



AGENDA

Raymore City Council Regular Meeting
City Hall – 100 Municipal Circle
Monday, January 13, 2025
6:00 PM

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Presentations / Awards**
- 5. Personal Appearances**
- 6. Staff Reports**
 - A. Development Services
 - B. Court
 - C. Police/Emergency Management
- 7. Committee Reports**
- 8. Consent Agenda**

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

- A. City Council Meeting Minutes, December 23, 2024
- B. Appointments and Affirmations of Membership to Incentive District Boards

Reference:

Resolution 25-01

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

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

C. 2024 Curb Project - Acceptance and Final Payment

Reference:

Resolution 25-02

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

D. Recreation Park Playground - Acceptance and Final Payment

Reference:

Resolution 25-04

The Director of Parks and Recreation has determined that the project has been satisfactorily completed in accordance with the project specifications.

9. Unfinished Business

A. Original Town Alleyway Vacation (pg 28)

Reference:

Bill 3933

Staff Report

Property Survey

Site Photographs

Photos Submitted by Applicant

Draft December 3, 2024 PZ Minutes

An application filed by property owners Beth Plunkett (105 E. Olive Street) and Pamela Hatcher (303-307 S. Washington Street) requesting to vacate approximately 120 feet of right-of-way within the alleyway adjoining the two properties along E. Olive Street between S. Washington Street and S. Franklin Street.

- City Council, 12/23/2024: Approved, 8-0
- City Council, 12/9/2024: Continued until 12/23/2024, 6-0
- Planning and Zoning Commission, 12/3/2024: Approval, 7-0

B. Calling for the April 8, 2025 Municipal Election (pg 65)

Reference:
Bill 3935

The Raymore City Charter states that the regular Municipal Election shall be held on the first Tuesday after the first Monday in April, or such day as may be mandated by State law. Bill 3935 calls for the next municipal election to be held on April 8, 2025. Candidate filing began December 17, 2024, and ends on January 21, 2025. The position of Mayor will be open to serve a three-year term and positions for City Council seats in each of the four wards will be open to serve a two-year term.

- City Council, 12/23/2024: Approved, 8-0

C. Award of Contract - 510 Printing/Minutemen Press for Printing and Mailing Services (pg 69)

Reference:
Bill 3936
Contract
Bid Forms

The current contract for printing and mailing service for The Review magazine ends on Dec. 31, 2024. Bids were solicited and staff determined that 501 Printing/Minutemen Press was the lowest and best bidder for this one year contract with options for two one-year renewals.

- City Council, 12/23/2024: Approved, 8-0

D. Directing Submission of a Public Safety Sales Tax on the April 8, 2025 Ballot (pg 158)

Reference:
Bill 3937

Pursuant to recent City Council discussions, staff has prepared Bill 3937 directing the City Clerk to place a public safety sales tax, as authorized by 92.500 RSMo, on the April 8, 2025 ballot. If approved, the tax would be collected at a rate of one-quarter of one percent on all retail sales within the City. Revenues received would be solely dedicated to hiring, paying, equipping, and training police officers.

- City Council, 12/23/2024: Approved, 8-0

10. New Business

A. Tax Increment Financing Plans and Redevelopment Projects Annual Report (Public Hearing) (pg 164)

Reference:

TIF Annual Progress Report

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

- No previous action on this item

B. Approving Extended & Amended Employment Agreement - City Manager (pg 170)

Reference:

Bill 3939

Employment Agreement

The City Council has proposed an amendment to the City Manager's employment contract.

- No previous action on this item

11. Public Comments

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

12. Mayor/Council Communication

13. Adjournment

MISCELLANEOUS

EXECUTIVE SESSION (CLOSED MEETING)

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

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

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

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

MONTHLY DEPARTMENT REPORT DECEMBER 2024

BUILDING PERMIT & INSPECTION ACTIVITY -

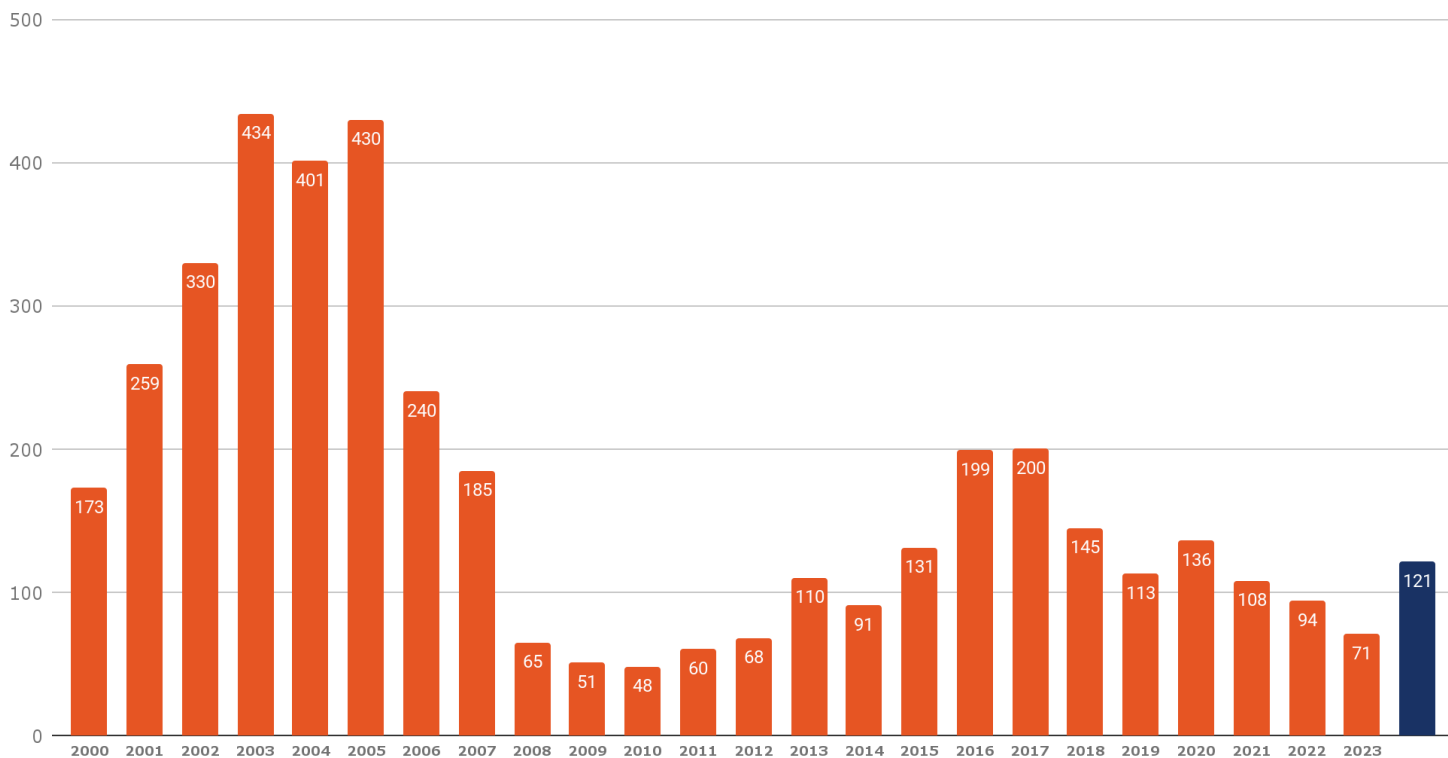
TYPE OF PERMIT	DEC 2024	2024 YTD	2023 YTD	2023 TOTAL
Detached Single-Family Residential	21	121	71	71
Attached Single-Family Residential	0	80	110	110
Multi-Family Residential (apartment)	0	13	0	0
Miscellaneous Residential (deck; roof)	61	733	753	753
Commercial - New, Additions, Alterations	0	35	27	27
Sign Permits	12	70	64	64
BUILDING INSPECTIONS	DEC 2024	2024 YTD	2023 YTD	2023 TOTAL
Total No. of Inspections	343	4,871	5,514	5,514
Residential Inspections	253	3,107	2,836	2,836
Commercial Inspections	90	1,764	2,678	2,678
INVESTMENT	DEC 2024	2024 YTD	2023 YTD	2023 TOTAL
Total Residential Permit Valuation	\$7,105,300	\$59,015,960	\$47,930,930	\$47,930,930
Total Commercial Permit Valuation	\$0	\$38,506,341	\$40,675,232	\$40,675,232

BUILDING CONSTRUCTION ACTIVITY -

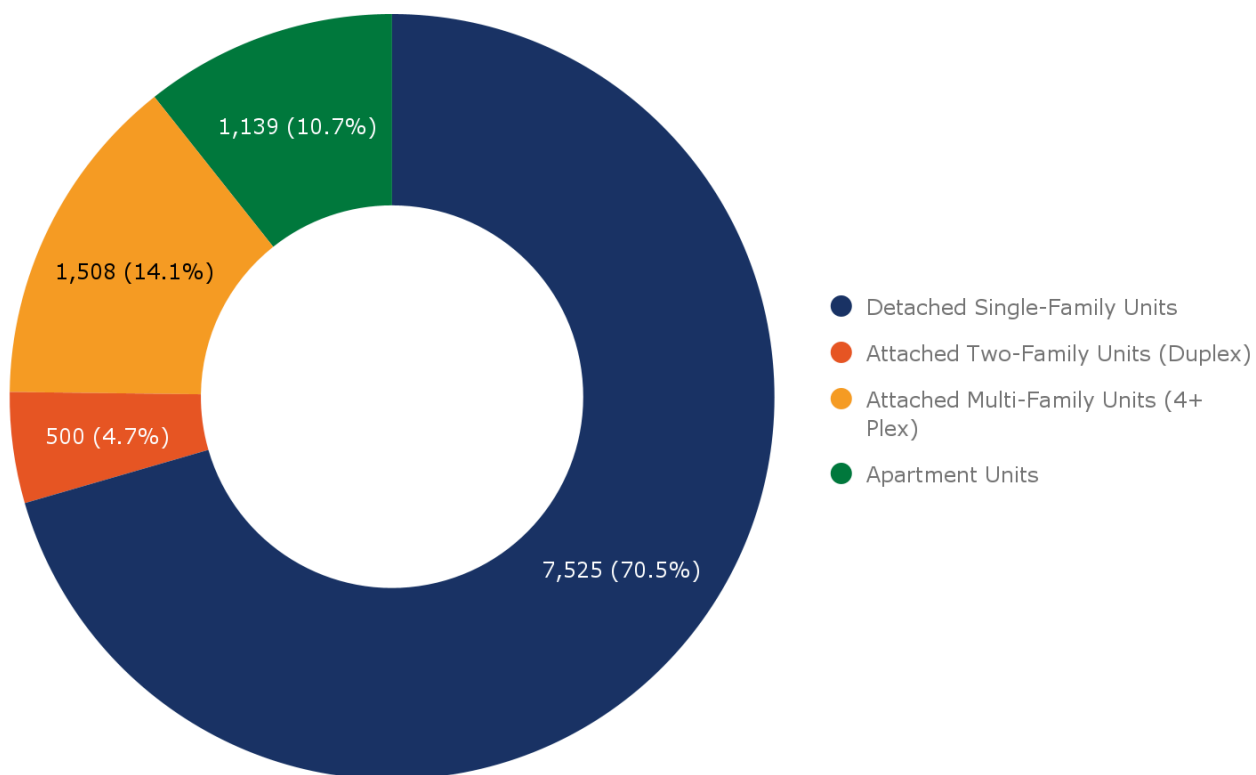
- Vertical constriction of the multi-tenant building located at [1830-1832 W. Foxwood Drive](#) continues. Tenant finish plans were submitted for Einstein Bros. Bagels as an anchor tenant.
- The Luminare Aesthetics & Wellness located at 242 Broadmoor Drive is completed and open for business. **Welcome to Raymore!**
- A permanent Certificate of Occupancy was issued for the Chick-Fil-A located at 1920 W. Foxwood Drive. [Chick-Fil-A](#) celebrated a ribbon cutting for the new building on January 7th, and celebrated a grand opening on January 9th! **Welcome to Raymore!**
- A permanent Certificate of Occupancy was issued for the Baskin Robbins located at 313 N. Dean Avenue. **Welcome to Raymore!**

BUILDING PERMIT TRENDS AND HOUSING UNIT INVENTORY -

Single Family Housing Permit Trends 2000-2024



Existing Housing Unit Inventory



CODE ENFORCEMENT ACTIVITY -

CODE ENFORCEMENT	DEC 2024	2024 YTD	2023 YTD	2023 TOTAL
Code Enforcement Cases Opened	35	764	682	682
Notices Mailed				
-Tall Grass/Weeds	0	160	131	131
- Inoperable Vehicles	19	257	230	230
- Junk/Trash/Debris in Yard	7	127	125	125
- Object placed in right-of-way	0	11	19	19
- Parking of vehicles in front yard	1	41	31	31
- Exterior home maintenance	3	83	76	76
- Other (trash at curb early; signs; etc)	0	0	0	0
Properties mowed by City Contractor	0	56	59	59
Abatement of violations (silt fence repaired; trees removed; stagnant pools emptied; debris removed)	2	5	5	5
Signs in right-of-way removed	79	670	628	628
Violations abated by Code Officer	2	48	55	55

ACTIONS OF BOARDS, COMMISSIONS & CITY COUNCIL -

DECEMBER 3 , 2024 PLANNING AND ZONING COMMISSION -

- Original Town Alleyway Vacation, 105 E Olive St. & 303-307 Washington St. (public hearing), recommended approval

DECEMBER 9, 2024 CITY COUNCIL MEETING -

- 1st Reading - Original Town Alleyway Vacation, 105 E Olive St. & 303-307 Washington St. (public hearing), continued to 12/23/24
- 2nd Reading - White Tail Run PUD Rezoning and Preliminary Plan, approved
- 2nd Reading - Cunningham 4th Final Plat, approved
- 2nd Reading - Park Side 2nd Final Plat, approved

DECEMBER 17, 2024 PLANNING AND ZONING COMMISSION -

- Meeting canceled

DECEMBER 23, 2024 CITY COUNCIL MEETING-

- 2nd Reading (continued) - Original Town Alleyway Vacation, 105 E Olive St. & 303-307 Washington St., approved

UPCOMING MEETINGS - JANUARY

JANUARY 7, 2025 PLANNING AND ZONING COMMISSION -

- Meeting canceled due to lack of business items

JANUARY 13, 2025 CITY COUNCIL MEETING -

- 2nd Reading (final)- Original Town Alleyway Vacation, 105 E Olive St. & 303-307 Washington St.

JANUARY 21, 2025 PLANNING AND ZONING COMMISSION -

- No items currently scheduled

JANUARY 27, 2025 CITY COUNCIL MEETING -

- No items currently scheduled

DEPARTMENT ACTIVITY & EVENTS - DECEMBER

- Development Services Director David Gress and Economic Development Director Jordan Lea attended a Regional Innovation Forum on Land Use & Economic Development hosted by the Mid-America Regional Council (MARC).
- Development Services Director David Gress attended the graduation ceremony of the Certified Public Management program through the University of Kansas' Public Management School to celebrate the graduation of various colleagues.
- Development Services Director David Gress attended the Raymore Chamber of Commerce Holiday Social.
- Economic Development Director Jordan Lea attended the Raymore Chamber of Commerce Events Committee meeting.
- Economic Development Director Jordan Lea attended SmartPort KC's fourth quarter happy hour networking event.
- Economic Development Director Jordan Lea attended the monthly Workforce YOU Housing Committee meeting and monthly Workforce YOU Executive Committee meeting.
- Mayor Kris Turnbow, Economic Development Director Jordan Lea and Development Services David Gress attended the ribbon cutting celebration for Geriatric Primary Care located inside Foxwood Springs at 1500 W Foxwood Drive. Geriatric Primary Care has dental, physical therapy, mental health care and a primary care medical doctor. Their services are available to the public (not just Foxwood Springs residents).



- City staff attended the Raymore Chamber of Commerce Holiday Social. Mayor Kris Turnbow, David Gress and Jordan Lea were sworn in as 2025 board members.
- Economic Development Director Jordan Lea graduated from the Certified Public Management program through the University of Kansas' Public Management School.
- Development Services staff met with representatives of the Chick-Fil-A to discuss traffic planning and control for the opening of the new restaurant located at 1920 W. Foxwood Drive.
- Development Services Director David Gress attended the monthly Chamber Coffee + Conversation hosted by the Raymore Chamber of Commerce and Country Club Bank.
- GIS Coordinator Thomas Ehlinger assisted the Arts Commission in developing a Holiday Lights Display map to capture holiday lights within the community.
- Development Services Director David Gress attended the annual holiday party of the Kansas City Chapter of the American Planning Association.
- Economic Development Director Jordan Lea attended the monthly Workforce YOU childcare focus area meeting.
- Human Resources Director Shawn Aulgur and Economic Development Director Jordan Lea attended an open house at the LEAD Learning Center.
- Economic Development Director Jordan Lea attended the Missouri Economic Development Council's board meeting.
- Economic Development Director Jordan Lea attended the monthly Emerging Leaders Advisory Committee with the International Economic Development Council.
- Mayor Kris Turnbow, Development Services Director David Gress and Economic Development Director Jordan Lea attended the Raymore Chamber of Commerce's annual board retreat.
- Economic Development Director Jordan Lea attended the Economic Development Alliance meeting hosted by the Kansas City Area Development Council.
- The City welcomed our new City Planner, Dave McCumber, in the Development Services Department. Mr. McCumber will assist and lead the City in continued growth and development.



- Development Services Director David Gress and City Planner Dave McCumber attended the meeting of the Missouri Housing Development Commission (MHDC) in Jefferson City, MO.
- GIS Coordinator Thomas Ehlinger completed an inventory of the City's addressing assignments and created a web-app to assist in address assignments and record keeping.
- Economic Development Director Jordan Lea presented at the Workforce YOU partner meeting.
- Economic Development Director Jordan Lea attended the Raymore Chamber of Commerce 50th Anniversary task force meeting.
- Economic Development Director Jordan Lea co-hosted a holiday social for Missouri Economic Development Council (MEDC) District 3.

MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

<u>I. COURT INFORMATION</u>		Municipality: Raymore Municipal		Reporting Period: Dec 3, 2024 - Dec 31, 2024	
Mailing Address: 100 MUNICIPAL CIRCLE, RAYMORE, MO 64083					
Physical Address: 100 MUNICIPAL CIRCLE, RAYMORE, MO 64083				County: Cass County	
Telephone Number: (816)3311712		Fax Number:			
Prepared by: Angela Davis		E-mail Address:			
Municipal Judge:					
<u>II. MONTHLY CASELOAD INFORMATION</u>					
		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance	
A. Cases (citations/informations) pending at start of month		63	1,469	600	
B. Cases (citations/informations) filed		4	146	30	
C. Cases (citations/informations) disposed					
1. jury trial (Springfield, Jefferson County, and St. Louis County only)		0	0	0	
2. court/bench trial - GUILTY		0	2	0	
3. court/bench trial - NOT GUILTY		0	0	4	
4. plea of GUILTY in court		3	77	17	
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	24	0	
6. dismissed by court		0	9	1	
7. <i>nolle prosequi</i>		0	5	13	
8. certified for jury trial (not heard in Municipal Division)		0	0	0	
9. TOTAL CASE DISPOSITIONS		3	117	35	
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		64	1,498	595	
E. Trial de Novo and/or appeal applications filed		0	0	0	
<u>III. WARRANT INFORMATION (pre- & post-disposition)</u>					
1. # Issued during reporting period		50	<u>IV. PARKING TICKETS</u>		
2. # Served/withdrawn during reporting period		61	☐ Court staff does not process parking tickets		
3. # Outstanding at end of reporting period		1,824			

THE RAYMORE CITY COUNCIL MET IN REGULAR SESSION ON MONDAY, DECEMBER 23, 2024, IN COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI. MEMBERS PRESENT: MAYOR TURNBOW, COUNCILMEMBERS ABDELGAWAD, BAKER, BARBER, BURKE III, CIRCO, ENGERT, HOLMAN, AND MILLS. ALSO PRESENT: CITY MANAGER JIM FEUERBORN, CITY ATTORNEY JONATHAN ZERR, AND CITY CLERK ERICA HILL.

1. Call to Order

Mayor Turnbow called the meeting to order at 6:00 p.m.

2. Roll Call

City Clerk Erica Hill called roll; quorum present to conduct business.

3. Pledge of Allegiance

4. Presentation/Awards

5. Personal Appearances

6. Staff Reports

Public Works Director Trent Salsbury and Parks and Recreation Director Nathan Musteen reviewed their staff reports included in the Council packet. Mr. Musteen answered questions from Council.

Communications Director Melissa Harmer stated there are coffee mugs for sale at City Hall featuring the Raymore mural and provided an update on the plastic bag recycling program. She noted The Review should be delivered in early January.

City Manager Jim Feuerborn reminded Council that December 30 is the fifth Monday of the month so there will be no work session.

7. Committee Reports

8. Consent Agenda

A. City Council Meeting minutes, December 9, 2024

B. Resolution 24-42: Madison Valley Phase 3 - Acceptance of Public Improvements

C. Resolution 24-43: 163rd Street Sunset Lane to Madison Street - Acceptance of Public Improvements

D. Resolution 24-44: Park Board Appointment of Mike Wilson

MOTION: By Councilmember Holman, second by Councilmember Abdelgawad to approve Consent Agenda Items B, C, and D.

DISCUSSION: None

VOTE:	Councilmember Abdelgawad	Aye
	Councilmember Baker	Aye
	Councilmember Barber	Aye
	Councilmember Burke III	Aye
	Councilmember Circo	Aye
	Councilmember Engert	Aye
	Councilmember Holman	Aye
	Councilmember Mills	Aye

MOTION: By Councilmember Abdelgawad, second by Councilmember Burke III to approve Consent Agenda Item A.

DISCUSSION: None

VOTE:	Councilmember Abdelgawad	Aye
	Councilmember Baker	Aye
	Councilmember Barber	Abstain
	Councilmember Burke III	Aye
	Councilmember Circo	Aye
	Councilmember Engert	Aye
	Councilmember Holman	Abstain
	Councilmember Mills	Aye

9. Unfinished Business

A. Original Town Alleyway Vacation (public hearing)

BILL 3933: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, VACATING A PORTION OF THE ALLEY RIGHT-OF-WAY LOCATED IN BLOCK 14 OF THE ORIGINAL PLAT OF THE CITY OF RAYMORE, CASS COUNTY, MISSOURI."

City Clerk Erica Hill conducted the first reading of Bill 3933 by title only.

Mayor Turnbow opened the public hearing at 6:09 p.m., stating the public hearing was continued from the December 9 meeting. He called for a staff report.

Development Services Director David Gress reviewed the staff report included in the Council packet. Mary Plunkett (105 E. Olive Street) and Pamela Hatcher (303-307 S. Washington Street) have jointly filed applications requesting to vacate approximately 120 feet of right-of-way located within the existing alleyway abutting their properties along E. Olive Street, between S. Washington Street and S. Franklin Street in the Original Town Neighborhood. The applicants are requesting to vacate the portions of the alleyway abutting their properties and to subsequently take ownership of the area within the alleyway. As this is a public hearing, he confirmed

the notice was published in the November 21 edition of the North Cass Herald. At their December 3, 2024, meeting, the Planning and Zoning Commission voted 7-0 to accept the proposed findings of fact and forward the request to the City Council with a recommendation of approval.

Applicant Pam Hatcher, 1403 N. Madison, Raymore, showed pictures of the property and noted that those utilizing the alleyway have to drive onto her property and avoid a utility pole. The Council was shown videos of vehicles trespassing on her property in order to access and leave the alleyway.

Applicant Mary Plunket, 105 E. Olive St., Raymore, reviewed her experience with littering and trespassing on her property instead of the alleyway. She noted that she received permission from the City in June 2024 to plant a bush, as shown in the pictures in the staff report. The Council was shown videos of residents destroying the bush and throwing the bush into her yard and throwing sticks into her yard.

Councilmember Circo asked Ms. Plunkett if she had discussed the issue with the residents disturbing the bush. She indicated she talked to the Police Department, stating they recommended not to confront the residents.

Councilmember Mills asked the process of permission being granted for plantings in the alley. Mr. Gress stated they had permission to plant against the fence, but it was planted further into the alley.

Councilmember Baker asked if the alley is vacated, would the utility easement remain. Mr. Gress stated yes. Councilmember Baker then asked if the applicants would be extending their fences. Mr. Gress stated he believes they will extend the fences, noting that you can construct fences over easements, but not over right-of-way. He added that as with all other utility easements through fenced properties, the property owner is responsible if the fences have to be moved for utility work.

Mayor Turnbow opened the floor for public comment. Hearing none, he closed the public hearing at 6:34 p.m.

MOTION: By Councilmember Holman, second by Councilmember Abdelgawad to approve the first reading of Bill 3933 by title only.

DISCUSSION: Councilmember Burke thanked the applicants.

Councilmember Circo confirmed with the applicants that they understand the responsibility of constructing fences over utility easements. Ms. Hatcher confirmed.

VOTE:	Councilmember Abdelgawad	Aye
	Councilmember Baker	Aye
	Councilmember Barber	Aye
	Councilmember Burke III	Aye
	Councilmember Circo	Aye

Councilmember Engert	Aye
Councilmember Holman	Aye
Councilmember Mills	Aye

B. Award of Contract - Operations Haul-Off Project

BILL 3926: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH TERRY SNELLING CONSTRUCTION, INC. FOR THE OPERATIONS HAUL-OFF PROJECT, CITY PROJECT NUMBER 25-007, IN THE AMOUNT OF \$30,000.00 AND AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDERS WITHIN ESTABLISHED BUDGET CONSTRAINTS."

City Clerk Erica Hill conducted the second reading of Bill 3926 by title only.

MOTION: By Councilmember Holman, second by Councilmember Abdelgawad to approve the second reading of Bill 3926 by title only.

DISCUSSION: None

VOTE:	Councilmember Abdelgawad	Aye
	Councilmember Baker	Aye
	Councilmember Barber	Aye
	Councilmember Burke III	Aye
	Councilmember Circo	Aye
	Councilmember Engert	Aye
	Councilmember Holman	Aye
	Councilmember Mills	Aye

Mayor Turnbow announced the motion carried and declared Bill 3926 as **Raymore City Ordinance 2024-061.**

C. Intergovernmental Cooperative Agreement for Water Services

BILL 3934: "AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF RAYMORE, MISSOURI, TO ENTER INTO AN INTERGOVERNMENTAL COOPERATIVE AGREEMENT WITH THE CITY OF BELTON, MISSOURI, AND MASON BANKS FOR THE PROVISION OF EXTRA-TERRITORIAL WATER SERVICES."

City Clerk Erica Hill conducted the second reading of Bill 3934 by title only.

MOTION: By Councilmember Holman, second by Councilmember Abdelgawad to approve the second reading of Bill 3934 by title only.

DISCUSSION: None

VOTE:	Councilmember Abdelgawad	Aye
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Councilmember Baker	Aye
Councilmember Barber	Aye
Councilmember Burke III	Aye
Councilmember Circo	Aye
Councilmember Engert	Aye
Councilmember Holman	Aye
Councilmember Mills	Aye

Mayor Turnbow announced the motion carried and declared Bill 3934 as **Raymore City Ordinance 2024-062**.

10. New Business

A. Calling for the April 8, 2025 Municipal Election

BILL 3935: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, CALLING FOR AND ESTABLISHING THE DATE OF THE GENERAL MUNICIPAL ELECTION TO BE HELD ON APRIL 8, 2025."

City Clerk Erica Hill conducted the first reading of Bill 3935 by title only.

City Clerk Erica Hill reviewed the staff report included in the Council packet. The City Charter, Section 9.1, calls for the regular municipal election to be held on the first (1st) Tuesday after the first (1st) Monday in April. The 2025 election will be held on Tuesday, April 8, 2025, for Mayor, three-year term, currently held by Kristofer Turnbow; Councilmember Ward 1, two-year term, currently held by Donald Baker; Councilmember Ward 2, two-year term, currently held by Joseph Burke; Councilmember Ward 3, two-year term, currently held by Kevin Barber; and Councilmember Ward 4, two-year term, currently held by Thomas Engert. Candidate filing began Tuesday, December 17, 2024, and ends Tuesday, January 21, 2025.

MOTION: By Councilmember Holman, second by Councilmember Abdelgawad to approve the first reading of Bill 3935 by title only.

DISCUSSION: None

VOTE:	Councilmember Abdelgawad	Aye
	Councilmember Baker	Aye
	Councilmember Barber	Aye
	Councilmember Burke III	Aye
	Councilmember Circo	Aye
	Councilmember Engert	Aye
	Councilmember Holman	Aye
	Councilmember Mills	Aye

B. Award of Contract - 510 Printing/Minutemen Press for Printing and Mailing Services

BILL 3936: "AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH 510 PRINTING/MINUTEMEN PRESS FOR PRINTING AND MAILING SERVICES FOR THE REVIEW."

City Clerk Erica Hill conducted the first reading of Bill 3936 by title only.

Communications Director Melissa Harmer reviewed the staff report included in the Council packet. The Communications Department publishes The Review and Parks & Rec Program Guide three times a year (January, May, September). The magazine consists of 40 pages and is mailed to every address with a Raymore zip code. The Review currently has a circulation of 11,300. The City currently holds a contract with 510 Printing/Minutemen Press (formerly A Graphic Resource) for printing and mailing services. That contract expires Dec. 31, 2024. In December, staff received four bids for the printing and mailing services for The Review. 510 Printing/Minutemen Press was determined to be the lowest and best bidder.

MOTION: By Councilmember Holman, second by Councilmember Abdelgawad to approve the first reading of Bill 3936 by title only.

DISCUSSION: None

VOTE:	Councilmember Abdelgawad	Aye
	Councilmember Baker	Aye
	Councilmember Barber	Aye
	Councilmember Burke III	Aye
	Councilmember Circo	Aye
	Councilmember Engert	Aye
	Councilmember Holman	Aye
	Councilmember Mills	Aye

C. Directing Submission of a Public Safety Sales Tax on the April 8, 2025 Ballot

BILL 3937: "AN ORDINANCE AUTHORIZING AND DIRECTING SUBMISSION TO THE VOTERS OF THE CITY OF RAYMORE, MISSOURI, AT THE ELECTION ON APRIL 8, 2025, THE PROPOSAL TO AUTHORIZE THE IMPOSITION OF A PUBLIC SAFETY TAX FOR HIRING, PAYING, EQUIPPING, AND TRAINING POLICE OFFICERS AT A RATE OF ONE-QUARTER OF ONE PERCENT."

City Clerk Erica Hill conducted the first reading of Bill 3937 by title only.

City Attorney Jonathan Zerr reviewed the staff report included in the Council packet. The proposed April 8, 2025, ballot issue would allow the voters of Raymore to decide whether to implement a one-quarter of one percent public safety sales tax on all retail taxable sales in the City of Raymore. The staffing study completed in 2021 for the City identified a need to expand uniformed officers within the police

department. It recommended an additional twenty officers within five years. If approved by the voters, revenues from the public safety sales tax would be allocated and used solely for the hiring, paying, equipping, and training of police officers. The revenue would be kept separate and not commingled with other revenue sources or income of the City of Raymore. In addition, the City would not defund, displace, or otherwise decrease the current funding of public safety within the City. He read the ballot language.

City Manager Jim Feuerborn added that RSMo 92.500 requires the City to set up a separate fund for revenues generated from this sales tax should the voters approve the sales tax.

MOTION: By Councilmember Holman, second by Councilmember Abdelgawad to by title only.

DISCUSSION: Councilmember Holman asked for confirmation that this would add only additional police officers. Mr. Feuerborn confirmed.

MOTION TO AMEND: by Councilmember Mills, second by Baker to approve Bill 3937 adding: If approved by the voters, this tax will continue for a period of time not to exceed 20 years from its adoption to sunset thereafter unless renewed by the voters prior to its expiration.

DISCUSSION: Councilmember Holman stated if the sales tax wasn't approved again, the officers would be let go.

Councilmember Abdelgawad stated the discussion in the work session around this topic indicated the need for officers wouldn't go away.

Councilmember Barber agreed with Councilmembers Holman and Abdelgawad.

Councilmember Baker stated the sunset clause would allow for fiscal responsibility and allow the voters to decide.

Councilmember Mills stated that more than likely there would be a need and the citizens would see that; this holds the City to be accountable.

Councilmember Circo stated every election day he hears from citizens that they want safety and security. The current ballot language ensures the sales tax would go toward public safety.

VOTE MOTION TO AMEND:

Councilmember Abdelgawad	Nay
Councilmember Baker	Aye
Councilmember Barber	Nay
Councilmember Burke III	Nay
Councilmember Circo	Nay

Councilmember Engert	Nay
Councilmember Holman	Nay
Councilmember Mills	Aye

VOTE ON ORIGINAL MOTION:

Councilmember Abdelgawad	Aye
Councilmember Baker	Aye
Councilmember Barber	Aye
Councilmember Burke III	Aye
Councilmember Circo	Aye
Councilmember Engert	Aye
Councilmember Holman	Aye
Councilmember Mills	Aye

11. Public Comment

12. Mayor/Council Communication

Mayor Turnbow and Councilmembers wished everyone a Merry Christmas and Happy New Year, recognized the holiday displays around the city, noted the opening of 163rd Street, thanked staff for their work this year, and thanked Mr. Wilson for volunteering.

MOTION: By Councilmember Holman, second by Councilmember Abdelgawad to adjourn to Executive Session to discuss personnel matters as authorized by §610.021(3).

ROLL CALL VOTE:	Councilmember Abdelgawad	Aye
	Councilmember Baker	Aye
	Councilmember Barber	Aye
	Councilmember Burke III	Aye
	Councilmember Circo	Aye
	Councilmember Engert	Aye
	Councilmember Holman	Aye
	Councilmember Mills	Aye

The regular meeting of the Raymore City Council adjourned to Executive Session at 7:05 p.m.

13. Adjournment

MOTION: By Councilmember Holman, second by Councilmember Circo to adjourn.

DISCUSSION: None

VOTE:	Councilmember Abdelgawad	Aye
	Councilmember Baker	Aye

Councilmember Barber	Aye
Councilmember Burke III	Aye
Councilmember Circo	Aye
Councilmember Engert	Aye
Councilmember Holman	Aye
Councilmember Mills	Aye

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

Respectfully submitted,

Erica Hill
City Clerk

RESOLUTION 25-01

"A RESOLUTION OF THE CITY OF RAYMORE, MISSOURI, DESIGNATING MEMBERS TO SERVE ON THE BOARDS OF DIRECTORS OF THE FOXRIDGE COMMUNITY IMPROVEMENT DISTRICT, THE HUBACH HILL ROAD AND NORTH CASS PARKWAY COMMUNITY IMPROVEMENT DISTRICT, THE JETER FARM COMMUNITY IMPROVEMENT DISTRICT, THE RAYMORE GALLERIA COMMUNITY IMPROVEMENT DISTRICT, THE 58 HIGHWAY REGIONAL MARKET CENTER COMMUNITY IMPROVEMENT DISTRICT, THE HUBACH HILL ROAD AND NORTH CASS PARKWAY TRANSPORTATION DEVELOPMENT DISTRICT, THE BELTON/RAYMORE INTERCHANGE TRANSPORTATION DEVELOPMENT DISTRICT, THE FOXWOOD VILLAGE SHOPS COMMUNITY IMPROVEMENT DISTRICT, AND THE 58 HIGHWAY AND DEAN AVENUE COMMUNITY IMPROVEMENT DISTRICT FOR ONE YEAR PERIODS DESIGNATED HEREIN BEGINNING IN 2025."

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

WHEREAS, by adoption of this Resolution, the City desires to designate the members that will serve on the boards of directors of the Districts for the one year periods designated below, all of which periods begin during the calendar year 2025; and,

WHEREAS, for any member of any of the boards of directors whose term has expired, or will expire during 2025, this Resolution shall serve to appoint the member for a new term, for a length of time indicated in parenthesis behind the member's name; and,

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

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

Section 1. **Foxridge Community Improvement District.** The following individuals shall serve as Directors for the period March 31, 2025 through March 30, 2026:

- a. Jordan Lea (new term of March 31, 2025 through March 30, 2029).
- b. Ryan Murdock (current term is March 31, 2023 through March 30, 2027).
- c. David Gress (current term is March 31, 2023 through March 30, 2027).
- d. Elisa Williams (new term of March 31, 2025 through March 30, 2029).
- e. Erica Hill (new term of March 31, 2025 through March 30, 2029).

Section 2. **Hubach Hill Road and North Cass Parkway Community Improvement District.** The following individuals shall serve as Directors for the period July 14, 2025 through July 13, 2026:

- a. Jordan Lea (current term is July 14, 2022 through July 13, 2026).
- b. Ryan Murdock (current term is July 14, 2024 through July 13, 2028).
- c. David Gress (current term is July 14, 2024 through July 13, 2028).
- d. Elisa Williams (current term is July 14, 2022 through July 13, 2026).
- e. Erica Hill (current term is July 14, 2022 through July 13, 2026).

Section 3. **Jeter Farm Community Improvement District.** The following individuals shall serve as Directors for the period July 22, 2025 through July 21, 2026:

- a. Matt Cox (current term is July 22, 2024 through July 21, 2028).
- b. Ryan Murdock (current term is July 22, 2022 through July 21, 2026).
- c. Elisa Williams (current term is July 22, 2022 through July 21, 2026).
- d. Chris Hotop (current term is July 22, 2024 through July 21, 2028).
- e. John States (current term is July 22, 2022 through July 21, 2026).

Section 4. **Raymore Galleria Community Improvement District.** The following individuals shall serve as Directors for the period July 23, 2025 through July 22, 2026:

- a. Steve Caffey (current term is July 23, 2024 through July 22, 2028).
- b. Amy Ehlers (current term is July 23, 2022 through July 22, 2026).
- c. Ryan Murdock (current term is July 23, 2022 through July 22, 2026).
- d. Jordan Lea (current term is July 23, 2024 through July 22, 2028).
- e. Angie Rogers (current term is July 23, 2022 through July 22, 2026).
- f. Elisa Williams (current term is July 23, 2022 through July 22, 2026).

Section 5. **58 Highway Regional Market Center Community Improvement District.** The following individuals shall serve as Directors for the period August 28, 2025 through August 27, 2026:

- a. Denise Armentrout (current term is August 28, 2024 through August 27, 2028).

- b. David Cosentino (current term is August 28, 2022 through August 27, 2026).
- c. Ryan Murdock (current term is August 28, 2024 through August 27, 2028).
- d. Elisa Williams (current term is August 28, 2024 through August 27, 2028).
- e. Robert Vigliaturo (current term is August 28, 2022 through August 27, 2026).

Section 6. Hubach Hill Road and North Cass Parkway Transportation Development District. The following individuals shall serve as Directors for the period September 15, 2025 through September 14, 2026, subject to the election by the qualified voters within the District:

- a. Jordan Lea (new term of September 15, 2025 through September 14, 2028).
- b. Ryan Murdock (current term is September 15, 2023 through September 14, 2026).
- c. David Gress (current term is September 15, 2023 through September 14, 2026).
- d. Elisa Williams (new term of September 15, 2025 through September 14, 2028).
- e. Erica Hill (current term is September 15, 2024 through September 14, 2027).

Section 7. Belton/Raymore Interchange Transportation Development District. The following individuals shall serve as Directors for the period November 21, 2025 through November 20, 2026:

- a. Gilbert Good as the Raymore Appointed Director (new term of November 21, 2025 through November 20, 2026).
- b. The person holding the office of Mayor Pro-Tem is the Raymore Nominated Advisory Director (new term of November 21, 2025 through November 20, 2026).

Section 8. Foxwood Village Shops Community Improvement District. The following individuals shall serve as Directors for the period November 24, 2025 through November 23, 2026:

- a. Ryan Murdock (new term of November 24, 2025 through November 23, 2029).
- b. Elisa Williams (new term of November 24, 2025 through November 23, 2029).
- c. Kristofer Turnbow (current term is November 24, 2024 through November 23, 2028).
- d. Matthew Mitchell (new term of November 24, 2025 through November 23, 2029).
- e. There will be one vacant seat for the term of November 24, 2025 through November 23, 2026.

Section 9. 58 Highway and Dean Avenue Community Improvement District. The following individuals shall serve as Directors for the period November 2, 2025 through November 1, 2026:

- a. James Cosentino, Jr. (current term is November 2, 2024 through November 1, 2028).
- b. Ryan Murdock (current term is November 2, 2024 through November 1, 2028).
- c. Adam Lyngar (current term is November 2, 2022 through November 1, 2026).
- d. Jordan Lea (current term is November 2, 2022 through November 1, 2026).
- e. Elisa Williams (current term is November 2, 2022 through November 1, 2026).

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

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

DULY READ AND PASSED THIS 13TH DAY OF JANUARY, 2025, BY THE FOLLOWING VOTE:

Councilmember Abdelgawad
Councilmember Baker
Councilmember Barber
Councilmember Burke III
Councilmember Circo
Councilmember Engert
Councilmember Holman
Councilmember Mills

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature

RESOLUTION 25-02

"A RESOLUTION OF THE CITY OF RAYMORE, MISSOURI, ACCEPTING THE 2024 CURB PROJECT."

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

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

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

Section 1. 2024 Curb Project Project is accepted.

Section 2. The final payment in the amount of \$39,572.42 is approved.

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

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

DULY READ AND PASSED THIS 13TH DAY OF JANUARY, 2025, BY THE FOLLOWING VOTE:

Councilmember Abdelgawad
Councilmember Baker
Councilmember Barber
Councilmember Burke III
Councilmember Circo
Councilmember Engert
Councilmember Holman
Councilmember Mills

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature

RESOLUTION 25-04

"A RESOLUTION OF THE CITY OF RAYMORE, MISSOURI, ACCEPTING THE RECREATION PARK PLAYGROUND PROJECT."

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

WHEREAS, the Director of Parks and Recreation determined the project has been satisfactorily completed in accordance with the project specifications.

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

Section 1. Recreation Park Playground Project is accepted.

Section 2. The final payment in the amount of \$7,500.00 is approved.

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

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

DULY READ AND PASSED THIS 13TH DAY OF JANUARY, 2025, BY THE FOLLOWING VOTE:

Councilmember Abdelgawad
Councilmember Baker
Councilmember Barber
Councilmember Burke III
Councilmember Circo
Councilmember Engert
Councilmember Holman
Councilmember Mills

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 12/9/2024

SUBMITTED BY: David Gress

DEPARTMENT: Development Services

ITEM CATEGORY: Ordinance

TITLE / ISSUE / REQUEST

Original Town Alleyway Vacation (pg 28)

STRATEGIC PLAN GOAL / STRATEGY

2.2.3 Value and protect natural resources and green spaces

FINANCIAL IMPACT

Award To:

Amount of Request/Contract:

Amount Budgeted:

Funding Source/Account:

PROJECT TIMELINE

Estimated Start Date

Estimated End Date

STAFF RECOMMENDATION:

Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission: Planning and Zoning Commission

Date: 12/3/2024

Action/Vote: Approval, 7-0

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Bill 3933
2. Staff Report
3. Property Survey
4. Site Photographs
5. Photos Submitted by Applicant
6. Draft December 3, 2024 PZ Minutes

BACKGROUND / JUSTIFICATION

Beth Plunkett (105 E. Olive Street) and Pamela Hatcher (303-307 S. Washington Street) have jointly filed applications requesting to vacate approximately 120 feet of right-of-way located within the existing alleyway abutting their properties along E. Olive Street, between S. Washington Street and S. Franklin Street in the Original Town Neighborhood. The applicants are requesting to vacate the portions of the alleyway abutting their properties and to subsequently take ownership of the area within the alleyway.

The City does have an existing water line located within the alleyway, in addition to other private overhead utilities. If approved, a utility easement would be granted by the applicants to provide access similar to all other utility easements within the City.

At their December 3, 2024, meeting, the Planning and Zoning Commission voted 7-0 to accept the proposed findings of fact and forward the request to the City Council with a recommendation of approval. Draft minutes of the December 3, 2024 meeting are provided to the Council.

This item and public hearing were previously continued by the City Council at the request of the applicants, to the December 23, 2024 City Council meeting.

"AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, VACATING A PORTION OF THE ALLEY RIGHT-OF-WAY LOCATED IN BLOCK 14 OF THE ORIGINAL PLAT OF THE CITY OF RAYMORE, CASS COUNTY, MISSOURI."

WHEREAS, it has been shown to the City Council of the City of Raymore, Missouri, that the owners of land adjacent to and abutting the alley between Washington Street and Franklin Street from Olive Street, approximately 120-feet south from the existing right-of-way line, have petitioned the City Council to vacate right-of-way as a public alley; and,

WHEREAS, the Planning and Zoning Commission held a public hearing regarding the proposed right-of-way vacation on December 3, 2024, and has made a recommendation of approval to vacate the alley right-of-way; and,

WHEREAS, the City Council held a public hearing regarding the proposed right-of-way vacation on December 9, 2024, and December 23, 2024, and determined the proposed vacation is in the best interest of the City.

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

Section 1. The City Council vacates the following platted right-of-way:

The north one-hundred and twenty feet (120') of the fourteen-foot alleyway located in Block 14 of the Original Plat of the City of Raymore, Missouri.

Section 2. Easement Rights. A utility easement is provided over the entire vacated right-of-way for the purpose of public and private utilities to have use and access rights to the former right-of-way.

Section 3. Acceptance of Finding. The City Council makes the findings of fact and accepts the recommendation of the Planning and Zoning Commission.

Section 4. Reversionary Rights. The statutory right of reversion in the owners of the abutting property is confirmed, as is provided by the laws of the State of Missouri, and the Mayor and the Clerk of the City are hereby authorized to execute all necessary instruments required to confirm the reversionary rights of the owners of property abutting on the area vacated, as described in Section 1 of this Ordinance.

Section 5. Recordation of Vacation. The City Council authorizes and directs the City Manager and City Clerk to evidence approval of the vacation of the right-of-way identified herein executing a Vacation of Right-of-Way in recordable format and to record the same with the Cass County Recorder of Deeds.

Section 6. Effective Date. The effective date of approval of this Ordinance shall be coincidental with the Mayor's signature and attestation by the City Clerk.

Section 7. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

DULY READ THE FIRST TIME THIS 23RD DAY OF DECEMBER, 2024.

BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 13TH DAY OF JANUARY, 2025, BY THE FOLLOWING VOTE:

Councilmember Abdelgawad
Councilmember Baker
Councilmember Barber
Councilmember Burke III
Councilmember Circo
Councilmember Engert
Councilmember Holman
Councilmember Mills

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature

ORIGINAL TOWN OF RAYMORE BLOCK 14 ALLEY VACATION

APPLICANT -

Property Owners: Mary Beth Plunkett
Pam Hatcher/HFI Properties, LLC

PROJECT LOCATION

105 E Olive Street
303-307 Washington Street

REQUESTED ACTION

Alley Right of Way
Vacation

PROJECT NARRATIVE

An application was filed requesting the partial vacation of the 14' alleyway/ROW abutting Lots 5-10 of Block 14 within the Original Town of Raymore.



ZONING AND LAND USE SUMMARY -

EXISTING ZONING

"R-1/OT" Single Family Residential/Original Town Overlay District

SURROUNDING ZONING & LAND USE

North: "R-1/OT" Single Family Residential/Original Town Overlay, "C-1/OT" Neighborhood Commercial
South: "R-1/OT" Single Family Residential/Original Town Overlay, "C-1/OT" Neighborhood Commercial
East: "R-1/OT" Single Family Residential/Original Town Overlay
West: "C-1/OT" Neighborhood Commercial/Original Town Overlay

TOTAL ROW AREA

1,674 square feet 0.04 acres

INFORMATIONAL NOTICES OR MEETINGS -

NOTICE	DATE
Public Hearing Notice	- Planning & Zoning Commission - October 30, 2024 North Cass Herald - City Council - November 21, 2024 North Cass Herald
Mailed Neighbor Notices	11 Notices mailed within 185' - November 1, 2024

PAST PLANNING ACTIONS -

- The Original Plat of the City of Raymore was recorded in 1912.
- All 20 blocks in the Original Plat of Raymore contain a fourteen-foot wide, north-south oriented alley.
Of the 20 original alleyways that were platted with Original Town, 3 have been vacated by the City, and turned back over to the adjacent property owners:
 - **Block 3 - First Baptist Church**, approved May 2003 to accommodate expansion of the church facility
 - **Block 6 - Presbyterian Church**, County/City GIS shows the alley as formally vacated, but no records found as to the date of vacation
 - **Block 8 - City of Raymore/TB Hanna Station Park**, approved July 2020 to accommodate the development of TB Hanna Station Park.
- In 2003, a request from the First Baptist Church to vacate Adams Street between Maple Street and 58 Highway was denied by the City Council.
- The property located at 303-307 S. Washington Street was built and completed in the 1970s.
- A Lot Split of Lots 8-10 of Block 14 was approved in 1998, which created the property at 105 E. Olive Street (attached). The home located at 105 E. Olive Street was built and completed in January of 2000.

STAFF COMMENTS -

PLANNING AND ZONING:

- Section 530.010 of the Code provides for the method of vacating a public street or alleyway.
 - **A.** The City of Raymore shall have exclusive control over its public highways, streets, avenues, alleys, public places or any other public ways and shall have exclusive power to vacate, abandon or change any public highway, street, avenue, alley or public place or part of. The word "street" shall be used to include all such public ways and places as listed above. It shall also include the entire right-of-way, both the improved and unimproved areas. The term "public highway" shall also include any part of a State highway under local control and maintenance.
- The alleyway in its current condition is unimproved, containing only grassy areas, not necessarily appropriate for vehicular traffic.
- Only a few portions of the platted alleys in Original Town have been improved for use by vehicles (paved, gravel etc...). The areas within the alleyways are predominately grassy, contain overgrowth/scrub brush, or contain trees.
- Many of the alleyways were observed to contain potential encroachments, and/or non-conforming setbacks for accessory structures (sheds, garages, etc...). A number of the alleyways also contain trees that significantly prevent access through them.
- There are overhead utilities (electrical; cable) and underground utilities (water main) located in the alley right-of-way in Block 14. An easement will be provided over the vacated alley right-of-way to allow utilities access for maintenance purposes.
- When right-of-way is vacated, the statutory right of reversion in the owners of the abutting property allows for the vacated area to be divided evenly among adjoining property owners. The applicants/property owners have indicated their intent to obtain the area in terms of ownership and maintenance.

- The City does not maintain the alleyways within Original Town, and they must be mowed and maintained by the adjoining property owners. Vacation of the alleyway would not change the maintenance responsibilities of the adjoining property owners.
- Many of the original lots within Original Town have been replatted, subdivided etc... over time to support new construction, additions, demolitions etc.... Many of the homes/parcels in Original Town include 2-3 "original" lots
- The Original Town Neighborhood Plan was adopted in 2009 for the Original Town Neighborhood. Page 21 of the plan provides the following regarding the alleyways:
 - *"Down the center of each block is a platted fourteen foot alleyway running north to south; however, none of these alleys are presently maintained by the City. In most cases, the alleyways are grassy open space and there are no curbs cuts for access. In a few cases, the alleys contain informal driveways used for parking vehicles".*
- The Original Town Neighborhood Design Guidelines would generally recommend that *"Alleyways should not be vacated and should be utilized for site access where compatible with residential development"*.
 - The adjoining properties are not generally compatible to promote the use of the shared alleyway abutting their properties. Access to the commercial property is gained directly from Washington Street, and there are no parking areas located on the commercial property that are accessible via the alleyway. The residential property has direct driveway access to Olive Street.

PUBLIC WORKS & ENGINEERING:

- The City does not maintain the alleyways with the exception of the water lines/meters that run through them. Generally, sanitary sewer lines run along the public streets, and the City's public water mains run parallel along the alleyways. If vacated, an easement will be granted in order to provide access to the City's water main and meters, similar to any other utility easement in the City.
- There is an existing fire hydrant located on Olive Street within the alley right-of-way that could impede access to the alleyway for larger vehicles, causing a potential encroachment onto other private properties.

- The overhead utilities (electric, cable etc...) would be accessible through the utility easement if needed, similar to any other utility easement in the City.
- If approved, the remaining alley south of the proposed vacation will remain intact as an alley/ROW, which would allow access to the rear of the abutting properties, when needed, via Plum Street. A gravel drive currently exists along Plum Street on the south side of Block 14, which provides access into the alleyway, if necessary.
- The alleyways are not assigned a directional traffic flow, meaning traffic can move in both directions, north and south.

FINDINGS OF FACT -

Under 530.010 of the City Code, the City Council is directed concerning its actions in the deliberations of a utility easement vacation request, in that the following findings of fact shall be met:

1. No vacation of a street shall take place, unless the consent of the persons owning two-thirds (2/3) of the property immediately adjoining has been obtained in writing, which consent shall be acknowledged before a Notary Public and filed for record with the Cass County Recorder of Deeds. If the street is vacated, all title shall vest in the person owning the property on each side in equal proportions according to the length or breadth of such ground, as the same may border on such street.

All required consent of the property owners immediately adjoining area requested to be vacated has been obtained in writing with the submittal of the application. The request directly abuts 2 parcels (105 E. Olive Street, and 303-307 S. Washington). Both property owners have jointly filed an application to request the vacation of the alleyway, and both property owners are jointly prepared to take ownership of the requested areas. If approved, the statements of consent will be filed with the Cass County Recorder of Deeds.

2. No public street shall be vacated until it has been submitted to the Planning Commission at a public hearing, for recommendation to the City Council.

The Planning and Zoning Commission will hold a public hearing on the requested vacation on November 19, 2024. City staff published the required public hearing notices in accordance with the Unified Development Code, and mailed meeting notices to 11 property owners within 185' of the area in question.

3. After holding a public hearing the City Council, by a majority vote, may approve or disapprove the vacation.

The City Council will hold a public hearing on the requested vacation on December 9, 2024. City staff published the required public hearing notices in accordance with the Unified Development Code, and mailed meeting notices to 11 property owners within 185' of the area in question.

PROJECT REVIEW SCHEDULE

COUNCIL, COMMISSION OR BOARD	ACTION	DATE
Planning & Zoning Commission	Public Hearing/Recommendation	November 19, 2024
City Council (1st Reading)	Public Hearing	December 9, 2024
City Council (2nd Reading)	Final reading	December 23, 2024

STAFF RECOMMENDATIONS -

City Staff recommends the Planning and Zoning Commission accept the staff proposed findings of fact and forward Case No. 24022 Original Town Block 14 Alley Vacation for Lots 5-10 to the City Council with a recommendation of approval. The recommendation is subject to the following conditions:

- The City shall retain, from the property owners, a 14' U/E Utility Easement for the portions of the alley right-of-way being vacated for the purpose of accessing and maintaining the water lines and other utilities currently located on the property.

PROJECT ATTACHMENTS -

1. Property Survey
2. Site Photographs
3. Photo Submitted by Applicant

PLANNING COMMISSION ACTION
11/19/2024 -

The Planning and Zoning Commission, at their November 19, 2024 meeting, voted 6-0 to continue the public hearing on the application to their next meeting when a full Commission could be present.

PLANNING COMMISSION ACTION
12/3/2024 -

The Planning and Zoning Commission, at their December 3, 2024 meeting, voted 7-0 to accept the staff proposed findings of fact and forward Case No. 24022 Original Town Block 14 Alley Vacation for Lots 5-10 to the City Council with a recommendation of approval, subject to the conditions as presented by staff.

CITY COUNCIL ACTION
12/9/2024 -

The City Council, at their December 9 2024 meeting, voted 7-0 to continue the public hearing on the application to the December 23, 2024 meeting, where the applicant could be present for the case.

Description: Total Tract

Lots 8, 9, and 10, of Block 14 in the Original Town of Raymore, Cass County, Missouri, as previously platted and recorded.

Unofficial Copy

Lot Split

Description: Tract A

The West 80 feet of lots 8, 9, and 10, of Block 14 in the Original Town of Raymore, Cass County, Missouri, as previously platted and recorded.

Description: Tract B

Lots 8, 9, and 10, of Block 14 in the Original Town of Raymore, Cass County, Missouri, as previously platted and recorded, except the West 80 feet thereof.



NOTE: THIS SURVEY MEETS OR EXCEEDS THE ACCURACY STANDARDS OF AN URBAN CLASS SURVEY AS DEFINED BY THE MISSOURI STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

- = SET 1/2" IRON BAR W/ 1" PLASTIC CAP STAMPED BOWERS SURVEY CO.
- = FOUND MONUMENT AS NOTED.

THIS PLAT OF SURVEY WAS PREPARED FOR LYNETTE HUBERT AND IS EXPRESSLY FOR HER USE AND SAID PLAT OF SURVEY SHALL NOT BE TRANSFERRED TO PARTIES OTHER THAN THOSE HAVING A DIRECT INTEREST IN THE SUBJECT PREMISES AS OF THE DATE OF ISSUANCE OF THIS SURVEY, THE UNDERSIGNED REGISTERED LAND SURVEYOR HEREBY STATES THAT HE HAS COMPLETED A SURVEY OF THE ABOVE DESCRIBED PREMISES AND ALL MEASUREMENTS SHOWN, ANGULAR AND LINEAR, WERE MEASURED ON THE GROUND AND MONUMENTS WERE SET OR FOUND AS SHOWN. THIS PLAT OF SURVEY HAS BEEN PREPARED FROM INFORMATION COMPILED IN THE FIELD AND OFFICE IN COMPLIANCE WITH THE CURRENT MISSOURI MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS AS ADOPTED BY THE MISSOURI BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

FOR: LYNETTE HUBERT			RAYMORE, MISSOURI			
 BOWERS SURVEY COMPANY						
110 SOUTH INDEPENDENCE P.O. BOX 71 HARRISONVILLE, MISSOURI 64701 PHONE (816) 380-4821 FAX (816) 380-4635						
SECTION	TOWNSHIP	RANGE	COUNTY	STATE	DATE	JOB NO.
15	46	32	CASS	MISSOURI	1/26/96	14702-98
DRAWING NO. 13539F.DWG			DRAWN BY: GB		CHECKED BY:	

JERRELL T. BOWERS MO LS 1733

STATE OF MISSOURI
COUNTY OF CASS
RECORDED INSTRUMENT

98 MAR -6 A 8:16.9

RECORDED IN BOOK PAGE 20
JOHN KOHLER, RECORDER

DEPUTY

COPIES 5
GIVE USER FEE: 13
TOTAL \$58

Mike Miedsker, Recorder of Deeds
Cass County, Missouri

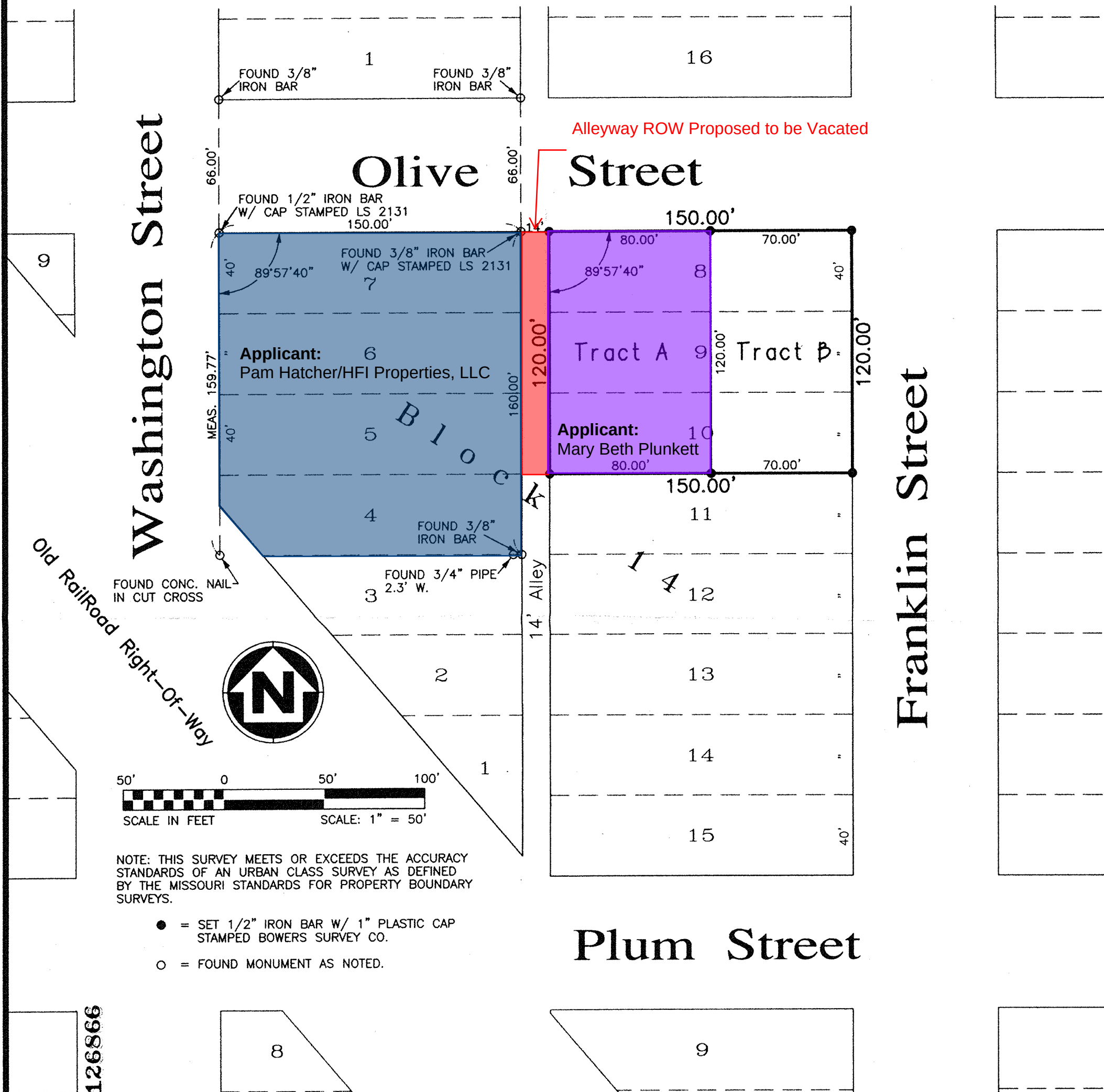
Original Town of Raymore, Cass County, Missouri, as previously platted and recorded.

Unofficial Copy

Lot Split

The West 80 feet of lots 8, 9, and 10,
of Block 14 in the Original Town of Raymore,
Cass County, Missouri, as previously platted
and recorded.

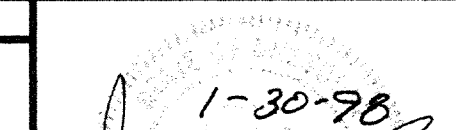
Lots 8, 9, and 10, of Block 14 in the Original Town of Raymore, Cass County, Missouri, as previously platted and recorded, except the West 80 feet thereof.



THIS PLAT OF SURVEY WAS PREPARED FOR LYNETTE HUBERT AND IS EXPRESSLY FOR HER USE AND SAID PLAT OF SURVEY SHALL NOT BE TRANSFERRED TO PARTIES OTHER THAN THOSE HAVING A DIRECT INTEREST IN THE SUBJECT PREMISES AS OF THE DATE OF ISSUANCE OF THIS SURVEY, THE UNDERSIGNED REGISTERED LAND SURVEYOR HEREBY STATES THAT HE HAS COMPLETED A SURVEY OF THE ABOVE DESCRIBED PREMISES AND ALL MEASUREMENTS SHOWN, ANGULAR AND LINEAR, WERE MEASURED ON THE GROUND AND MONUMENTS WERE SET OR FOUND AS SHOWN. THIS PLAT OF SURVEY HAS BEEN PREPARED FROM INFORMATION COMPILED IN THE FIELD AND OFFICE IN COMPLIANCE WITH THE CURRENT MISSOURI MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS AS ADOPTED BY THE MISSOURI BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

FOR: LYNETTE HUBERT		RAYMORE, MISSOURI				
 BOWERS SURVEY COMPANY						
110 SOUTH INDEPENDENCE P.O. BOX 71 HARRISONVILLE, MISSOURI 64701 PHONE (816) 380-4821 FAX (816) 380-4635						
SECTION	TOWNSHIP	RANGE	COUNTY	STATE	DATE	JOB NO.
15	46	32	CASS	MISSOURI	1/26/96	14702-98
DRAWING NO. 13539F.DWG		DRAWN BY: GB		CHECKED BY:		

1-30-98

JERRELL T. BOWERS MO LS 1733

Mike Medsker, Recorder of Deeds
Cass County, Missouri

ORIGINAL TOWN OF RAYMORE BLOCK 14 ALLEY VACATION SITE PHOTOS



Aerial view looking east from Washington Street (Nearmap)



Aerial View looking north from Plum Street (Nearmap)



Aerial view looking south from Olive Street (Nearmap)



View looking south along the alley from Olive Street (applicant's properties shown on left and right).



View looking north at the portion of the alleyway requested to be vacated (applicant's properties shown on left and right).



View looking north along the alleyway from Plum Street, showing existing gravel drive access.





























THE **PLANNING AND ZONING COMMISSION** OF THE CITY OF RAYMORE, MISSOURI, MET IN REGULAR SESSION **TUESDAY, DECEMBER 3, 2024** IN THE COUNCIL ROOM AT RAYMORE CITY HALL, 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI WITH THE FOLLOWING COMMISSION MEMBERS PRESENT: ERIC BOWIE, LOREN SHANKS, JIM PETERMANN, WILLIAM FAULKNER, MATTHEW WIGGINS, KELLY FIZER, AND MAYOR TURNBOW. ABSENT WAS ERIC SMITH AND MARIO URQUILLA. ALSO PRESENT WAS DEVELOPMENT SERVICES DIRECTOR DAVID GRESS, CITY ATTORNEY JONATHAN ZERR, PUBLIC WORKS DIRECTOR TRENT SALSBURY, AND ADMINISTRATIVE ASSISTANT EMILY JORDAN.

1. **Call to Order** – Chairman Wiggins called the meeting to order at 6:00 p.m.

2. **Pledge of Allegiance**

3. **Roll Call** – Roll was taken and Chairman Wiggins declared a quorum present to conduct business.

4. **Personal Appearances** - None

5. **Consent Agenda**

a. **Approval of Minutes from the November 19, 2024 meeting.**

Motion by Commissioner Faulkner, Seconded by Commissioner Bowie to approve the Consent Agenda.

Vote on Motion:

Commissioner Bowie	Aye
Commissioner Shanks	Aye
Commissioner Petermann	Aye
Commissioner Faulkner	Aye
Commissioner Fizer	Aye
Commissioner Smith	Absent
Commissioner Urquilla	Absent
Mayor Turnbow	Aye
Chairman Wiggins	Aye

Motion passed 7-0-0.

6. **Unfinished Business** -

a. Case #24022 - Original Town Block 14 Alley Right of Way Vacation (*public hearing*)

The public hearing was previously opened at the last meeting of the Commission.

Pam Hatcher, 1403 N Madison St., came to the podium as one of the co-applicants to give an overview of the case. Mrs. Hatcher owns a building that abuts the alleyway and is working with the adjacent property owner for the vacation request. Mrs. Hatcher noted that the alley is behind her commercial building, and that people who come down the alley frequently use her sideyard to access the street. The concern is that this creates a liability for her business and a safety concern for the children at the dance studio that occupies the commercial building. Mrs. Hatcher noted that should the Case be approved, she would like to build a fence to no longer allow vehicular access to the side yard of her property. Mrs. Hatcher showed examples of cars driving through the alleyway and her sideyard and presented aerial maps for the Commissioners to view.

Development Services Director David Gress gave the Staff Report, including the existing and surrounding zonings, past planning actions, alignment with the Comprehensive Plan, Staff comments, and findings of fact. This is a jointly filed application that if approved, would vacate the 14' alley for a length of 120' that directly abuts the property lines of the applicants. City Staff has determined the alley to be in an unimproved condition, meaning it is not suitable for vehicle traffic. Several alleyways in the neighborhood have debris, sheds, fences, etc., that encroach into the alleyway. If approved, the vacated space will be divided evenly between the abutting property owners, and maintenance of that portion of the alley would remain the responsibility of the property owners. Upon vacation of the alleyway, there will be a required utility easement dedication by the owners, allowing access for public and private utilities. The approval of the Case would also allow for a fence to be built on each property to the back of the new property line.

Commissioner Bowie asked if the other co-applicant was at the meeting.

Mr. Gress noted that she is.

The Case was opened for public comment.

Attorney Chuck Weedman came to the podium on behalf of the Rust family. The Rusts live at 306 S Franklin, next door to one of the co-applicants. Mr. Weedman stated that the alleyway is a drivethrough alley, and residents currently still use it as a means to access the rear of their property. Mr. Weedman gave testimony on behalf of the Rust and Horan families. Mr. Weedman also noted that there is not a sidewalk on Franklin, and pedestrians use the alleyway for a safe means of transportation within the neighborhood to the park.

Karen Rust, 306 S Franklin St., came to the podium to give her comments. Mrs. Rust noted that any hired service providers, such as tree trimming services, need access to the alley to be able to service trees along the backs of properties that abut the alley. There is not a way to turn around while in the alley for larger vehicles except to go through private property, and if the alley is impeded, the service vehicles would have to back all the way out. Mrs. Rust noted that she spoke with City Staff regarding a bush that was planted wrongly in the alleyway, and she was not pleased with the action that was taken to address the issue. She also noted that she believes that the alleyway does not belong to homeowners and should not be vacated.

The Public Hearing was closed at 6:30pm.

Mayor Turnbow asked if the maps that Mrs. Hatcher brought showed accurate property information according to the Cass County Assessor's Office.

Mrs. Hatcher noted that yes, the images were pulled from the Assessor's website.

Mayor Turnbow asked how sheds and fences were allowed to encroach into the alleyway.

Mr. Gress noted that sheds are supposed to be 20' back, and that most of the sheds currently located in the alley are allowed as nonconforming structures, meaning they are essentially grandfathered in. Access to the rear of properties is important, so the City decided it was best to not vacate the whole alley. Access to the rear yards is still available from the entrance on Plum Street which has a more solid gravel drive, and Mr. Gress noted that there is a drainage culvert and fire hydrant located along the Olive Street side of the alley that generally prevents vehicles from accessing the alley without potentially crossing into private property.

Chairman Wiggins noted that the drainage culvert and fire hydrant appear to be new. Chairman Wiggins also asked if there were restrictions on where Mrs. Hatcher might be able to put a fence, or an option to remove the culvert.

Mr. Gress noted that the fence could not be constructed any closer to the alleyway that is currently is without the vacation. The fence could, however, be extended towards the street (Olive Street) making trespassing more difficult. Public Works Director Trent Salsbury noted that property owners are required to maintain the culverts and ditches installed by the City, but it is a possibility that the property owner could remove the culvert.

Commissioner Faulkner asked if the culvert was on City property.

Mr. Salsbury noted that yes, ditches and culverts are on City property, but not maintained by the City.

Commissioner Faulkner made mention that vehicles have reverse, and questioned the practicality of driving through the remaining alleyway if vacated.

Motion by Mayor Turnbow, Seconded by Commissioner Bowie to accept the Findings of Fact and forward Case #24022, Original Town Block 14 Alley Right-of-Way Vacation to the City Council with a recommendation of approval with the conditions as outlined.

Vote on Motion:

Commissioner Bowie	Aye
Commissioner Shanks	Aye
Commissioner Petermann	Aye
Commissioner Faulkner	Aye
Commissioner Fizer	Aye
Commissioner Smith	Absent
Commissioner Urquilla	Absent
Mayor Turnbow	Aye
Chairman Wiggins	Aye

Motion passed 7-0-0.

7. New Business - None

8. City Council Report

City Attorney Jonathan Zerr gave an update on the most recent City Council meetings held since the Commission last met.

9. Staff Report

Mr. Gress gave the Staff Report including the monthly department report. The December 17th meeting will be canceled.

Mayor Turnbow commented on some commotion surrounding the previous Case.

10. Public Comment

Mrs. Hatcher came to the podium and thanked the Commission for their time.

11. Commission Member Comment

Commissioner Bowie thanked Staff and Commissioner Faulkner for his time serving on the Commission.

Commissioner Shanks thanked Chairman Wiggins.

Commissioner Petermann thanked Staff.

Commissioner Faulkner thanked Staff.

Chairman Wiggins thanked Commissioner Faulkner, Staff, and wished everyone a happy holiday.

Commissioner Fizer thanked Commissioner Faulkner for his service and reminded everyone of the Mayor's Christmas Tree lighting.

Mayor Turnbow noted that Commissioner Faulkner has served for 22 years and thanked him for his service.

Mr. Zerr thanked Commissioner Faulkner as well.

12. Adjournment

Motion by Commissioner Faulkner, Seconded by Commissioner Petermann, to adjourn the December 3, 2024 Planning and Zoning Commission meeting.

Vote on Motion:

Commissioner Bowie	Aye
Commissioner Shanks	Aye
Commissioner Petermann	Aye
Commissioner Faulkner	Aye
Commissioner Fizer	Aye
Commissioner Smith	Absent
Commissioner Urquilla	Absent
Mayor Turnbow	Aye
Chairman Wiggins	Aye

Motion passed 7-0-0.

The December 3, 2024 meeting adjourned at 7:00pm.

Respectfully submitted,
Emily Jordan



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 12/23/2024

SUBMITTED BY: Erica Hill

DEPARTMENT: City Clerk

ITEM CATEGORY: Ordinance

TITLE / ISSUE / REQUEST

Calling for the April 8, 2025 Municipal Election (pg 65)

STRATEGIC PLAN GOAL / STRATEGY

4.3.3: Demonstrate our dedication to ethical behavior and transparency

FINANCIAL IMPACT

Award To:

Amount of Request/Contract:

Amount Budgeted:

Funding Source/Account:

PROJECT TIMELINE

Estimated Start Date

Estimated End Date

STAFF RECOMMENDATION:

Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:

Date:

Action/Vote:

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Bill 3935

BACKGROUND / JUSTIFICATION

The City Charter, Section 9.1, calls for the regular municipal election to be held on the first Tuesday after the first Monday in April. The 2025 election will be held on Tuesday, April 8, 2025, for the following officers of the City:

- Mayor, three-year term: currently held by Kristofer Turnbow

- Councilmember Ward 1, two-year term: currently held by Donald Baker
- Councilmember Ward 2, two-year term: currently held by Joseph Burke III
- Councilmember Ward 3, two-year term: currently held by Kevin Barber
- Councilmember Ward 4, two-year term: currently held by Tom Engert

Candidate filing began Tuesday, December 17, 2024, and ends Tuesday, January 21, 2025.

BILL 3935

ORDINANCE

"AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, CALLING FOR AND ESTABLISHING THE DATE OF THE GENERAL MUNICIPAL ELECTION TO BE HELD ON APRIL 8, 2025."

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

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

Section 1. The annual election of the officers of the City of Raymore shall be held on the 8th day of April, 2025.

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

Mayor (At Large)	Term: 3 years
Councilmember (Ward 1)	Term: 2 years
Councilmember (Ward 2)	Term: 2 years
Councilmember (Ward 3)	Term: 2 years
Councilmember (Ward 4)	Term: 2 years

Section 3. The City Clerk of the City of Raymore is directed to comply with the Comprehensive Election Act of 1977 as amended and to give notice as required by law. Candidate filing opened on December 17, 2024, and will close on January 21, 2025.

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

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

DULY READ THE FIRST TIME THIS 23RD DAY OF DECEMBER, 2024.

BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 16TH DAY OF JANUARY, 2025, BY THE FOLLOWING VOTE:

Councilmember Abdelgawad
Councilmember Baker
Councilmember Barber
Councilmember Burke III
Councilmember Circo
Councilmember Engert
Councilmember Holman
Councilmember Mills

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE:

SUBMITTED BY: Melissa Harmer

DEPARTMENT: Communications

ITEM CATEGORY: Ordinance

TITLE / ISSUE / REQUEST

Award of Contract - 510 Printing/Minutemen Press for Printing and Mailing Services (pg 69)

STRATEGIC PLAN GOAL / STRATEGY

1.3.1 Communicate with residents in a way that is purposeful and expected

FINANCIAL IMPACT

Award To:	510 Printing/Minutemen Press
Amount of Request/Contract:	\$8,840 per issue
Amount Budgeted:	\$26,520
Funding Source/Account:	Communications 01-12-7315-1110

PROJECT TIMELINE

Estimated Start Date
2/1/2025

Estimated End Date
12/31/2025

STAFF RECOMMENDATION:

Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

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

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Bill 3936
2. Contract
3. Bid Forms

BACKGROUND / JUSTIFICATION

The Communications Department publishes The Review and Parks & Rec Program Guide three times a year (January, May, September). This magazine includes community news stories, information on recreation, fitness and sports programming and a calendar of community events from both the City and Raymore Parks & Recreation. The magazine consists of 40 pages and is mailed to every address with a Raymore zip code. The Review currently has a circulation of 11,300. The City currently holds a contract with 510 Printing/Minutemen Press (formerly named A Graphic Resource) for printing and mailing services. That contract expires Dec. 31, 2024.

In December, staff received bids for the printing and mailing services for The Review. The bids for printing The Review three times a year for three years were presented as:

Company	2025	2026	2027
510 Printing/ Minutemen Press	\$26,520	\$27,315	\$28,134
Modern Litho	\$26,950	\$27,500	\$28,000
Control Printing Group	\$31,785	market conditions	market conditions
Indiana Printing	\$39,591	\$41,174	\$42,821

"AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH 510 PRINTING/MINUTEMEN PRESS FOR PRINTING AND MAILING SERVICES FOR THE REVIEW."

WHEREAS, the City Council has determined it advisable to print and deliver The Review and Parks & Recreation Program Guide, and;

WHEREAS, the FY 2025 budget includes an amount of \$26,520 for this agreement, and;

WHEREAS, following review of proposals received, staff recommends acceptance of the proposal received by 510 Printing/Minutemen Press.

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

Section 1. The City Manager is authorized to enter into an agreement with 510 Printing/Minutemen Press to print and deliver The Review and Parks & Recreation Program Guide.

Section 2. The City Manager and City Clerk are authorized to execute an agreement attached as Exhibit A.

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

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

DULY READ THE FIRST TIME THIS 23RD DAY OF DECEMBER, 2024.

BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 13TH DAY OF JANUARY, 2025, BY THE FOLLOWING VOTE:

Councilmember Abdelgawad
Councilmember Baker
Councilmember Barber
Councilmember Burke III
Councilmember Circo
Councilmember Engert
Councilmember Holman
Councilmember Mills

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature



CITY OF RAYMORE
CONTRACT FOR SERVICES

THE REVIEW PRINTING SERVICES

Agreement made this **13th day of January, 2025**, between **510 Printing/Minutemen Press**, an entity organized and existing under the laws of the State of Missouri, with its principal office located at 217 Chesterfield Industrial Blvd, Chesterfield, MO 63005, hereafter referred to as the **Contractor**, and The City of Raymore, Missouri, a Charter City organized and existing under the laws of the State of Missouri, with its principal office located at 100 Municipal Circle, Raymore, Missouri, hereafter referred to as the **City**.

This contract and applicable attachments represent the entire understanding and agreement between the parties and no oral, implied, alterations or variations to the contract will be binding on the parties, except to the extent that they are in writing and signed by the parties hereto. This contract shall be binding upon the heirs, successors, administrators, executors and assigns of the parties hereto. In the event there are any inconsistencies in the provisions of this contract and those contained in the proposal they will be resolved in accordance with the terms of this contract.

This contract is effective as of **February 1, 2025**, and coincidental with the City Manager's signature and attestation by the City Clerk and shall remain in effect as described within the attachments.

ARTICLE I
THE WORK

Contractor agrees to perform all work and provide all materials as specified in Request for Proposal 25-006 and the General Terms and Conditions in Appendix B, and according to the Contract Agreement set forth here. Contractor agrees to provide all labor, materials, tools, permits, and/or professional services and perform the contracted work in accordance with all specifications, terms and conditions as set forth within the proposal documents and the Scope of Services attached as Appendix A, including insurance and termination clauses as needed or required. The work as specified in Appendix A may commence upon the signing of this contract and scheduling and approval of the City.

ARTICLE II TIME OF COMMENCEMENT AND COMPLETION

Contractor agrees to perform The Review magazine printing services as prescribed in the RFP document. This contract is for services provided in a one-year period beginning February 1st, 2025 and ending January 31st, 2026. This term shall automatically extend for two additional one-year periods under the same terms and conditions unless one or both parties submit notice as described below to cancel the agreement.

ARTICLE III CONTRACT SUM AND PAYMENT

The City agrees to pay the Contractor for services provided based upon the guaranteed pricing proposed in the Request for Proposal response submitted by the contractor.

ARTICLE IV CONTRACT PAYMENTS

The City agrees to pay the Contractor for the completed work as follows: The Contractor shall provide the City with an invoice upon completion of each project. Payment will constitute full and complete payment as per individual invoice. The City will be the sole judge as to the sufficiency of the work performed.

The Contractor agrees that the City may withhold any and all payment for damage or destruction, blatant or otherwise, incurred to the City's property caused by poor performance or defective equipment or materials or personnel employed or utilized by the Contractor. Additionally, it is agreed the Contractor shall also be liable to the City for replacement of materials or services occasioned by such breach.

In the event of the Contractor's failure to perform any of the duties as specified in this contract, attachments, and addendums, or to correct an error within the time stipulated and agreed upon by both parties, the City shall have the right to deduct an amount not to exceed twenty-five (25%) per invoice.

Payment shall be made upon receipt of invoices presented in duplicate as outlined in Appendix B.

ARTICLE V DAMAGES/DELAYS/DEFECTS

The City will not sustain monetary damage if the whole or any part of this contract is delayed through the failure of the Contractor and/or his sureties to perform any part or the whole of this contract. Thus, if at any time the Contractor refuses or neglects to supply sufficiently skilled workmen or proper materials, or fails in any respect to execute the contract, including extras, with the utmost diligence, the City

may take steps deemed advisable to promptly secure the necessary labor, tools, materials, equipment, services, etc., by contract or otherwise, to complete whatever portion of the contracted work which is causing delay or is not being performed in a workmanlike manner.

Contractor and/or their sureties will be liable to the City for any cost for labor, tool, materials, equipment, services, delays, or claims incurred by the City to finish the work.

If the Contractor shall fail to complete the work within the contract time, or an extension of time granted by the City, the Contractor will pay to the City the amount for liquidated damages as specified in the schedule below for each calendar day that the Contractor shall be in default after the time stipulated in this contract document. The amount specified in the schedule is agreed upon, not as a penalty, but as liquidated damages for the loss to the City of Raymore and the public of the use of the facility as designated. This amount will be deducted from any money due to the Contractor. The Contractor and Contractor's surety will be liable for all liquidated damages.

SCHEDULE OF LIQUIDATED DAMAGES		
Original Contract Amount		Charge Per Calendar Day (\$)
From More Than (\$)	To and Including (\$)	
0	50,000	150
50,001	100,000	250
100,001	500,000	500
500,001	1,000,000	1,000
1,000,001	2,000,000	1,500
2,000,001	5,000,000	2,000
5,000,001	10,000,000	2,500
10,000,001	And above	3,000

ARTICLE VI RESPONSIBILITIES

The City shall provide all information or services under their control with reasonable promptness and designate the City Manager, or their designee (in writing) to render decisions on behalf of the City and on whose actions and approvals the Contractor may rely.

The Contractor's responsibilities and obligations under this agreement are accepted subject to strikes, outside labor troubles (including strikes or labor troubles affecting vendors or suppliers of Contractor), accidents, transportation delays, floods, fires, or other acts of God, and any other causes of like or different character beyond the control of Contractor. Impossibility of performance by reason of any legislative, executive, or judicial act of any governmental authority shall

excuse performance of or delay in performance of this agreement. The City and the Contractor shall agree upon such any delay or cancellation of performance and execute an agreement in writing documenting the excuse of performance or delay in performance of this agreement.

Contractor agrees to provide all materials, labor, tools, and equipment necessary to perform and complete the contract as specified.

Contractor agrees to obtain and maintain, during the term of this contract, the necessary licenses and permits required by federal, state, county and municipal governments to perform the services as required by this contract. Contractor shall bear the cost of any permits which he is obligated to secure. Contractor will also ensure any subcontractors hired will obtain the necessary licenses and permits as required.

Contractor agrees to comply with all applicable federal, state, county and municipal laws and regulations, including, but not limited to, affirmative action, equal employment, fair labor standards and all applicable provisions of the Occupational Safety and Health Act of 1970, as amended. Contractor agrees to ensure subcontractors and their employees comply with all applicable laws and regulations aforementioned.

Contractor also agrees to be, at all times, in full compliance with any and all applicable federal, state and local laws and regulations as they may change from time to time.

ARTICLE VII TERMINATION OF AGREEMENT

With Cause – If Contractor fails to perform his duties as specified in this contract, the City through its appointed representative, shall notify the Contractor to correct any default under the terms of this contract. Such notification may be made in writing, and delivered via regular, certified facsimile or email. If the Contractor fails to correct any default after notification of such default, the City shall have the right to immediately terminate this agreement by giving the Contractor ten (10) days written notice, and delivered via regular, certified facsimile or e-mail.

Without Cause – The City may terminate this agreement at any time by providing sixty (60) days written notice, by certified mail, to the Contractor at the address listed below.

In the event this agreement is terminated, the City may hold as retainer the amount needed to complete the work in accordance with bid specifications.

ARTICLE VIII

ARBITRATION

In case of a dispute, the Contractor and the City shall each appoint a representative, who, together, shall select a third party attorney in good standing and licensed to practice law in Missouri, to arbitrate the issue. Resolution of the issue will be binding upon both parties.

ARTICLE IX WARRANTY

Contractor shall, within ten (10) days of written notice from the City, correct any work found to be defective, incorrect or not in accordance with bid specifications.

ARTICLE X AFFIDAVIT of WORK AUTHORIZATION

Pursuant to 285.530 RSMo, the bidder must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by:

- * submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
- * providing documentation affirming the bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the bidder and 2) a valid copy of the signature page completed and signed by the bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

ARTICLE XI
ENTIRE AGREEMENT

The parties agree that this constitutes the entire agreement and there are no further items or provisions, either oral or otherwise. Buyer agrees that it has not relied upon any representations of Contractor as to prospective performance of the goods, but has relied upon its own inspection and investigation of the subject matter.

The parties have executed this agreement at The City of Raymore the day and year first above written.

IN WITNESS WHEREOF, the parties hereunto have executed two (2) counterparts of this agreement the day and year first written above.

THE CITY OF RAYMORE, MISSOURI

By: _____
Jim Feuerborn, City Manager

Attest: _____
Erica Hill, City Clerk

(CITY SEAL)

MINUTEMAN PRESS

Company Name

By: S. Best

Title: GENERAL MANAGER

Attest: [Signature]

(SEAL)

APPENDIX A

SCOPE OF SERVICES

1. INTRODUCTION/DESCRIPTION OF SERVICES:

The City of Raymore desires to have an exclusive agreement with a single vendor to provide printing and mailing services for the City of Raymore's *The Review* publications. Staff anticipates the resulting contract to be a one-year contract with an option to extend for two additional one-year terms.

The City is a high-growth Kansas City suburban community with a population of 25,306. The current procedure is for the printer to handle the mailing of *The Review* via flat rate bulk mailing at the Raymore Post Office for all residents in the 64083 zip code. The printer includes the exact cost for postage on the invoice, which is added to the bid price for printing the publication.

The City is open to exploring other distribution options, should they be financially attractive and still allow for reaching the majority of City residents. Alternate suggestions should be submitted with the sealed bids on separate pages for negotiation with the successful bidder.

2. ANTICIPATED SCOPE OF SERVICES:

The Product. The seasonal *The Review* is a glossy magazine-style publication created by the Communications Department at the City of Raymore. Specifications for the Raymore Review are anticipated to be as follows:

- 11 x 17 inch folded, stapled at the seam, for a finished product that is an 8 ½ x 11 inch booklet.
- 20 sheets which are double sided. - 40 total pages approximately
- Full-color, .25-inch bleed, 80lb gloss
- The number of booklets to be printed is roughly 11,300 through the first year of the contract, and the number to be mailed is approximately 11,175. The bulk mailing sent to the post office includes all 12 routes plus post office boxes, all mostly within the 64083 zip code. It is recommended the successful printer call the post office ahead of project delivery to confirm route quantities. Adjustments will need to be made throughout the term of the contract to continue to meet our growing residential numbers.

Note: The City is open to ideas for alternatives that will improve the quality without exceeding approved budgets. Alternatives may be added with cost estimates as a part of this bid process.

Printing Schedule. The seasonal guides are to be mailed to residents three (3) times per year. The following estimated delivery schedule shall apply, with the **PRINTER** receiving the **CITY**'s electronic files for printing roughly 10 calendar days before publication:

ISSUE SEASON	File Delivery to the Printer by	Final Proof Hard-Copy By	Publication MAILED By
Winter	Dec 15	End of Dec	Jan. 1
Summer	April 15	End of April	May 1
Fall	August 15	End of August	September 1

Printer Responsibilities. The **PRINTER** will print the brochure only after the **CITY**, via the Communications Director, has approved the final hard-copy proofs. The **PRINTER** will provide for, at its own cost, delivery and return-delivery (if necessary) of paper proofs if a local representative isn't available to deliver and receive proofs in-person at Raymore City Hall. The **PRINTER** will print all copies of each project and prepare them for mailing through a bulk mailing at the Raymore Post Office. The **PRINTER** shall be responsible for obtaining post office mailing tubs and other mailing information necessary to perform the bulk mailing. The **PRINTER** will provide a check for postage made payable to the postmaster and will include a charge for postage paid on the seasonal invoice. The **PRINTER** will deliver the additional booklets to City Hall, 100 Municipal Circle, Raymore.

City Responsibilities. The **CITY** will provide electronic files (PDFs and native files with artwork) for The Review to the **PRINTER**'s FTP site, or similar large-capacity file uploading online site. The **CITY** uses InDesign. Should the **CITY** deem any revisions necessary when proofing the hard-copy proofs, the **CITY** will make those corrections and resend a revised file to the **PRINTER**.

3. Project is tax exempt.

CITY OF RAYMORE, MISSOURI
RFP # 25-006

Appendix B
General Terms and Conditions

A. *Procedures*

The extent and character of the services to be performed by the Contractor shall be subject to the general control and approval of the Communications Director or their authorized representative(s). The Contractor shall not comply with requests and/or orders issued by an unauthorized individual. The Communications Director will designate his authorized representatives in writing. Both the City of Raymore and the Contractor must approve any changes to the contract in writing.

B. *Contract Period*

Award of this contract is anticipated prior to the end of January, 2025. This contract is for services provided in a one-year period beginning February 1, 2025 and ending January 31, 2026. This term shall automatically extend for two additional one-year periods under the same terms and conditions unless one or both parties submit notice as described below to cancel the agreement.

C. *Hold Harmless Clause*

The Bidder/Contractor shall, during the term of the contract including any warranty period, indemnify, defend, and hold harmless the City of Raymore, its officials, employees, agents, residents and representatives thereof from all suits, actions, or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages, or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the Contractor or his employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The vendor agrees that this clause shall include claims involving infringement of patent or copyright.

D. *Exemption from Taxes*

The City of Raymore is exempt from state sales tax and federal excise tax. Tax exemption certificates indicating this tax exempt status will be furnished on request, and therefore the City shall not be charged taxes for materials or labor.

E. *Employment Discrimination by Contractors Prohibited/Wages/ Information*

During the performance of a contract, the Contractor shall agree that it will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, or disabilities, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor; that it will post in conspicuous places, available to employees and applicants for employment, notices setting forth nondiscrimination practices, and that it will state, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, that it is

an equal opportunity employer. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient to meet this requirement.

The Contractor will include the provisions of the foregoing paragraphs in every subcontract or purchase order so that the provisions will be binding upon each subcontractor or vendor used by the Contractor.

Contractor agrees to pay all employees involved in this contract the required wages as listed in the prevailing Wage Order 25 for Cass County, Missouri, USA.

F. *Invoicing and Payment*

The Bidder shall submit invoices, in duplicate, for services outlined above in the scope of services.

Third party payment arrangements will not be accepted by the City.

G. *Cancellation*

The City of Raymore reserves the right to cancel and terminate this contract in part or in whole without penalty upon 30 days written notice to the Bidder/Contractor. Any contract cancellation notice shall not relieve the Bidder/Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.

H. *Contractual Disputes*

The Contractor shall give written notice to the City of Raymore of its intent to file a claim for money or other relief at the time of the occurrence or the beginning of the work upon which the claim is to be based.

The written claim shall be submitted to the City no later than sixty (60) days after final payment. If the claim is not disposed of by agreement, the City of Raymore shall reduce their decision to writing and mail or otherwise forward a copy thereof to the Contractor within thirty (30) days of receipt of the claim.

City decision shall be final unless the Contractor appeals within thirty (30) days by submitting a written letter of appeal to the Finance Director, or her designee. The Finance Director shall render a decision within sixty (60) days of receipt of the appeal.

I. *Severability*

In the event that any provision shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.

J. *Applicable Laws*

This contract shall be governed in all respects by federal and state laws. All work performed shall be in compliance with all applicable City of Raymore codes.

K. *Drug/Crime Free Work Place*

The Bidder acknowledges and certifies that it understands that the following acts by the contractor, its employees, and/or agents performing services on City of Raymore property are prohibited:

1. The unlawful manufacture, distribution, dispensing, possession or use of alcohol or other drugs; and
2. Any impairment or incapacitation from the use of alcohol or other drugs (except the use of drugs for legitimate medical purposes).
3. Any crimes committed while on City property.

The Bidder further acknowledges and certifies that it understands that a violation of these prohibitions constitutes a breach of contract and may result in default action being taken by the City of Raymore in addition to any criminal penalties that may result from such conduct.

L. *Inspection*

At the conclusion of each job order, the Bidder shall demonstrate to the Communications Director or his authorized representative(s) of the City that the work is fully complete and in compliance with the scope of services. Any deficiencies shall be promptly and permanently corrected by the Bidder/Contractor at the Bidder's/Contractor's sole expense prior to final acceptance of work, and normal warranties shall be issued at point of final acceptance by the City of Raymore.

M. *No Escalation of Fees*

The pricing of services contained in the contract for the selected Contractor shall remain in effect for the duration of the contract. No escalation of fees will be allowed.

N. *Permits/Certificates*

The successful Contractor shall be responsible for obtaining all permits, and for incurring all expenses associated with those permits, prior to proceeding with the scope of work and services described in this solicitation. Included in these permits will be the "Business License" required of all contractors doing business within the City limits of Raymore. This permit can be obtained from the office of the City Clerk, 100 Municipal Circle, Raymore, Missouri, 64083.

P. *Rejection of Bids*

The City reserves the right to reject any and all bids, to waive technical defects in the bid, and to select the bid deemed most advantageous to the City.

Q. *Release of Information*

Pursuant to 610.021 RSMo, all documents within a request for proposal will become open record to the public upon a negotiated contract being executed.

All documents within a request for bid become open record as soon as the bid is opened. Bidders and proposers should be aware that all documents within a submittal will become open records.

R. Affidavit of Work Authorization and Documentation

Pursuant to 285.530 RSMo, the bidder must affirm its enrollment and participation in a federal work authorization program with respect to the employees proposed to work in connection with the services requested herein by

- * submitting the attached AFFIDAVIT OF WORK AUTHORIZATION and
- * providing documentation affirming the bidder's enrollment and participation in a federal work authorization program (see below) with respect to the employees proposed to work in connection with the services requested herein.

E-Verify is an example of a federal work authorization program. Acceptable enrollment and participation documentation consists of the following two pages of the E-Verify Memorandum of Understanding (MOU): 1) a valid, completed copy of the first page identifying the bidder and 2) a valid copy of the signature page completed and signed by the bidder, the Social Security Administration, and the Department of Homeland Security – Verification Division.

PROPOSAL FORM A
RFP 25-006

PROPOSAL VALIDITY AND COMMITMENT TO SIGN AGREEMENTS

I (authorized agent) ELISE BESS having authority to act on behalf
of (Company name) SID PRINTING/MINUTEMAN PRESS do
hereby acknowledge that (Company name) SID PRINTING/MINUTEMAN PRESS
will be bound by all terms, costs, and conditions of this proposal for a period 90
days from the date of submission; and commit to sign the Agreements.

FIRM NAME: SID PRINTING/MINUTEMAN PRESS

ADDRESS: 217 CHESTERFIELD INDL. BLVD
Street

ADDRESS: CHESTERFIELD MO 63005
City State Zip

PHONE: 314-729-1600

E-MAIL: marv@graphicresourceinc.com

DATE: 11/15/24 EBM
(Month-Day-Year) Signature of Officer/Title

DATE: _____
(Month-Day-Year) Signature of Officer/Title

Indicate Minority Ownership Status of Bidder (for statistical purposes only):
Check One:

- ☐ MBE (Minority Owned Enterprise)
☐ WBE (Women Owned Enterprise)
☐ Small Business

PROPOSAL FORM B

RFP 25-006

CONTRACTOR DISCLOSURES

The Contractor submitting this RFP shall answer the following questions with regard to the past five (5) years. If any question is answered in the affirmative, the Firm shall submit an attachment, providing details concerning the matter in question, including applicable dates, locations, names of projects/project owners and circumstances.

1. Has the Firm been debarred, suspended or otherwise prohibited from doing business with any federal, state or local government agency, or private enterprise? Yes ____ No X
2. Has the Firm been denied prequalification, declared non-responsible, or otherwise declared ineligible to submit bids or proposals for work by any federal, state or local government agency, or private enterprise? Yes ____ No X
3. Has the Firm defaulted, been terminated for cause, or otherwise failed to complete any project that it was awarded? Yes ____ No X
4. Has the Firm been assessed or required to pay liquidated damages in connection with work performed on any project? Yes ____ No ____
5. Has the Firm had any business or professional license, registration, certificate or certification suspended or revoked? Yes ____ No X
6. Have any liens been filed against the Firm as a result of its failure to pay subcontractors, suppliers, or workers? Yes ____ No X
7. Has the Firm been denied bonding or insurance coverage, or been discontinued by a surety or insurance company? Yes ____ No X
8. Has the Firm been found in violation of any laws, including but not limited to contracting or antitrust laws, tax or licensing laws, labor or employment laws, environmental, health or safety laws? Yes ____ No X

**With respect to workplace safety laws, this statement is limited to willful federal or state safety law violations.*

9. Has the Firm or its owners, officers, directors or managers been the subject of any criminal indictment or criminal investigation concerning any aspect of the Firm's business? Yes ____ No X
10. Has the Firm been the subject to any bankruptcy proceeding? Yes ____ No X

Legal Matters

1. Claims, Judgments, Lawsuits: Are there or have there been any claims, judgments, lawsuits or alternative dispute proceedings involving the Firm that involve potential damages of \$10,000 or more in the past 48 months?

_____ Yes ~~Y~~ No If yes, provide details in an attachment.

2. Complaints, Charges, Investigations: Is the Firm currently or has the firm been the subject of any complaint, investigation or other legal action for alleged violations of law pending before any court or governmental agency within the past 48 months ?

_____ Yes ~~Y~~ No If yes, provide details in an attachment.

Required Representations

In submitting this RFP, the Firm makes the following representations, which it understands are required as a condition of performing the Contract Work and receiving payment for the same.

1. The Firm will possess all applicable professional and business licenses required for performing work in Raymore, Missouri.
2. The Firm satisfies all bonding and insurance requirements as stipulated in the solicitation for this project.
3. The Firm and all subcontractors that are employed or that may be employed in execution of the Contract Work shall be in full compliance with the City of Raymore requirements for Workers' Compensation Insurance.
4. If awarded the Contract Work, the Firm represents that it will not exceed its current bonding limitations when the Contract Work is combined with the total aggregate amount of all unfinished work for which the Contractor is responsible.
5. The Firm represents that it has no conflicts of interests with the City of Raymore if awarded the Contract Work, and that any potential conflicts of interest that may arise in the future will be disclosed immediately to the City.
6. The Firm represents the prices offered and other information submitted in connection with its proposal for the Contract Work was arrived at independently without consultation, communication, or agreement with any other offeror or competitor.

7. The Firm will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

PROPOSAL FORM C
RFP 25-006

EXPERIENCE / REFERENCES

To be eligible to respond to this RFP, the proposing firm must be in business for a minimum of 3 years and must demonstrate that they, or the principals assigned to this project, have successfully completed services, similar to those specified in the Scope of Service section of this RFP, to at least one customer with a project similar in size and complexity to the City of Raymore. *Please list any Municipalities that you have done work for in the past 48 months.

Please provide a minimum of five references where your firm has performed similar work to what is being requested in the RFP and within the past 36 months. Please include ONLY the following information:

- Company Name
- Mailing Address
- Contact Person/Email
- Telephone Number
- Project Name, Amount and Date completed

COMPANY NAME	CITY OF ST. CHARLES
ADDRESS	206 NO. 2ND ST ST CHARLES, MO 63301
CONTACT PERSON	BETH NORVIEL
CONTACT EMAIL	beth.norviel@stcharlescitymo.gov
TELEPHONE NUMBER	636-255-6139
PROJECT, AMOUNT AND DATE COMPLETED	MONTHLY MAGAZINE

COMPANY NAME	CITY OF MARYLAND HTS
ADDRESS	11911 DORSETT RD MARYLAND HTS, MO 63043
CONTACT PERSON	TRISH HALL.
CONTACT EMAIL	thall@marylandheights.com
TELEPHONE NUMBER	314-738-2497
PROJECT, AMOUNT AND DATE COMPLETED	BI-MONTHLY MAGAZINE

COMPANY NAME	CITY OF BRIDGETON PARKS DEPT
ADDRESS	4201 FEE FEE RD BRIDGETON, MO 63044
CONTACT PERSON	VICKI MEYER
CONTACT EMAIL	vmeyer@bridgetonmo.gov
TELEPHONE NUMBER	314-739-5599
PROJECT, AMOUNT AND DATE COMPLETED	PARKS GUIDE (3 TIMES ANNUALLY)

COMPANY NAME	CITY OF BELLEFONTAINE NEIGHBORS
ADDRESS	9641 BELLEFONTAINE RD ST. LOUIS, MO 63137
CONTACT PERSON	SARAH PFLEGER
CONTACT EMAIL	spfleger@cityofbellefontaine.com
TELEPHONE NUMBER	314-867-0700
PROJECT, AMOUNT AND DATE COMPLETED	Quarterly Newsletter / Parks Guide

COMPANY NAME	CITY OF CHESTERFIELD
ADDRESS	690 CHESTERFIELD PARKWAY WEST CHESTER MO 6301
CONTACT PERSON	ELLIOT BROWN
CONTACT EMAIL	ebrown@chesterfield.mo.us
TELEPHONE NUMBER	636-537-4000
PROJECT, AMOUNT AND DATE COMPLETED	QUARTERLY NEWSLETTER / PARKS GUIDE

State the number of Years in Business:

State the current number of personnel on staff:

BID PROPOSAL FORM E – RFP 25-006

The Review Printing Services

Single Season Publication printing (three publications):

2025	2026	2027
\$ <u>8,840⁰⁰</u>	\$ <u>9,105</u>	\$ <u>9,378⁰⁰</u>

Additional (optional) Services:

Price per hour for corrections made after final proof approval	\$ <u>100⁰⁰</u>
Reduce The Review 4 pages (four-color process)	\$ <u>7,812⁰⁰</u> (YEAR 1)
Add The Review 4 pages (four-color process)	\$ <u>9,798⁰⁰</u> (YEAR 1)
IT IS CHEAPER TO ADD 8 PAGES - \$9,420 ⁰⁰	

Comments/Amendments to scope of services:

PROPOSAL FORM D

Proposal of 510 PRINTING / MINUTEMAN PRESS, organized and
existing under the law of the State of MISSOURI, doing business
as MINUTEMAN PRESS (*)

To the City of Raymore, Missouri: In compliance with your Request for Proposal, Bidder hereby proposed and agrees to furnish all labor, tools, materials and supplies to successfully complete all requirements defined in City Project No. 25-006 – The Review Printing Services.

This work is to be performed in strict accordance with the Plans and Specifications, including addendum number(s) _____, issued thereto, receipt of which is hereby acknowledged for the following unit prices.

By submission of this Bid, each Bidder certifies, and in the case of a joint bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently, without consultation, communication or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

The Bidder hereby agrees to commence work under this contract on or before the date specified in the *Notice to Proceed* and to fully complete the project in accordance with the completion dates specified in the Special Provisions.

Bidder further acknowledges that bidder is the official holder of the "Standard Contract Documents and Technical Specifications & Design Criteria for Utility and Street Construction, City of Raymore, Missouri."

(*) Insert "a corporation, a partnership, or an individual" as applicable.

**BID PROPOSAL FORM E – RFP 25-006
CONTINUED**

The undersigned is familiar with the conditions surrounding this project and is aware that the City of Raymore reserves the right to reject any or all bids, and is submitting this bid without collusion with any other person, individual or corporation.

Company Name MINUTEMAN PRESS

By EUBER
Authorized Person's Signature

ELISE BESS, GM
Print or type name and title of signer

Company Address 217 CHESTERFIELD

INDL BLVD, CHESTERFIELD, MO

63005

Phone 636 530 0020

Fax _____

Email MMP CHESTERFIELD@MINUTEMANPRESS.COM

Date 11-21-24

ADDENDA

Bidder acknowledges receipt of the following addendum:

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

LATE BIDS CANNOT BE ACCEPTED!

SEALED REQUEST FOR PROPOSAL
ATTN: PURCHASING SPECIALIST

RFP #: 25-006

DESCRIPTION: The Review Printing Services

OPENING DATE: December 5, 2024

OPENING TIME: 11:00 a.m.

COMPANY NAME: SID PRINTING

DATED MATERIAL - DELIVER IMMEDIATELY

**PLEASE CUT OUT AND AFFIX THIS LABEL (ABOVE) TO THE OUTERMOST
ENVELOPE OF YOUR PROPOSAL TO HELP ENSURE PROPER DELIVERY**

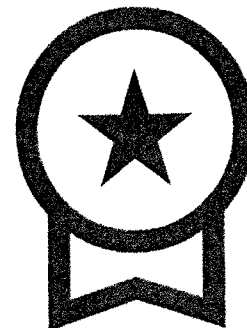
Tutorial

Knowledge Test Results

Congratulations!

Elise Bess (EBES4980), your score is 76.92%

Elise Bess, you successfully completed this tutorial and passed the E-Verify Knowledge Test on December 3, 2024. Use your browser's print capability to obtain a copy of this page for your records.



REMINDER: You must visit 'View Essential Resources' to read the E-Verify User Manual, and you must print and clearly display the 'Notice of E-Verify Participation' and 'Right to Work' posters in all languages supplied by DHS.

[Back to Tutorials Dashboard](#)

[Continue to E-Verify Home](#)

Knowledge Test Page 28 of 28

[U.S. Department of Homeland Security](#) [U.S. Citizenship and Immigration Services](#)

[Accessibility](#) [Plug-ins](#) [Sitemap](#)





My User Profile

Elise Bess

User Information

User ID

EBES4980

Email Address

mmpchesterfield@minutemanpress.com

Last Name

Bess

First Name

Elise

Middle Initial

Phone Number

(636) 530-0020

[Edit User Information](#)

Password

Password Expires

March 2, 2025 (in 88 days)

[Change Password](#)



25-006 Proposal Tab

Vendor		2025 Base	2026 Base	2027 Base	clip art	per hr correction
Control Printing Group		\$31,785.00	Market Conditions	Market Conditions		\$145.00
Modern Litho		\$26,950.00	\$27,500.00	\$28,000.00		\$75.00
Indiana Printing		\$39,591.00	\$41,174.00	\$42,821.00		\$55.00
Minuteman Press		\$26,520.00	\$27,315.00	\$28,134.00		\$100.00

Original

PROPOSAL FORM A

RFP 25-006

PROPOSAL VALIDITY AND COMMITMENT TO SIGN AGREEMENTS

I (authorized agent) Mike Miranda having authority to act on behalf of (Company name) Control Printing Group do hereby acknowledge that (Company name) Control Printing Group will be bound by all terms, costs, and conditions of this proposal for a period 90 days from the date of submission; and commit to sign the Agreements.

FIRM NAME: Control Printing Group

ADDRESS: 5897 Raytown Rd.
Street

ADDRESS: Raytown MO 64133
City State Zip

PHONE: 816.350.8100 office / 816.352.6630 mike miranda cell

E-MAIL: mmiranda@controlgroup.biz

DATE: 12/03/2024 Michael A. Price Sales/Customer Service
(Month-Day-Year) Signature of Officer/Title

DATE: _____
(Month-Day-Year) Signature of Officer/Title

Indicate Minority Ownership Status of Bidder (for statistical purposes only):
Check One:

_____ MBE (Minority Owned Enterprise)
_____ WBE (Women Owned Enterprise)
_____ Small Business

PROPOSAL FORM B

RFP 25-006

CONTRACTOR DISCLOSURES

The Contractor submitting this RFP shall answer the following questions with regard to the past five (5) years. If any question is answered in the affirmative, the Firm shall submit an attachment, providing details concerning the matter in question, including applicable dates, locations, names of projects/project owners and circumstances.

1. Has the Firm been debarred, suspended or otherwise prohibited from doing business with any federal, state or local government agency, or private enterprise? Yes ____ No X
2. Has the Firm been denied prequalification, declared non-responsible, or otherwise declared ineligible to submit bids or proposals for work by any federal, state or local government agency, or private enterprise? Yes ____ No X
3. Has the Firm defaulted, been terminated for cause, or otherwise failed to complete any project that it was awarded? Yes ____ No X
4. Has the Firm been assessed or required to pay liquidated damages in connection with work performed on any project? Yes ____ No X
5. Has the Firm had any business or professional license, registration, certificate or certification suspended or revoked? Yes ____ No X
6. Have any liens been filed against the Firm as a result of its failure to pay subcontractors, suppliers, or workers? Yes ____ No X
7. Has the Firm been denied bonding or insurance coverage, or been discontinued by a surety or insurance company? Yes ____ No X
8. Has the Firm been found in violation of any laws, including but not limited to contracting or antitrust laws, tax or licensing laws, labor or employment laws, environmental, health or safety laws? Yes ____ No X

**With respect to workplace safety laws, this statement is limited to willful federal or state safety law violations.*
9. Has the Firm or its owners, officers, directors or managers been the subject of any criminal indictment or criminal investigation concerning any aspect of the Firm's business? Yes ____ No X
10. Has the Firm been the subject to any bankruptcy proceeding? Yes ____ No X

Legal Matters

1. Claims, Judgments, Lawsuits: Are there or have there been any claims, judgments, lawsuits or alternative dispute proceedings involving the Firm that involve potential damages of \$10,000 or more in the past 48 months?

_____ Yes X No If yes, provide details in an attachment.

2. Complaints, Charges, Investigations: Is the Firm currently or has the firm been the subject of any complaint, investigation or other legal action for alleged violations of law pending before any court or governmental agency within the past 48 months ?

_____ Yes X No If yes, provide details in an attachment.

Required Representations

In submitting this RFP, the Firm makes the following representations, which it understands are required as a condition of performing the Contract Work and receiving payment for the same.

1. The Firm will possess all applicable professional and business licenses required for performing work in Raymore, Missouri.
2. The Firm satisfies all bonding and insurance requirements as stipulated in the solicitation for this project.
3. The Firm and all subcontractors that are employed or that may be employed in execution of the Contract Work shall be in full compliance with the City of Raymore requirements for Workers' Compensation Insurance.
4. If awarded the Contract Work, the Firm represents that it will not exceed its current bonding limitations when the Contract Work is combined with the total aggregate amount of all unfinished work for which the Contractor is responsible.
5. The Firm represents that it has no conflicts of interests with the City of Raymore if awarded the Contract Work, and that any potential conflicts of interest that may arise in the future will be disclosed immediately to the City.
6. The Firm represents the prices offered and other information submitted in connection with its proposal for the Contract Work was arrived at independently without consultation, communication, or agreement with any other offeror or competitor.

7. The Firm will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

PROPOSAL FORM C

RFP 25-006

EXPERIENCE / REFERENCES

To be eligible to respond to this RFP, the proposing firm must be in business for a minimum of 3 years and must demonstrate that they, or the principals assigned to this project, have successfully completed services, similar to those specified in the Scope of Service section of this RFP, to at least one customer with a project similar in size and complexity to the City of Raymore. *Please list any Municipalities that you have done work for in the past 48 months.

Please provide a minimum of five references where your firm has performed similar work to what is being requested in the RFP and within the past 36 months. Please include ONLY the following information:

- Company Name
- Mailing Address
- Contact Person/Email
- Telephone Number
- Project Name, Amount and Date completed

COMPANY NAME	Blue Springs School District
ADDRESS	1801 NW Vesper, Blue Springs MO 64015
CONTACT PERSON	Troy Chrisman
CONTACT EMAIL	tchrisman@bssd.net
TELEPHONE NUMBER	816. 874. 3200
PROJECT, AMOUNT AND DATE COMPLETED	BSSD, "BLUE PRINT MAGAZINE 3 Issues per School Year/24 pg. Self-Cover Printed for BSSD the last 10 years

COMPANY NAME	
ADDRESS	
CONTACT PERSON	
CONTACT EMAIL	
TELEPHONE NUMBER	
PROJECT, AMOUNT AND DATE COMPLETED	

COMPANY NAME	
ADDRESS	
CONTACT PERSON	
CONTACT EMAIL	
TELEPHONE NUMBER	
PROJECT, AMOUNT AND DATE COMPLETED	

COMPANY NAME	
ADDRESS	
CONTACT PERSON	
CONTACT EMAIL	
TELEPHONE NUMBER	
PROJECT, AMOUNT AND DATE COMPLETED	

COMPANY NAME	
ADDRESS	
CONTACT PERSON	
CONTACT EMAIL	
TELEPHONE NUMBER	
PROJECT, AMOUNT AND DATE COMPLETED	

State the number of Years in Business: 40 Company Started in 1984

State the current number of personnel on staff: 18

PROPOSAL FORM D

RFP 25-006

Proposal of Control Printing Group, organized and
(Company Name)
existing under the law of the State of Missouri, doing business
as Control Printing Group(*)

To the City of Raymore, Missouri: In compliance with your Request for Proposal, Bidder hereby proposed and agrees to furnish all labor, tools, materials and supplies to successfully complete all requirements defined in City Project No. 25-006 – The Review Printing Services.

This work is to be performed in strict accordance with the Plans and Specifications, including addendum number(s)_____, issued thereto, receipt of which is hereby acknowledged for the following unit prices.

By submission of this Bid, each Bidder certifies, and in the case of a joint bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently, without consultation, communication or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

The Bidder hereby agrees to commence work under this contract on or before the date specified in the *Notice to Proceed* and to fully complete the project in accordance with the completion dates specified in the Special Provisions.

Bidder further acknowledges that bidder is the official holder of the "Standard Contract Documents and Technical Specifications & Design Criteria for Utility and Street Construction, City of Raymore, Missouri."

(*) Insert "a corporation, a partnership, or an individual" as applicable.

BID PROPOSAL FORM E - RFP 25-006

The Review Printing Services

Single Season Publication printing (three publications):

2025	2026	2027
\$ <u>31,785</u>	<u>Due to Market Conditions</u> \$ <u>Must Review Each Year</u>	\$ <u> </u>

Additional (optional) Services:

Price per hour for corrections made after final proof approval \$ 145 / Per hour
If Artwork is Required / Any corrections need to be Done prior to Approval to Run on Press.

Reduce The Review 4 pages (four-color process)

\$ * 7

Add The Review 4 pages (four-color process)

\$ * 7

* Please See Full Quotes for 36, 40 + 44 page Self-cover

Comments/Amendments to scope of services:

* This Quote is for 2025 3 issues however, pricing is subject to change issue to 7 issue due to market conditions out of our control. * Please See "Market Conditions" Letter Included.
* If Costs stay the same for 2026 + 2027 we are happy to keep pricing un-changed. Cost reviewed issue to issue.

**BID PROPOSAL FORM E -- RFP 25-006
CONTINUED**

The undersigned is familiar with the conditions surrounding this project and is aware that the City of Raymore reserves the right to reject any or all bids, and is submitting this bid without collusion with any other person, individual or corporation.

Company Name Control Printing Group

By 
Authorized Person's Signature

Mike Miranda - Sales/Customer Service
Print or type name and title of signer

Company Address 5897 Raytown Rd.
Raytown MO 64133

Phone office 816.350.8100 / mike miranda cell 816.352.6630

Fax _____

Email mmiranda@controlgroup.biz

Date 12/03/24

ADDENDA

Bidder acknowledges receipt of the following addendum:

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

LATE BIDS CANNOT BE ACCEPTED!



PRINT

2405010244

FULFILLMENT

DESIGN

Mike Miranda Cell : 816.352.6630

E-mail Address: mmiranda@ControlGroup.biz

City of Raymore

"Raymore Review"

Attn: Kim Quade

Quote Expires: 01/03/2025

NUMBER

DATE _____

12/3/2024

F.O.B.

Raymore Post Office

DELIVERY (AFTER RECEIPT OF ORDER)	
-----------------------------------	--

TERMS

net 30 days

REFERENCE:

[illegible]

All prices are quoted for immediate acceptance and subject to change without notice unless otherwise stated.

Cordially yours, *Mike Miranda*

CUSTOMER ACCEPTANCE

Please enter our order for the above; if multiple quantities or items shown, desired quantities or items are circled.

☐ Consider this our order.

☐ Our purchase order _____ will follow.

By

Title

Date:

LISTED BELOW ARE SOME OF THE PRODUCTS AND SERVICES WE OFFER

MARKETING MATERIALS

Brochures/ Booklets/ Folders

Multicolor Printing

Newsletters / Badges / Post Cards

Wearables

Screenprint / Embroidery

DIGITAL PRINTING

Variable Data / Graphics Printing

Large format Printing

Banners / Posters

Barcode Print & Verification

Mailing Services

5897 Raytown Rd. Raytown MO 64133

Office Phone: (816)350-8100

www.ControlGroup.biz

Page 111 of 182



PRINT PROMOTIONAL FULFILLMENT DESIGN

Mike Miranda Cell : 816.352.6630

E-mail Address: mmiranda@ControlGroup.biz

City of Raymore

"Raymore Review"

Attn: Kim Quade

Quote Expires: 01/03/2025

NUMBER	DATE
	12/3/2024
F.O.B.	
Raymore Post Office	
DELIVERY (AFTER RECEIPT OF ORDER)	
TERMS	
net 30 days	

REFERENCE:

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
	40 Page Self Cover "Raymore Review"			
	Size: 11" x 17" flat print			
	Prints: 4/4, full color			
	Stock: 80# (#3 Gloss)			
	Finished: collate, fold and stitched			
	Finished Size: 8.5" x 10.875"			
	Ink Jett of Addresses as "Every Door Direct" (EDDM) Flats Regular Rate			
	Magazine Delivered to Raymore Post Office			
	Postage @ Right is Only an Estimate			
	Postage Must Be Pre-Paid to USPS Prior to Post Office Drop			
	Order subject to 3% over/underrun			
	Invoiced for actual Qty. delivered			
	Turn time 10-12 Business Days after proof approval			
	*Press ready art supplied by: "City of Raymore"			
			2025' 3 Issues Cost	
		34,500		\$31,785.00
			Per Issue Cost	
		11,500		\$10,595.00
			Postage Must be Pre-Paid	
			Postage Estimated 36, 40 & 44 Pager	
			Per Issue	
			\$0.22 - \$0.28/ea.	
		11,500	\$0.22	\$2,530.00
		11,500	\$0.28	\$3,220.00

All prices are quoted for immediate acceptance and subject to change without notice unless otherwise stated.

Cordially yours, *Mike Miranda*

CUSTOMER ACCEPTANCE

Please enter our order for the above; if multiple quantities or items shown, desired quantities or items are circled.

☐ Consider this our order. ☐ Our purchase order _____ will follow.

By _____ Title _____ Date: _____

LISTED BELOW ARE SOME OF THE PRODUCTS AND SERVICES WE OFFER

MARKETING MATERIALS

Brochures/ Booklets/ Folders
Multicolor Printing
Newsletters / Badges / Post Cards
Wearables
Screenprint / Embroidery

DIGITAL PRINTING

Variable Data / Graphics Printing
Large format Printing
Banners / Posters
Barcode Print & Verification
Mailing Services

5897 Raytown Rd. Raytown MO 64133

Office Phone: (816)350-8100

www.ControlGroup.biz



Mike Miranda Cell : 816.352.6630

E-mail Address: mmiranda@ControlGroup.biz

City of Raymore

"Raymore Review"

Attn: Kim Quade

Quote Expires: 01/03/2025

NUMBER	DATE
	12/3/2024
F.O.B.	
Raymore Post Office	
DELIVERY (AFTER RECEIPT OF ORDER)	
TERMS	
net 30 days	

REFERENCE:

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
	44 Page Self Cover "Raymore Review"			
	Size: 11" x 17" flat print			
	Prints: 4/4, full color			
	Stock: 80# (#3 Gloss)			
	Finished: collate, fold and stitched			
	Finished Size: 8.5" x 10.875"			
	Ink Jett of Addresses as "Every Door Direct" (EDDM) Flats Regular Rate			
	Magazine Delivered to Raymore Post Office			
	Postage @ Right is Only an Estimate			
	Postage Must Be Pre-Paid to USPS Prior to Post Office Drop			
	Order subject to 3% over/underrun			
	Invoiced for actual Qty. delivered			
	Turn time 10-12 Business Days after proof approval			
	*Press ready art supplied by: "City of Raymore"			
	2025' 3 Issues Cost			
	34,500			\$36,381.00
	Per Issue Cost			
	11,500			\$12,127.00
	Postage Must be Pre-Paid			
	Postage Estimated 36, 40 & 44 Pager			
	Per Issue			
	\$0.22 - \$0.28/ea.			
	11,500	\$0.22		\$2,530.00
	11,500	\$0.28		\$3,220.00

All prices are quoted for immediate acceptance and subject to change without notice unless otherwise stated.

Cordially yours, *Mike Miranda*

CUSTOMER ACCEPTANCE

Please enter our order for the above; if multiple quantities or items shown, desired quantities or items are circled.

☐ Consider this our order. ☐ Our purchase order _____ will follow.

By _____ Title _____ Date: _____

LISTED BELOW ARE SOME OF THE PRODUCTS AND SERVICES WE OFFER

MARKETING MATERIALS

Brochures/ Booklets/ Folders
Multicolor Printing
Newsletters / Badges / Post Cards
Wearables
Screenprint / Embroidery

DIGITAL PRINTING

Variable Data / Graphics Printing
Large format Printing
Banners / Posters
Barcode Print & Verification
Mailing Services

5897 Raytown Rd. Raytown MO 64133

Office Phone: (816)350-8100 www.ControlGroup.biz

****Prices Subject to Change Letter & Postage****

Dear City of Raymore / 2025 "Raymore Review" Magazine Bid Board.

Due to any unstable situations in the paper supply market and shipping / freight industry this quote could be subject to change from issue to issue.

Postage Estimates are only an estimate based on size and weight of each piece described and are subject to change. Postage must be pre-paid in advance to the USPS prior to delivery to post office for mailing. Postage statement will be provided for payment.

As always we are diligently working with our suppliers to obtain data on product availability and delivery schedules. Should we receive any information that would change the pricing we quoted we will update you on any information that could affect the price quoted prior to print time of any Raymore Review Issue.

Last year's publications pricing turned out to hold steady and we were able to keep prices unchanged throughout the year for items printed for other clients.

However, we never know what or when situations out of our control can occur and affect the cost of paper. So, I'm hoping we have another pretty steady year in paper costs as well as shipping costs.

We value our clients and the relationships built within them and appreciate all and any business sent our way.

Our loyal customers are the reason we are still in business for 40 years of service to the Kansas City area.

With Sincerest Thanks,

Mike Miranda

Control Printing Group.

PROPOSAL FORM A

RFP 25-006

PROPOSAL VALIDITY AND COMMITMENT TO SIGN AGREEMENTS

I (authorized agent) DUSTIN LINK having authority to act on behalf of (Company name) MODERN LITHO do hereby acknowledge that (Company name) MODERN LITHO will be bound by all terms, costs, and conditions of this proposal for a period 90 days from the date of submission; and commit to sign the Agreements.

FIRM NAME: MODERN LITHO

ADDRESS: 133 W. 10th AVE
Street

ADDRESS: NORTH KANSAS CITY MO 64116
City State Zip

PHONE: Office 816-561-6211 - Direct 816-899-1725

E-MAIL: DLINK@MODERNLITHO.COM

DATE: 12/02/2024 [Signature] PRESIDENT MLKL
(Month-Day-Year) Signature of Officer/Title

DATE: _____
(Month-Day-Year) Signature of Officer/Title

Indicate Minority Ownership Status of Bidder (for statistical purposes only):
Check One:

☐ MBE (Minority Owned Enterprise)
☐ WBE (Women Owned Enterprise)
☒ Small Business

PROPOSAL FORM B

RFP 25-006

CONTRACTOR DISCLOSURES

The Contractor submitting this RFP shall answer the following questions with regard to the past five (5) years. If any question is answered in the affirmative, the Firm shall submit an attachment, providing details concerning the matter in question, including applicable dates, locations, names of projects/project owners and circumstances.

1. Has the Firm been debarred, suspended or otherwise prohibited from doing business with any federal, state or local government agency, or private enterprise? Yes ____ No X
2. Has the Firm been denied prequalification, declared non-responsible, or otherwise declared ineligible to submit bids or proposals for work by any federal, state or local government agency, or private enterprise? Yes ____ No X
3. Has the Firm defaulted, been terminated for cause, or otherwise failed to complete any project that it was awarded? Yes ____ No X
4. Has the Firm been assessed or required to pay liquidated damages in connection with work performed on any project? Yes ____ No X
5. Has the Firm had any business or professional license, registration, certificate or certification suspended or revoked? Yes ____ No X
6. Have any liens been filed against the Firm as a result of its failure to pay subcontractors, suppliers, or workers? Yes ____ No X
7. Has the Firm been denied bonding or insurance coverage, or been discontinued by a surety or insurance company? Yes ____ No X
8. Has the Firm been found in violation of any laws, including but not limited to contracting or antitrust laws, tax or licensing laws, labor or employment laws, environmental, health or safety laws? Yes ____ No X

**With respect to workplace safety laws, this statement is limited to willful federal or state safety law violations.*
9. Has the Firm or its owners, officers, directors or managers been the subject of any criminal indictment or criminal investigation concerning any aspect of the Firm's business? Yes ____ No X
10. Has the Firm been the subject to any bankruptcy proceeding? Yes ____ No X

Legal Matters

1. Claims, Judgments, Lawsuits: Are there or have there been any claims, judgments, lawsuits or alternative dispute proceedings involving the Firm that involve potential damages of \$10,000 or more in the past 48 months?

_____ Yes X No If yes, provide details in an attachment.

2. Complaints, Charges, Investigations: Is the Firm currently or has the firm been the subject of any complaint, investigation or other legal action for alleged violations of law pending before any court or governmental agency within the past 48 months ?

_____ Yes X No If yes, provide details in an attachment.

Required Representations

In submitting this RFP, the Firm makes the following representations, which it understands are required as a condition of performing the Contract Work and receiving payment for the same.

1. The Firm will possess all applicable professional and business licenses required for performing work in Raymore, Missouri.
2. The Firm satisfies all bonding and insurance requirements as stipulated in the solicitation for this project.
3. The Firm and all subcontractors that are employed or that may be employed in execution of the Contract Work shall be in full compliance with the City of Raymore requirements for Workers' Compensation Insurance.
4. If awarded the Contract Work, the Firm represents that it will not exceed its current bonding limitations when the Contract Work is combined with the total aggregate amount of all unfinished work for which the Contractor is responsible.
5. The Firm represents that it has no conflicts of interests with the City of Raymore if awarded the Contract Work, and that any potential conflicts of interest that may arise in the future will be disclosed immediately to the City.
6. The Firm represents the prices offered and other information submitted in connection with its proposal for the Contract Work was arrived at independently without consultation, communication, or agreement with any other offeror or competitor.

7. The Firm will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

PROPOSAL FORM C

RFP 25-006

EXPERIENCE / REFERENCES

To be eligible to respond to this RFP, the proposing firm must be in business for a minimum of 3 years and must demonstrate that they, or the principals assigned to this project, have successfully completed services, similar to those specified in the Scope of Service section of this RFP, to at least one customer with a project similar in size and complexity to the City of Raymore. *Please list any Municipalities that you have done work for in the past 48 months.

Please provide a minimum of five references where your firm has performed similar work to what is being requested in the RFP and within the past 36 months. Please include ONLY the following information:

- Company Name
- Mailing Address
- Contact Person/Email
- Telephone Number
- Project Name, Amount and Date completed

COMPANY NAME	CITY OF COLUMBIA, MO
ADDRESS	701 E. BROADWAY, COLUMBIA, MO 65203
CONTACT PERSON	KIRA ACTON
CONTACT EMAIL	KIRA.ACTON@COLUMBIA.GOV
TELEPHONE NUMBER	573-874-2489
PROJECT, AMOUNT AND DATE COMPLETED	CITY OF COLUMBIA, COLUMBIA VALUES DIVERSITY CELEBRATION STUDENT WRITING BOOKLET Comp. JANUARY 2024

COMPANY NAME	CITY OF BRENTWOOD, MO
ADDRESS	2348 S. BRENTWOOD BLVD, BRENTWOOD, MO 63144
CONTACT PERSON	SOPHIE SPADE
CONTACT EMAIL	SSPADE@BRENTWOODMO.ORG
TELEPHONE NUMBER	314-963-8653
PROJECT, AMOUNT AND DATE COMPLETED	CITY OF BRENTWOOD MAGAZINE FALL 2024 JULY 2024 , 5300 PIECES

COMPANY NAME	CITY OF UNIVERSITY CITY
ADDRESS	6801 DELMAR, UNIVERSITY CITY, MO 63130
CONTACT PERSON	JARED JONES
CONTACT EMAIL	JJONES@UCITYMO.ORG
TELEPHONE NUMBER	314-862-6767
PROJECT, AMOUNT AND DATE COMPLETED	CALENDAR - 2024, 21,600 PIECES OCTOBER 2023

COMPANY NAME	CITY OF PRAIRIE VILLAGE
ADDRESS	7700 MISSION ROAD, PRAIRIE VILLAGE, KS 66208
CONTACT PERSON	ASHLEY FREIBURG
CONTACT EMAIL	AFREIBURG@PVIKANSAS.ORG
TELEPHONE NUMBER	913-381-6464
PROJECT, AMOUNT AND DATE COMPLETED	2023 ANNUAL REPORT - 50 MARCH 2024

COMPANY NAME	CITY OF MISSION - PARKS & REC
ADDRESS	6200 MARTWAY ST., MISSION KS 66202
CONTACT PERSON	NATALIE LUCAS
CONTACT EMAIL	PCCACCOUNTING@MISSIONKS.ORG
TELEPHONE NUMBER	913-722-8200
PROJECT, AMOUNT AND DATE COMPLETED	ADVENTURE GUIDE - FALL 2024 BOOK AUGUST 2024 - 10,000 PIECES

State the number of Years in Business:

80

State the current number of personnel on staff:

450

PROPOSAL FORM D

RFP 25-006

Proposal of MODERN LITHO, organized and
(Company Name)
existing under the law of the State of Missouri, doing business
as MODERN LITHO (*)

To the City of Raymore, Missouri: In compliance with your Request for Proposal, Bidder hereby proposed and agrees to furnish all labor, tools, materials and supplies to successfully complete all requirements defined in City Project No. 25-006 – The Review Printing Services.

This work is to be performed in strict accordance with the Plans and Specifications, including addendum number(s) NA, issued thereto, receipt of which is hereby acknowledged for the following unit prices.

By submission of this Bid, each Bidder certifies, and in the case of a joint bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently, without consultation, communication or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

The Bidder hereby agrees to commence work under this contract on or before the date specified in the *Notice to Proceed* and to fully complete the project in accordance with the completion dates specified in the Special Provisions.

Bidder further acknowledges that bidder is the official holder of the "Standard Contract Documents and Technical Specifications & Design Criteria for Utility and Street Construction, City of Raymore, Missouri."

(*) Insert "a corporation, a partnership, or an individual" as applicable.

BID PROPOSAL FORM E – RFP 25-006

The Review Printing Services

Single Season Publication printing (three publications):

2025	2026	2027
\$ <u>26,950</u>	\$ <u>27,500</u>	\$ <u>28,000</u>

Pricing does NOT include postage (it will be figured on a per issue basis)

Additional (optional) Services:

Price per hour for corrections made after final proof approval	\$ <u>75</u>
	<u>695</u>
Reduce The Review 4 pages (four-color process)	\$ <u>1,400</u>
Add The Review 4 pages (four-color process)	\$ <u>1,400</u>
Add the Review 8 pages (better cost than adding 4)	\$1,290

Comments/Amendments to scope of services:

Optional paper – 70# gloss text (samples enclosed)		
\$23,650	\$24,125	\$24,625

**BID PROPOSAL FORM E – RFP 25-006
CONTINUED**

The undersigned is familiar with the conditions surrounding this project and is aware that the City of Raymore reserves the right to reject any or all bids, and is submitting this bid without collusion with any other person, individual or corporation.

Company Name MODERN LITHO

By 
Authorized Person's Signature

BEN HISS PRESIDENT MLKC
Print or type name and title of signer

Company Address _____

133 W. 10TH AVENUE

NORTH KANSAS CITY, MO 64116

Phone 816-561-6211

Fax _____

Email BHiss@ModernLitho.com

Date 12/2/2024

ADDENDA

Bidder acknowledges receipt of the following addendum:

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

LATE BIDS CANNOT BE ACCEPTED!

AFFIDAVIT

(as required by Section 285.530, Revised Statutes of Missouri)

As used in this Affidavit, the following terms shall have the following meanings:

EMPLOYEE: Any person performing work or service of any kind or character for hire within the State of Missouri.

FEDERAL WORK AUTHORIZATION PROGRAM: Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

KNOWINGLY: A person acts knowingly or with knowledge,

(a) with respect to the person's conduct or to attendant circumstances when the person is aware of the nature of the person's conduct or that those circumstances exist; or

(b) with respect to a result of the person's conduct when the person is aware that the person's conduct is practically certain to cause that result.

UNAUTHORIZED ALIEN: An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority, personally appeared BEN HISS, who, being duly sworn, states on his oath or affirmation as follows:

Name/Contractor: BEN HISS

Company: MODERN LITHO KC

Address: 133 W. 10th AVE, NORTH KANSAS CITY, MO 64116

- 1 I am of sound mind and capable of making this Affidavit, and am personally acquainted with the facts stated herein.
- 2 Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the following services contracted between Contractor and the City of Raymore: Project # 25-006.
- 3 Contractor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.
- 4 Attached hereto is documentation affirming Contractor's enrollment and participation in a federal work authorization program with respect to the

employees working in connection with the contracted services.

MODERN LITHO

Company Name

B.M.

Signature

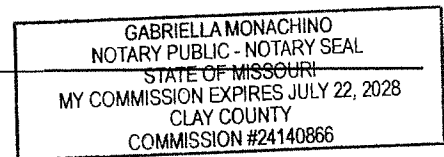
Name: BEN HISS

Title: PRESIDENT, MODERN LITHO KC

STATE OF Missouri COUNTY OF CLAY

Subscribed and sworn to before me this 2nd day of December, 2024.

Notary Public: Gabriella Monachino



My Commission Expires: 07/22/2028

PLEASE NOTE: Acceptable enrollment and participation documentation consists of the following 2 pages of the E-Verify Memorandum of Understanding:

- 1 A valid, completed copy of the first page identifying the Contractor; and
- 2 A valid copy of the signature page completed and signed by the Contractor, the Social Security Administration, and the Department of Homeland Security -Verification Division.

ARTICLE XI
ENTIRE AGREEMENT

The parties agree that this constitutes the entire agreement and there are no further items or provisions, either oral or otherwise. Buyer agrees that it has not relied upon any representations of Contractor as to prospective performance of the goods, but has relied upon its own inspection and investigation of the subject matter.

The parties have executed this agreement at The City of Raymore the day and year first above written.

IN WITNESS WHEREOF, the parties hereunto have executed two (2) counterparts of this agreement the day and year first written above.

THE CITY OF RAYMORE, MISSOURI

By: _____
Jim Feuerborn, City Manager

Attest: _____
Erica Hill, City Clerk

(CITY SEAL)

MODERN LITHO
Company Name

By: BEN HISS TBM 12/12/24

Title: RESIDENT, MLKC

Attest: _____

(SEAL)

PROPOSAL FORM A

RFP 25-006

PROPOSAL VALIDITY AND COMMITMENT TO SIGN AGREEMENTS

I (authorized agent) Michael J. Donnelly having authority to act on behalf of (Company name) Indiana Printing and Publishing Company, Inc. do hereby acknowledge that (Company name) Indiana Printing and Publishing Company, Inc. will be bound by all terms, costs, and conditions of this proposal for a period 90 days from the date of submission; and commit to sign the Agreements.

FIRM NAME: Indiana Printing and Publishing Company, Inc

ADDRESS: 775 Indian Springs Road
Street

ADDRESS: Indiana, PA 15701
City State Zip

PHONE: 724-349-3434

E-MAIL: MDonnelly@gazetteprinters.com

DATE: 12/03/2024 Michael J. Donnelly - President and Publisher
(Month-Day-Year) Signature of Officer/Title

DATE: 12/03/2024 Michael J. Donnelly - President and Publisher
(Month-Day-Year) Signature of Officer/Title

Indicate Minority Ownership Status of Bidder (for statistical purposes only):

Check One: N/A

☐ MBE (Minority Owned Enterprise)
☐ WBE (Women Owned Enterprise)
☐ Small Business

PROPOSAL FORM B

RFP 25-006

CONTRACTOR DISCLOSURES

The Contractor submitting this RFP shall answer the following questions with regard to the past five (5) years. If any question is answered in the affirmative, the Firm shall submit an attachment, providing details concerning the matter in question, including applicable dates, locations, names of projects/project owners and circumstances.

1. Has the Firm been debarred, suspended or otherwise prohibited from doing business with any federal, state or local government agency, or private enterprise? Yes ____ No X
2. Has the Firm been denied prequalification, declared non-responsible, or otherwise declared ineligible to submit bids or proposals for work by any federal, state or local government agency, or private enterprise? Yes ____ No X
3. Has the Firm defaulted, been terminated for cause, or otherwise failed to complete any project that it was awarded? Yes ____ No X
4. Has the Firm been assessed or required to pay liquidated damages in connection with work performed on any project? Yes ____ No X
5. Has the Firm had any business or professional license, registration, certificate or certification suspended or revoked? Yes ____ No X
6. Have any liens been filed against the Firm as a result of its failure to pay subcontractors, suppliers, or workers? Yes ____ No X
7. Has the Firm been denied bonding or insurance coverage, or been discontinued by a surety or insurance company? Yes ____ No X
8. Has the Firm been found in violation of any laws, including but not limited to contracting or antitrust laws, tax or licensing laws, labor or employment laws, environmental, health or safety laws? Yes ____ No X

**With respect to workplace safety laws, this statement is limited to willful federal or state safety law violations.*
9. Has the Firm or its owners, officers, directors or managers been the subject of any criminal indictment or criminal investigation concerning any aspect of the Firm's business? Yes ____ No X
10. Has the Firm been the subject to any bankruptcy proceeding? Yes ____ No X

Legal Matters

1. Claims, Judgments, Lawsuits: Are there or have there been any claims, judgments, lawsuits or alternative dispute proceedings involving the Firm that involve potential damages of \$10,000 or more in the past 48 months?

_____ Yes X No If yes, provide details in an attachment.

2. Complaints, Charges, Investigations: Is the Firm currently or has the firm been the subject of any complaint, investigation or other legal action for alleged violations of law pending before any court or governmental agency within the past 48 months ?

_____ Yes X No If yes, provide details in an attachment.

Required Representations

In submitting this RFP, the Firm makes the following representations, which it understands are required as a condition of performing the Contract Work and receiving payment for the same.

1. The Firm will possess all applicable professional and business licenses required for performing work in Raymore, Missouri.
2. The Firm satisfies all bonding and insurance requirements as stipulated in the solicitation for this project.
3. The Firm and all subcontractors that are employed or that may be employed in execution of the Contract Work shall be in full compliance with the City of Raymore requirements for Workers' Compensation Insurance.
4. If awarded the Contract Work, the Firm represents that it will not exceed its current bonding limitations when the Contract Work is combined with the total aggregate amount of all unfinished work for which the Contractor is responsible.
5. The Firm represents that it has no conflicts of interests with the City of Raymore if awarded the Contract Work, and that any potential conflicts of interest that may arise in the future will be disclosed immediately to the City.
6. The Firm represents the prices offered and other information submitted in connection with its proposal for the Contract Work was arrived at independently without consultation, communication, or agreement with any other offeror or competitor.

7. The Firm will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

PROPOSAL FORM C

RFP 25-006

EXPERIENCE / REFERENCES

To be eligible to respond to this RFP, the proposing firm must be in business for a minimum of 3 years and must demonstrate that they, or the principals assigned to this project, have successfully completed services, similar to those specified in the Scope of Service section of this RFP, to at least one customer with a project similar in size and complexity to the City of Raymore. *Please list any Municipalities that you have done work for in the past 48 months.

Please provide a minimum of five references where your firm has performed similar work to what is being requested in the RFP and within the past 36 months. Please include ONLY the following information:

- Company Name
- Mailing Address
- Contact Person/Email
- Telephone Number
- Project Name, Amount and Date completed

COMPANY NAME	City of Upper Arlington
ADDRESS	3100 Tremont Road
CONTACT PERSON	Emma Speight / Matthew Leber
CONTACT EMAIL	mleber@uacoh.net / espeight@uacoh.net
TELEPHONE NUMBER	614-583-5049
PROJECT, AMOUNT AND DATE COMPLETED	Activity Guide, 2022-Present, \$15,000/yr (appx) *We do various other projects as well

COMPANY NAME	Fauquier County Parks and Recreation
ADDRESS	4133-A Rectortown Road Marshall, VA 20115
CONTACT PERSON	Jeanne Brunk
CONTACT EMAIL	jeanne.brunk@fauquiercounty.gov
TELEPHONE NUMBER	540-422-8553
PROJECT, AMOUNT AND DATE COMPLETED	Magazine, 2017-Present, \$25,000/yr (appx)

COMPANY NAME	City of Jacksonville Recreation and Parks Department
ADDRESS	P.O. Box 128 Jacksonville, NC 28541
CONTACT PERSON	Charlotte Gagnon
CONTACT EMAIL	cgagnon@jacksonvillenc.gov
TELEPHONE NUMBER	910-938-5315
PROJECT, AMOUNT AND DATE COMPLETED	Newsletter, 2019-Present, \$18,000/yr (appx)

COMPANY NAME	State of Ohio
ADDRESS	4200 Surface Road Columbus, OH 43228
CONTACT PERSON	Mike Ruehmund
CONTACT EMAIL	mike.ruehmund@dhs.ohio.gov
TELEPHONE NUMBER	614-752-0060
PROJECT, AMOUNT AND DATE COMPLETED	Various, 2018-Present, \$20,000/yr (appx.)

COMPANY NAME	Virginia Native Plant Society
ADDRESS	1111 East Main Street Richmond, VA 23219
CONTACT PERSON	Virginia Witmer
CONTACT EMAIL	Virginia.witmer@deg.virginia.gov
TELEPHONE NUMBER	804-659-1912
PROJECT, AMOUNT AND DATE COMPLETED	Plant catalog/booklet, 2018-Present, \$100,000/yr (appx.)

State the number of Years in Business:

144

State the current number of personnel on staff:

67

PROPOSAL FORM D

RFP 25-006

Proposal of Indiana Printing and Publishing Company, Inc. organized and
(Company Name)
existing under the law of the State of Pennsylvania, doing business
as Indiana Printing (*) and Publishing Company, Inc.

To the City of Raymore, Missouri: In compliance with your Request for Proposal, Bidder hereby proposed and agrees to furnish all labor, tools, materials and supplies to successfully complete all requirements defined in City Project No. 25-006 – The Review Printing Services.

This work is to be performed in strict accordance with the Plans and Specifications, including addendum number(s) N/A, issued thereto, receipt of which is hereby acknowledged for the following unit prices.

By submission of this Bid, each Bidder certifies, and in the case of a joint bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently, without consultation, communication or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

The Bidder hereby agrees to commence work under this contract on or before the date specified in the *Notice to Proceed* and to fully complete the project in accordance with the completion dates specified in the Special Provisions.

Bidder further acknowledges that bidder is the official holder of the "Standard Contract Documents and Technical Specifications & Design Criteria for Utility and Street Construction, City of Raymore, Missouri."

(*) Insert "a corporation, a partnership, or an individual" as applicable.

BID PROPOSAL FORM E – RFP 25-006

The Review Printing Services

Single Season Publication printing (three publications):

2025	2026	2027
\$ <u>39,591.00</u>	\$ <u>41,174.00</u>	\$ <u>42,821.00</u>

Additional (optional) Services:

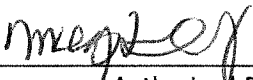
Price per hour for corrections made after final proof approval	\$ <u>55.00</u>
Reduce The Review 4 pages (four-color process)	\$ <u>39,588.00</u>
Add The Review 4 pages (four-color process)	\$ <u>44,280.00</u>

Comments/Amendments to scope of services:

**BID PROPOSAL FORM E – RFP 25-006
CONTINUED**

The undersigned is familiar with the conditions surrounding this project and is aware that the City of Raymore reserves the right to reject any or all bids, and is submitting this bid without collusion with any other person, individual or corporation.

Company Name Indiana Printing and Publishing Company, Inc

By 
Authorized Person's Signature

ADDENDA

Bidder acknowledges receipt of the following addendum:

Michael J. Donnelly - President and Publisher
Print or type name and title of signer

Addendum No. _____

Addendum No. _____

Company Address 775 Indian Springs Road
Indiana, PA 15701

Addendum No. _____

Addendum No. _____

Addendum No. _____

Phone 724-349-3434

Addendum No. _____

Fax 724-717-2324

Email MDonnelly@gazetteprinters.com

Date 12/03/2024

LATE BIDS CANNOT BE ACCEPTED!

AFFIDAVIT

(as required by Section 285.530, Revised Statutes of Missouri)

As used in this Affidavit, the following terms shall have the following meanings:

EMPLOYEE: Any person performing work or service of any kind or character for hire within the State of Missouri.

FEDERAL WORK AUTHORIZATION PROGRAM: Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

KNOWINGLY: A person acts knowingly or with knowledge,

(a) with respect to the person's conduct or to attendant circumstances when the person is aware of the nature of the person's conduct or that those circumstances exist; or

(b) with respect to a result of the person's conduct when the person is aware that the person's conduct is practically certain to cause that result.

UNAUTHORIZED ALIEN: An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority, personally appeared Michael J. Donnelly who, being duly sworn, states on his oath or affirmation as follows:

Name/Contractor: Indiana Printing and Publishing Company, Inc

Company: Indiana Printing and Publishing Company, Inc

Address: 775 Indian Springs Road Indiana, PA 15701

- 1 I am of sound mind and capable of making this Affidavit, and am personally acquainted with the facts stated herein.
- 2 Contractor is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the following services contracted between Contractor and the City of Raymore: Project # 25-006.
- 3 Contractor does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.
- 4 Attached hereto is documentation affirming Contractor's enrollment and participation in a federal work authorization program with respect to the

employees working in connection with the contracted services.

Indiana Printing and Publishing Company, Inc.
Company Name

Michael J. Donnelly
Signature

Name: Michael J. Donnelly

Title: President and Publisher

STATE OF Pennsylvania COUNTY OF Indiana

Subscribed and sworn to before me this 3rd day of December, 2024.

Notary Public: Jennifer J. Williams

My Commission Expires: 09/15/2025

PLEASE NOTE: Acceptable enrollment and participation documentation consists of the following 2 pages of the E-Verify Memorandum of Understanding:

- 1 A valid, completed copy of the first page identifying the Contractor; and
- 2 A valid copy of the signature page completed and signed by the Contractor, the Social Security Administration, and the Department of Homeland Security -Verification Division.



Company ID Number: 1215197

Approved by:

Employer Indiana Printing and Publishing	
Name (Please Type or Print) Joseph Geary	Title
Signature Electronically Signed	Date 07/19/2017
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 07/19/2017



Company ID Number: 1215197

Information Required for the E-Verify Program	
Information relating to your Company:	
Company Name	Indiana Printing and Publishing
Company Facility Address	775 Indian Springs Rd Indiana, PA 15701
Company Alternate Address	775 Indian Springs Rd Indiana, PA 15701
County or Parish	INDIANA
Employer Identification Number	250567290
North American Industry Classification Systems Code	323
Parent Company	
Number of Employees	100 to 499
Number of Sites Verified for	3 site(s)



Company ID Number: 1215197



Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

PA

3



Company ID Number: 1215197

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name Jennifer Williams
Phone Number 72434955553434
Fax 7244650402
Email iwilliams@qazetteprinters.com

Name Deborah Barr
Phone Number 7243493434115
Fax 7243490841
Email dibarr@qazetteprinters.com

Name Barbara Sullinger
Phone Number 7243493434127
Fax 7243490841
Email bsullinger@qazetteprinters.com

PROPOSAL FORM A

RFP 25-006

PROPOSAL VALIDITY AND COMMITMENT TO SIGN AGREEMENTS

I (authorized agent) ELISE BESS having authority to act on behalf
of (Company name) SID PRINTING/MINUTEMAN PRESS do
hereby acknowledge that (Company name) SID PRINTING/MINUTEMAN PRESS
will be bound by all terms, costs, and conditions of this proposal for a period 90
days from the date of submission; and commit to sign the Agreements.

FIRM NAME: SID PRINTING/MINUTEMAN PRESS

ADDRESS: 217 CHESTERFIELD INDL. BLVD
Street

ADDRESS: CHESTERFIELD MO 63005
City State Zip

PHONE: 314-729-1600

E-MAIL: marv@aggraphicresourceinc.com

DATE: 11/15/24 EBUNK
(Month-Day-Year) Signature of Officer/Title

DATE: _____
(Month-Day-Year) Signature of Officer/Title

Indicate Minority Ownership Status of Bidder (for statistical purposes only):
Check One:

_____ MBE (Minority Owned Enterprise)
_____ WBE (Women Owned Enterprise)
_____ Small Business

PROPOSAL FORM B

RFP 25-006

CONTRACTOR DISCLOSURES

The Contractor submitting this RFP shall answer the following questions with regard to the past five (5) years. If any question is answered in the affirmative, the Firm shall submit an attachment, providing details concerning the matter in question, including applicable dates, locations, names of projects/project owners and circumstances.

1. Has the Firm been debarred, suspended or otherwise prohibited from doing business with any federal, state or local government agency, or private enterprise? Yes ____ No X
2. Has the Firm been denied prequalification, declared non-responsible, or otherwise declared ineligible to submit bids or proposals for work by any federal, state or local government agency, or private enterprise? Yes ____ No X
3. Has the Firm defaulted, been terminated for cause, or otherwise failed to complete any project that it was awarded? Yes ____ No X
4. Has the Firm been assessed or required to pay liquidated damages in connection with work performed on any project? Yes ____ No ____
5. Has the Firm had any business or professional license, registration, certificate or certification suspended or revoked? Yes ____ No X
6. Have any liens been filed against the Firm as a result of its failure to pay subcontractors, suppliers, or workers? Yes ____ No X
7. Has the Firm been denied bonding or insurance coverage, or been discontinued by a surety or insurance company? Yes ____ No X
8. Has the Firm been found in violation of any laws, including but not limited to contracting or antitrust laws, tax or licensing laws, labor or employment laws, environmental, health or safety laws? Yes ____ No X

**With respect to workplace safety laws, this statement is limited to willful federal or state safety law violations.*

9. Has the Firm or its owners, officers, directors or managers been the subject of any criminal indictment or criminal investigation concerning any aspect of the Firm's business? Yes ____ No X
10. Has the Firm been the subject to any bankruptcy proceeding? Yes ____ No X

Legal Matters

1. Claims, Judgments, Lawsuits: Are there or have there been any claims, judgments, lawsuits or alternative dispute proceedings involving the Firm that involve potential damages of \$10,000 or more in the past 48 months?

_____ Yes *✓* No If yes, provide details in an attachment.

2. Complaints, Charges, Investigations: Is the Firm currently or has the firm been the subject of any complaint, investigation or other legal action for alleged violations of law pending before any court or governmental agency within the past 48 months ?

_____ Yes *✓* No If yes, provide details in an attachment.

Required Representations

In submitting this RFP, the Firm makes the following representations, which it understands are required as a condition of performing the Contract Work and receiving payment for the same.

1. The Firm will possess all applicable professional and business licenses required for performing work in Raymore, Missouri.
2. The Firm satisfies all bonding and insurance requirements as stipulated in the solicitation for this project.
3. The Firm and all subcontractors that are employed or that may be employed in execution of the Contract Work shall be in full compliance with the City of Raymore requirements for Workers' Compensation Insurance.
4. If awarded the Contract Work, the Firm represents that it will not exceed its current bonding limitations when the Contract Work is combined with the total aggregate amount of all unfinished work for which the Contractor is responsible.
5. The Firm represents that it has no conflicts of interests with the City of Raymore if awarded the Contract Work, and that any potential conflicts of interest that may arise in the future will be disclosed immediately to the City.
6. The Firm represents the prices offered and other information submitted in connection with its proposal for the Contract Work was arrived at independently without consultation, communication, or agreement with any other offeror or competitor.

7. The Firm will ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

PROPOSAL FORM C

RFP 25-006

EXPERIENCE / REFERENCES

To be eligible to respond to this RFP, the proposing firm must be in business for a minimum of 3 years and must demonstrate that they, or the principals assigned to this project, have successfully completed services, similar to those specified in the Scope of Service section of this RFP, to at least one customer with a project similar in size and complexity to the City of Raymore. *Please list any Municipalities that you have done work for in the past 48 months.

Please provide a minimum of five references where your firm has performed similar work to what is being requested in the RFP and within the past 36 months. Please include ONLY the following information:

- Company Name
- Mailing Address
- Contact Person/Email
- Telephone Number
- Project Name, Amount and Date completed

COMPANY NAME	CITY OF ST. CHARLES
ADDRESS	200 NO. 2ND ST ST. CHARLES, MO 63301
CONTACT PERSON	BETH NORVIEL
CONTACT EMAIL	beth.norvie1@stcharlescitemo.gov
TELEPHONE NUMBER	636-255-6139
PROJECT, AMOUNT AND DATE COMPLETED	MONTHLY MAGAZINE

COMPANY NAME	CITY OF MARYLAND HTS
ADDRESS	11911 DORSETT RD MARYLAND HTS, MO 63043
CONTACT PERSON	TRISH HALL.
CONTACT EMAIL	thall@marylandheights.com
TELEPHONE NUMBER	314-738-2497
PROJECT, AMOUNT AND DATE COMPLETED	BI-MONTHLY MAGAZINE

COMPANY NAME	CITY OF BRIDGETON PARKS DEPT
ADDRESS	4201 FEE FEE RD BRIDGETON, MO 63044
CONTACT PERSON	VICKI MEYER
CONTACT EMAIL	vmeyer@bridgetonmo.gov
TELEPHONE NUMBER	314-739-5599
PROJECT, AMOUNT AND DATE COMPLETED	PARKS GUIDE (3 TIMES ANNUALLY)

COMPANY NAME	CITY OF BELLEFONTAINE NEIGHBORS
ADDRESS	9641 BELLEFONTAINE RD ST. LOUIS, MO 63137
CONTACT PERSON	SARAH PELUEGER
CONTACT EMAIL	sp41ueger@cityofbellefontaine.com
TELEPHONE NUMBER	314-867-0700
PROJECT, AMOUNT AND DATE COMPLETED	GOV. / NEWSLETTER / PARKS GUIDE

COMPANY NAME	CITY OF CHESTERFIELD
ADDRESS	690 CHESTERFIELD PARKWAY WEST CHESTERFIELD MO 63017
CONTACT PERSON	ELLIOT BROWN
CONTACT EMAIL	ebrown@chesterfield.mo.us
TELEPHONE NUMBER	636-537-4000
PROJECT, AMOUNT AND DATE COMPLETED	QUARTERLY NEWSLETTER / PARKS GUIDE

State the number of Years in Business:

State the current number of personnel on staff:

BID PROPOSAL FORM E – RFP 25-006

The Review Printing Services

Single Season Publication printing (three publications):

2025	2026	2027
\$ <u>8,840⁰⁰</u>	\$ <u>9,105</u>	\$ <u>9,378⁰⁰</u>

Additional (optional) Services:

Price per hour for corrections made after final proof approval	\$ <u>100⁰⁰</u>
Reduce The Review 4 pages (four-color process)	\$ <u>7,812⁰⁰</u> (YEAR 1)
Add The Review 4 pages (four-color process)	\$ <u>9,798⁰⁰</u> (YEAR 1)
IT IS CHEAPER TO ADD 8 PAGES - \$9,420 ⁰⁰	

Comments/Amendments to scope of services:

PROPOSAL FORM D

Proposal of 510 printing / MINUTEMAN press, organized and
(Company Name)
existing under the law of the State of MISSOURI, doing business
as MINUTEMAN press(*)

To the City of Raymore, Missouri: In compliance with your Request for Proposal, Bidder hereby proposed and agrees to furnish all labor, tools, materials and supplies to successfully complete all requirements defined in City Project No. 25-006 – The Review Printing Services.

This work is to be performed in strict accordance with the Plans and Specifications, including addendum number(s)_____, issued thereto, receipt of which is hereby acknowledged for the following unit prices.

By submission of this Bid, each Bidder certifies, and in the case of a joint bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently, without consultation, communication or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

The Bidder hereby agrees to commence work under this contract on or before the date specified in the *Notice to Proceed* and to fully complete the project in accordance with the completion dates specified in the Special Provisions.

Bidder further acknowledges that bidder is the official holder of the "Standard Contract Documents and Technical Specifications & Design Criteria for Utility and Street Construction, City of Raymore, Missouri."

(*) Insert "a corporation, a partnership, or an individual" as applicable.

**BID PROPOSAL FORM E – RFP 25-006
CONTINUED**

The undersigned is familiar with the conditions surrounding this project and is aware that the City of Raymore reserves the right to reject any or all bids, and is submitting this bid without collusion with any other person, individual or corporation.

Company Name MINUTEMAN PRESS

By E. BESS
Authorized Person's Signature

ELISE BESS, GM
Print or type name and title of signer

Company Address 217 CHESTERFIELD

INDL BLDG, CHESTERFIELD, MO

63005

Phone 636 530 0020

Fax _____

Email MMP CHESTERFIELD@MINUTEMANPRESS.COM

Date 11-21-24

ADDENDA

Bidder acknowledges receipt of the following addendum:

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

Addendum No. _____

LATE BIDS CANNOT BE ACCEPTED!

SEALED REQUEST FOR PROPOSAL
ATTN: PURCHASING SPECIALIST

RFP #: 25-006

DESCRIPTION: The Review Printing Services

OPENING DATE: December 5, 2024

OPENING TIME: 11:00 a.m.

COMPANY NAME: SID PRINTING

DATED MATERIAL - DELIVER IMMEDIATELY

**PLEASE CUT OUT AND AFFIX THIS LABEL (ABOVE) TO THE OUTERMOST
ENVELOPE OF YOUR PROPOSAL TO HELP ENSURE PROPER DELIVERY**



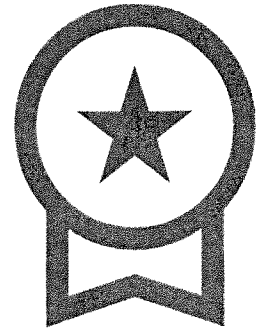
Tutorial

Knowledge Test Results

Congratulations!

Elise Bess (EBES4980), your score is 76.92%

Elise Bess, you successfully completed this tutorial and passed the E-Verify Knowledge Test on December 3, 2024. Use your browser's print capability to obtain a copy of this page for your records.



REMINDER: You must visit 'View Essential Resources' to read the E-Verify User Manual, and you must print and clearly display the 'Notice of E-Verify Participation' and 'Right to Work' posters in all languages supplied by DHS.

[Back to Tutorials Dashboard](#)[Continue to E-Verify Home](#)

Knowledge Test Page 28 of 28

[U.S. Department of Homeland Security](#) [U.S. Citizenship and Immigration Services](#)

[Accessibility](#) [Plug-ins](#) [Sitemap](#)





My User Profile

Elise Bess

User Information

User ID

EBES4980

Email Address

mmpchesterfield@minutemanpress.com

Last Name

Bess

First Name

Elise

Middle Initial

Phone Number

(636) 530-0020

Edit User Information

Password

Password Expires

March 2, 2025 (in 88 days)

Change Password

[U.S. Department of Homeland Security](#) [U.S. Citizenship and Immigration Services](#)

[Accessibility](#) [Plug-ins](#) [Site Map](#)





CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 12/23/2024

SUBMITTED BY: Jonathan Zerr

DEPARTMENT: Legal

ITEM CATEGORY: Ordinance

TITLE / ISSUE / REQUEST

Directing Submission of a Public Safety Sales Tax on the April 8, 2025 Ballot (pg 158)

STRATEGIC PLAN GOAL / STRATEGY

Goal 2.1.1-Maintain a high-caliber and community-oriented Police Department

FINANCIAL IMPACT

Award To:

Amount of Request/Contract:

Amount Budgeted:

Funding Source/Account:

PROJECT TIMELINE

Estimated Start Date

Estimated End Date

STAFF RECOMMENDATION:

Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:

Date:

Action/Vote:

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Bill 3937

BACKGROUND / JUSTIFICATION

Bill 3937 authorizes and directs the City Clerk to place a ballot measure before the resident voters of Raymore on the April 8, 2025 ballot. The proposed ballot issue would allow the voters of Raymore to decide whether to implement a one-quarter of one percent public safety sales tax on all retail taxable sales in the City of Raymore. The public safety sales tax is authorized by Section 92.500 RSMo and can be implemented at a rate up to

one-half of one percent.

The staffing study completed in 2021 for the City identified a need to expand uniformed officers within the police department. It recommended an additional twenty (20) officers within five (5) years.

If approved by the voters, revenues from the public safety sales tax would be allocated and used solely for the hiring, paying, equipping, and training of police officers. The revenue would be kept separate and not commingled with other revenue sources or income of the City of Raymore. In addition, the City would not defund, displace, or otherwise decrease the current funding of public safety within the City.

BILL 3937

ORDINANCE

"AN ORDINANCE AUTHORIZING AND DIRECTING SUBMISSION TO THE VOTERS OF THE CITY OF RAYMORE, MISSOURI, AT THE ELECTION ON APRIL 8, 2025, THE PROPOSAL TO AUTHORIZE THE IMPOSITION OF A PUBLIC SAFETY TAX FOR HIRING, PAYING, EQUIPPING, AND TRAINING POLICE OFFICERS AT A RATE OF ONE-QUARTER OF ONE PERCENT."

WHEREAS, the City of Raymore ("City") is authorized to impose a public safety sales tax at a rate not to exceed one-half of one percent pursuant to Section 92.500, RSMo; and,

WHEREAS, a staffing study completed for the City in 2021 identified a need to expand uniformed officers within the police department to an additional twenty (20) within five (5) years; and

WHEREAS, the City Council desires to submit a ballot question regarding the public safety sales tax as authorized by Section 92.500 RSMo, to the qualified voters of the City; and,

WHEREAS, the City Council intends to appropriate the public safety sales tax to be allocated, used, and expended solely upon the hiring, paying, equipping, and training of police officers; and,

WHEREAS, the expenditure of the revenues accumulated from said public safety sales tax, if approved by the voters, shall not be commingled with non-public safety funds, and shall not displace current funds budgeted for public safety within the City.

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

Section 1. There is hereby imposed, subject to approval of a ballot measure as set forth below by the qualified voters, a public safety sales tax as authorized by Section 92.500 RSMo.

Section 2. An election is hereby ordered to be held in the City of Raymore, Missouri on the public municipal election date of April 8, 2025 on the following question:

Shall the City of Raymore impose a sales tax of one-quarter of one percent for the sole purpose of providing revenues for hiring, paying, equipping, and training additional police officers pursuant to Section 92.500 RSMo, which said revenue shall not be commingled with non-public safety funds, and shall not displace funds regularly budgeted for public safety.

☐ YES

☐ NO

If you are in favor of the question, darken the oval opposite "YES".
If you are opposed to the question, darken the oval opposite "NO".

Section 3. If this question is approved, the City of Raymore would begin collecting a public safety sales tax from retail sales made within the City.

Section 4. The form of Notice of Election showing said question, a copy of which is attached hereto and made a part hereof, is hereby approved.

Section 5. The City Clerk is hereby authorized and directed to notify the County Clerk of Cass County, Missouri, of the passage of this Ordinance no later than 4:00 P.M. on Tuesday, January 28, 2025, and to include in said notification all of the terms and provisions required by Chapter 115, RSMo, as amended.

Section 6. At said election, the qualified registered voters of the City shall vote at the polling places within the City, as designated by the Clerk of Cass County.

Section 7. The judges and clerks at said election shall be designated by the Clerk of Cass County and said Clerk of Cass County shall conduct the election and cause the result thereof to be certified to the City Council by law.

Section 8. The City Council hereby expresses the intention to appropriate the public safety sales tax revenues for public safety purposes as authorized by Section 92.500 RSMo, and to neither commingle the revenues with non-public safety funds, nor to otherwise displace, usurp, or decrease current funds budgeted for public safety.

Section 9. A full and complete copy of this Ordinance, submitting the above question to the electorate, including a full and complete copy of the ballot language, is on file in the office of the City Clerk of the City of Raymore, Missouri, where the same is open for inspection and copying.

Section 10. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 11. Effective Date. The effective date of approval shall be coincidental with the Mayor's signature and attestation by the City Clerk.

DULY READ THE FIRST TIME THIS 23RD DAY OF DECEMBER, 2024.

BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS JANUARY 13TH, 2025, BY THE FOLLOWING VOTE:

Councilmember Abdelgawad
Councilmember Baker
Councilmember Barber
Councilmember Burke III
Councilmember Circo
Councilmember Engert
Councilmember Holman
Councilmember Mills

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature

NOTICE OF ELECTION
CITY OF RAYMORE, MISSOURI

Notice is hereby given to the qualified voters of the City of Raymore, Missouri that the City Council has called an election to be held on April 8, 2025, commencing at 6:00 a.m. and closing at 7:00 p.m., on the question contained in the following sample ballot:

OFFICIAL BALLOT
ELECTION - APRIL 8, 2025
CITY OF RAYMORE, MISSOURI

Shall the City of Raymore impose a sales tax of one-quarter of one percent for the sole purpose of providing revenues for hiring, paying, equipping, and training additional police officers pursuant to Section 92.500 RSMo, which said revenue shall not be commingled with non-public safety funds, and shall not displace funds regularly budgeted for public safety.

☐ YES ☐ NO

If you are in favor of the question, darken the oval opposite "YES".
If you are opposed to the question, darken the oval opposite "NO".

The election will be held at the following polling places in the City:

PRECINCT	POLLING PLACE
_____	_____
_____	_____
_____	_____
_____	_____

Dated: _____, 20____

Cass County Clerk



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 1/13/2025

SUBMITTED BY: Jordan Lea

DEPARTMENT: Economic Development

ITEM CATEGORY: Informational Item

TITLE / ISSUE / REQUEST

Tax Increment Financing Plans and Redevelopment Projects Annual Report (Public Hearing) (pg 164)

STRATEGIC PLAN GOAL / STRATEGY

3.3 Cultivate a climate for prosperous business growth and development

FINANCIAL IMPACT

Award To:

Amount of Request/Contract:

Amount Budgeted:

Funding Source/Account:

PROJECT TIMELINE

Estimated Start Date

Estimated End Date

STAFF RECOMMENDATION:

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:

Date:

Action/Vote:

LIST OF REFERENCE DOCUMENTS ATTACHED

1. TIF Annual Progress Report

BACKGROUND / JUSTIFICATION

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

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

Tax Increment Financing (TIF) Plans and Projects

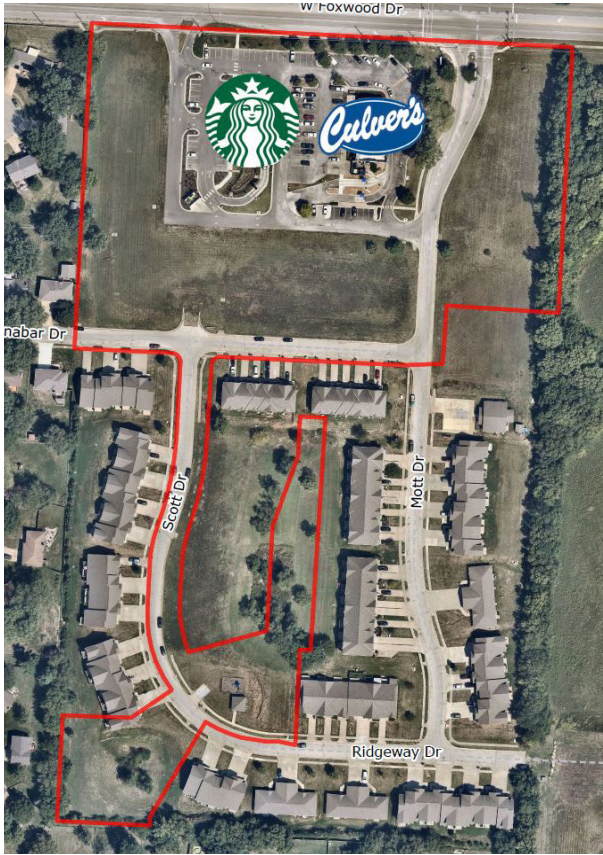
Annual Progress Report

Presented January 13, 2025

PURSUANT TO SECTION 99.800 TO 99.865 RSMO | The purpose of the hearing shall be to determine if the redevelopment project is making satisfactory progress under the proposed time schedule contained within the approved plans for completion of such projects.



Foxwood Village Shops



Reporting Period:

October 2023 thru September 2024

Financing Method: Pay as you go

Plan/Project Status: Inactive

Potential pad sites remain within TIF Boundary. Seeking additional projects.

Estimated Job Creation:

Projected New Jobs: 142

Actual: 68

Original Plan Date: January 2009

TIF Revenue Summary (Since Inception):

Payments in Lieu of Taxes (PILOTS) Received: \$147,223.56 (+9.4%)

Economic Activity Taxes (EATS) Received: \$887,657.75 (+17.2%)

Estimated Increase in Tax Generation:

Original Assessed Value: \$3,149

Assessed Valuation Added: \$624,360

Raymore Galleria



Reporting Period:

October 2023 thru September 2024

Financing Method:

Pay as you go

Plan/Project Status:

Under Construction
Two (2) fully operational project areas
One (1) project area under construction

Estimated Job Creation:

Projected New Jobs: 153
Actual: 458

Contact Information:

PDD Development, LLC
Raymore Galleria, LLC

Original Plan Date: January 2005

TIF Revenue Summary (Since Inception):

Payments in Lieu of Taxes (PILOTS) Received: \$5,456,806.24 (+7.8%)

Economic Activity Taxes (EATS) Received: \$21,796,447.14 (+11.4%)

Estimated Increase in Tax Generation:

Original Assessed Value: \$10,116

Assessed Valuation Added: \$8,021,850

58 Highway & Dean Avenue

**Reporting Period:**

March 2023 thru April 2024

Financing Method: Pay as you go

Plan/Project Status: Fully Operational

Estimated Job Creation:

Projected New Jobs: 50

Actual: 50

Contact Information:

Raymore Partners, LLC

Cadence Commercial Real

Original Plan Date: March 2016

TIF Revenue Summary (Since Inception):

Payments in Lieu of Taxes (PILOTS) Received: \$161,177.41 (+28.7%)

Economic Activity Taxes (EATS) Received: \$857,847.69 (+22.3%)

Estimated Increase in Tax Generation:

Original Assessed Value: \$22,810

Assessed Valuation Added: \$1,068,830



CITY OF RAYMORE
AGENDA ITEM INFORMATION FORM

DATE: 1/13/2025

SUBMITTED BY: Jonathan Zerr

DEPARTMENT: Legal

ITEM CATEGORY: Ordinance

TITLE / ISSUE / REQUEST

Approving Extended & Amended Employment Agreement - City Manager (pg 170)

STRATEGIC PLAN GOAL / STRATEGY

4.1.3 and 4.2.1 Continual governance improvement and high quality workforce

FINANCIAL IMPACT

Award To:

Amount of Request/Contract:

Amount Budgeted:

Funding Source/Account:

PROJECT TIMELINE

Estimated Start Date
9/1/2024

Estimated End Date
9/1/2025

STAFF RECOMMENDATION:

Approval

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:

Date:

Action/Vote:

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Bill 3939
2. Employment Agreement

BACKGROUND / JUSTIFICATION

This Bill approves the employment contract with Jim Feuerborn to continue serving as the City Manager. The only changes from the original contract (as amended and extended from last year) include the following:

- (a) Base salary increased by 5% to \$208,968 pursuant to Council instruction,
- (b) Increase of one percent (1%) in City contributions to Mr. Feuerborn's ICMA Retirement Account, for a total of of six percent (6%) of his gross base salary.
- (c) All applicable dates for effectiveness and execution have been updated to cover the September 1, 2024 to September 1, 2025 contract year, and
- (d) The term of the contract has been extended to September 1, 2025.

"AN ORDINANCE OF THE CITY OF RAYMORE, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN EXTENDED AND AMENDED EMPLOYMENT AGREEMENT WITH JIM FEUERBORN FOR THE SERVICES OF CITY MANAGER, AUTHORIZING APPROVAL OF THIS ORDINANCE AND EXECUTION OF THE CONTRACT HEREIN FOR THE ORDERLY ADMINISTRATION OF THE LEGAL, ADMINISTRATIVE, AND CONTRACTUAL MATTERS OF THE CITY."

WHEREAS, Article V, Section 5.1 of the Raymore City Charter provides that a City Manager is needed to carry out the orderly affairs of administration of the City and may be appointed by the Mayor with the advice and consent of six (6) out of eight (8) members of the entire City Council.

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

Section 1. The Mayor is hereby authorized to enter into an Extended and Amended Employment Agreement with Jim Feuerborn as City Manager which is attached as Exhibit A.

Section 2. The Mayor and City Clerk are authorized to execute Exhibit A, the Extended and Amended Employment Agreement, on behalf of the City of Raymore.

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

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

DULY READ THE FIRST TIME THIS 13TH DAY OF JANUARY, 2025.

BE IT REMEMBERED THAT THE ABOVE ORDINANCE WAS APPROVED AND ADOPTED THIS 27TH DAY OF JANUARY, 2025, BY THE FOLLOWING VOTE:

Councilmember Abdelgawad
Councilmember Baker
Councilmember Barber
Councilmember Burke III
Councilmember Circo
Councilmember Engert
Councilmember Holman
Councilmember Mills

ATTEST:

APPROVE:

Erica Hill, City Clerk

Kristofer P. Turnbow, Mayor

Date of Signature

EXTENDED & AMENDED EMPLOYMENT AGREEMENT

City Manager (September 2024 - September 2025)

THIS EXTENDED & AMENDED EMPLOYMENT AGREEMENT (hereinafter called the “Agreement”), made and entered into this _____ day of January 2025, by and between the City of Raymore, of the State of Missouri, a Charter City and municipal corporation, hereinafter called “Employer” and Jim Feuerborn, hereinafter called “Employee”, both of whom understand as follows:

WITNESSETH:

WHEREAS, Employer desires to continue the employment services of said Employee, Jim Feuerborn as City Manager whose powers and duties are outlined in Article V, Section 5.2 of the City Charter and in Article V, Sections 115.170-115.240 of the Municipal Code of the City of Raymore; and

WHEREAS, following the annual review required by Article V, Section 5.4 of the City Charter, Employer desires to amend and alter the compensation paid to said Employee, Jim Feuerborn for the continued services as City Manager until further amended or altered by mutual agreement of the Employer and the Employee or until expiration of the term of this Agreement herein, as may be amended or extended.

WHEREAS, it is the desire to the governing body of the Employer (hereinafter called “Council”) to provide certain benefits, to establish certain conditions of employment, and to set the working conditions of said Employee; and

WHEREAS, Employee desires to accept the continued employment as City Manager of said City of Raymore; and

WHEREAS, the parties acknowledge that Employee is a member of the International City/County Management Association (ICMA) and that Employee is subject to the ICMA Code of Ethics;

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

SECTION 1. DUTIES

Employer agrees to continue to employ said Employee, Jim Feuerborn, as City Manager of the City of Raymore to perform the functions and duties specified in Said

Article V, Sections 5.1 through 5.4 of the Raymore City Charter and by Article V, Sections 115.170 through Section 115.240 of the Municipal Code of the City of Raymore and to perform other legally permissible and proper duties and functions as the Council shall from time-to-time assign.

SECTION 2. TERM

A. Employer and Employee acknowledge that the City Manager shall be appointed, effective retroactively to September 1, 2024, for an indefinite term but it is the intent of both parties that Employee shall remain in the exclusive employment of Employer until September 1, 2025 and neither to accept other employment nor to become employed by any other employer until said termination date, unless said termination date is affected as herein provided.

B. In the event written notice is not given by either party to this Agreement to the other a minimum of thirty (30) days prior to the termination date as hereinabove provided, this Agreement may be extended on the same terms and conditions as herein provided, for additional one (1) year periods. Said Agreement shall continue thereafter for one (1) year periods unless either party hereto gives thirty (30) days written notice to the other party that the party does not wish to extend this Agreement. In the case where the Employer gives said notice, the provisions of Section 4, Paragraph A of this Agreement apply.

C. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Council, to terminate the services of Employee at any time, subject only to the provision set forth in Section 5 of this Agreement.

SECTION 3. SUSPENSION

Employer may suspend the employee with full pay and benefits at any time during the term of this Agreement, but only if:

- (1) a majority of the Council and Employee agree, or
- (2) after a public hearing a majority of the Council votes to suspend Employee, for just cause provided, however, that Employee shall have been given written notice setting forth any charges at least ten (10) days prior to such hearing by the Council member(s) bringing such charges.

SECTION 4. TERMINATION AND SEVERANCE PAY

A. In the event Employee is terminated by the Council before expiration of the aforesaid term of employment and during such time that Employee is willing and able to perform his duties under this Agreement, then in that event, Employer agrees to pay Employee a lump sum cash payment equal to four (4) months aggregate salary, benefits, and deferred compensation ("Aggregate Severance Sum") Employee shall also be compensated for all earned sick leave, vacation, holidays, and other accrued benefits to date in accordance with the provisions governing accrual and payment thereof on termination of employment in the City Personnel Policy.

B. In the event the Employee is terminated for cause. Employer shall have no obligation to pay the Aggregate Severance Sum designated in the above paragraph.

C. In the event Employer at any time during the term of this Agreement reduces the salary or other financial benefits of Employee in a greater percentage than applicable across-the-board reduction for all employees of Employer, or in the event Employer refuses, following written notice, to comply with any other provision benefiting Employee herein, then Employee will be deemed to be "terminated" at the date of such reduction or such refusal to comply and shall be entitled to severance as described in Section 4, Paragraph A.

SECTION 5. RESIGNATION

In the event Employee voluntarily resigns his position with Employer before expiration of aforesaid term of his employment, then Employee shall give Employer one (1) month notice in advance, unless the parties agree otherwise.

SECTION 6. DISABILITY

If Employee is permanently disabled or is otherwise unable to perform his duties because sickness, accident, injury, mental incapacity or health for a period of four (4) successive weeks beyond any accrued sick leave, Employer shall have the option to terminate this Agreement, subject to the severance pay requirements of Section 4, Paragraph A.

SECTION 7. SALARY AND COMPENSATION

Employer agrees to pay Employee for his services rendered pursuant hereto an annual base salary retroactively applied to September 1 2024 of \$208,968, payable in

installments at the same time as the other management employees of the Employer are paid. In addition, Employer agrees to Increase said base salary and/or benefits of Employee in such amounts and to such extent as the Council may determine that it is desirable to do so on the basis of an annual performance and salary review of said Employee that shall occur as soon after November 1, as is reasonably possible. Any salary increase deemed appropriate by the Council shall go into effect at the same time and in the same manner as regular and management employees of the City.

In addition to the annual salary provided for above, Employee shall also receive as part of his compensation under this Agreement, a vehicle allowance for acquisition, maintenance, operation, and continued support of Employee's vehicle in an amount of \$500.00 per month payable with the installments provided for the annual base salary.

In addition to the annual salary and the vehicle allowance provided above, Employee shall also receive as part of his compensation under this Agreement, a contribution from Employer equal to six (6%) of Employee's gross base salary to a deferred compensation plan maintained, managed, and operated through the International City/County Management Association Retirement Corporation (ICMA-RC).

In addition to the annual salary, the vehicle allowance and the deferred compensation plan, Employee shall also receive as part of his compensation under this Agreement, a cellular telephone allowance for acquisition, maintenance, operation, and continued support of Employee's cellular telephone in an amount equal to that authorized by the Employer's policies for other eligible employees to be paid with the installments provided for the annual base salary.

SECTION 8. PERFORMANCE EVALUATION

A. The Mayor and Council shall review and evaluate the performance of the Employee at least once annually as soon after November 1, as is reasonably possible. Said review and evaluation shall be in accordance with specific criteria developed jointly by Employer and Employee. A summary written statement of the findings will be a resultant of the evaluation process an adequate opportunity for the Employee shall be provided to discuss his evaluation with the Council.

B. Annually, the Council and Employee shall define such goals and performance objectives that they may determine necessary for the proper operation of

Raymore and in the attainment of the Council's policy objectives and shall further establish a relative priority among those various goals and objectives, said goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided.

C. In effecting the provisions of this Section, the Council and Employee mutually agree to abide by the provisions of applicable law.

SECTION 9. HOURS OF WORK

It is recognized that Employee must devote a great deal of time outside the normal office hours to business of the Employer, and to that end Employee will be allowed to take time off as he shall deem appropriated during said normal office hours.

SECTION 10. OUTSIDE ACTIVITIES

Employee shall not spend more than ten (10) hours per week in teaching, consulting, or other non-Employer-connected business without the prior approval of the Council.

SECTION 11. VACATION LEAVE

Employee shall accrue and have credited to his personal account vacation leave at his current accrual rate with increases pursuant to the Raymore Personnel Policy.

SECTION 12. DISABILITY, HEALTH & LIFE INSURANCE

A. Employer agrees to put into force and to make required premium payments for Employee for insurance policies for life, accident, sickness, disability income benefits, major medical, and dependent's coverage group insurance covering Employee and his dependents.

B. Employer agrees to purchase and to pay the required premiums on term life insurance policies equal in sum total to the maximum amount allocated pursuant to the benefit package authorized to all employees of Raymore, with the beneficiary named by Employee.

C. Employer agrees to provide hospitalization, surgical and comprehensive medical insurance for Employee and his dependents and to pay the premiums thereon equal to that which is provided all other employees of Employer or, in the event no such plan exists, to provide same for Employee.

D. Employer shall provide travel insurance for Employee which he is traveling on Employer's business, with Employee to name the beneficiary thereof.

E. Employee agrees to submit once per calendar year to a complete physical examination by a qualified physician selected by the Employer, the cost of which shall be paid by the Employer, should the Employer so require.

SECTION 13. RETIREMENT

Employer agrees to execute all necessary agreements provided by Missouri Retirement Plan for State and Municipal Employees known as "LAGERS" and shall provide for Employee's continued participation in said LAGERS retirement plan and, in addition to the base salary paid by the Employer to Employee, Employee shall be entitled to his interest in the LAGERS retirement plan upon resignation or termination as provided by the City's policy regarding LAGERS and state statutes governing the LAGERS program. The parties shall fully disclose to each other the financial impact of any amendment to the terms of Employee's retirement benefit.

SECTION 14. DUES AND SUBSCRIPTIONS

Employer agrees to budget for, and to pay for, professional dues and subscriptions of Employee necessary for his continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for his continued professional participation, growth and advancement, and for the good of the Employer. (Examples would include but not necessarily be limited to ICMA, MCMA, Historical Society, Rotary, Optimist Club).

A. Employee agrees to provide to Employer in advance of each fiscal year, a budget or request for the amount for such expenses for professional development as outlined herein and to participate in Employee's professional development. Employer hereby agrees to budget for and to pay for travel and subsistence expenses of Employee for professional and official travel, meeting, and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official functions for Employer, including but not limited to the ICMA Annual Conference, the state league of municipalities, and such other national, regional, state and local governmental groups and committees thereof which Employee serves as a member.

B. Employer also agrees to budget for and to pay for travel and subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for Employee's professional development and for the good of the Employer.

SECTION 16. INDEMNIFICATION

In addition to that required under state and local law, Employer shall defend, save harmless, and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as City Manager. Employer will compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered therein.

SECTION 17. BONDING

Employer shall bear the full cost of any bond which may be required by City Code, State, or Federal statute, in such sum as may be required of Employee.

SECTION 18. OTHER TERMS AND CONDITIONS OF EMPLOYMENT

A. The Mayor and Council, in consultation with the Employee, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Raymore Charter or any other law.

B. All provisions of the Raymore Charter and Code, personnel policy, and regulations and rules of the Employer relating to vacation and sick leave, retirement and pension system contributions, holiday and other benefits and working conditions as they now exist or hereafter may be amended, also shall apply to Employee as they would to other employees of Employer, in addition to said benefits enumerated specifically for the benefit of Employee herein provided.

C. Employee shall be entitled to receive the same vacation and sick leave benefits as are accorded department heads, including provisions governing accrual and payment therefor on termination of employment as provided in the Raymore Personnel Policy.

SECTION 19. NOTICES

Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- (1) Employer: City of Raymore
 100 Municipal Circle
 Raymore, Missouri 64083

- (2) Employee: Jim Feuerborn
 1215 Wiltshire Blvd
 Raymore, Missouri 64083

alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

SECTION 20. GENERAL PROVISIONS

A. The text herein shall constitute the entire Extended & Amended Employment Agreement between the parties.

B. This Extended & Amended Employment Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.

C. This Extended & Amended Employment Agreement shall become effective commencing retroactively on the 1st day of September 2024.

D. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Extended & Amended Employment shall remain in full force and effect.

[Remainder of page intentionally left blank.]

IN WITNESS WHEREOF, the City of Raymore has caused this Extended & Amended Employment Agreement to be signed and executed on its behalf by its Mayor and duly attested by its City Clerk, and the Employee has signed and executed this Agreement, both in duplicate, the date and year first above written.

Kristofer P. Turnbow

Date of Signature

“Employer”

ATTEST:

Erica Hill, City Clerk

Jim Feuerborn

Date of Signature

“Employee”

APPROVED AS TO FORM:

Jonathan S. Zerr, City Attorney