

Aurora City Council Agenda

Aurora City Hall - City Council Chambers
2 W. Pleasant St. Aurora, Missouri 65605
Tuesday, February 24, 2026 - 5:30 P.M.

1. CALL TO ORDER

2. ROLL CALL

Mayor Kennedy
Chairman Pro Tem Lewis
Councilwoman Oplinger
Councilwoman Pettit
Councilman Blades

3. CLOSED SESSION 1-3-13

Pursuant to RSMo 610.021

(1) Legal actions, causes of action or litigation involving public government body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

(3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded. However, any vote on a final decision, when taken by a public governmental body, to hire, fire, promote or discipline an employee of a public governmental body shall be made available with a record of how each member voted to the public within seventy-two hours of the close of the meeting where such action occurs; provided, however, that any employee so affected shall be entitled to prompt notice of such decision during the seventy-two-hour period before such decision is made available to the public. As used in this subdivision, the term "personal information" means information relating to the performance or merit of individual employees;

(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that this exemption shall not apply to the names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such, and the names of private sources donating or contributing money to the salary of a chancellor or president at all public colleges and universities in the state of Missouri and the amount of money contributed by the source;

4. PRAYER AND PLEDGE

5. PUBLIC COMMENT

A citizen desiring to speak on an item not on the agenda may do so at this time. Each citizen is limited to three minutes and the Council will not take action or discuss items at this time. Discussion should be limited to matters of City business and public comment is not permitted in regard to personnel matters or on pending legal matters. Items introduced under "Public Comment" may become agenda items at a later date.

6. COUNCIL FORUM

Council Forum provides an opportunity for Council Members to share information with the rest of the Council regarding communications with constituents, meetings attended, request items to be put on the agenda, make requests of staff, or direct questions to staff regarding issues that are not on the agenda.

7. CONSENT AGENDA

Items listed on the 'Consent Agenda' are considered routine and shall be enacted by one motion of the City Council with no separate discussion. If separate discussion is desired by a member of the Council, that item will be removed from the 'Consent Agenda' and placed on the regular agenda as a final item under 'New Business'.

7.I. Approval Of Minutes - City Council Regular Session Minutes February 10, 2026

Documents:

[CONSENT AGENDA COVER SHEET.PDF](#)
[02-10-2026 REGULAR SESSION MINUTES.PDF](#)

7.II. February 2026 Appropriations

Documents:

[FEBRUARY 2026 APPROPRIATIONS.PDF](#)

8. OLD BUSINESS

9. NEW BUSINESS

9.I. Public Schools Week Proclamation

Documents:

[PUBLIC SCHOOLS WEEK PROCLAMATION COVER SHEET.PDF](#)
[PUBLIC SCHOOLS WEEK PROCLAMATION.PDF](#)

9.II. Discussion - Community Partner Funding

Documents:

[DISCUSSION - COMMUNITY PARTNER FUNDING COVER SHEET.PDF](#)

9.III. Ordinance No. 2026-3368 Procurement Policy Revisions

Documents:

[ORDINANCE NO. 2026-3368 PROCUREMENT POLICY REVISIONS COVER SHEET.PDF](#)
[ORDINANCE NO. 2026-3368 PROCUREMENT POLICY REVISIONS.PDF](#)

9.IV. Special Event Application - Aurora Downtown Cleanup

Documents:

[COUNCIL AGENDA COVER SHEET SPECIAL EVENT AURORA](#)

10. STAFF REPORTS/ORGANIZATIONAL BUSINESS

1. City Manager Report
2. Economic/Community Development Report

11. ADJOURNMENT

City of Aurora Agenda Item Cover Sheet

To: City of Aurora, Mayor and City Council
From:
Department:
Date:

AGENDA ITEM NARRATIVE

BACKGROUND

SPECIFIC ACTION REQUESTED

ATTACHMENTS

Aurora City Council Meeting Minutes

Aurora City Hall - City Council Chambers

2 W. Pleasant St. Aurora, Missouri 65605

Tuesday, February 10, 2026 - 6 P.M.

2/10/2026 - Minutes

1. CALL TO ORDER

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

2. PRAYER AND PLEDGE

City Manager Carrie Howlett led the Council in prayer and the Pledge of Allegiance.

3. ROLL CALL

Mayor Kennedy - Present

Chairman Pro Tem Lewis - Present

Councilwoman Oplinger - Present

Councilwoman Pettit - Present

Councilman Blades - Present

4. PUBLIC COMMENT

Aiden Fillyaw addressed the Council with questions on the progress of the City Flag. Mayor Kennedy stated that they plan to open it up for a contest to get more community involvement. Then we would get the original committee together and create a survey to vote on the top four flags that were submitted. Aiden thanked the Council for supporting his dream and for making this flag possible. It has been a great honor to serve his town.

5. COUNCIL FORUM

Chairman Pro Tem Lewis attended the Lawrence County 911 Board meeting and the School Board meeting. Also mentioned that we should get with Miller Pipeline regarding street cuts and getting them fixed. There were 20 street cuts on Terrace, and there are no repairs listed for that street. We need to ensure they are repairing any street cuts they make before we get too far behind. Would like Miller Pipeline to produce their cut list and maybe do a blind audit. Doesn't feel they are following the city guidelines. Community Development and the Street Department do inspections on the repairs.

Councilman Blades had nothing to report.

Councilwoman Oplinger attended the Lawrence County 911 Board meeting.

Councilwoman Pettit attended the Solid Waste meeting and said that a new senate bill is trying to get passed to disband districts and increase tipping fees due to the landfills.

Mayor Kennedy attended the Lawrence County 911 Board meeting and attended the Chocolate Stroll downtown.

6. CONSENT AGENDA

Councilwoman Oplinger made a motion to approve the Consent Agenda. Chairman Pro Tem Lewis seconded the motion. The motion passed with votes documented as follows:

Mayor Kennedy - Aye

Chairman Pro Tem Lewis - Aye

Councilwoman Oplinger - Aye

Councilwoman Pettit - Abstain

Councilman Blades - Aye

6.I. Approval Of Minutes - City Council Regular Session Minutes January 27, 2026

See Consent Agenda

6.II. January - February 2026 Appropriations

See Consent Agenda

7. OLD BUSINESS

None

8. NEW BUSINESS

8.I. Proclamation Of Ronald McDonald House

Mayor Kennedy read and presented the Ronald McDonald House Proclamation to Kim Booth, Development Assistant with the Ronald McDonald House Charities of the Ozarks.

8.II. Resolution No. 2026-2077 Continuity Of Operations Plan And Policy

City Manager Carrie Howlett addressed the Council with Resolution No. 2026-2077 Continuity of Operations Plan and Policy. This was previously discussed and part of the Emergency Action Plan. This is formalizing this plan and policy for the City of Aurora. Kamy Kulow, City Clerk/HR Director will be Carrie Howlett's backup and then Brad Blankenship, Cemetery Sexton, will be Kamy Kulow's backup in case of an emergency. Councilwoman Pettit asked if Brad will be a signer. City Manager Carrie Howlett stated yes he will, but only in emergency situations. There are certain accounts we cannot add anymore signers, but in the absence of Carrie or Kamy, Brad will become a signer to keep the city moving along as needed.

Councilwoman Pettit made a motion to approve Resolution No. 2026-2077 Continuity of Operations Plan and Policy. Councilwoman Oplinger seconded the motion. The motion passed with votes documented as follows:

Mayor Kennedy - Aye

Chairman Pro Tem Lewis - Aye

Councilwoman Oplinger - Aye

Councilwoman Pettit - Aye

Councilman Blades - Aye

8.III. Resolution No. 2026-2080 Aurora City Hall Restoration Change Order No. 8

City Manager Carrie Howlett addressed the Council with Resolution No. 2026-2080 Aurora City Hall Restoration Change Order No. 8. This request is similar to the change order from the north steps of City Hall. This is within the procurement policy for the City Manager to approve, but since this project is over budget, Mrs. Howlett felt the need to bring it to the Council for approval. The west side steps were hollow just like the north steps, and this change order is for the amount of \$9164.14, removal and replacement with a landing on the west side. We will have a \$4500 credit from the previous change order. This resolution also includes the east side as well for the future. There was no contingency added to this project. Mayor Kennedy asked if they could look ahead for possible problems, such as the steps for the ADA ramp. Chairman Pro Tem Lewis asked to review the procurement policy to see what the City Manager is allowed to approve and what needs to come to the Council. Review and bring back to the Council. In the future, we should have a contingency in place for any project.

Councilwoman Pettit made a motion to approve Resolution No. 2026-2080 Aurora City Hall Restoration Change Order No. 8. Councilman Blades seconded the motion. The motion passed with votes documented as follows:

Mayor Kennedy - Aye

Chairman Pro Tem Lewis - Aye

Councilwoman Oplinger - Aye

Councilwoman Pettit - Aye

Councilman Blades - Aye

8.IV. Special Event Application - National Day Of Prayer

City Manager Carrie Howlett addressed the Council with a Special Event Application - National Day of Prayer. The CMA Chariots of Grace submitted this application. March 1, 2026, around the City Hall Flag Pole from 1:30 p.m. - 2:30 p.m., with an organized motorcycle ride after the prayer. Staff recommendation is approval. Unsure of how many motorcycles will be in attendance. Will check with the organization to see how many will be in attendance, and may need some street closures to help with traffic control.

Chairman Pro Tem Lewis made a motion to approve the Special Event Application - National Day of Prayer. Councilwoman Pettit seconded the motion. The motion passed with votes documented as follows:

Mayor Kennedy - Aye

Chairman Pro Tem Lewis - Aye

Councilwoman Oplinger - Aye

Councilwoman Pettit - Aye

Councilman Blades - Aye

8.V. Special Event Application - Aurora Band Car Show

City Manager Carrie Howlett addressed the Council with the Special Event Application - Aurora Band Car Show. This event is a repeat of last year at the Aurora Airport. Justin Richmond, FBO for the Airport, works with the Aurora Schools for this event. Staff recommendation is approval.

Councilwoman Pettit made a motion to approve the Special Event Application - Aurora Band Car Show. Chairman Pro Tem Lewis seconded the motion. The motion passed with votes documented as follows:

Mayor Kennedy - Aye

Chairman Pro Tem Lewis - Aye

Councilwoman Oplinger - Aye

Councilwoman Pettit - Aye

Councilman Blades - Aye

9. STAFF REPORTS/ORGANIZATIONAL BUSINESS

The City Manager's report is attached.

When will the City Council have access to the BS&A software to view reports?

10. CLOSED SESSION 1-3-13

Mayor Kennedy made a motion to move into Closed Session at 6:29 p.m. Councilwoman Pettit seconded the motion. The motion passed with Roll Call votes documented as follows:

Mayor Kennedy - Aye

Chairman Pro Tem Lewis - Aye

Councilwoman Oplinger - Aye

Councilwoman Pettit - Aye

Councilman Blades - Aye

Councilwoman Oplinger made a motion to move out of Closed Session at 7:16 p.m. Chairman Pro Tem Lewis seconded the motion. The motion passed with Roll Call votes documented as follows:

Mayor Kennedy - Aye

Chairman Pro Tem Lewis - Aye

Councilwoman Oplinger - Aye

Councilwoman Pettit - Aye

Councilman Blades - Aye

11. ADJOURNMENT

Councilwoman Oplinger made a motion to adjourn at 7:16 p.m. Chairman Pro Tem Lewis seconded the motion. The motion passed with votes documented as follows:

Mayor Kennedy - Aye

Chairman Pro Tem Lewis - Aye

Councilwoman Oplinger - Aye

Councilwoman Pettit - Aye

Councilman Blades - Aye

APPROVED

Tony Kennedy, Mayor

ATTEST:

Kamy Kulow, City Clerk

2 W. PLEASANT ST.
P.O. BOX 30
AURORA, MO 65605



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EXPENSES FOR APPROVAL FEBRUARY 2026

FOR THE 2/24/26 COUNCIL MEETING

INVOICE REGISTER FOR CITY OF AURORA
 EXP CHECK RUN DATES 02/25/2026 - 02/25/2026
 POSTED AND UNPOSTED
 OPEN AND PAID

Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
INV-53875 00000827	ALEX AIR APPARATUS 2, LLC DRAGER 700 SCBA/CYLINDERS/MASKS 10-22-7002	02/17/2026 jjenkins		39,660.00 39,660.00	39,660.00	Open	N 02/25/2026
INV-573874 00000828	ALEX AIR APPARATUS 2, LLC 6000 PSI AIR CYLINDERS 10-22-6210	02/17/2026 jjenkins		7,780.00 7,780.00	7,780.00	Open	N 02/25/2026
AURO7223001-2 00000829	ALLGEIER, MARTIN & ASSOCIATES INC ENGINEERING-AIRPORT FEE ESTIMATE 25-32-6560	01/28/2026 jjenkins		538.00 538.00	538.00	Open	N 02/25/2026
70010112 166 00000830	ALLGEIER, MARTIN & ASSOCIATES INC ENGINEERING-LIFT STATION 30-30-6560	01/26/2026 jjenkins		4,205.50 4,205.50	4,205.50	Open	N 02/25/2026
183505 00000833	AMERICAN BUSINESS SYSTEMS COPIER CHARGES 10-14-6420	02/06/2026 jjenkins		106.32 106.32	106.32	Open	N 02/25/2026
183696 00000834	AMERICAN BUSINESS SYSTEMS COPIER CHARGES 50-42-6420	02/17/2026 jjenkins		173.25 173.25	173.25	Open	N 02/25/2026
183697 00000835	AMERICAN BUSINESS SYSTEMS COPIER CHARGES 10-22-6420	02/17/2026 jjenkins		51.50 51.50	51.50	Open	N 02/25/2026
183698 00000836	AMERICAN BUSINESS SYSTEMS COPIER CHARGES 10-22-6420	02/17/2026 jjenkins		111.50 111.50	111.50	Open	N 02/25/2026

INVOICE REGISTER FOR CITY OF AURORA

EXP CHECK RUN DATES 02/25/2026 - 02/25/2026

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
20250721 00000832	APEX CAR WASH SOLUTIONS LLC CAR WASH COUPONS 10-21-6610	02/05/2026 jjenkins CAR WASH COUPONS		900.00 900.00	900.00	Open	N 02/25/2026
604196 00000826	AT&T PHONE TRACKING-INVESTIGATION 10-21-6560	01/26/2026 jjenkins PHONE TRACKING-INVESTIGATION		95.00 95.00	95.00	Open	N 02/25/2026
01312026 00000831	AURORA ADVERTISER PUBLIC HEARING-HEMAN 10-14-6000	01/31/2026 jjenkins PUBLIC HEARING-HEMAN		50.40 50.40	50.40	Open	N 02/25/2026
165945 00000837	BS&A SOFTWARE SOFTWARE TRAINING EXPENSE 10-11-6560 10-14-6560 10-15-6560	02/13/2026 jjenkins SOFTWARE TRAINING EXPENSE SOFTWARE TRAINING EXPENSE SOFTWARE TRAINING EXPENSE		38,438.00 12,812.66 12,812.67 12,812.67	38,438.00	Open	N 02/25/2026
166148 00000838	BS&A SOFTWARE MERCHANT FEES 10-11-6561 30-30-6561	02/11/2026 jjenkins MERCHANT FEES MERCHANT FEES		4,304.20 114.00 4,190.20	4,304.20	Open	N 02/25/2026
48446 00000839	BUTLER, ROSENBURY & PARTNERS ARCHITECTURE SERVICES-JAN 10-13-65601001	01/31/2026 jjenkins ARCHITECTURE SERVICES-JAN		2,561.50 2,561.50	2,561.50	Open	N 02/25/2026
PA3-01312026 00000841	CARSEN-MITCHELL, INC CONSTRUCTION SERVICES-JAN 10-13-70001001	01/28/2026 jjenkins CONSTRUCTION SERVICES-JAN		139,484.70 139,484.70	139,484.70	Open	N 02/25/2026
19018 00000840	ROMULUS INC CSA LABORATORIES TESTING-DEC 30-30-6560	12/31/2025 jjenkins TESTING-DEC		915.00 915.00	915.00	Open	N 02/25/2026

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
144822 00000842	DANKO EMERGENCY EQUIPMENT CO 2 WAY SIAMESE CLAPPER VALVE 10-22-6210	01/12/2026 jjenkins		828.64 828.64	828.64	Open	N 02/25/2026
2052026 00000846	LIBERTY UTILITIES-EMPIRE DISTRICT ELECTRIC/WATER 10-13-6870 10-13-6872 10-27-6870 35-44-6870 35-44-6872 25-31-6873 25-31-6870 30-30-6870 35-43-6870 35-43-6872 10-51-6870 10-51-6872 25-32-6870 50-42-6870 50-42-6872	02/05/2026 jjenkins		31,913.10 5,742.81 460.93 106.90 1,897.31 1,258.76 7,503.22 285.20 11,149.96 47.29 92.05 186.67 261.78 297.03 2,031.74 591.45	31,913.10	Open	N 02/25/2026
PG000045314 00000843	GENERAL CODE SUPPLEMENT #20 10-12-6560	02/17/2026 jjenkins		1,500.00 1,500.00	1,500.00	Open	N 02/25/2026
457878 00000844	HIGGINBOTHAM AIRPORT LIABILITY RENEWAL 25-32-6302	02/12/2026 jjenkins		7,474.00 7,474.00	7,474.00	Open	N 02/25/2026
141117 00000845	JR LOCK & KEY LLC PRIVACY LEVERSET-MENS RESTROOM 10-21-6606	02/09/2026 jjenkins		309.00 309.00	309.00	Open	N 02/25/2026
P12001184-1 00000819	LUBY EQUIPMENT SERVICES COOLER,OIL,TUBES,TURBOCHARGER 25-31-6608	12/08/2025 jjenkins		3,298.23 3,298.23	3,298.23	Open	N 02/11/2026

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Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
0867578-IN 00000847	MID-AMERICAN RESEARCH CHEMICAL FOAMING ROOT KILLER 30-30-6070	01/07/2026 jjenkins FOAMING ROOT KILLER		685.50 685.50	685.50	Open	N 02/25/2026
1004931 00000859	AIR HEROS HVAC UB refund for account: 1004931 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		104.65 104.65	104.65	Open	N 02/25/2026
1006423 00000860	ALEXIS N VASQUEZ UB refund for account: 1006423 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		80.42 80.42	80.42	Open	N 02/25/2026
1003835 00000861	ANGELINA E HAINES UB refund for account: 1003835 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		72.21 72.21	72.21	Open	N 02/25/2026
1003316 00000862	BRANDON L BARNUM UB refund for account: 1003316 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		26.69 26.69	26.69	Open	N 02/25/2026
1005188 00000863	BROOKLYN M EISERER UB refund for account: 1005188 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		66.34 66.34	66.34	Open	N 02/25/2026
1000400 00000864	GREAT CIRCLE UB refund for account: 1000400 30-30-4981	02/20/2026 jjenkins SEWER-CM-5/8" METER		18.95 18.95	18.95	Open	N 02/25/2026
1006898 00000865	JONATHAN D SHOWEN UB refund for account: 1006898 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		98.46 98.46	98.46	Open	N 02/25/2026

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1003306 00000866	KAMLESH GAJJAR UB refund for account: 1003306 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		55.78 55.78	55.78	Open	N 02/25/2026
1002659 00000867	MARIAH N ROBINSON UB refund for account: 1002659 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		35.60 35.60	35.60	Open	N 02/25/2026
1003826 00000868	MEGAN N CHANHNOUVONG UB refund for account: 1003826 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		15.10 15.10	15.10	Open	N 02/25/2026
1006542 00000869	PAMELA J DAVIS UB refund for account: 1006542 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		99.97 99.97	99.97	Open	N 02/25/2026
1000848 00000870	PAMELA N CALDWELL UB refund for account: 1000848 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		103.30 103.30	103.30	Open	N 02/25/2026
1000782 00000871	VICTORIA J CHRISTIAN UB refund for account: 1000782 30-30-4981	02/20/2026 jjenkins SEWER-RI-5/8" METER		50.15 50.15	50.15	Open	N 02/25/2026
02032026 00000858	MISSOURI MULCH CO MULCH 35-40-7000	02/03/2026 jjenkins MULCH		8,100.00 8,100.00	8,100.00	Open	N 02/25/2026
5110110 00000848	MISSOURI ONE CALL SYSTEM UTILITY LOCATE FEES-NOV 30-30-6070	11/30/2025 jjenkins UTILITY LOCATE FEES-NOV		274.05 274.05	274.05	Open	N 02/25/2026

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Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
00019987 00000850	MCCULLY, MACHEAL YOUTH BASKETBALL PICTURES 50-42-6217	01/17/2026 jjenkins		1,810.00 1,810.00	1,810.00	Open	N 02/25/2026
45SM000704 00000849	MULTI-CRAFT CONTRACTORS INC QUARTERLY HVAC MAINTENANCE 10-21-6606	12/17/2025 jjenkins		1,471.00 1,471.00	1,471.00	Open	N 02/25/2026
02102026 00000820	NEOPOST USA INC POSTAGE 10-11-6550 10-13-6550 10-22-6550 35-40-6550 10-25-6550 10-12-6550 10-21-6550 30-30-6550 25-31-6550 10-51-6550 50-42-6550 10-14-6550 10-15-6550	02/12/2026 jjenkins		600.00 (21.68) 1.48 6.66 1.48 56.82 2.96 26.41 75.03 5.92 2.51 5.92 363.28 73.21	600.00	Open	N 02/12/2026
INUS07854 00000851	PLACER LABS ANNUAL PLATFORM ACCESS 10-14-6075 10-21-6075 35-40-6075 25-31-6075 50-42-6075	01/25/2026 jjenkins		14,400.00 2,880.00 2,880.00 2,880.00 2,880.00 2,880.00	14,400.00	Open	N 02/25/2026
7391 00000852	PRO ELECTRIC, LC ELECTRICAL WORK-ELEVATOR 50-42-6606	02/16/2026 jjenkins		1,450.00 1,450.00	1,450.00	Open	N 02/25/2026

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Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
468615 01 00000857	QUEEN CITY WINNELSON INC TRI FOLD PAPER TOWELS 35-40-6606	01/16/2026 jjenkins		147.80 147.80	147.80	Open	N 02/25/2026
0226 00000853	RANDEE S. STEMMONS MUNICIPAL JUDGE-FEB 10-25-6560	02/17/2026 jjenkins		800.00 800.00	800.00	Open	N 02/25/2026
2382 00000815	REGENTS CAPITAL FITNESS EQUIPMENT LEASE 157022 50-42-8400	02/04/2026 jjenkins		1,654.02 1,654.02	1,654.02	Open	N 02/19/2026
2383 00000816	REGENTS CAPITAL FITNESS EQUIPMENT LEASE 157023 50-42-8400	02/04/2026 jjenkins		2,221.26 2,221.26	2,221.26	Open	N 02/19/2026
2357 00000817	REGENTS CAPITAL FITNESS EQUIPMENT LEASE 157024 50-42-8400	02/04/2026 jjenkins		2,767.44 2,767.44	2,767.44	Open	N 02/19/2026
501113887 00000854	RTS TACTICAL TACTICAL MINI SHIELDS 10-21-6860	02/09/2026 jjenkins		2,273.96 2,273.96	2,273.96	Open	N 02/25/2026
1599 00000855	SENTINEL EMERGENCY SOLUTIONS LLC AIR COMPRESSOR INSPECTION 10-22-6608	02/16/2026 jjenkins		797.50 797.50	797.50	Open	N 02/25/2026
02092026 00000818	UMB BANK SRF ADMINISTRATIVE FEE 1/2025-6/2025 30-30-8200	12/30/2025 jjenkins		548.63 548.63	548.63	Open	N 02/09/2026

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574780839 00000821	US BANK EQUIPMENT FINANCE COPIER LEASE/PROPERTY TAX 10-25-6420	02/04/2026 jjenkins COPIER LEASE/PROPERTY TAX		202.39 202.39	202.39	Open	N 02/11/2026
574554226 00000822	US BANK EQUIPMENT FINANCE COPIER LEASE 10-21-6420 10-22-6420	02/01/2026 jjenkins COPIER LEASE COPIER LEASE		360.71 279.17 81.54	360.71	Open	N 02/11/2026
574317004 00000823	US BANK EQUIPMENT FINANCE COPIER LEASE/PROPERTY TAX 10-21-6420	01/28/2026 jjenkins COPIER LEASE/PROPERTY TAX		167.57 167.57	167.57	Open	N 02/11/2026
574335808 00000824	US BANK EQUIPMENT FINANCE COPIER LEASE 10-15-6420 30-30-6420 10-14-6420	01/29/2026 jjenkins COPIER LEASE COPIER LEASE COPIER LEASE		475.15 237.58 110.51 127.06	475.15	Open	N 02/11/2026
6135597745 00000856	VERIZON WIRELESS SERVICES LLC WIRELESS SERVICE 30-30-6070 10-22-6070 10-14-6070 10-21-6070	02/09/2026 jjenkins WIRELESS SERVICE WIRELESS SERVICE WIRELESS SERVICE WIRELESS SERVICE		1,058.30 48.59 80.67 128.84 800.20	1,058.30	Open	N 02/25/2026
110354962 00000825	WEX BANK FUEL 10-51-6220 10-22-6220 10-14-6220 35-40-6220 10-27-6220 10-21-6220 25-31-6220 30-30-6220	01/31/2026 jjenkins FUEL FUEL FUEL FUEL FUEL FUEL FUEL FUEL		369.71 335.95 (13.78) 33.79 307.86 6.97 (595.14) 252.62 41.44	369.71	Open	N 02/10/2026

INVOICE REGISTER FOR CITY OF AURORA
 EXP CHECK RUN DATES 02/25/2026 - 02/25/2026
 POSTED AND UNPOSTED
 OPEN AND PAID

Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
# of Invoices:	57	# Due:	57	Totals:	328,160.45		328,160.45
# of Credit Memos:	0	# Due:	0	Totals:	0.00		0.00
Net of Invoices and Credit Memos:					328,160.45		328,160.45
* 2 Net Invoices have Credits Totalling:					(630.60)		
--- TOTALS BY FUND ---							
	10 GENERAL FUND			252,236.57	252,236.57		
	25 TRANSPORTATION FUND			22,534.22	22,534.22		
	30 SEWER FUND			23,072.03	23,072.03		
	35 PARK/STORM WATER CONTROL FUND			14,732.55	14,732.55		
	50 RECREATION FUND			15,585.08	15,585.08		
--- TOTALS BY DEPT/ACTIVITY ---							
	11 ADMINISTRATION			12,904.98	12,904.98		
	12 COUNCIL			1,502.96	1,502.96		
	13 PUBLIC FACILITIES			148,251.42	148,251.42		
	14 COMMUNITY DEVELOPMENT			16,502.36	16,502.36		
	15 FINANCE & ECON DEVELOP			13,123.46	13,123.46		
	21 POLICE			8,607.17	8,607.17		
	22 FIRE			49,384.23	49,384.23		
	25 MUNICIPAL COURT			1,059.21	1,059.21		
	27 ANIMAL CONTROL			113.87	113.87		
	30 SEWER OPERATIONS			23,072.03	23,072.03		
	31 STREETS			14,225.19	14,225.19		
	32 AIRPORT			8,309.03	8,309.03		
	40 PARK MAINTENANCE			11,437.14	11,437.14		
	42 RECREATION			15,585.08	15,585.08		
	43 SWIMMING POOL			139.34	139.34		
	44 PARK OPERATION			3,156.07	3,156.07		
	51 CEMETERY			786.91	786.91		

2 W. PLEASANT ST.
P.O. BOX 30
AURORA, MO 65605



PH: 417-678-5121
FAX: 417-678-6599
AURORA-CITYHALL.ORG

PAID EXPENSES FOR FEBRUARY

FOR THE 2/24/26 COUNCIL MEETING

INVOICE REGISTER FOR CITY OF AURORA
 EXP CHECK RUN DATES 02/12/2026 - 02/20/2026
 POSTED AND UNPOSTED
 PAID

Invoice Number Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
REMIT 00000813	CSED CHILD SUPPORT 10-00-2151	02/20/2026 jjenkins		173.50 173.50	0.00	Paid	Y 02/20/2026
REMIT 00000810	FAMILY SUPPORT PAYMENT CENTER CHILD SUPPORT 10-00-2151 25-00-2151	02/20/2026 jjenkins		460.25 327.75 132.50	0.00	Paid	Y 02/20/2026
REMIT 00000812	MISSION SQUARE Remittance Check 10-00-2168	02/20/2026 jjenkins		350.00 350.00	0.00	Paid	Y 02/20/2026
02112026 00000807	US POSTMASTER POSTAGE TO MAIL UTILITY BILLS 30-30-6550 55-55-6550	02/11/2026 jjenkins		3,000.00 1,500.00 1,500.00	0.00	Paid	Y 02/12/2026
REMIT 00000811	VOYA Remittance Check 10-00-2161 35-00-2161 50-00-2161	02/20/2026 jjenkins		455.00 320.00 100.00 35.00	0.00	Paid	Y 02/20/2026

# of Invoices:	5	# Due: 0	Totals:	4,438.75	0.00
# of Credit Memos:	0	# Due: 0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:				4,438.75	0.00

--- TOTALS BY FUND ---

10 GENERAL FUND	1,171.25	0.00
25 TRANSPORTATION FUND	132.50	0.00
30 SEWER FUND	1,500.00	0.00
35 PARK/STORM WATER CONTROL FUND	100.00	0.00
50 RECREATION FUND	35.00	0.00
55 SOLID WASTE FUND	1,500.00	0.00

INVOICE REGISTER FOR CITY OF AURORA
 EXP CHECK RUN DATES 02/12/2026 - 02/20/2026
 POSTED AND UNPOSTED
 PAID

Invoice Number	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inv Ref #	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY DEPT/ACTIVITY ---							
	00			1,438.75	0.00		
	30 SEWER OPERATIONS			1,500.00	0.00		
	55 SOLID WASTE OPERATION			1,500.00	0.00		

City of Aurora Agenda Item Cover Sheet

To: City of Aurora, Mayor and City Council
From:
Department:
Date:

AGENDA ITEM NARRATIVE

BACKGROUND

SPECIFIC ACTION REQUESTED

ATTACHMENTS

Office of Mayor Tony Kennedy

and the

Aurora City Council

City of Aurora, Missouri

Proclamation



WHEREAS, the City of Aurora, the Aurora R-8 School District, and the Aurora Community are united in efforts to provide ALL children with the highest quality educational opportunities and recognize what is best for our kids; and

WHEREAS, Public Schools Week 2026 is scheduled for February 23-27, 2026, providing an opportunity to spotlight the dedication and hard work of our nation’s public-school educators and staff; and

WHEREAS, Public schools embody the ideals of our nation, offering every child a high-quality education and celebrating the individual needs, talents, and personalities of every student; and

WHEREAS, Public schools play a crucial role in our society, providing a level playing field for all students, regardless of socioeconomic status, background, or ability; and

WHEREAS, Public Schools Week brings together school leaders, educators, school board members, and parents to create safe, equitable, and engaging schools for our students’ future.

NOW, THEREFORE, I, Tony Kennedy, Mayor of the City of Aurora, Missouri, hereby proclaim February 23rd through February 27th, 2026, as “Public Schools Week.”

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of The City of Aurora to be affixed on this 24th day of February 2026.

Tony Kennedy, Mayor

Jason Lewis, Chairman Pro Tem

Dawn Oplinger, Councilwoman

Theresa Pettit, Councilwoman

Josh Blades, Councilman

ATTEST: _____
Kamy Kulow, City Clerk

City of Aurora Agenda Item Cover Sheet

To: City of Aurora, Mayor and City Council
From:
Department:
Date:

AGENDA ITEM NARRATIVE

BACKGROUND

SPECIFIC ACTION REQUESTED

ATTACHMENTS

City of Aurora Agenda Item Cover Sheet

To: City of Aurora, Mayor and City Council
From:
Department:
Date:

AGENDA ITEM NARRATIVE

BACKGROUND

SPECIFIC ACTION REQUESTED

ATTACHMENTS

AN ORDINANCE OF THE CITY OF AURORA, MISSOURI AMENDING "TITLE I GOVERNMENT CODE, CHAPTER 135 PROCUREMENT POLICY" OF THE AURORA CITY CODE OF ORDINANCES

WHEREAS, the City of Aurora, Missouri (the "City"), is a city of the third class and political subdivision of the State of Missouri, duly created, organized, and existing under and by virtue of the constitution and laws of the State of Missouri; and

WHEREAS, upon review of the current ordinances regarding the City's "Procurement Policy", it was determined that there was a need to update, revise, and clarify the City's policies, procedures, and practices regarding the routine procurement of goods and services for the efficient and effective provision of City operations; and

WHEREAS, the following recommended amendments governing purchasing and procurement have been submitted to the City Council for consideration and adoption.

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

Section 1: Chapter 135 of the Aurora City Code of Ordinances shall be amended as follows:

CHAPTER 135 PROCUREMENT POLICY

SECTION 135.010 PURCHASING AND SALES POLICY.

- A. Purpose.** The purpose of this Chapter is to establish guidelines regarding purchases made by the City and the sale of City property in order to maximize the value realized for each public dollar spent and for public property.
- B. Applicability.** This Chapter is applicable to all purchases for the City, regardless of the source of funds used for the purchase and the sale of any City property outside the scope of ordinary services. With the exception of Federal forfeiture funds, which are managed by the Chief of Police and may be utilized to acquire any authorized items or services, the Police Chief will additionally comply with the latest copy of the Guide to Equitable Sharing for State and Local Law Enforcement Agencies published by the United States Department of Justice.
- C. Basic goals.** The basic goals of the City are:
 - 1.** To comply with all applicable Federal, State, and local legal requirements.
 - 2.** To assure vendors and buyers that impartial and equal treatment will be afforded to all who wish to do business with the City.

3. To maximize the value realized for each public dollar spent and for public property.
4. To obtain goods and services at the time and place needed in the proper quantity and quality.
5. To sell or lease property that is no longer necessary or useful to the City and that can be better used by the private sector.

If the procedures and guidelines established in this Chapter are followed, each department should efficiently manage, control and plan its available resources to meet present and future departmental needs and help the City meet its goals.

SECTION 135.020 DEFINITIONS

The following terms shall be defined as stated for purposes of this Chapter:

APPROPRIATION — The legal authorization of monies for anticipated or incurred expenses.

AUTHORIZED PURCHASER — An approved employee of the City who has been nominated by a Department Head and appointed by the City Manager to make purchases at a specified monetary level on behalf of the City. The Accounts Payable Clerk shall maintain the list of authorized purchasers as supplied by the Department Heads.

BUDGET — A document that sets forth proposed revenues and expenses to be incurred during a fiscal year for the various City operations.

CONSTRUCTION — The process of building, altering, repairing, improving or demolishing any public structure or facility or other public improvement of any kind.

CONTRACT — A legally binding promise enforceable by law and, generally, in writing.

COOPERATIVE PURCHASING AGREEMENT — A legally binding contract approved by the City Council entered into by the City, the United States of America, the State of Missouri, or any of the subordinate agencies or departments, and any other approved organization that manages a cooperative purchasing program to obtain goods and services at the most advantageous price for its members and the City specifically.

COST COMPARISONS — An informal analysis of the amounts paid or requested for a product or service accomplished through personal contact, printed or digital media.

DEPARTMENTS — Includes administration, finance, police, fire, cemetery, parks and recreation, community development, public works, Municipal Court, wastewater, and the office of the City Clerk.

EXISTING PURCHASING CONTRACT — A contract previously entered into by the City and currently existing, including, but not limited to, a term-and-supply contract, an annual contract, a maintenance contract, and a warranty contract.

FORMAL WRITTEN BID — A competitive bid which must be submitted in response to an advertised request in a prescribed format pursuant to applicable instructions, typically that the bid be submitted in a sealed envelope to be opened in public at a specified time.

ITEM — A product, material, or service.

OPEN MARKET SALE — The sale of an item of property in a market in which any buyer or seller may trade and in which prices and product availability are determined by free competition.

MATERIAL VALUE — The value of an item to be purchased or sold, to be determined in the first (1st) instance by the department Head.

PROCUREMENT — Purchasing, renting, leasing, or otherwise acquiring any supplies, services, property, or construction, including performance of any necessary functions such as writing specifications, selection and solicitation of sources, preparation and award of contract, and contract administration.

PURCHASE ORDER — An offer to make a contract between the City and a vendor. The contract is not binding until it is accepted by the vendor.

QUOTATION — A statement of price, terms of sale, and description of property, goods, or services offered by a vendor to a prospective purchaser by digital communication, letter, fax, telephone, or other means of communication. A quotation (or "quote") is not required to be in writing from the vendor; however, some written memorandum of the elements listed above must be maintained.

SCOPE OF SERVICES — A detailed description of the tasks to be performed.

SPECIFICATIONS — A description of the physical or functional characteristics or the nature of a supply, service, property, or construction item; the requirements to be satisfied by a product or process; indicating, if appropriate, the procedures to determine whether the requirements are satisfied and/or the capabilities and performance characteristics that the item must satisfy.

TERM AND SUPPLY CONTRACTS — A term and supply contract is an open-ended contract for specific goods or services that the City uses on a regular basis. The City establishes term and supply contracts to maximize the volume of purchases across all of the departments. Once these contracts have been established, Purchasing requires that the vendor selected be used for applicable purchases.

SECTION 135.030 PURCHASING AGENT

The City Manager of the City of Aurora, Missouri, or his/her designated person(s) are hereby designated as the City's Purchasing Agent(s). The Purchasing Agent, when authorized, shall procure for the City the bids for all supplies and contractual services needed by the City, in

accordance with the procedures prescribed by this Chapter or required by law. The City Manager may delegate certain purchasing duties to other staff members.

SECTION 135.040 GENERAL GUIDELINES.

- A. Buying preferences.** It is the desire of the City to purchase from the City of Aurora, Missouri, and/or American vendors whenever possible. When all other factors are equal, preference shall be provided to City of Aurora vendors first (1st), Missouri vendors second (2nd), and American vendors third (3rd). To be considered a City of Aurora vendor, the person or entity must have a physical place of business located in the City and a City business license. To be considered a Missouri vendor, the person or entity must have a physical place of business in the State and authority to conduct business in the State. To be considered an American vendor, the person or entity must have a physical place of business in the country and authority to conduct business in the country.
- B. Recycled products.** The City shall purchase recycled-content products in preference to those made from virgin materials when cost, quality, variety, quantity, delivery time and any other defined specifications are comparable to products made from virgin materials.
- C. Planning.** Small orders and last-minute purchases should be minimized, thereby increasing the capability of each department to purchase its goods and services in larger quantities in order to obtain the maximum discounts possible.
- D. Buying proper quality.** It is the duty of the department that is purchasing to secure the best quality for the purpose intended. "Quality buying" is the buying of goods or services that will meet or exceed the requirements for which they are intended.
- E. Sales tax.** The City is generally exempt from paying local and State sales taxes and Federal excise taxes. The Finance Department can provide the necessary exemption documents to any vendor upon request.
- F. Endorsements.** It is the policy of the City not to endorse or in any way permit an employee's name, position, or the City's name to be used and advertised as supporting a product or vendor.
- G. Personal purchases.** Purchases for employees' personal use by the City are prohibited. City employees are also prohibited from using the City's name or their position to obtain special consideration in personal purchases.

H. Lowest responsible bidder. Contracts for purchases shall be awarded to the lowest and best bidder. In determining the "lowest responsible bidder", in addition to price, the City will consider, when applicable, the following:

1. The ability, capacity, and skill of the bidder to perform the contract or provide the service required.
2. Whether the bidder can perform the contract or provide the service promptly or within the time specified without delay or interference.
3. The character, integrity, reputation, judgment, experience, and efficiency of the bidder.
4. The quality of performance of previous contracts or services.
5. The previous and existing compliance by the bidder with all applicable laws.
6. The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service.
7. The quality, availability, and adaptability of the supplies or contractual services to the particular use required.
8. The ability of the bidder to provide future maintenance and service for the use of the subject of the contract.
9. The number and scope of conditions attached to the bid.
10. Any other pertinent factor.

SECTION 135.050 PURCHASING PROCEDURES FOR MATERIALS AND SUPPLIES

Purchases for all dollar amounts listed below shall require the completion and approval of a purchase order.

- A.** Purchases with material value below one thousand dollars (\$1,000.00) within total budget may be made by an authorized purchaser without a quotation. However, staff are encouraged to seek out the most competitive price and quality on any item before proceeding with a purchase.
- B.** Purchases with material value from one thousand dollars one cent (\$1,000.01) to five thousand dollars (\$5,000.00) within the total budget and not available through an existing purchasing contract or a cooperative purchasing agreement may be made by an authorized purchaser. Prior to placing an order, the authorized purchaser should obtain the lowest cost through quotations whenever reasonably possible. Any

purchase order must be signed by the authorized purchaser and submitted, along with a record of the quotations, to the Finance Department for issuance of payment.

- C.** Purchases with material value from five thousand dollars one cent (\$5,000.01) to ten thousand dollars (\$10,000.00) within the total budget and not available through an existing purchasing contract or a cooperative purchasing agreement may be ordered by the authorized purchaser with the approval of the City Manager. Such a purchase must have at least three (3) quotations. Any purchase order must be signed by the Head of the Department and the City Manager and submitted, along with a record of the quotations, to the Finance Department for issuance of a payment.
- D.** Any purchase request having a value greater than ten thousand dollars one cent (\$10,000.01) may be ordered only after a formal written bid, advertised once a week on the same day for two (2) consecutive weeks in a written and/or electronic publication of general circulation and formal approval by a majority of the City Council.
- E.** Purchases with material value greater than ten thousand dollars one cent (\$10,000.01) and available through an existing purchasing contract or a cooperative purchasing agreement, may be ordered with formal approval by the majority of the City Council.
- F. Multiple or repeat orders.** Multiple or repeat orders from the same vendor during any consecutive five (5) business days cannot be used to avoid the requisite approvals for the total purchase amount.
- G. Special circumstances.** On purchases of less than ten thousand dollars (\$10,000.00), if less than three (3) quotations are received and the quotations all exceed the amount budgeted for the purchase, departments should either request new quotations for the desired goods or services or obtain approval from the City Manager to proceed based on the initial quotation(s) on the grounds that special circumstances exist such that requests for new quotations would not generate a different result. Such special circumstances should be explained by the Department Head in a written memorandum accompanying the purchase order.
- H. Exempt purchases.** The following purchases, by their very nature, are exempt from the normal purchasing guidelines and require the special procurement practices set forth below:
 - 1.** Fuel purchases;
 - 2.** Cooperative purchase agreements;
 - 3.** Term-and-supply and annual contracts;
 - 4.** Professional services;
 - 5.** Emergency purchases;
 - 6.** Sole-source and monopoly purchases.

7. Purchase of used equipment that has been thoroughly inspected by City staff and has a substantially lower cost than the same or comparable equipment that is brand new.

Section 135.060 Bids

Bids shall be submitted sealed to the Purchasing Agent or his/her designee and shall be identified as bids on the envelope. They shall be opened in public at the time and place stated in the public notices.

Section 135.070 Change Orders.

- A. Construction Change Orders – City Manager Authority.** The City Manager is authorized to approve and execute one (1) or more change orders to an existing construction contract without prior City Council approval, provided that sufficient funds are available and the cumulative total of all change orders does not exceed the limits established below:

Original Contract Amount	Maximum Cumulative Change Order Authority
\$0 – \$100,000	Up to fifteen percent (15%) of the original contract amount
\$100,001 – \$500,000	Up to ten percent (10%) of the original contract amount
Over \$500,000	Up to five percent (5%) of the original contract amount

In no event shall the cumulative total of change orders approved by the City Manager exceed Fifty Thousand Dollars (\$50,000), regardless of the percentage calculations above.

Notwithstanding the authority granted in this Section, any Change Order that would cause the total project cost to exceed the amount appropriated or budgeted for the project shall require prior approval by the City Council.

- B. Council Approval Required**

City Council approval shall be required prior to execution of any change order when:

1. The cumulative change orders exceed the limits established in subsection A;
2. A single change order exceeds Fifty Thousand Dollars (\$50,000); or
3. The proposed change materially alters the scope, character, or intent of the original project.

The City Manager shall provide a written report to the City Council outlining:

- The justification for the change
- The fiscal impact to the project
- The funding source
- Any recommendations from the project engineer or architect

Section 135.080 Fuel Purchases.

Bulk fuel purchases for vehicles may be made without approval of a purchase order, provided that three (3) quotes are obtained and the lowest cost vendor is selected. To the extent vehicles cannot be fueled through the City's bulk- purchasing program, purchases may be made at any commercial service station, although price shopping is still encouraged. Documentation of the purchase shall be submitted.

Section 135.090 Cooperative Agreements.

- A.** The City may contract directly with other governmental entities (political subdivisions or municipalities, County, State, or Federal) for the purchase of items or the provision of services. The City may also participate in, sponsor, conduct, or administer a cooperative-purchasing agreement whereby items are procured in accordance with a contract established by another governmental entity, provided that such contract was established in accordance with the laws and regulations applicable to the establishing governmental entity.
- B.** The City Clerk shall make available to Department Heads and authorized purchasers a list of cooperative-purchasing programs in which the City will participate. The City Clerk shall be responsible for notifying the Departments of current approved cooperative-purchasing agreements and any limitations or special requirements for their use.
- C.** The City Manager will review and approve all cooperative-purchasing agreements with other governmental agencies with material value under ten thousand dollars (\$10,000.00) prior to their use. The City Council shall review and approve cooperative-purchasing agreements with a material value of ten thousand dollars (\$10,000.00) or more. Competitive bidding procedures do not apply to such purchases made through approved cooperative-purchasing agreements.
- D.** "Acceptable cooperative purchasing agreements" are agreements that contain the same terms, conditions, specifications, and pricing for the respective item that the department would bid and purchase on its own.

- E. Additional City Council approval shall not be required for the purchase of any budgeted items from approved "acceptable cooperative-purchasing agreements".

Section 135.100 Term-And-Supply and Annual Contracts Open Purchase Orders.

- A. Term-and-supply contracts and annual contracts shall be bid through each department following the same procedures established by this policy for other purchases based upon the estimated material value of a contract. The department requesting the service shall prepare a recommendation of award for the City Council approval for all term-and-supply and annual contracts with a material value of ten thousand dollars (\$10,000.00) or more, based upon the annual value of the contract. All multiple-year contracts should contain a clause explaining that the obligation of the City to pay for goods and/ or services under the contract is limited to payment from available revenues and shall constitute a current expense of the City and shall not in any way be construed to be a debt of the City in contravention of any applicable constitutional or statutory limitations or requirements concerning the creation of indebtedness by the City nor shall anything contained in the contract constitute a pledge of the general tax revenues, funds or monies of the City and all provisions of the contract shall be construed to give effect to such intent.
- B. Once such a contract is approved, specific purchases within budget should be made on an "as-needed" basis without further bidding while the contract remains open, unless and until the City terminates the contract. Any department that believes such a contract is no longer competitive should provide such information to the City Clerk.

Section 135.110 Professional Services Contracts.

- A. Contracts for professional services provided by legal counsel, financial advisors, physicians, certified public accountants, engineers, architects, land surveyors, brokers, consultants, and other specialized or technical services shall be obtained through the special procurement procedures set forth in this Section.
- B. Requests for qualifications for professional services shall be submitted to the City Manager or other appropriate Department Head as assigned by the City Manager for review and approval prior to distribution. When an RFQ for professional services is approved, a number of qualified professionals will be invited to submit a proposal setting forth their interest, qualifications, and description of proposed services. The selection committee will then proceed with the necessary stages of the selection process, including, but not limited to, development of a selection committee, grading of proposals based upon fair and equitable grading criteria, ranking of interviews based upon fair and equitable criteria, and negotiation of a contract with the professionals deemed to best meet the City's needs.

- C. Unless otherwise required by State Statute and upon approval of the City Manager, professional services contracts under ten thousand dollars (\$10,000.00) annually may be exempt from the request for qualifications process.
- D. Professional services contracts for ten thousand dollars (\$10,000.01) or more annually must be approved by the City Council.

Section 135.120 Emergency Purchases.

In case of an emergency that requires immediate purchase of supplies or services, the City Manager may authorize such purchase or secure such services needed without complying with the procedures as set out above. Department Heads faced with an emergency purchase need shall notify the City Manager as soon as possible. When possible (if the purchase is greater than ten thousand dollars (\$10,000.00)) in such an emergency, the City Manager shall seek approval from the City Council at a special or regular meeting prior to the purchase. If a timely special or regular meeting of the City Council is not possible, a full report of such an emergency purchase shall be made by the City Manager to the City Council as soon as possible.

Section 135.130 Sole-Source and Monopoly Purchases.

- A. The City Manager may authorize a sole-source purchase, at any monetary purchasing level set forth in Section III General Guidelines above, and accordingly waive competitive-purchasing procedures, when such a request is presented in writing by the requesting Department Head that documents that only a single feasible procurement source exists. A single feasible sole source exists when:
 - 1. Supplies or services are proprietary and only available from a single manufacturer or a single distributor; or
 - 2. It is determined that only one (1) distributor services the region; or
 - 3. When supplies or services are available at a significant discount from a single distributor for a limited period of time; or
 - 4. When a project with specific circumstances requires a specialized consultant or technical services with a unique combination of abilities or expertise.
- B. In the event the amount of a sole-source purchase will exceed ten thousand dollars (\$10,000.00), it must also be approved in advance by the City Manager and must be approved by the City Council.

Section 135.140 Lease of Real Property.

- A.** The City may lease real property that it owns for fair market value, if authorized by the City Council, when such property is currently underutilized, in order to maximize the economic return of the property to the City until such property is required for public usage.
- B.** Nothing herein shall prevent the City Manager or designated representative from negotiating a higher rent for a lessee of any real property that is shown to have a unique value to such lessee due to its configuration, accessibility or size, subject to approval from the City Council.

Section 135.150 Sale of Real Property.

- A.** The City may sell unneeded real property for fair market value with the approval of the City Council.
- B.** Nothing herein shall prevent the City Manager or designated representative from negotiating a higher price for sale or trade to a buyer for any real property that is shown to have a unique value to such buyer due to its configuration, accessibility, or size, subject to approval from the City Council.

Section 135.160 Disposal of Surplus Goods.

The City should promptly dispose of all surplus property to the economic advantage of the City. Competitive bidding on surplus, obsolete, or unusable goods is required through sealed bids, auction, open market sales, or other available means. The disposal of all such goods requires the approval of the City Manager; additional approval by the City Council is required for goods in excess of ten thousand dollars (\$10,000.00) in total material value. Trade-in opportunities should be pursued when available to reduce the City's purchasing costs. Competitive bidding shall only apply to a trade-in to the extent it applies to the new purchase. Approvals of a trade-in shall be handled in conjunction with the approval of the new purchase, as dictated by the purchase price. The City Manager is hereby authorized to dispose of any surplus property by transfer to any governmental agency within the State of Missouri, regardless of the value of the surplus property.

Section 135.170 Purchasing Policy Supplements.

In the event a specific procurement procedure is required to be in writing when the City is purchasing an item which is funded in whole or in part by grant funds (i.e., CDBG), the City Manager shall have the authority to supplement this Section to incorporate the special requirements of that procurement.

Section 135.180 Gifts and Rebates.

No officer or employee of the City may accept, directly or indirectly, any gift, rebate, money, or anything else of value whatsoever from any person or entity if the gift, rebate, money, or item of value is intended as a reward or inducement for conducting business, placing orders with, or otherwise using the employee's position to favor the contributor. Promotional items of nominal value shall not constitute a gift if received as a non-personal item by the officer or employee, and the item is distributed to customers or potential customers routinely by the contributor.

Section 135.190 Penalties and Sanctions.

City employees shall follow these standards in all procurement and contracting activities. Sanctions and penalties for violating these requirements shall be as cited in the City of Aurora's Personnel Handbook, as amended, which governs disciplinary actions for violations of City policies and regulations.

Section 135.200 Policy Clarification.

The City Manager may clarify the provisions of this Section in furtherance of the stated goals of this Section by written statement, provided the City Manager cannot alter in any way the extent to which City Council action is required hereunder.

Section 2: This ordinance shall be in full force and effect from and after the date of its passage by the City Council.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF AURORA, MISSOURI, THIS 24TH DAY OF FEBRUARY 2026.

APPROVED:

Tony Kennedy, Mayor

ATTEST:

Kamy Kulow, City Clerk

City of Aurora Agenda Item Cover Sheet

To: City of Aurora, Mayor and City Council
From:
Department:
Date:

AGENDA ITEM NARRATIVE

BACKGROUND

SPECIFIC ACTION REQUESTED

ATTACHMENTS

for council
2/24/26

#2026-0004

City of Aurora, MO

Special Event Application

Thank you for choosing the City of Aurora for your event. Staff looks forward to working with you in ensuring a quality event and protecting the public health, safety and welfare of event participants and the public at large. In order to do so, the City requires that all events must obtain a special event permit prior to the event. Please complete and return the following special event permit application to City Hall. The fee for a Special Event Permit is \$25. Payment is required at time of application. Thank you again for choosing Aurora. For answers to most questions please refer to City Ordinance No. 2016-3088 found in the City Code book and kept in the office of the City Clerk.

Date of Application:

2-16-26

I. Event Information

Name of Event:

Aurora Downtown Clean up

Physical Address of Event:

First Time Event?

Yes No

Event Open to Public?

Yes No

Dates of Event:

April 25

Operating Hours of Event:

9-12

Setup Date/Time:

April 25

Finished Date/Time:

April 25

Estimated Attendance:

30

Detailed Event Description:

Community clean-up in the downtown area

II. Applicant/Contact Information

Applicant(s) Name:

Lisa Boyer

Organization:

Aurora Downtown Project

Address:

PO Box 1044, Aurora, MO

Phone:

417-229-1612

Fax:

Emergency Phone:

Email:

lisaboyer80@gmail.com

Property Owner (if not applicant or City):

Organization:

Address:

Phone:

Fax:

Emergency Phone:

Email:

III. Vendors

Will this event have food/sales vendors?

Yes No

Vendors include all sellers of merchandise; service, or food/beverages, and carnival/amusement ride services. All vendors, if selling at retail to the public, are responsible for collecting and remitting Missouri sales tax in accordance with Missouri State Statutes.

IV. Special Items

Are you serving alcohol?

Yes No (If Yes: See Alcohol Guidelines)

Are you having amplified music?

Yes No

Do you plan to have fireworks?

Yes No (If Yes: See Fireworks Plan)

Will this event require police protection?

Yes No

V. Fireworks Plan

All aspects of fireworks featured during an event must be controlled at all times by a licensed and insured pyrotechnic operator. The City strictly controls viewing and launching locations. Explain your Fireworks Plan. (Attach additional sheet if necessary):

Emergency Contact Person for Event:

Lisa Boyer

Emergency Contact Person Phone:

417-229-1612

Any special event held within the City of Aurora shall require a special event permit and is subject to the terms and conditions of the approved plan. Obtaining a special event permit shall not relieve the applicant of the need to obtain all permits and authorizations necessary to comply with federal, state and local rules and regulations including applicable zoning requirements. Failure to obtain required authorizations and permits may result in the denial of or suspension of the permit.

As a condition of a Special Event Permit being issued, the permit holder agrees to indemnify, defend and hold harmless the City of Aurora and all of its officers and employees against any and all suits, causes of action or claims for injuries, damages, costs and expenses to persons or property, whether public or private, that may arise out of, or be constituting a part of the special event, or any activity constituting a part of the special event, or any act, omission or misconduct of the permit holder or his agents, representatives, contractors, or employees. The permit holder agrees to discharge any and all judgements that may be rendered against the City of Aurora or its officers and employees in connection with any suit, cause of action or claim after the judgement becomes final and unappealable.

Signature of Event Representative:

Lisa Boyer

Organization/Group:

ADP Aurora Downtown Project

For Office Use Only:

Approved Denied

City Official Signature: _____

Date: _____

Time: _____

City of Aurora, MO

PO Box 30 Aurora, MO 65605

Phone: (417) 678-5121 Fax: (417) 678-6599