condition 28
Limitation on use of funds to approved activities

The recipient agrees that grant funds will be used only for the purposes described in the recipient's application, unless OVW determines that any of these activities are out of scope or unallowable. The recipient must not undertake any work or activities that are not described in the recipient's application, award documents, or approved budget, and must not use staff, equipment, or other goods or services paid for with grant funds for such work or activities, without prior written approval, via Grant Award Modification (GAM), from OVW.

Condition 29
Non-supplantation

The recipient agrees that grant funds will be used to supplement, not supplant, non-federal funds that would otherwise be available for the activities under this grant.

Condition 30
Confidentiality and information sharing

The recipient agrees to comply with the provisions of 34 U.S.C. 12291(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. The recipient also agrees to comply with the regulations implementing this provision at 28 CFR 90.4(b) and "Frequently Asked Questions (FAQs) on the VAWA Confidentiality Provision (34 U.S.C. 12291(b)(2))" on the OVW website at https://www.justice.gov/ovw/resources-and-faqs-grantees. The recipient also agrees to ensure that all subrecipients (subgrantees) at any tier meet these requirements.

Condition 31
Activities that compromise victim safety and recovery or undermine offender accountability

The recipient agrees that grant funds will not support activities that compromise victim safety and recovery or undermine offender accountability, such as: procedures or policies that exclude eligible victims from receiving services based on the classifications identified in 34 U.S.C. 12291(b)(13)(A) or their actual or perceived mental health condition, physical health condition, criminal record, immigration status, employment history or status, income or lack of income, or the age and/or sex of their children; procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services; procedures or policies that impose requirements on victims in order to receive services (e.g., seek an order of protection, receive counseling, participate in couples' counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.); procedures or policies that fail to ensure service providers conduct safety planning with victims; project design and budgets that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or are Deaf or hard of hearing; or any other activities outlined in the notice of funding opportunity or companion guide under which the application was submitted.

Condition 32
Policy for response to workplace-related incidents of sexual misconduct, domestic violence, and dating violence

The recipient, and any subrecipient at any tier, must have a policy, or issue a policy within 270 days of the award date, to address workplace-related incidents of sexual misconduct, domestic violence, and dating violence involving an employee, volunteer, consultant, or contractor. The details of this requirement are posted on the OVW website at https://www.justice.gov/ovw/award-conditions (titled "Award Condition: Policy for response to workplace-related sexual misconduct, domestic violence, and dating violence") and are incorporated by reference here.

Condition 33
Termination or suspension

The Director of OVW, upon a finding that there (1) has been substantial failure by the recipient to comply with applicable laws, regulations, and/or the terms and conditions of the award or relevant notice of funding opportunity, (2) has been failure by the recipient to make satisfactory progress toward the goals, objectives, or strategies set forth in the application, or (3) have been project changes proposed or implemented by the recipient to the extent that, if originally submitted, the application would not have been selected for funding, will terminate or suspend until the Director is satisfied that there is no longer such failure or changes, all or part of the award, in accordance with the provisions of 28 C.F.R. Part 18, as applicable mutatis mutandis. The federal regulation providing uniform rules for termination of grants and cooperative agreements is 2 C.F.R. 200.340.

Condition 34
Semiannual and final performance report submission

The recipient agrees to submit semiannual performance reports that describe activities conducted during the reporting period, including program effectiveness measures. Reports must be submitted throughout the project period, even if no funds were spent and no activities were conducted in a given reporting period. Delinquent reports may affect future discretionary award decisions and may lead to suspension and/or termination of the award.

The information that must be collected and reported to OVW can be found in the reporting form associated with the grant program or initiative under which this award was made. Performance reports must be submitted within 30 days after the end of the reporting periods, which are January 1 - June 30 and July 1 - December 31. Recipients are required to submit their reports through the Justice Grants System, unless and until OVW issues updated instructions for report submission. The final report is due 90 days after the end of the project period and should be marked "final" in the Report Type field.

Condition 35
Quarterly Federal Financial Reports

The recipient agrees that it will submit quarterly Federal Financial Reports (SF-425) to OVW in the Justice Grants System, not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 120 days following the end of the award period. Delinquent reports may affect future discretionary award decisions and may lead to suspension and/or termination of the award.

Condition 36
Program income

Program income, as defined by 2 C.F.R. 200.1, means gross income earned by the non-federal entity that is directly generated by a supported activity or earned as a result of the federal award during the period of performance. Without prior approval from OVW, program income must be deducted from total allowable costs to determine the net allowable costs. In order to add program income to the OVW award, the recipient must seek approval from its program manager via a budget modification Grant Award Modification (GAM) prior to generating any program income. Any program income added to the federal award must be used to support activities that were approved in the budget and follow the conditions of the OVW award. Any program income approved via budget modification GAM must be reported in the recipient's quarterly Federal Financial Report SF-425 in accordance with the addition alternative. If the program income amount changes (increases or decreases) during the project period, it must be approved via a budget modification GAM by the end of the project period. If the budget modification is not submitted and approved, it could result in audit findings for the recipient.

Condition 37
FFATA reporting subawards and executive compensation

The recipient agrees to comply with applicable requirements to report first-tier subawards (subgrants) of $30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the Federal Funding Accountability and Transparency Act of 2006 (FFATA) Subaward Reporting System (FSRS) through the System for Award Management (SAM) at https://www.sam.gov/fsrs. The details of recipient obligations, which derive from FFATA, are posted on the OVW website at https://www.justice.gov/ovw/award-conditions (titled "Award Condition: Reporting Subawards and Executive Compensation") and are incorporated by reference here.

Condition 38
Changes to MOU and/or IMOA

The recipient agrees to submit for OVW review and approval any anticipated addition of, removal of, or change in collaborating partner agencies or individuals who are signatories of the Memorandum of Understanding and, if applicable, the Internal Memorandum of Agreement.

Condition 39
Submission of all materials and publications

The recipient agrees to submit to OVW one copy of all materials and publications (written, web-based, audio-visual, or any other format) that are funded under this award not less than twenty days prior to distribution or public release. If the materials are found to be outside the scope of the program, or in some way to compromise victim safety, the recipient will need to revise the materials to address these concerns or the recipient will not be allowed to use award funds to support the development or distribution of the materials.

Condition 40
Publication disclaimer

The recipient agrees that all materials and publications (written, web-based, audio-visual, or any other format) resulting from award activities shall contain the following statement: "This project was supported by Grant No. _____ awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the U.S. Department of Justice." The recipient also agrees to ensure that any subrecipient at any tier will comply with this condition.

Condition 41
Copyrighted works

Pursuant to 2 C.F.R. 200.315(b), the recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. OVW reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work, in whole or in part (including in the creation of derivative works), for federal purposes, and to authorize others to do so.

OVW also reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a subrecipient (subgrantee) of this award, for federal purposes, and to authorize others to do so.

In addition, the recipient (or subrecipient, contractor, or subcontractor of this award at any tier) must obtain advance written approval from the OVW program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval, before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

It is the responsibility of the recipient (and of each subrecipient, contractor, or subcontractor as applicable) to ensure that this condition is included in any subaward, contract, or subcontract under this award.

Condition 42
Grantee orientation - mandatory attendance

First-time recipients, or continuation recipients if requested, must agree to have key staff members, as identified by OVW, attend the OVW grantee orientation seminar, which may be offered in-person, online, or a combination of both. Additionally, if there is a change in the project director/coordinator during the grant period, the recipient agrees, at the earliest opportunity, to send the new project director/coordinator, regardless of prior experience with this or any other federal award, to an in-person OVW grantee orientation seminar or require completion of the orientation online, whichever is available.

Condition 43
Prior approval for non-OVW sponsored technical assistance

The recipient agrees that funds allocated for OVW-sponsored technical assistance may not be used for any other purpose without prior approval by OVW. To request approval, the recipient must submit a copy of the event's brochure, a curriculum and/or agenda, a description of the hosts or trainers, and an estimated breakdown of costs. The request must be submitted to OVW at least 20 days prior to registering for the event. Requests to attend non-OVW sponsored events will be considered on a case-by-case basis. This prior approval process also applies to requests for the use of OVW-designated technical assistance funds to pay a consultant or contractor not designated as an OVW technical assistance provider to develop and/or provide training and/or technical assistance.

Condition 44
Participation in OVW-sponsored technical assistance

The recipient agrees to attend and participate in OVW-sponsored technical assistance. Technical assistance includes, but is not limited to, national and regional conferences, audio conferences, webinars, peer-to-peer consultations, and workshops conducted by OVW-designated technical assistance providers.

Condition 45
Consultant compensation rates

The recipient acknowledges that consultants paid with award funds generally may not be paid at a rate in excess of $81.25 per hour, not to exceed $650 per day. To exceed this specified maximum rate, recipients must submit to OVW a detailed justification and have such justification approved by OVW, prior to obligation or expenditure of such funds. Issuance of this award or approval of the award budget alone does not indicate approval of any consultant rate in excess of $81.25 per hour, not to exceed $650 per day. Although prior approval is not required for consultant rates below this specified maximum rate, recipients are required to maintain documentation to support all daily or hourly consultant rates.

Condition 46
Prohibition on public awareness activities

The recipient agrees that grant funds will not be used to conduct public awareness or community education campaigns or related activities. Grant funds may be used to support, inform, and conduct outreach to victims about available services.

Condition 47
Obligation to comply with statutory eligibility requirement (prosecution of minors certification)

The recipient must certify to OVW, no later than the end of the recipient’s legislative session that begins after May 2, 2024, that it complies with the statutory requirement at 34 U.S.C. § 10461(c)(1)(G), related to prohibiting the prosecution of minors under 18 for prostitution.

Condition 48
Compliance with certifications

The recipient acknowledges that it has a continuing obligation to remain in compliance with the applicable certification requirements of 34 U.S.C. 10461(c).

Condition 49
Indirect costs

The recipient may not obligate, expend, or draw down any award funds for indirect costs, unless and until either (1) the recipient submits to OVW a current, federally-approved indirect cost rate agreement, or (2) the recipient determines that it is eligible under the Part 200 Uniform Requirements to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and advises OVW in writing of both its eligibility and its election.

Condition 50
Conditional clearance with release of technical assistance funds

The recipient acknowledges that the budget for this award is pending review and approval. Until OVW approves the budget, any obligations or expenditures incurred by the recipient are made at the recipient's own risk. The recipient may obligate, expend, or draw down up to $10,000 for participation in or travel-related expenses to attend OVW-sponsored technical assistance events, but these obligations and expenditures remain at the recipient's own risk until the budget is approved. Remaining funds will not be available for drawdown until OVW's Grants Financial Management Division has approved the budget and budget narrative via a Grant Award Modification (GAM). If applicable, the

Indirect Cost Rate will be identified in the GAM when the budget is approved. If there is another condition on the award prohibiting any obligation, expenditure, and drawdown of any funds, that other condition will control.

Condition 51
Terms and conditions subject to court ordered stay

Award condition 15 (“Federal civil rights and nondiscrimination laws (certification)”) and any certification submitted by the recipient regarding certain out-of-scope activities are subject to a preliminary stay in Rhode Island Coalition Against Domestic Violence, et al., v. Pamela Bondi, et al., and are not enforceable as to any OVW FY 2026 awards unless and until the preliminary stay is lifted. If the preliminary stay is lifted, OVW will process a modification identifying the award condition or out-of-scope activity that is no longer subject to the preliminary stay and has become enforceable and the date on which it becomes enforceable.

[X] *I have read and understand the information presented in this section of the Federal Award Instrument.*

Award Acceptance

Declaration and Certification to the U.S. Department of Justice as to Acceptance

By checking the declaration and certification box below, I--

A. Declare to the U.S. Department of Justice (DOJ), under penalty of perjury, that I have authority to make this declaration and certification on behalf of the applicant.

B. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this award acceptance: (1) I have conducted or there was conducted (including by applicant’s legal counsel as appropriate and made available to me) a diligent review of all terms and conditions of, and all supporting materials submitted in connection with, this award, including any assurances and certifications (including anything submitted in connection therewith by a person on behalf of the applicant before, after, or at the time of the application submission and any materials that accompany this acceptance and certification); and (2) I have the legal authority to accept this award on behalf of the applicant.

C. Accept this award on behalf of the applicant.

D. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Agency Approval

Title of Approving Official	Name of Approving Official	Signed Date And Time
Deputy Director for Grants Management and Development (Supervisory Official)	Ginger Baran Lyons	4/30/26 7:14 AM

Authorized Representative

[X] Declaration and Certification

Entity Acceptance

Title of Authorized Entity Official
City Administrator

Name of Authorized Entity Official
Christine Cates

Signed Date And Time
5/6/2026 8:28 PM

MEMORANDUM OF UNDERSTANDING

WHEREAS, the **City of Blue Springs** and **Hope House, Inc**. have come together to collaborate and to make an application for the **Office on Violence Against Women (OVW) Fiscal Year 2025 Improving Criminal Justice Response Program**; and

WHEREAS, the partners listed below have agreed to enter into a collaborative agreement in which the **City of Blue Springs** will be the lead agency and the other agencies will be partners in this application; and

WHEREAS, the partners herein desire to enter into a Memorandum of Understanding setting forth the services to be provided by the collaborative; and

WHEREAS, the application prepared and approved by the collaborative through its partners is to be submitted to the Office on Violence Against Women on or before **June 18th, 2025**.

I) Description of Partner Agencies

City of Blue Springs: Located in eastern Jackson County, Missouri, approximately 20 miles east of Kansas City, the City of Blue Springs is a growing community with a population of 60,539 residents. To address the issue of domestic violence, dating violence, sexual assault, and stalking (herein referred to collectively as “DV”), the City of Blue Springs Police Department currently employs one full-time domestic violence Detective who works exclusively on domestic violence cases. The Blue Springs Police Department is recognized by the Commission on Accreditation for Law Enforcement Agencies (CALEA). In addition, the City of Blue Springs employs Michael Hunt to prosecute domestic violence offenders on specialized dockets. The Police Department and the City Prosecutor work together to reduce domestic violence in the City

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of Blue Springs by ensuring full utilization of the Police Department's arrest policies and by promoting prosecution of offenders.

Hope House, Inc.: Established 42 years ago, Hope House remains the only domestic violence agency in eastern Jackson County, Missouri. Hope House is the City's local nonprofit, nongovernmental victim service partner, and its mission is *to break the cycle of domestic violence by providing safe refuge and supportive services that educate and empower those impacted by domestic violence. Hope House will Advocate social change that protects and engenders a person's right to live a life free of abuse.* Hope House first opened from a small home in Blue Springs, MO in 1983, and moved to a nearby, four-building campus in 1995. The agency opened a second campus in Lee's Summit, Missouri in 2002 at the behest of City leaders who were responding to the domestic violence deaths of three local residents. Over time, Hope House services have expanded along with its physical facilities as clients identified and demonstrated the need for comprehensive, wrap-around care accessible on both a residential and nonresidential basis. Current services include:

- **Emergency Shelter:** Shelter Advocates complete shelter intakes, answer the 24-hour crisis hotline, and provide support, advocacy, and resource referrals. Shelter Advocates also provide basic necessities, crisis intervention, support, and life skills groups.
- **Client Assistance Fund:** Direct financial assistance to help survivors remove common barriers to achieving self-sufficiency and securing/maintaining safe and affordable permanent housing.
- **Targeted Advocacy and Therapy (Hawthorne Place Apartments):** Strengths-based, client centered, and trauma-informed goal setting, resource referrals, service linkages, and crisis intervention as well as individual and group therapy services offered onsite at Hawthorne Place Apartments, an income-based rental complex in Independence, MO.

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- **Case Management:** Strengths-based, client centered, and trauma-informed goal setting, resource referrals, and service linkages emphasizing housing, health, and self-sufficiency for clients accessing shelter and/or outreach services. A full-time Bi-Lingual Case Manager assists clients with limited English proficiency
- **Accelerated, Transitional, and Permanent Housing:** Rent and/or utility subsidies, housing-specific case management, resource referrals, and employment guidance for six to 24 months.
- **Child & Family Advocacy:** Child/family-focused case management as well as activities that promote positive child development and parent/child interaction.
- **Clinical Services:** Individual and group counseling, support groups, and family therapy* for adult and child survivors. (*Following best practices, Hope House does not offer counseling with the abusive individual.)
- **Court Advocacy:** Assistance in area courts including Order of Protection court, as well as lethality assessment programs with local police departments.
- **Co-Responding Advocacy:** Partnership with Independence Police Department to provide crisis intervention services, advocacy, and resource referrals to survivors contacting police for assistance.
- **Family Court Advocacy:** Targeted assistance and case management for adult survivors with Family Court and/or Children's Division involvement.
- **Civil Legal Program:** Representation for civil legal issues encountered by survivors including protection orders, child support, child custody, divorce, paternity, etc., in addition to support and case management provided by a Paralegal and Legal Advocate.
- **Supervised Visits & Monitored Custody Exchanges (Guardian Program):** Secure off-site facility where custodial parents safely exchange custody of their children and/or children participate in supervised visits with their non-custodial parent.

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- **Domestic Violence Education and Prevention:** Presentations to community stakeholders and prevention projects. Additionally, a podcast is hosted and generated by agency staff.

II) History of Relationship

The City of Blue Springs established a formal partnership with Hope House, Inc. when it initially applied for and received funding under the previously known Arrest Program in 2003. Funding from OVW allowed the City of Blue Springs to assign one full-time domestic violence Detective to the Police Department and to contract with a law office to prosecute domestic violence cases, among others. The relationship between the Police Department and the appointed Assistant Prosecutor has deepened through working together on a daily basis to investigate, review, and prosecute cases involving domestic violence.

OVW funding also allowed Hope House to hire a designated full-time Court Advocate to work with victims from the City. The Hope House Court Advocate meets regularly with the Detective and weekly with the Detective and the City Prosecutor to discuss cases. Funding has allowed the development of a strong working relationship between the Detective, the City Prosecutor, and the Hope House Court Advocate to ensure victims' needs are addressed in a timely manner.

Changes have occurred in programming and partnerships over the lifetime of the collaboration. With subsequent funding in 2005, the Jackson County Prosecutor's Office joined the collaboration. An Assistant County Prosecutor was designated to prosecute all domestic violence cases from Blue Springs that qualified for state charges. In 2011, the Jackson County Prosecutor's Office withdrew from the grant as a formal partner, citing complications with grant billings. The County has continued to fulfill its promise of an informal partnership and prosecutes cases from Blue Springs when state-level criteria are met. In 2009, the City of Blue Springs applied for continuation funding for the program but was not selected as a grantee. To accommodate multiple funding reductions, the Hope House Court Advocate position was

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temporarily reduced to part-time. Even with lost OVW funding and scaled back victim services, the local collaboration and program persevered. The Court Advocate position resumed full-time status with an award in 2010, and the partnership continued to strengthen under its subsequent 2012, 2016, 2019, and 2022 grants.

The purpose of the current application is to continue and enhance the coordinated response to domestic violence in Blue Springs, Missouri that has existed since 2003. The critical, long-range goal of this collaborative effort is to hold offenders accountable and keep victims safe. MOU partners expect five distinct outcomes to result from the project's objectives and activities: (1) advanced centralization of domestic violence cases; (2) enhanced law enforcement response to domestic violence; (3) improved prosecution of domestic violence cases; (4) strengthened victim services; and (5) sustained community response to domestic violence.

III) Development of Application

Representatives from the Police and City Prosecutor met with Hope House representatives to evaluate the community's current response to DV. MOU partners decided to pursue this grant opportunity to continue and build upon current efforts, which are presently funded by an OVW ICJR grant. Both the City of Blue Springs and Hope House served important functions in the development of the application. While Hope House took the lead in authoring the written application documents, detailed input from the City's Police, Law, and Finance Departments was obtained when preparing the budget and budget narrative, and all parties were involved in establishing the project's goal, objectives, tasks, and activities. MOU partners reviewed and approved the final application documents, including the required assurances and certifications.

IV) Roles and Responsibilities

NOW, THEREFORE, it is hereby agreed by and between the partners as follows:

1) The City of Blue Springs will:

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a. Designate one full-time Detective to handle domestic violence cases. The Police Department will consistently investigate municipal and state-level domestic violence cases. The City Prosecutor will prepare for trial and prosecute domestic violence cases at the municipal level. The Blue Springs Police Department will present cases that rise to the level of state prosecution to the Jackson County Prosecutor's Office.
b. Ensure City employees/contractors maintain confidentiality in accordance with local and state laws, federal Violence Against Women Act (VAWA) provisions, and their agency policy.
c. Provide in-kind to the project, a language card for all patrol officers to use when speaking with victims who have limited English proficiency (LEP) and a body diagram in its field-based reporting system.
d. Commit to providing in-kind informational packets to domestic violence victims who have called 911.
e. Assess signs of strangulation when responding to a call for service by using a strangulation card.
f. Implement victim safety measures to include victim notification forms to collect additional victim contact information.
g. Engage in efforts to increase the likelihood of successful prosecution including communicating with victims, giving them a choice regarding acting as witnesses, compiling detailed criminal histories on offenders, and maintaining municipal court dockets specific to domestic violence each month.
h. Charge offenders who violate probation conditions.
    1. The City will provide in-kind a three-page carbon copy probation form. Copies of the signed probation agreement will be kept by the Municipal Court, offender, and grant funded domestic violence Detective. Copies are also

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scanned into the City's system. Victims also have access to the agreement by requesting a hard copy or electronic copy from the Court Clerk.

2. To enhance this effort, the City will add offenders' probation information into the BSPD's system for responding officers. The City will work with neighboring jurisdictions to include probation conditions from other Jackson County cities, ensuring increased offender accountability for repeat offenders.

i. Provide training for Municipal Court Judges on the implementation of a bench card.

j. Foster a collaborative relationship with the Protection Order Unit.

1. The DV Detective will be provided with a list of newly issued Ex-Parte and Full Orders of Protection. The DV Detective and BSPD will assist with service and provide follow-up services to petitioners as capacity allows.

k. Ensure accessible services to persons with limited English proficiency, who are Deaf/hard of hearing, who have a disability, or require other accommodations.

2) Hope House, Inc. will:

a. Maintain a presence in Blue Springs by working from an office located in the Blue Springs Police Department.

b. Designate one full-time Court Advocate to support victims, one full time Director of Outreach Services to oversee court advocacy services, one full time Chief Operating Officer to act as the Grant Program Director at behest of the City, one full time Accountant to complete internal billings and ensure compliance with financial grant guidelines, and one full time Director of Grants & Compliance to ensure quality assurance and compliance of all grant related activities provided by MOU partners, including the completion and submission of semi-annual progress reports. The Chief Operating Officer's additional duties include serving as liaison between MOU partners and OVW; ensuring victim safety is not compromised; and ensuring adherence to Program objectives and tasks and timely programmatic reporting.

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c. Maintain confidentiality in accordance with local and state laws, federal VAWA provisions, and their agency policy.
d. Train police academy recruits and co-host an annual meeting with the Jackson County Prosecutor for domestic violence detectives throughout the County.
e. Stay involved with victims through every facet of the civil and criminal justice systems – including the process of arrest, obtaining protection orders, court hearings, prosecution, and sentencing.
f. Ensure services are accessible to victims by making accommodations such as translation and interpretation or use of adaptive equipment if victims speak a language other than English, are Deaf/hard of hearing, or have a disability.
g. Provide a wide variety of non-grant-funded victim services such as emergency shelter; crisis intervention; case management; therapy; and children's programming.
h. Maintain victim safety at the forefront of all activities.

3) The City of Blue Springs and **Hope House, Inc.** will collaborate to complete the following tasks:

a. Engage as a centralized unit to handle domestic violence cases. At a minimum, the grant funded Detective, City Prosecutor, and Court Advocate will meet weekly to review cases and ensure open communication.
    1. As needed, MOU partners will confer with the Jackson County Assistant Prosecutor. If any victim-specific information is shared, it is only with the victim's written, informed consent.
b. Train new police hires, existing police officers, 911 operators, EMT/Firefighters, detectives, and Citizen Academy volunteers.
    1. The grant funded DV Detective, City Prosecutor, Hope House's Chief Operating Officer, Director of Outreach Services, and Court Advocate will assist with training various audiences on project services, how to respond to victims, and available

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resources in the community. Training will also include information on stalking, stalking-specific safety planning, and location-tracking tactics used by offenders. Hope House's training materials will be contributed in-kind.

c. Provide technical assistance to other local jurisdictions on implementation of Lethality Assessment Program protocols and designating persistent offenders.

d. Address perpetrators who offend persistently.

1. MOU partners will meet regularly to designate new persistent offenders and discuss any activity of current offenders on the list.

e. Support victims involved in the criminal justice system.

1. The DV Detective will provide the Hope House Court Advocate with all domestic violence related police reports to allow the Court Advocate to follow up with victims by phone, mail, and/or in person.
2. At municipal court, the Court Advocate will meet with victims and collect victim impact statements that may be used as a resource in prosecution only with victims' written consent.

f. Conduct victim lethality assessments.

1. Under the Lethality Assessment Program protocol, officers will administer an evidence-based questionnaire at all scenes of intimate partner violence. Hope House commits to providing in-kind support to officers and victims following all "high danger" screens through its 24-hour crisis hotline. The grant-funded Court Advocate will make available two daily one-on-one sessions for all victims with "high danger" screens.

g. Conduct revisits to victims' homes.

1. For severe assault cases, incidents involving persistent offenders, or in cases where the Advocate and DV Detective have been unable to reach the victim, the Court Advocate and DV Detective will schedule time to revisit the victim's home to offer support, resources, and referrals.

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h. Implement a co-responding call out system for DV incidents.

1. For severe assaults, cases involving persistent offenders, or where responding officials deem additional support is necessary, the DV Detective and Court Advocate will respond to provide additional resources and support. The City and Hope House will coordinate with additional Detectives and Court Advocates to act as back-ups and participate in the on-call rotation to ensure services are available 24 hours a day.

i. Provide victims with a stalking log to document incidents of stalking and other post-separation abuses. The logs will be used by both the DV Detective and City Prosecutor for potential charges.

j. Participate in monthly ride-alongs. The Hope House Court Advocate will ride along with a Blue Springs patrol officer to offer support to any domestic violence calls received as well as answer any questions the officer may have regarding domestic violence or Hope House services.

k. Actively participate in relevant community coalitions and task forces.

1. MOU partners facilitate a Coordinated Community Council (CCC) and CCC subcommittee. As part of its duties, the CCC will review the City's current Stalking Ordinance to ensure it mirrors state law and recommend revising the ordinance to include language about location-tracking methods. Meeting space and lunch will be contributed in-kind by Hope House.
2. Participate in the Jackson County DV Fatality Review Board.
3. Participate in the Eastern Jackson County DV Detectives Committee which focuses on identifying and tracking persistent offenders across jurisdictions. Hope House will coordinate and host the Eastern Jackson County Committee meetings.
4. MOU partner Hope House will participate in the State of Missouri's Task Force on Domestic Violence and Human Trafficking. Hope House's Chief Operating Officer will act as the liaison between the Task Force and MOU partners.

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l. Maintain victim safety and confidentially as a primary concern. Partners will maintain confidentiality in accordance with the local and state law, VAWA provisions, and their respective agency policies.

m. Provide the necessary staff and expertise to develop and implement project activities.

1. Chief of Police Bob Muenz and Sgt. Kyle Flowers will serve as members of the planning and development team for the City of Blue Springs. The Chief's and Sgt.'s time will be provided in-kind. Furthermore, the City employs Jacoba Jacobsen to investigate DV crimes, institute enhancements related to investigation, provide law enforcement training, apprehend and charges offenders, and offer resources to DV victims and Michael Hunt to review, prepare for, and prosecute all municipal domestic violence cases. Ms. Jacobsen's and Mr. Hunt's activities are funded by the grant.
2. Chief Operating Officer Ilene Shehan and Director of Outreach Services Randa Hager will serve as members of the planning and development team from Hope House, the nonprofit victim service agency partner. Ms. Shehan will act as the Project Director and liaison between all project partners and with OVW. Ms. Hager provides program guidance and oversees the project's court advocacy services and trains officers. Hope House will also designate a to-be-hired Court Advocate to provide municipal and order of protection court advocacy, respond to call outs, and facilitate training. The percentage of time spent on allowable activities by Ms. Shehan, Ms. Hager, and the to-be-hired Court Advocate will be funded by the grant.

n. Meet all reporting requirements by collecting the data that is required by OVW for semi-annual reports.

1. The City's Police Department and City Prosecutor will gather and submit required data to Hope House in a timely manner. The City of Blue Springs Accountant will complete internal monthly grant billings and ensure compliance with financial grant guidelines; time spent on allowable project activities will be provided in-kind.

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2. Hope House's COO will ensure that appropriate data is being collected by partners, and Hope House will then be responsible for completing required progress reports using that data. Hope House's Director of Grants & Compliance will conduct internal monitoring processes to ensure Hope House complies with the grant agreement and will formally prepare and submit OVW progress reports; time spent on allowable project activities will be billed to the grant. The Hope House Accountant will complete internal monthly grant billings and ensure compliance with financial grant guidelines; time spent on allowable project activities will be billed to the grant.

o. Ensure funds are expended on victims of intimate partner violence and not family violence.

1. The number of people assisted by MOU partners who fall outside of the intimate partner violence definition is minuscule. MOU partners request just a percentage of each position's time which will avoid expending funds to assist those experiencing family violence. Grant funded employees will document all hours worked, including time spent on grant related activities, on a detailed timesheet.

V) Timeline

The roles and responsibilities described above are contingent on the City of Blue Springs receiving funds requested for the project described in the OVW grant application. Responsibilities under this Memorandum of Understanding will coincide with the grant period, anticipated to be 10/01/25 – 9/30/28.

VI) Commitment to Partnership

1) The collaboration service area includes the City of Blue Springs, Missouri.

2) The partners agree to collaborate and provide the following in order to achieve the goal of holding domestic violence offenders accountable and keeping victims safe: advance the centralization of domestic violence cases; enhance first responder/law enforcement response to domestic violence; improve prosecution of domestic violence cases; strengthen victim services;

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and sustain the community's response to domestic violence pursuant to the program narrative of the grant application attached to this agreement.

3) Compensation for the contributions of Hope House, Inc. to this project will be provided as outlined in the attached OVW budget detail worksheet.

4) We, the undersigned, have read and agree with this MOU. Further, we have reviewed the proposed project and approve it.

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By Christine Cates

Christine Cates
City Administrator
City of Blue Springs

Date 06 / 12 / 2025

By R. Muenz

Bob Muenz
Chief of Police
Blue Springs Police Department

Date 06 / 12 / 2025

By MaryAnne Metheny

MaryAnne Metheny
Chief Executive Officer
Hope House, Inc.

Date 06 / 12 / 2025

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RESOLUTION 45-2026

A RESOLUTION RATIFYING A MEMORANDUM OF UNDERSTANDING WITH HOPE HOUSE FOR PROVIDING SERVICES REQUIRED BY A GRANT FROM DEPARTMENT OF JUSTICE, OFFICE OF VIOLENCE AGAINST WOMEN

WHEREAS, the City of Blue Springs Police Department provide protection to the citizens of Blue Springs as it relates to sexual assault, domestic violence, dating violence and stalking; and

WHEREAS, the City and the Police Department, in cooperation with Hope House, applied for a three-year, $500,000 grant from the Department of Justice to improve responses to these types of cases; and

WHEREAS, the City applied for this grant ten times since 2002 and has been awarded the grant nine times; and

WHEREAS, the City was notified of receipt of the award of the grant on May 5. 2026; and

WHEREAS, the City, to meet the 45-day deadline, accepted the award on May 6, 2026; and

WHEREAS, the City now recommends ratification of acceptance of the grant from the Department of Justice, Office of Violence Against Women, 145 N Street NE, Suite 10W.121, Washington DC 20530 for the purpose of improving criminal justice responses to sexual assault, domestic violence, dating violence, and stalking.

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

Section 1. The City Council hereby ratifies the Memorandum of Understanding with Hope House for providing services to adult and child survivors as required by the three-year grant from the Department of Justice, Office of Violence Against Women in the amount of $500,000. The Memorandum of Understanding is attached hereto as Exhibit A; the Grant with the Department of Justice is attached hereto as Exhibit B.

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

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 1st day of June 2026.

CITY OF BLUE SPRINGS

_____

Chris Lievsay, Mayor

ATTEST:

_____

Erin Ford, City Clerk

OVW FY 2025 – Grants to Improve the Criminal Justice Response Program
CFDA # 16.590
BUDGET DETAIL WORKSHEET AND NARRATIVE - 36 MONTH BUDGET

Section A – Personnel:

Name/Position	Computation	Cost
Jacoba Jacobsen / Detective	10/25-9/26 $38.83 x 2,080 hours x 87.04% 10/26-9/27 $40.77 x 2,080 hours x 87.04% 10/27-9/28 $41.79 x 2,080 hours x 87.04% A 2.5% cost of living increase is included in each October of the grant period and an additional 2.5% longevity increase is included in October 2026. **Subtotal:**	$70,299.07 $73,811.32 $75,657.96 **$219,768.35**
Michael Hunt / Prosecuting Attorney	10/25-9/26 $49.36 x 2,080 hours x 18.20% 10/26-9/27 $51.83 x 2,080 hours x 18.20% 10/27-9/28 $53.13 x 2,080 hours x 18.20% A 2.5% cost of living increase is included in each October of the grant period and an additional 2.5% longevity increase is included in October 2026. **Subtotal:**	$18,685.72 $19,620.76 $20,112.89 **$58,419.37**
	Total Personnel:	**$278,187.72**

Detective Jacoba Jacobsen is the domestic violence (DV) Detective for the City of Blue Springs. Det. Jacobsen investigates all municipal and state-level DV cases and is the police contact for local victims. For each case, Det. Jacobsen collects details of the current incident, history of abuse, photographic and other evidence, and then presents the results of her investigations to the City Prosecutor, or, if the case warrants state charges, to the Jackson County Prosecutor. Other primary duties include: 1) engaging as a centralized unit by meeting with the City and/or County Prosecutors and Hope House Court Advocate to discuss cases; 2) conducting specialized investigations; 3) providing training to new and existing police officers regarding local and state DV laws, the lethality assessment program, and accessing victim services; 4) identifying persistent offenders; 5) tracking offenders who are on probation; 6) being present at all municipal DV dockets; 7) revisiting victims in their homes to offer support and resources; 8) implementing a lethality assessment program; 9) offering additional resources to victims; 10) assisting with the service of protection orders; and 11) participating in the City's Coordinated Community Council and Eastern Jackson County DV Detectives Committee.

The City is requesting 87.04% of Det. Jacobsen's annual salary with a 2.5% cost of living increase in October of each grant year. In October of 2026, Det. Jacobsen is also eligible for a 2.5% longevity increase along with the 2.5% cost of living increase.

The City's Prosecuting Attorney, Michael Hunt, reviews and prepares cases, responds to victim inquiries; prosecutes all DV cases in Blue Springs, including persistent offenders and probation violations; meets weekly with the DV Detective and the Hope House Court Advocate; files probation violations; and participates in the City's Coordinated Community Council. The City is requesting 18.2% of Mr. Hunt's annual salary with a 2.5% cost of living increase in October of each grant year. In October of 2026, Mr. Hunt is also eligible for a 2.5% longevity increase along with the 2.5% cost of living increase

As part of their Coordinated Community Council activities, both Det. Jacobsen and Mr. Hunt will coordinate with other members to review and, if needed, revise the City's Stalking Ordinance to ensure it mirrors state law.

Det. Jacobsen and Mr. Hunt will maintain activity reports to track all hours worked, as well as actual hours worked on grant-funded activities. The City of Blue Springs then utilizes these activity reports to bill the appropriate percentage of time spent on the grant.

Total Personnel Costs: $278,187.72

Section B – Fringe Benefits:

Name/Position	Computation	Cost
Jacoba Jacobsen /Detective		
FICA/Medicare	$219,768.35 x 7.65%	$16,812.28
	Total Fringe Benefit:	**$16,812.28**

Det. Jacobsen's FICA/Medicare is requested at the same percentage as the salary in the Personnel section, 87.04%. The rate for Det. Jacobsen's FICA/Medicare benefits is 7.65%.

Total Fringe Benefits Costs: $16,812.28

OVW FY 2025 – Grants to Improve the Criminal Justice Response Program
CFDA # 16.590
BUDGET DETAIL WORKSHEET AND NARRATIVE - 36 MONTH BUDGET

Section C – Travel

Travel: Location/Purpose	Item	Computation	Cost
OVW Mandated Technical Assistance - Location TBA	Travel	$40,000 x 63%	$25,200.00
		Total Travel:	**$25,200.00**

Travel is requested for OVW-designated technical assistance and capacity-building activities, as mandated in the solicitation. The City requests 63% of the required travel allocation and reserves the remaining 37% for its partner Hope House. Therefore, travel costs total $25,200.00 in Section C and $14,800.00 in Section G (Consultants) – together totaling $40,000 and meeting OVW's requirement of $40,000.00 for the 36-month grant period.

The training expenses include airfare, hotel, meals and incidentals, airport parking, and miscellaneous travel such as car rental costs, cab/ridesharing, shuttle transportation, etc. Meal costs will be paid based on GSA Meals and Incidental Expenses (M&IE). Hotel, airfare, miscellaneous travel, and parking will be paid based on actual costs incurred.

Total Travel Costs: $25,200.00

Section G – Contracts/Consultants:

Personnel: Name/Position	Service Provided	Computation	Cost
Hope House: To-Be-Hired Court Advocate	Victim services	10/25-9/26: $3,466.53 x 85% x 12 months 10/26-9/27: $3,605.19 x 85% x 12 months 10/27-9/28: $3,749.40 x 85% x 12 months A 4% cost of living increase is included in October of each grant year **Subtotal:**	$35,358.61 $36,772.94 $38,243.88 **$110,375.43**
Hope House: Randa Hager - Director of Outreach Services	Project supervision and oversight	10/25-9/26: $7,832.20 x 1% x 12 months 10/26-9/27: $8,145.49 x 1% x 12 months 10/27-9/28: $8,471.31 x 1% x 12 months A 4% cost of living increase is included in October of each grant year **Subtotal:**	$939.86 $977.46 $1,016.56 **$2,933.88**
Hope House: Ilene Shehan - Chief Operating Officer	Project development and oversight	10/25-9/26: $11,504.69 x 1% x 12 months 10/26-9/27: $11,964.88 x 1% x 12 months 10/27-9/28: $12,443.48 x 1% x 12 months A 4% cost of living increase is included in October of each grant year **Subtotal:**	$1,380.56 $1,435.79 $1,493.22 **$4,309.57**

Hope House: Tim Meeker - Accountant	Grant financial reporting	10/25-9/26: $5,452.03 x 1% x 12 months 10/26-9/27: $5,670.11 x 1% x 12 months 10/27-9/28: $5,896.91 x 1% x 12 months A 4% cost of living increase is included in October of each grant year **Subtotal:**	$654.24 $680.41 $707.63 **$2,042.28**
Hope House: Brandi Bair - Director of Grants & Compliance	Grant reporting and quality assurance	10/25-9/26: $6,620.89 x 1% x 12 months 10/26-9/27: $6,885.73 x 1% x 12 months 10/27-9/28: $7,161.16 x 1% x 12 months A 4% cost of living increase is included in October of each grant year **Subtotal:**	$794.51 $826.29 $859.34 **$2,480.14**
		Total Contract Personnel:	**$122,141.30**

The City identifies Hope House, Inc. as its victim services provider partner, and requests grant funds to support the costs of one full-time Court Advocate to carry out project activities, one full-time Director of Outreach Services to provide oversight of the Court Advocacy Program, one full-time Chief Operating Officer to act as Program Director at the behest of the City and the liaison between MOU partners and OVW, one full-time Accountant to ensure proper billing of grant-funded personnel, and one full-time Director of Grants and Compliance to ensure compliance with grant standards and timely submission of progress reports.

The to-be-hired Court Advocate will work to provide supportive, trauma-informed services to victims of DV, staying involved with victims through every facet of the civil and criminal justice systems. The City, on behalf of Hope House, requests 85% of the salary of the Court Advocate. A 4% salary increase is included in October of each grant year. The 4% cost of living increase is a necessary retention tool utilized by Hope House. The advocate will review all DV-related police reports, provide supportive services to victims primarily involved with municipal cases, and focus on cases involving persistent offenders and cases that meet criteria for state prosecution. The advocate will also carry out the following project activities: 1) meet regularly with the DV Detective to review cases, including information regarding prior offenses for possible harsher sentencing; 2) work from an office located within the Blue Springs Police Department; 3) review DV police

reports and reach out to victims to offer support, safety planning, referrals, and information regarding what to expect in municipal court; 4) meet weekly with the City Prosecutor to discuss upcoming cases; 5) identify persistent offenders; 6) meet with the County Assistant Prosecutor to discuss severe cases that may be eligible for state prosecution; 7) accompany the DV Detective to revisit victims in their homes; 8) provide training to key audiences regarding the dynamics of DV and how to utilize services at Hope House; 9) assist in every municipal DV docket, including sharing victim impact statements with the Prosecutor; 10) participate in Full Order of Protection court dockets to check in petitioners, ensure no contact is made between petitioners and respondents, and ensure petitioners understand their Order; 11) participate in an on-call rotation to remain available to victims and other project partners in addition to responding to the scene after severe assaults; 12) assist police in conducting a lethality assessment program; 13) participate in monthly ride-alongs with Blue Springs police officers; and 14) participate in the Blue Springs Coordinated Community Council.

Randa Hager, Director of Outreach Services for Hope House, is responsible for the oversight of the Court Advocacy Program, provides training to police officers, and is a member of the City's Coordinated Community Council. Hope House requests 1% of Ms. Hager's annual salary with a 4% increase in October of each grant year.

Ilene Shehan, Chief Operating Officer for Hope House, is the Project Director for the ICJR Program. Ms. Shehan is responsible for ensuring victim safety is not compromised, gathering information for required progress reports, co-implementing police officer training, and serving as liaison between MOU partners. Ms. Shehan also participates in the City's Coordinated Community Council, Jackson County DV Fatality Review Board, and Missouri's DV and Human Trafficking Task Force. Hope House requests 1% of Ms. Shehan's annual salary with a 4% increase in October of each grant year.

Tim Meeker, Accountant for Hope house, assists in the reporting for award funding,

ensures appropriate documentation of expenditures incurred, attends training, and monitors internal control procedures with respect to expenditures. Hope House requests 1% of Mr. Meeker's annual salary with a 4% increase in October of each grant year.

The City also requests funding for Brandi Bair, Director of Grants and Compliance for Hope House. Ms. Bair is responsible for providing quality assurance and compliance of all grant-related activities provided by MOU partners, including the completion and submission of semi-annual progress reports. The City requests 1% of Ms. Bair's annual salary with a 4% increase in October of each grant year

The Court Advocate, Ms. Hager, Ms. Shehan, Mr. Meeker, and Ms. Bair will maintain activity reports to track the total hours worked as well as actual hours worked on grant-funded activities. Hope House then utilizes these activity reports to bill the appropriate percentage of time spent on the grant.

Subtotal: $122,141.30

Fringe Benefits: Name/Position	**Organization**	**Computation**	**Cost**
To-Be-Hired Court Advocate	**Hope House**		
FICA/Medicare		$110,375.43 x 7.65%	$8,443.72
Worker's Comp		$110,375.43 x 0.5278%	$582.56
Medical Insurance		10/25-9/26: $781.20/month x 85% x 12 months 10/26-9/27: $820.26/month x 85% x 12 months 10/27-9/28: $861.27/month x 85% x 12 months A 5% increase is included in October of each grant year. **Subtotal:**	$7,968.24 $8,366.65 $8,784.95 **$25,119.84**
Total Contract Fringe Benefits – To-Be-Hired Court Advocate:			**$34,146.12**
Randa Hager	**Hope House**		
FICA/Medicare		$2,933.88 x 7.65%	$224.44
Worker's Comp		$2,933.88 x 0.5278%	$15.49
Medical Insurance		10/25-9/26: $118.44/month x 1% x 12 months 10/26-9/27: $124.36/month x 1% x 12 months	$14.21 $14.92

		10/27-9/28: $130.58/month x 1% x 12 months A 5% increase is included in October of each grant year. **Subtotal:**	$15.67 **$44.80**
Retirement		$2,933.88 x 2.50%	$73.35
		Total Contract Fringe Benefits – Randa Hager	**$358.08**
Ilene Shehan	**Hope House**		
FICA/Medicare		$4,309.57 x 7.65%	$329.68
Worker's Comp		$4,309.57 x 0.5278%	$22.75
Medical Insurance		10/25-9/26: $172.16/month x 1% x 12 months 10/26-9/27: $180.77/month x 1% x 12 months 10/27-9/28: $189.81/month x 1% x 12 months A 5% increase is included in October of each grant year. **Subtotal:**	$20.66 $21.69 $22.78 **$65.13**
Retirement		$4,309.57 x 3%	$129.29
		Total Contract Fringe Benefits – Ilene Shehan	**$546.85**
Tim Meeker	**Hope House**		
FICA/Medicare		$2,042.28 x 7.65%	$156.23
Worker's Comp		$2,042.28 x 0.5278%	$10.78
Medical Insurance		10/25-9/26: $781.20/month x 1% x 12 months 10/26-9/27: $820.26/month x 1% x 12 months 10/27-9/28: $861.27/month x 1% x 12 months A 5% increase is included in October of each grant year. **Subtotal:**	$93.74 $98.43 $103.35 **$295.52**
Retirement		$2,042.28 x 1.5%	$30.63
		Total Contract Fringe Benefits – Tim Meeker	**$493.16**
Brandi Bair	**Hope House**		
FICA/Medicare		$2.480.14 x 7.65%	$189.73
Worker's Comp		$2.480.14 x 0.5278%	$13.09
Medical Insurance		10/24-9/25: $336.91 x 1% x 12 months 10/25-9/26: $353.76 x 1% x 12 months 10/26-9/27: $371.45 x 1% x 12 months A 5% increase is included in October of each grant year. **Subtotal:**	$40.43 $42.45 $44.57 **$127.45**
Retirement		$2.480.14 x 3%	$74.40
		Total Contract Fringe Benefits – Brandi Bair	**$404.67**
		Total Contract Fringe Benefits:	**$35,948.88**

Fringe benefits are based on established organizational rates for Hope House. Total fringe benefits requested are at the same percentage of salary requested above (85% for the to-be-hired Court Advocate, 1% for Director of Outreach Services Randa Hager, 1% for Chief Operating Officer Ilene Shehan, 1% for Accountant Tim Meeker, and 1% for Director of Grants and Compliance Brandi Bair). Fringe benefits for Hope House employees are computed as follows: FICA/Medicare is 7.65% of an employee's salary and worker's compensation is 0.5278% of salary. Employees may also choose whether to participate in medical insurance and retirement plans. Hope House's medical insurance costs, which can consist of medical, vision, dental, and other supplemental insurances, are expected to be $781.20 per month in October 2025. An annual increase of 5% for medical insurance is budgeted for the following October of each grant year based on average annual increases incurred by the organization. Employees may participate in Hope House's retirement plan immediately upon hire, and after one year, Hope House matches 50% of employee's retirement contributions up to 3% of their salary. Hope House's retirement cost is 1.5% of Mr. Meeker's salaries, 2.5% of Ms. Hager's salary, and 3% of Ms. Shehan's and Ms. Bair's salaries, respectively.

Subtotal: $35,948.88

Travel: Location/Purpose	**Item**	**Computation**	**Cost**
OVW Mandated Technical Assistance - Location TBA	Travel	$40,000 x 37%	$14,800.00
	Local Parking	$10 x 4 parking lots x 85%	$34.00
	Local Mileage	$0.49 per mile x 250 miles per month x 36 months x 85%	$3,748.50
		Total Contract Travel:	**$18,582.50**

Travel is requested for OVW-designated technical assistance and capacity-building activities, as mandated in the solicitation. Travel costs total $25,200 in Section C and $14,800 in Section G (Consultants) – together totaling $40,000 and meeting OVW's requirement of $40,000 for the 36 month grant period.

The training expenses include airfare, hotel, meals and incidentals, airport parking, and miscellaneous travel such as car rental costs, cab/ridesharing, shuttle transportation, etc. Meal costs will be paid based on GSA Meals and Incidental Expenses (M&IE). Hotel, airfare, miscellaneous travel, and parking will be paid based on actual costs incurred.

Additionally, the Hope House Court Advocate travels between Hope House's two campuses in Independence, MO and Lee's Summit, MO, the police department, municipal and order of protection courts, and other locations on a regular basis. Daily miles driven as part of the Court Advocate's activities will be logged on a monthly mileage form and reimbursed at an established organizational rate of $0.49/mile. The Court Advocate's local mileage is estimated at 250 miles per month for the 36-month grant period. The City also requests local parking costs associated with the Hope House Court Advocate's mileage. The estimated parking cost is $10 each with an estimated 4 local parking lot uses during the 36-month grant period. The mileage and parking cost is prorated at 85% and consistent with the Court Advocate's salary charged to this grant.

Subtotal: $18,582.50

Supplies: Item	**Organization**	**Computation**	**Cost**
Office Supplies	Hope House	$30 per month x 36 months x 85%	$918.00
Postage	Hope House	$10 per month x 36 months x 85%	$306.00
		Total Contract Supplies:	**$1,224.00**

General office supplies needed to carry out grant-funded activities include but are not limited to copy paper; pens and pencils; business cards; folders; and notebooks; these will be utilized by the Hope House Court Advocate. Hope House utilizes a sophisticated accounting method for determining and charging office supplies directly related to this funding source. To obtain office supplies, the Hope House Court Advocate will submit order forms for the supplies to the Director of Outreach Services for approval. If approved, the Advocate will then store these

supplies in their office. The request for office supplies is $30.00 per month for the entire 36-month grant period and prorated at 85% to be consistent with the Court Advocate's salary charged to this grant.

Additionally, the Hope House Court Advocate will use the postage machine or buy stamps to mail letters and resources to victims of DV on behalf of the DV Detective if initial contact is not made. Any letters or resources mailed to victims are marked specifically as being from the police department and DV Detective to assure victim safety. To use the postage machine, the Hope House Court Advocate will enter a code specific for this grant. Each month, Hope House prints reports showing the usage. This report is then used to bill the actual usage to the grant. The postage rate is calculated at $10.00 per month for the entire 36-month grant period prorated at 85% to be consistent with the Court Advocate's salary charged to this grant.

Subtotal: $1,224.00

Consultants/Contractors: Item	**Organization**	**Computation**	**Cost**
IT Support	Hope House	0.25 hrs. per month x $50/hr. x 36 months x 85%	$382.50
		Total Consultants/ Contractors	**$382.50**

In 2012, Hope House put out a request for proposals (RFP) seeking bids from local companies to provide IT support to the agency. Three responses to the RFP were received, and Hope House awarded Erickson Solutions Group (ESG) a contract. Satisfied with their service, Hope House continues to maintain this contract. ESG will be compensated at a rate of $50.00 per hour for technical support. The City requests 0.25 hours per month, prorated at 85% for the Hope House Court Advocate for the entire 36-month grant period, consistent with the Court Advocate's salary charged to this grant.

Subtotal: $382.50

Other Costs: Item	**Organization**	**Computation**	**Cost**
Accessibility Needs – Interpreter/Translation/Disability Assistance	Hope House	1 hour per month x $15 per hour x 36 months x 85%	$459.00
Accessibility Needs – Language Line/Video Remote Interpreting	Hope House	10 minute per month x $1 per minute x 36 months x 85%	$306.00
Accessibility Needs – Deaf/Hard of Hearing Needs	Hope House	$10 per month x 36 months x 85%	$306.00
Cell Phone	Hope House	$10 per month x 1 advocate x 36 months x 85%	$306.00
Copying/Printing	Hope House	470 pages per month x $0.01per page x 36 months x 85%	$143.82
		Total Contract Other Costs:	**$1,520.82**

All Other Costs are based upon historical averages. When victims require interpretation and translation services that cannot be provided in-house or by MOU partner agencies, Hope House utilizes the services of in person interpreters, a telephonic language line, or video remote interpreting services to ensure accessibility for victims with limited English proficiency or who are Deaf/hard of hearing. Additionally, Hope House translates vital program documents to Spanish, the most commonly spoken language after English on an as needed basis. Hope House anticipates a rate of $15.00 per hour for in-person interpreting and translation services for victims with limited English proficiency and anticipates 1 hour of interpretation will be needed monthly for 36 months. The costs of the language line/video remote interpreting services for victims with limited English proficiency is based upon Hope House's current vendor costs and is expected to be approximately 10 minutes per month at $1.00 per minute for 36 months. Hope House anticipates a rate of $10.00 per hour for in-person and video remote interpreting services for victims who are Deaf/hard of hearing and anticipates 1 hour of interpretation will be needed monthly for 36 months.

The Hope House Court Advocate carries a cell phone to remain available to victims and MOU partners when they are not in the office or are carrying out on-call duties. Expenses for the

cell phone total $10.00 per month for the entire 36-month grant period.

Hope House anticipates a cost of $4.70 per month for the entire 36-month grant period for copying and printing materials used by the Hope House Court Advocate. The Hope House Court Advocate may have materials printed from outside vendors to distribute to victims, police, etc. These materials will be used exclusively by the Hope House Court Advocate and stored in their office. The Hope House Court Advocate will also utilize Hope House's copier to carry out project activities. To use the copier, the Hope House Court Advocate must enter a specific code designated for this grant. Each month, Hope House prints out copier reports which show the usage by code and then uses the report to bill the actual usage to the grant.

The accessibility needs, cell phones, and copying/printing are all prorated at 85% to be consistent with the Court Advocate's salary charged to this grant.

Subtotal: $1,520.82

Total Contract/Consultant Costs: $179,800.00

TOTAL PROJECT COST AND FEDERAL SHARE REQUESTED: $500,000.00

Budget Summary:

Budget Category	Amount
A. Personnel	$278,187.72
B. Fringe Benefits	$16,812.28
C. Travel	$25,200.00
D. Equipment	$
E. Supplies	$
F. Construction	$
G. Consultants/Contracts	$179,800.00
H. Other Costs	$0.00
I. Indirect Costs	$0.00
Total Costs	**$500,000.00**

Non-Federal Match Amount: **N/A**

Federal Share Requested: **$500,000**

Purpose of the Proposal

Victims of domestic violence, dating violence, sexual assault, and stalking (herein referred to collectively as "DV") need and deserve relief from the abuse perpetrated against them. DV is a crime with serious consequences, and an effective response begins with coordination of all agencies, public and private, that play a role in assuring victim safety and offender accountability.

Populations in the Service Area: The proposed project targets victims of DV who reside in the City of Blue Springs, MO which is located in the eastern part of Jackson County, MO. The table below shows the service areas' demographics.

Community Demographics[1] for Blue Springs, Missouri			
Total Population		60,539	
Race			
White	81.4%	Asian	1.2%
Black/African American	8.1%	American Indian/Alaska Native	0.3%
Multiracial	7.5%	Native Hawaiian/Other Pacific Islander	0.2%
Other Characteristics			
Female	52%	Ethnicity - Hispanic/Latino	8.1%
Children younger than 18	28.1%	Language Other than English Spoken in Home	5%
Persons older than 65	14%	Persons in Poverty	7%
Disability < 65	8.8%		

Need the Project Will Address: DV is a crime with serious consequences, and an effective response begins with coordination of all agencies, public and private, that play a role in assuring victim safety and offender accountability. When perpetrators are not charged, they are more likely to become repeat offenders. Conversely, when law enforcement is trained to understand DV, offenders are more likely to be charged, and victims are more likely to feel supported and to participate in the criminal justice process. Victims are most satisfied when the criminal justice system and victim service organizations collaborate. It is imperative for a community to establish a centralized, coordinated effort among law enforcement, prosecutors, and DV service providers.

Priority Areas: The proposed project does not address priority area one or priority area two.

[1] US Census Bureau American Fact Finder. Retrieved 05/22/25 at https://census.gov/quickfacts.

Service Area Characteristics: The proposed project will take place in the City of Blue Springs, MO which is a suburban area located approximately 20 miles east of the Kansas City, MO metropolitan area and encompasses 22 square miles in Eastern Jackson County, MO. Eastern Jackson County spans 297 square miles and encompasses 18 municipalities. The City's MOU partner, Hope House, is the only DV service provider located in this geographic area. As such, Hope House must collaborate and coordinate with each municipality including their police departments, prosecuting attorneys' offices, and/or municipal courts to ensure a holistic coordinated approach across the region.

While nationally the rate of DV is 4.1 per 1,000 persons[2], in MO the rate is 5.7 per 1,000 persons.[3] Per the Violence Policy Center's 2022 report "When Men Murder Women", MO has the 6th highest rate of female DV homicide victims: 2.14 homicides per 100,000 people.[4] According to the MO State Highway Patrol's DV Crime Data, between 2021 and 2023, Jackson County averaged over 7,500 DV incidents annually – the highest of any county in the state. Additionally, the National Network to End Domestic Violence's 19th Annual DV Count found that in just one day in Missouri, 2,362 victims received services while 624 victims' requests were unmet.

To further illustrate the need, please consider these local statistics from 2024. The Blue Springs Police Department (BSPD) completed 653 DV incident reports, all of which received further investigation, and served 114 protection orders. During this same time, an overwhelming 88% of Blue Springs intimate partner violence victims screened as high risk for lethality. Additionally, the Blue Springs based Hope House Court Advocate provided more than 1,000 interventions to over 380 victims navigating the criminal and civil justice systems.

Challenge(s)/Need(s) Faced by Community: The City faces various challenges to its efforts to hold offenders accountable and ensure victim safety. The challenges listed below have been

[2] Tapp Susannah N. and Coen, Emilie J. (2024). Bureau of Justice Statistics Criminal Victimization, 2024.
[3] Kim, Jenny (2024). "State Domestic Violence Statistics in Missouri". Retrieved on 5/20/2025 at https://www.stateregstoday.com/politics/domestic-violence/state-domestic-violence-statistics-in-missouri
[4] Violence Policy Center, (2022), "When Men Murder Women: An Analysis of 2020 Homicide Data".

identified by MOU partners as areas for improvement of the proposed project. (1) Continued training is essential for newly hired and existing law enforcement officers, recruits, police dispatchers, and other first responders. Without it, these professionals may lack adequate knowledge of the dynamics of DV, recent changes to DV laws, and the necessary skills to provide trauma informed services to victims of DV. (2) Patrol officers do not have access to offenders' entire criminal histories when responding to DV incidents, so patrol officers are unaware if the offender has previously offended and/or if the offender is currently on probation in another jurisdiction. Cross jurisdictional persistent offenders and those on probation should face harsher consequences, but without access to this information the BSPD and City Prosecutor are unable consider those factors. (3) Missouri law requires respondents to be served with a formal notice of a protection order before prosecutors can charge them with any violations. As respondents often void service, this creates a barrier to MOU partners' efforts to keep victims safe and hold offenders accountable. (4) Offenders in Jackson County jail are provided with tablets and have been using these tablets to call and harass victims while in custody. To block offenders' privilege to these tablets, a court order must be requested and signed by a Judge, which is difficult to acquire during evening hours and/or on weekends (5) Jackson County's DV Fatality Review Board recently released a report which involved the review of a fatality from the City of Blue Springs. Gaps in services and recommendations regarding stalking and offender access to firearms were included in the report. Stalking is frequently experienced by victims, but not often classified as a crime or identified as such in a timely manner. Additionally, offender access to firearms and lack of accountability for firearm forfeiture creates increased risk of lethality for victim of DV. As a result, offenders evade accountability and victims face increased risk.

Purposes Areas Addressed: To address the needs and high rate of domestic violence within the City of Blue Springs, the proposed project will address purpose areas 3 (centralize and coordinate units), 16 (promote best practices), and 22 (develop multidisciplinary high-risk teams).

Regarding purpose area 3, the City maintains one Detective dedicated to investigating

reports of DV and a Prosecutor who tries DV and other cases. Hope House dedicates one of its five full-time Court Advocates to serve victims from Blue Springs and ensures its comprehensive support services are accessible to victims. This centralized team meets regularly to discuss cases, facilitate trainings, and provide direct services to victims.

Regarding purpose area 16 (promoting best practices), MOU partners provide regular training and technical assistance to new and existing BSPD officers, police academy recruits, police dispatch personnel, emergency medical staff, fire department personnel, and various community organizations on responding to DV and supporting victims.

Regarding purpose area 22 (develop multidisciplinary high-risk teams), MOU partners facilitate a Coordinated Community Council that meets semiannually to discuss gaps in services, trends in offending rates, and victim safety efforts. Since 2011, MOU partners have implemented an evidence-based Lethality Assessment Protocol (LAP). BSPD Officers are trained on the LAP, assess victims at the scene, and immediately connect victims to Hope House's 24-hour crisis line.

Complementing/Not Duplicating Existing Services: Because its MOU partner Hope House is the only DV service provider in Eastern Jackson County where project activities will take place, the City of Blue Springs is confident that this project will complement its current activities and not duplicate any existing services. As a current ICJR grantee, the City of Blue Springs works closely with Hope House and other community agencies to prevent duplication of services and to ensure that the project continues to meet its goals and objectives as effectively and efficiently as possible.

ICJR Statutory Priorities Addressed: The City is committed to the strong enforcement of laws and prosecution of DV cases, including upholding protection orders issued by other states and jurisdictions. To support enforcement across boundaries, the City of Blue Springs has developed effective collaborations with neighboring jurisdictions. In partnership with neighboring municipalities and the Order of Protection Unit, the City also works diligently to serve protection orders involving respondents and/or petitioners who reside and/or work in Blue Springs.

What Will Be Done

How Project Addresses Needs: The City of Blue Springs has established a coordinated effort among law enforcement, prosecutors, and Hope House (a local DV service provider) to address the need to hold offenders accountable and increase victims' safety and confidence in the criminal justice system. Through regular meetings and discussions, MOU partners have implemented various strategies and activities to directly address the needs of the community as well as identifying enhancements to project services.

Project Goals, Objectives, and Activities: **The goal of this project is to hold offenders accountable and keep victims safe.** The City's objectives and key activities under the project, as well as how they address purpose areas and ICJR statutory priorities are detailed below.

Objective 1: Ensure the shared responsibility for the management of DV cases.

Objective 1 addresses purpose area 3 and ICJR statutory priority 2 and includes the following activities: retaining project staff, regular meetings of MOU partners, and referring cases for state prosecution.

The City designates one Detective to investigate DV cases and a City Prosecutor to review, prepare for, and prosecute all municipal DV cases. Hope House designates one of its five Court Advocates to work collaboratively with the City, providing wrap-around support to victims throughout all stages of the civil and criminal justice process and participating in an on-call rotation to ensure 24-hour access to advocacy services. Hope House's Director of Outreach Services oversees the Court Advocacy Program, and the agency's Chief Operating Officer (COO) acts as the ICJR Program Director at the behest of the City. Hope House's Accountant and its Director of Grants & Compliance provide financial and programmatic compliance. OVW grant funds are requested to support key personnel's time spent on grant-related activities.

The DV Detective, Prosecutor, and Hope House Court Advocate meet weekly to review current cases and prior offenses by offenders, helping to establish grounds for possible harsher sentencing. All parties remain in contact between meetings as needed. In the event of a severe

incident or a probation violation, the team discusses the incident, assesses victim safety, and determines the most effective course of action to hold the offender accountable.

The Detective and Court Advocate also meet as needed with the Jackson County Assistant Prosecutor to discuss severe cases and/or those involving persistent offenders that may be eligible for state prosecution. This ensures that all DV assaults are thoroughly investigated, and if the criteria for state prosecution are met, the offender is charged accordingly. During all meetings held to discuss DV cases, each party maintains confidentiality in accordance with local and state laws, federal VAWA provisions, and their agency policy. If any victim-specific information is shared, it is only with the victim's written, informed consent.

Objective 2: Improve law enforcement's handling of DV cases.

Objective 2 addresses purpose area 3, purpose area 16, and ICJR statutory priority 2 and includes the following activities: investigating cases of DV, utilizing strangulation assessment cards, reviewing current City ordinances, using the Flock system, and training key audiences.

The DV Detective presently conducts specialized investigations on all municipal and state-level DV cases. Available in person and by cell phone, the Detective acts as the police contact for DV victims in Blue Springs and is the liaison between victims and the criminal justice system. Due to the magnitude of DV cases, overtime may be necessary. The Detective collects details of the current incident; history of the abuse; reviews, prints, and when necessary takes additional photographs of injuries; and collects other evidential documentation collected by officers at the scene. The Detective evaluates the severity of the offense and presents evidence to the Jackson County Assistant Prosecutor for possible state prosecution. If the case does not rise to a level befitting prosecution by the State, the Detective completes paperwork for the charge to be filed at the City level. In the event the primary Detective is on scheduled leave or the number of cases is large, a non-grant funded backup Detective assists with investigations.

MOU partners will ***enhance*** current services to DV victims by utilizing Strangulation Assessment Cards. These cards help officers, Advocates, and first responders to quickly identify

signs and symptoms of strangulation, determine appropriate next steps to assist the victim, and inform and medical providers who may be involved.

Based on recommendations from Jackson County's DV Fatality Review Board, the City will ***enhance*** efforts to hold offenders accountable by reviewing and revising its current Stalking Ordinance to more closely align with state laws. Amending this ordinance will ensure that the use of location-tracking technology to harass or intimidate a victim is recognized as a violation of the pre-existing stalking ordinance. Officers and the Court Advocate will also begin offering victims safety planning specifically related to stalking and the use of location-tracking technology. If a victim suspects a location-tracking device on their vehicle, BSPD will assist by utilizing a detector specifically designed to identify tracking devices.

The City will ***enhance*** current services by using Flock safety cameras throughout the City and neighboring jurisdictions to help locate offenders by capturing license plate numbers in real time. BSPD officers can use the Flock safety system to set alerts for specific license plate numbers. Cameras function 24/7 and can provide officers with photos of an offender's car and location, allowing for faster response times. Additionally, the system allows responding officers to listen to active 911 calls as they are responding to a scene. The ability to hear and listen to the call in real time provides the officer with valuable context, enables a more effective police response, and helps identify any need for emergency medical care.

Victims may encounter various City employees, first responders, or other community members. It is critical that these individuals be knowledgeable about DV and how to interact with victims appropriately and effectively. Grant funded and non-grant funded staff of MOU partners provide ongoing training and technical assistance opportunities to the following audiences.

Audiences to be Trained	
Police Academy Students	Newly Hired & Existing BSPD Officers
Probation Officers	City Municipal Court Judges
Detectives throughout Jackson County	Emergency Medical and Fire Department Personnel
Police Departments Utilizing Lethality Assessment Programs (LAP)	911 Dispatch Operators, Records Personnel, Public Service Officers, Citizens Police Academy

Hope House's Peace Officer Standards and Training certified curriculum informs local police academy students about the myths, dynamics, and effects of DV; relevant state laws; available victim services; and includes "situationals," or role play activities where students assess, investigate, and make decisions regarding an arrest. New and existing BSPD officers are provided trainings on topics such as: local and state DV laws; signs and documentation of strangulation; the Lethality Assessment Protocol; implementation of pro-arrest policies, including protection order violations and preventing dual arrests; identification of the primary aggressor; emergency order of protection procedures; confidentiality; and how to escort victims to Hope House's emergency shelter. The DV Detective assists with trainings about department specific changes and trends. A tour of Hope House is also provided. MOU partners work with the supervisory staff of various departments to identify training needs, increase staff's knowledge of DV, and further their skills to assess potential DV situations and offer resources and support to victims.

Hope House provides trainings to emergency medical and fire personnel on the dynamics of DV, signs of strangulation, suicide attempts and DV, and available Hope House services. To ***enhance*** these trainings, MOU partners will provide first responders with DV informational packets that they can offer to victims in the event police are not called and/or the victim must be transported for medical care prior to speaking with an officer. This further ensures that all victims are given information on DV and available resources in the area.

Hope House co-hosts an annual training with the Jackson County Prosecutor for Detectives throughout the county to update them on state DV laws, guidelines for working with prosecutors, techniques for gathering evidence at the scene, and conducting thorough follow-up investigations.

Objective 3: Increase the likelihood of successful prosecution.

This objective addresses purpose area 3 as well as ICJR statutory priorities 2 and 3 and includes the following activities: charging DV offenders, holding designated DV municipal court dockets, identifying and charging persistent offenders, monitoring probation violations, implementing bench cards for Municipal Court judges, and efforts to serve Orders of Protection.

DV offenders will be charged. Cases involving severe assaults and persistent offenders are presented to the County's Assistant Prosecutor. Cases not meeting state prosecution criteria are automatically scheduled for municipal court. The City enacts ordinances that mirror state law, knowing that without such ordinances, abusers who are not prosecuted by the State will not be held accountable. The DV City Prosecutor reviews and prepares cases, responds to victim inquiries, and prosecutes all DV cases heard in Blue Springs Municipal Court. The City Prosecutor retrieves recordings of related 911 calls for introduction into evidence, as well as recordings of offenders' phone calls to victims from jail, to identify if offenders are intimidating or coercing victims. The Prosecutor works with police to compile detailed criminal histories of offenders and checks for outstanding warrants in neighboring jurisdictions. This provides the judge with a clearer picture of the offender's past behavior and may lead to stricter sentences for repeat offenders. MOU partners also meet to discuss details of upcoming cases during weekly pre-trial meetings.

To enhance offender accountability while they await their municipal court hearing, Municipal Court Judges have ordered that a 'no contact' order be included as a bond condition for each DV offender. This order is uploaded into the City's system upon the offender's release from jail, ensuring that responding officers have access to this information during calls for service. If the no contact order is violated, the City Prosecutor can file a motion for bond revocation and request a higher bond due to the new offense.

The City maintains designated DV dockets every month, which are scheduled separately from other cases. Hope House's Court Advocate receives each docket in advance to contact victims, offer support, explain the municipal court process, and assist with safety planning. The Court Advocate is also present at each DV docket to provide in-person assistance. Supporting victims' autonomy, victims are given the choice to participate as witnesses. If the victim shares with the Court Advocate an "impact statement" and signs a release of information, the City Prosecutor may consider it when determining how to proceed with the case. No information which may jeopardize a victim's safety is recorded in writing.

After observing certain individuals repeatedly being arrested for DV assaults, the State Prosecutor's Office established criteria to identify "persistent" offenders. The designation applies to offenders with four or more municipal DV arrests or at least one prior state-level charge. MOU partners meet regularly to review recent activity of persistent offenders and evaluate new cases that meet the criteria. Offenders designated as persistent are flagged as such in the City's system, allowing responding officers to immediately access critical information that supports victim safety and enhances offender accountability.

The DV Detective participates in the Eastern Jackson County DV Detectives meetings hosted by Hope House. These meetings have fostered open communication among jurisdictions and strengthened interagency partnerships. While there is no formal cross-jurisdictional list of persistent offenders, detectives across Eastern Jackson County reach out to one another when they encounter a victim or defendant connected to another jurisdiction. This approach ensures that victims receive appropriate support and that offenders are monitored across city lines. It also allows MOU partners to track offender recidivism, which can increase the likelihood of pursuing state-level charges based on prior offenses. It also enables the Hope House Court Advocate to proactively engage with victims who may need extra support, resources, or reassurance.

For offenders placed on City probation, a three-page carbon copy probation form, which is provided in-kind, is used. Copies are scanned into the court system and distributed to the offender, the Municipal Court Clerk, and the grant-funded DV Detective. When reviewing new police reports, the DV Detective cross references them with existing probation forms to identify potential violations. If a violation is found, the DV Detective consults with the City Prosecutor, who may file a Contempt of Court motion to request that the offender's probation be violated and potentially revoked. For persistent offenders, this can lead to stricter sentencing and/or filing of charges at the state level. Additionally, this system helps identify high risk victims more quickly. If no other contact has been made, a revisit to the victim's residence with the Court Advocate can be scheduled. Victims can also request certified, dated, and initialed copies of the probation form

from the Court Clerk. Having access to this documentation empowers victims, especially if a new incident occurs outside the City of Blue Springs, by allowing them to provide probation information to the responding officer who then includes that information in their report.

To ***enhance*** services, the City Prosecutor will begin entering offenders' probation conditions into the City's system that is used by patrol officers. Additionally, the City will work with neighboring jurisdictions to include probation conditions from other municipalities. If an offender currently on probation in a neighboring jurisdiction is arrested in Blue Springs, this arrest information can be forwarded to the other jurisdiction for possible revocation.

The DV Detective, Hope House Court Advocate, and City Prosecutor meet weekly to review upcoming cases. Prior to each scheduled court date, the DV Detective and City Prosecutor compile detailed criminal histories for each offender, providing the judge with a clearer understanding of an offender's past behaviors. This process supports stricter sentencing for persistent offenders. The City Prosecutor responds to victim inquiries and prioritizes victim autonomy and safety by offering them the choice of whether or not to participate as a witness.

The City will ***enhance*** current activities by providing Blue Springs Municipal Court Judges with bench cards related to DV. The bench cards were created by the MO DV and Human Trafficking Task Force and recently approved by the Missouri State Supreme Court. The bench cards function as guides for Judges with specific information relating to relevant legal issues, procedures, and best practices. With guidance from the MO Domestic Violence and Human Trafficking Task Force, MOU Partners will train judges on implementing them in court.

The City will ***enhance*** current services by forming a collaborative relationship with the Jackson County Protection Order Unit. Through this partnership, the Unit will provide the DV Detective a list of newly issued Ex-Parte and Full Orders of Protection for petitioners living in Blue Springs. The DV Detective and Court Advocate will then attempt to revisit each petitioner to offer support, connect them to resources, and assist with service of the order if needed. As violations of Orders of Protection cannot be prosecuted unless it can be confirmed that the respondent was

served, this process addresses a critical service gap. Additionally, as victims are not required to file a police report before seeking an Order of Protection, this outreach ensures all petitioners, regardless of prior police involvement, have access to information about project services.

Objective 4: Adequately address the needs of victims.

This objective addresses purpose areas 3 and 22 and includes the following activities: distributing information packets to DV victims, offering criminal and civil legal advocacy services, implementing the LAP, participating in an on-call rotation, providing referrals to other supportive services; and utilizing stalking logs.

BSPD officers distribute packets of information, contributed in-kind, to all victims. Packets include DV information; a safety plan; contact information for the DV Detective, Hope House Court Advocate, and Municipal Court; instructions on how to obtain a protection order, information on how to apply for crime victim's compensation; a Hope House brochure; and other commonly requested resources. BSPD patrol officers also ask victims to fill out a victim notification form if they would like to be notified when the offender is released from jail. This form includes the victim's contact information including nontraditional information such as their email address and social media contact information. Notifying victims of the offender's release in a manner in which they designate as the safest leads to increased victim safety, confidence, and trust in the police department and criminal justice system. Forms will be provided in-kind.

To uphold a local presence, Hope House's grant-funded Court Advocate offices within the BSPD, which ensures victim access and efficient coordination of project services. The Court Advocate reviews each DV police report from Blue Springs and, within 24 hours of receiving the report, attempts to contact victims by phone. During this outreach, the Advocate checks on the victims' well-being, assists with safety planning, offers information about Hope House services and other available resources, provides assistance in seeking a protection order, and describes the court process. If contact is not made, the Advocate mails a letter to victims on behalf of the DV Detective and includes a Hope House brochure, instructions for contacting MOU partners,

and confirmation of the upcoming court date. When patterns of abuse, repeat offenses, or escalating violence are identified, the Advocate coordinates with the DV Detective to schedule a revisit to the victims' home to offer additional support and safety planning. Prior to the DV docket, the Court Advocate obtains a copy of the docket and contacts victims to confirm their appearance and explain what to expect. Once at court, the Court Advocate meets with victims as they arrive, gives them the option to complete a victim impact statement, and provides support and resources.

Hope House's Court Advocate also attends Eastern Jackson County's Order of Protection Court to check in petitioners, explain the court process, and offer support. The Advocate also ensures respondents do not attempt to communicate with petitioners before, during, or after the hearing. Following the hearing, the Advocate explains the paperwork to petitioners, including expiration and renewal information, assists with safety planning, and offers Hope House services. Because individuals pursuing civil legal action may differ from those seeking criminal legal action, it is important for the Court Advocate to be present in both court systems.

For cases where the service of an order of Protection is not completed, the court may issue a continuance or dismiss the case. This can result in victims being left unprotected or having to restart the process by re-filing the petition. To ***enhance*** the project and assist with closing this gap, the Court Advocate may, on a case-by-case basis, request assistance with service from the grant funded DV Detective or BSPD officers. Service attempts for respondents who reside or work within the City will occur as time and capacity allow~~s~~.

MOU partners implement a Lethality Assessment Protocol (LAP) to reduce the risk of homicide, injury, and re-assault in DV cases. When responding to DV calls, officers utilize an evidence-based screening tool to assess victims' level of danger. When victims screen as "high danger", officers immediately contact Hope House's 24-hour hotline to connect victims with safety planning, emergency shelter, and other critical services, including a one-on-one session with Hope House's Court Advocate. Hope House maintains two such appointments daily. Should

victims decline to speak to the hotline operator, the operator provides support and resources to the responding officers, who then relay the information to the victim.

Hope House will continue to make its advocacy services available 24 hours a day through an on-call rotation. When officers respond to a severe incident of abuse or identify a victim with an immediate need, a Court Advocate is available to respond to the scene with an officer or meet a victim at the police station or local hospital to offer supportive services and safety planning. If the victim chooses to pursue an Order of Protection, the Advocate provides filing assistance. With a proper release of information, the Advocate may make a referral to an OVW-funded Hope House contract attorney to provide representation during the order of protection hearing. If the victim feels it is safe, the Advocate provides a small notebook of resources and educational materials.

The Court Advocate also provides referrals to Hope House's comprehensive, voluntary, no-cost services. Such services include safe shelter; housing assistance; individual and group therapy; support groups; civil legal representation; activities that promote positive child development and non-offending parent/child interaction; and supervised visitation and monitored custody exchanges. Supportive services are offered to meet the needs of survivors in the context of strengths-based and trauma-informed practices.

MOU partners will ***enhance*** service provision by providing stalking logs to victims, which allow them to track incidents of stalking and other post-separation abuses such as harassment or intimidation. Tracking incidents of stalking and post-separation abuse not only increases the ability of MOU partners to hold offenders accountable for their actions but increases victims' safety. Additionally, victims can request personal security equipment, such as locks and cameras, from Hope House's non-OVW funded Safety and Security Equipment Project to increase their sense of safety and assist with documentation of stalking or violations of a protection order.

Objective 5: Engage in coordinated community response activities.

This objective addresses purpose areas 3 and 22 and ICJR statutory priority 3 and includes the following activities: participating in ride alongs; facilitating a Coordinated Community Council

(CCC); and participating in the Jackson County DV Fatality Review Board, the Eastern Jackson County DV Detectives Committee, and the MO DV and Human Trafficking Task Force.

MOU partners will continue to participate in monthly ride-alongs to build relationships between patrol officers and the Court Advocates and to offer support to victims they encounter. This enhances the lines of communication between MOU partners and increases the officers' knowledge of DV and available support services while also providing an opportunity to share perspectives and discuss any concerns about the City's response.

MOU partners facilitate the CCC, which meets semiannually to address current DV issues, trends, and their resolutions. CCC participants include a multidisciplinary team of government and nongovernmental entities. Additionally, the CCC's subcommittee will ensure project enhancements are implemented as anticipated.

MOU partners participate in the Jackson County Domestic Violence Fatality Review Board. Hope House's COO is a member of the Board's Implementation Committee. The Fatality Board's goal is to identify gaps in systems and reduce DV fatalities in the community. The Board completed a review in 2024 which resulted in identifying gaps in services related to stalking and offenders with firearms. Additional training and technical assistance will be provided to area police department, prosecutors, and victim service agencies by the Battered Women's Justice Project (BWJP) and Stalking Prevention Awareness Resource Center (SPARC). MOU partners are members of the Eastern Jackson County DV Detectives committee which meets semi-annually to identify persistent offenders across jurisdictions and discuss trends. Hope House's COO is a member of MO's DV and Human Trafficking Task Force and sits on the LAP subcommittee.

Tracking Project Goals and Objectives/Measuring Success: Evaluation and analysis of progress is conducted twice per year utilizing quantitative data based on the established performance measures as well as qualitative data gathered through the use of voluntary satisfaction surveys distributed by Hope House. Measurements and baselines for project activities under each objective are detailed in the table below.

Objective 1: Ensure shared responsibility for the management of DV cases.	
Measurements	**Baseline for Success**
Retention of project staff	<4% turnover per month of grant funded staff
Number of meetings held by MOU partners	Weekly meetings
Number of referrals for state prosecution	3 referrals per month

Objective 2: Improve law enforcement's handling of DV cases.	
Measurements	**Baseline for Success**
Number of DV cases investigated	45-50 cases per month
Number of strangulation cards provided	1-5 assessments per quarter
Review of City's Stalking Ordinance	Adoption of new/revised Stalking Ordinance
Number of trainings/TA assistance provided	1-3 trainings per quarter

Objective 3: Increase the likelihood of successful prosecution.	
Measurements	**Baseline for Success**
Number of offenders charged	40-50 charges per month
Number of designated DV dockets	Weekly DV dockets
Number of persistent offenders identified	1-5 new offender identified per quarter
Number of persistent offenders charged	1-5 offenders charged per quarter
Number of probation violations filed	1-5 violations per month
Implementation of bench cards	Judges utilizing bench cards
Service of Protection Orders	1-5 orders served per quarter

Objective 4: Adequately address the needs of victims.	
Measurements	**Baseline for Success**
Number of DV packets distributed	45-50 packets per month
Number of police reports reviewed	35-45 reports per month
Number of victims served	100 victims per 6-month period
Number of lethality assessment conducted	10-15 LAPs per month
Number of police callouts	1-2 callouts per month
Number of referrals to non-grant funded services	5 referrals per month
Number of stalking logs distributed	1-5 logs per month

Objective 5: Engage in coordinated community response activities.	
Measurements	**Baseline for Success**
Number of ride alongs	Monthly ride alongs
Number of CCC meetings held	Semiannual meetings
Participation in Jackson County DV Fatality Review Board	Monthly meetings
Participation in Eastern Jackson County DV Detectives Committee	Semiannual meetings
Participation in MO DV & Human Trafficking Task Force	Bimonthly meetings

Detailed Timeline: The City requests continuation funding for its current activities and proposed enhancements. Activities currently being implemented **will begin immediately (Month 1) and continue through the entire grant period (Month 36)** and include: (1) advancing the centralization of DV cases (employ project staff, engage as a centralized unit, and engage with

the Jackson County Assistant Prosecutor); (2) enhancing law enforcement response to DV (conduct investigations and facilitate training/technical assistance); (3) improving the prosecution of DV cases (charge DV offenders, hold designated DV dockets in municipal court, designate and charge persistent offenders, conduct pre-trial activities, and charge probation violations); (4) addressing victim needs (distribute informational packet, provide criminal and civil legal advocacy, maintain an on-call rotation, implement lethality assessments, and provide referrals to non-grant funded services); and (5) enhancing the community response to DV (participate in ride alongs, Jackson County DV Fatality Review Board, Eastern Jackson County DV Detectives Committee, and the State of Missouri DV and Human Trafficking Task Force and facilitate a CCC).

The following enhancements to the project will **begin by Month 6 and continue throughout the grant period (Month 36)**: (1) providing stalking specific training and tools to audiences trained; (2) distributing DV informational packets to other first responders; (3) adding probation information into the City's system for patrol officers; (4) utilizing the Flock Safety system; (5) assisting with service of hard to serve protection orders; (6) coordinating with Protection Order Unit and providing follow up services for victims with newly issued protection orders; (7) distributing stalking logs; and (8) providing victims with personal security equipment.

The timeline for <u>other project enhancements</u> is depicted in the chart below.

Year One			
Quarter 1	***Quarter 2***	***Quarter 3***	***Quarter 4***
MOU partners will meet to discuss grant conditions, timeline, and enhancements to current activities	MOU partners will train Municipal Court Judges on bench cards	CCC will discuss City's Stalking Ordinance and possible revisions	Judges will implement bench cards
Year Two			
Quarter 1	***Quarter 2***	***Quarter 3***	***Quarter 4***
Review the success of Year 1 and discuss necessary changes.	CCC will submit recommended Stalking Ordinance amendment to City Council for adoption	Implement changes based on evaluation and victim feedback	
Year Three			
Quarter 1	***Quarter 2***	***Quarter 3***	***Quarter 4***

Review the success of Year 2 and discuss necessary changes		Implement changes based on evaluation and victim feedback	

Deliverables/Products: Grant funds will not be used to create or revise current brochures, training curriculum, or other products utilized by MOU partners.

Making Services Accessible: The City and its MOU partner comply with regulations set by the Americans with Disabilities Act. Meeting spaces are available on the ground floor to ensure full access to project staff. Hope House's non-grant funded Client Assistance Fund may be utilized for transportation to meet with project staff and/or attend court hearings. Project personnel make additional reasonable accommodations for victims with disabilities to ensure equitable access.

Bi-lingual staff, in-person interpreters, and telephonic interpreters are available to ensure victims with limited English proficiency can communicate in their preferred language. Vital program forms, including the LAP assessment form, are available in Spanish, the most commonly spoken non-English language in the target community. Lastly, "I Speak" language identification cards are available so victims can quickly identify their preferred language and be connected with an interpreter in a timely manner. In-person and/or video interpreters are available to ensure victims who are deaf/hard of hearing can communicate in their preferred language.

Who Will Implement

Key People and Organizations: The City of Blue Springs, a unit of local government that has successfully administered federal grants, is the lead applicant. The City will partner with Hope House, a local nonprofit DV service provider. The City, including its Police and City Prosecutor's Office, along with Hope House are responsible for the implementation of this project and regularly coordinating activities through weekly meetings and regular ongoing communication. The City designates Jacoba Jacobsen as the grant funded DV Detective and Michael Hunt as the grant funded City Prosecutor. MOU partner Hope House designates a to-be-hired Court Advocate, Chief Operating Officer Ilene Shehan, Director of Outreach Services Randa Hager, Director of Grants & Compliance Brandi Bair, and Accountant Tim Meeker as grant funded staff.

Capacity to Address Need/Successfully Implement Project: MOU partners have been providing project services consistently for over 20 years and have dedicated personnel to carry out project activities, including necessary administrative staff. All project personnel are trained in the dynamics of DV, applicable DV laws, and the importance of a coordinated community response to hold offenders accountable. MOU partners have a long-standing history and a strong reputation within the community for providing services. The City and its MOU partners have the capacity that is necessary to meet the need for DV services in the community and successfully carry out the proposed project. Job descriptions of all key personnel are attached.

Experience and Expertise of Organizations, Key Personnel, and Project Partners: The City of Blue Springs' Police Department has had a designated DV Detective since 2003. In that same year, the City also began holding designated DV dockets within its Municipal Court and began its formal coordinated response to DV with the assistance of Hope House. In 2010, the City began implementing a Lethality Assessment Program. Detective Jacobson joined BSPD in 2012 and was assigned to DV Detective in 2025. Michael Hunt has prosecuted DV cases on behalf of the City since 2022 and maintains the designated judicial DV dockets.

Hope House has provided services targeted to domestic violence survivors since 1983. Today, Hope House offers services onsite at agency owned campuses located in Independence and Lee's Summit, MO as well as outreach offices located in Blue Springs, Independence, and Lee's Summit, MO. Hope House is a leader and expert in the field of DV and has been accredited by the Council on Accreditation (COA) – an international, independent, nonprofit, human service accrediting organization – since 2017.

The to-be-hired Court Advocate will hold a bachelor's degree in social work, psychology, human services, or a related field or appropriate training and have experience in providing case management, advocacy, or crisis intervention services. Hope House's COO Ilene Shehan earned a Bachelor of Science degree in 1996 and has nearly 30 years of experience in the DV field. Hope House's Director of Outreach Services Randa Hager has worked in the DV field for over 10 years.

Hope House's Director of Grants & Compliance Brandi Bair holds a Master of Public Administration degree and has worked with Hope House for nearly 15 years. Tim Meeker has worked with Hope House since 2021 and holds a Master of Accountancy degree.

Key personnel have collaboratively discussed and planned the implementation and evaluation of program objectives, tasks, and outcomes. MOU partners will utilize the established CCC as well as regularly scheduled meetings to identify and address service barriers and gaps and to develop strategies to minimize their impact on victim safety and offender accountability.

Assignment of Project Goals, Objectives, and Activities to Key Personnel: Grant funded staff work collaboratively to ensure the successful implementation of project goals, objectives, and activities. The table below details the assignment of project activities among MOU partners.

BSPD & DV Detective	City Prosecutor	Hope House
• Retention of program staff • Meet with MOU partners • Refer cases to state prosecutor • Investigate DV cases • Utilize strangulation cards • Review City stalking ordinance • Facilitate trainings • Identify persistent offenders • Serve protection orders • Distribute info packets • Conduct lethality assessments • Distribute stalking logs • Participate in ride alongs • Facilitate CCC • Participate in Eastern Jackson County DV Detectives Committee	• Retention of program staff • Meet with MOU partners • Review City stalking ordinance • Charge DV offenders • Charge persistent offenders • Maintain designated DV dockets • File probation violations • Facilitate CCC	• Retention of program staff • Meet with MOU partners • Review City stalking ordinance • Identify persistent offenders • Review police reports • Provide criminal and civil legal advocacy • Provide referrals to other services • Distribute stalking logs • Maintain on call rotation • Participate in ride alongs • Facilitate CCC • Participate in Jackson County DV Fatality Review Board • Participate in Eastern Jackson County DV Detectives Committee • Participate in MO DV and Human Trafficking Task Force

In addition to the above project activities, Hope House's Accountant, Tim Meeker completes internal grant billings and ensures agency compliance with financial grant guidelines, and Hope House's Director of Grants and Compliance Brandi Bair ensures compliance of all grant related activities, including the completion and submission of semi-annual progress reports.