



Office of
Mary Jo Spino
Clerk of the County Legislature

Jackson County Missouri

JOURNAL

Jackson County Courthouse
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Kansas City, Missouri 64106
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County Legislature

*DaRon McGee (4th) Chairman,
Donna Peyton (2nd AL) Vice Chairman,
Jalen Anderson (1st AL), Megan L. Smith (3rd AL),
Manuel Abarca IV (1st), Venessa Huskey (2nd),
Charlie Franklin (3rd), Jeanie Lauer (5th)
Sean E. Smith (6th)*

Monday, December 15, 2025

3:00 PM

Forty-ninth Regular Meeting

K.C. Legislative Assembly Area, Kansas City, Missouri

DaRon McGee, Chairman, called the meeting of the Jackson County Legislature to order.

1 ROLL CALL

Present 9 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

2 THE PLEDGE OF ALLEGIANCE

Recited.

3 APPROVAL OF THE JOURNAL OF THE PREVIOUS MEETING

A motion was made by Sean E. Smith, seconded by Donna Peyton to approve the journal of the previous meeting held on December 08, 2025. The motion passed by a voice vote.

4 HEARINGS

22099 A RESOLUTION honoring the Northeast High School Vikings Boys Soccer Team.

Resolution #22099, adopted on December 8, 2025, was presented at this time by Legislator Manuel Abarca IV.

5 COMMUNICATIONS WITH AND REPORTS OF THE COUNTY EXECUTIVE

Phil LeVota, County Executive, was present and gave the following report:

He thanked the legislature for their assistance and collaboration with the budget process.

He stated his office is working on increasing revenue to the County by making empty parking spaces available for a fee in the evening, for events held at the T-Mobile Center. They are working with companies to begin that

effort.

There was a water outage in the City of Independence that caused him to shut down all County facilities located there. He recognized it may have impacted some taxpayers from the ability to pay at those facilities, but there are other ways to make tax payments - at the downtown courthouse, online or by mail and all taxes are still due by December 31, 2025.

He restated the origins of the ARPA (American Rescue Plan Act) funds and the ongoing plans for how to distribute one-half of the \$70 million in remaining funds received by the County.

He asked the legislature to make a request to the Missouri State Auditor's Office to conduct an audit regarding the use and distribution of all ARPA funds received by the County. Legislator Sean E. Smith stated he would sponsor that legislation.

Discussion was also had with Legislator Manuel Abarca IV.

To view details of the discussion, use the link below and select the video for the December 15, 2025 legislative meeting.

<https://jacksonco.legistar.com/Calendar.aspx>

6 PERFECTION OF PROPOSED ORDINANCES AND REPORTS OF COMMITTEE

Sean E. Smith explained the substitute for Ordinance #6007. Discussion.

6007

A motion was made by Sean E. Smith, seconded by Manuel Abarca IV, to approve the Floor Substitute dated December 8, 2025 for Ordinance #6007. The motion passed by a roll call vote:

Yes: 9 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

(APPROVED)

6007

A motion was made by Sean E. Smith, seconded by Manuel Abarca IV, to perfect the Floor Substitute dated December 8, 2025 for Ordinance #6007, repealing section 5542., of Jackson County Code, 1984, related to the use of unlicensed gambling devices and enacting in lieu thereof one new section with a with severability clause. The motion passed by a voice vote. Consent Agenda.

(PERFECTED)

Resolution #22099 was presented at this time. Refer to HEARINGS on page 1.

[6044](#)

A motion was made by Manuel Abarca IV, seconded by Donna Peyton, to approve the Floor Substitute dated December 15, 2025 for Ordinance 6044. The motion passed by a roll call vote:

Yes: 9 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

(APPROVED)

[6044](#)

A motion was made by Manuel Abarca IV, seconded by Venessa Huskey, to perfect the Floor Substitute dated December 15, 2025 for Ordinance #6044. The motion passed by a roll call vote:

Yes: 9 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

(PERFECTED)

[6044](#)

A motion was made by Donna Peyton, seconded by Manuel Abarca IV, to adopt Ordinance #6044, to adopt the annual budget and set forth appropriations for the various spending agencies and the principal subdivisions thereof, for the fiscal year ending December 31, 2026. The motion passed by a roll call vote:

Yes: 9 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

(ADOPTED)

[6045](#)

A motion was made by Jalen Anderson, seconded by Manuel Abarca IV, to perfect Ordinance #6045, setting the 2026 Jackson County, Missouri tentative tax levy. The motion passed by a voice vote.

(PERFECTED)

[6045](#)

A motion was made by Jalen Anderson, seconded by Venessa Huskey, to adopt Ordinance #6045, setting the 2026 Jackson County, Missouri tentative tax levy. The motion passed by a roll call vote:

Yes: 9 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

(ADOPTED)

[6048](#)

A motion was made by Sean E. Smith, seconded by Jalen Anderson to perfect Ordinance #6048. The motion passed by a voice vote.

(PERFECTED)

A motion was made by Manuel Abarca IV, seconded by Sean E. Smith, to

hold Ordinance #6048. The motion **failed** by a roll call vote:

Yes: 3 - DaRon McGee, Manuel Abarca IV, Venessa Huskey

No: 6 - Jalen Anderson, Donna Peyton, Megan L. Smith, Charlie Franklin, Jeanie Lauer and Sean E. Smith

Discussion.

[6048](#)

A motion was made by Sean E. Smith, seconded by Jalen Anderson, to adopt Ordinance #6048, appropriating \$950,000.00 from the undesignated fund balance of the 2025 Grant Fund and awarding a contract for the furnishing of construction services to Terry Snelling of Independence, MO for the Rock Island Trail Greenwood Connector, under the terms and conditions of Invitation to Bid No. 25-034 at a cost to the County not to exceed \$1,914,489.00. The motion passed by a roll call vote:

Yes: 7 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Charlie Franklin, Jeanie Lauer and Sean E. Smith

No: 2 - Manuel Abarca IV and Venessa Huskey

(ADOPTED)

[6049](#)

A motion was made by Manuel Abarca IV, seconded by Venessa Huskey, to perfect Ordinance #6049, establishing a third-party monitoring program for Jackson County projects and authorizing access for qualified contracted third parties to conduct site visits. The motion passed by a roll call vote:

Yes: 5 - DaRon McGee, Jalen Anderson, Manuel Abarca IV, Venessa Huskey and Charlie Franklin

No: 4 - Donna Peyton, Megan L. Smith, Jeanie Lauer and Sean E. Smith

(PERFECTED)

Legislator Abarca explained Ordinance #6049.

A motion was made by Manuel Abarca IV, seconded by Venessa Huskey to hold Ordinance #6049. The motion passed by a roll call vote:

Yes: 8 - DaRon McGee, Donna Peyton, Jalen Anderson, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

No: 1 - Megan L. Smith

[6050](#)

AN ORDINANCE prohibiting law enforcement officers from concealing their faces or badges during performance of their official duties and establishing penalties and exemptions.

(Anti-Crime Committee - 1st. Perfection)

7 FINAL PASSAGE OF PROPOSED ORDINANCES

None.

8 RESOLUTIONS IN COMMITTEE

- [22014](#) A RESOLUTION awarding a twelve-month term and supply contract, with one twelve-month option to extend for the furnishing of disaster recovery services for use countywide to 21st Enterprise, LLC aka ServPro of Lee's Summit, Missouri, under the terms and conditions of the Junior College District of Metropolitan Kansas City, Missouri (MCC) Contract No. 19-7242-C3R2.
(Legislature As A Whole - 8th. Meeting)
- A motion was made by Manuel Abarca IV, seconded by Venessa Huskey to hold Resolution #22014. The motion passed by a roll call vote:
Yes: 9 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith
- [22103](#) Transferring \$636,425.00 from the undesignated fund balance of the 2025 Park Fund for construction services provided by Hartline Construction of Kansas City, MO for use by the Parks + Rec Department.
(WITHDRAWN BY SPONSOR MEGAN L. SMITH. CONCURRED BY SEAN E. SMITH AND DONNA PEYTON.)
- Whitney Miller, Chief Deputy County Counselor, said she will resubmit Resolution #22103 as an Ordinance.
- [22120](#) A RESOLUTION awarding a twenty-four-month term and supply contract, with one twelve-month option to extend, for the furnishing of tree removal services for use by various County departments to Looks Great Services of Columbia, MS under the terms and conditions of Invitation to Bid No. 25-044.
(Budget Committee - 1st. Meeting)
- [22121](#) Budget Committee moved to adopt. Consent Agenda.
- [22122](#) Finance and Audit Committee moved to adopt. Consent Agenda.
- [22124](#) Budget Committee moved to adopt. Consent Agenda.
- [22125](#) Justice and Law Enforcement Committee moved to adopt. Consent Agenda.
- [22131](#) Budget Committee moved to adopt. Consent Agenda.
- [22132](#) Justice and Law Enforcement Committee moved to adopt. Consent Agenda.

[22133](#) Justice and Law Enforcement Committee moved to adopt. Consent Agenda.

[22134](#) Justice and Law Enforcement Committee moved to adopt. Consent Agenda.

[22135](#) Budget Committee moved to adopt. Consent Agenda.

[22136](#) Budget Committee moved to adopt. Consent Agenda.

[22137](#) Budget Committee moved to adopt. Consent Agenda.

9 CONSENT AGENDA

[6007](#) AN ORDINANCE repealing section 5542., of Jackson County Code, 1984, related to the use of unlicensed gambling devices and enacting in lieu thereof one new section with a with severability clause.

(ADOPTED)

[22121](#) A RESOLUTION awarding a twenty-four-month term and supply contract, with three twelve-month options to extend, for the furnishing of moving services for use by various County departments to A. Arnold Kansas City of Olathe, KS, under the terms and conditions set forth in the 16th Judicial Circuit of Missouri IFB-10004706-24-27, an existing government contract.

(ADOPTED)

[22122](#) A RESOLUTION authorizing the execution of certain documents required by the County's banking and investment companies designating the County Executive, the Interim Director of Finance and Purchasing, and the Clerk of the Legislature to be authorized signers on behalf of the County.

(ADOPTED)

[22124](#) A RESOLUTION authorizing the County Executive to execute an agreement with Miriam Hennosy for administrative services at a cost to the County not to exceed \$5,800.00.

(ADOPTED)

[22125](#) A RESOLUTION awarding a twelve-month term and supply contract, with three twenty-four month options to extend, for the furnishing of laboratory drug testing for use by various County departments to Avertest, LLC., dba Averhealth, of Richmond, Virginia, under the terms and conditions set forth in Johnson County, Kansas Contract No. 2023-019, an existing government contract.

(ADOPTED)

[22131](#) A RESOLUTION awarding a contract for the maintenance of software for use by the Compliance Review Office to AskReply, Inc., dba B2Gnow of Phoenix, AZ, at an actual cost to the County in the amount of \$48,180.00, as a sole source purchase.

(ADOPTED)

[22132](#) A RESOLUTION authorizing the Prosecuting Attorney to accept a twelve-month extension of the 2022 Justice Assistance Grant awarded by the United States Department of Justice, at no cost to the County.

(ADOPTED)

[22133](#) A RESOLUTION authorizing the Jackson County Sheriff to execute a contract for services with the Family Court Division of the 16th Circuit Court of Missouri to provide deputies to assist with the Family Court's Connections supervised visitation program.

(ADOPTED)

[22134](#) A RESOLUTION transferring \$129,658.00 within the 2025 General Fund to cover the cost of computers and the purchase of vehicles for use by the Jackson County Family Court.

(ADOPTED)

[22135](#) A RESOLUTION awarding a contract for an upgrade to Granicus Operations Cloud Governance Legislative Edition for use by the Office of the Clerk of the County Legislature to Granicus of St. Paul, MN, at an actual cost to the County not to exceed \$179,785.00, as a sole source purchase.

(ADOPTED)

[22136](#) A RESOLUTION awarding a contract for the purchase of new hardware, including setup and configuration necessary for the upgrade to fully managed video services for use by the Office of the Clerk of the County Legislature in 2026 to Granicus of St. Paul, MN, at an actual cost to the County not to exceed \$70,000.00, as a sole source purchase.

(ADOPTED)

[22137](#)

A RESOLUTION authorizing the Chairman of the Legislature to execute a twelve-month Consulting Agreement with two twelve-month options to extend with Fred Dreiling, LLC, of Kansas City, MO, to serve as Chief Lobbyist to perform State Legislative Lobbyist Services for the Legislature, under the terms and conditions of Request for Qualifications No. 24-086, at a cost to the County for 2026 not to exceed \$117,500.00.

(ADOPTED)

Ordinance #6007 and Resolutions #22121, #22122, #22124, #22125, #22131, #22132, #22133, #22134, #22135, #22136 and #22137 were moved to the Consent Agenda for adoption.

A motion was made by Manuel Abarca IV, seconded by Venessa Huskey, to approve the Consent Agenda. The motion passed by a roll call vote:

Yes: 9 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

10 INTRODUCTION OF PROPOSED ORDINANCES AND ASSIGNMENT TO COMMITTEE

None.

11 INTRODUCTION OF PROPOSED RESOLUTIONS AND ASSIGNMENT TO COMMITTEE

[22138](#)

A motion was made by Megan L. Smith, seconded by Sean E. Smith, to adopt Resolution #22138, awarding a contract for construction services for the Little Blue Trace Trail bridge replacement over West Fire Prairie Creek to Realm Construction, Inc of Blue Springs, MO, under the terms and conditions of Invitation to Bid No. 25-033, at a cost to the County not to exceed \$625,909.00. The motion passed by a roll call vote:

Yes: 8 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

Abstain: 1 - Manuel Abarca IV

(ADOPTED)

[22139](#)

A motion was made by Manuel Abarca IV, seconded by Donna Peyton, to adopt Resolution #22139, authorizing the County Executive to issue a three-month extension to the 2025 Outside Agency cooperative agreements that provide public health and other public services, at no cost to the County. The motion passed by a roll call vote:

Yes: 9 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

(ADOPTED)

[22140](#)

A motion was made by Manuel Abarca IV, seconded by Venessa Huskey, to adopt the the Floor Amendment dated December 15, 2025 for Resolution #22140, appointing a member to the Kansas City Zoological District Commission (adding the name Sharon Cleaver on page 2). The motion passed by a roll call vote:

Yes: 9 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

(APPROVED)

Legislators Franklin and McGee explained Resolution #22140.

Ballots were passed out by the Deputy County Clerk and each legislator voted for one of the following nominees:

Sharon Cleaver, Dan Tarwater, and J.J. Rizzo

The Clerk of the County Legislature read the votes aloud.

Sharon Cleaver received 5 votes.

Dan Tarwater received 3 votes.

J. J. Rizzo received 1 vote.

[22141](#)

Expressing the intent of the Legislature to authorize the County Executive to execute Cooperative Agreements with certain outside agencies that provide public services to citizens of Jackson County, at an aggregate cost to the County not to exceed \$15,000,000.00.

(Assigned to the Legislature As A Whole.)

Legislator Smith explained the evaluation process for the non-profit partnership grants. He said they would like to adopt Resolution #22141 next week. Manuel Abarca IV thanked Sean E. Smith for finding a solution.

Legislator Franklin said he received information from the Compliance Review Office and will send it to all legislators after the legislative meeting.

Legislator Peyton thanked the team that worked on this project.

No objection to the consideration of Resolution #22142 - not on printed agenda.

[22142](#)

A motion was made by Charlie Franklin, seconded by Venessa Huskey, to adopt Resolution #22142, authorizing the Jackson County Counselor's Office to execute a limited Professional Services Agreement with Branch Recruiting of Kansas City, MO, for legal recruitment at a cost to the County not to exceed \$15,000.00. The motion passed by a roll call vote:

Yes: 9 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Manuel Abarca IV, Venessa Huskey, Charlie Franklin, Jeanie Lauer and Sean E. Smith

(ADOPTED)

12 COUNTY EXECUTIVE ORDERS

[25-31](#)

I hereby make the following appointments/reappointments to the Freedom Wall Commission:

Gayle Hill-Suber is hereby reappointed to a new term set to expire 9/21/2027.

Marquita Taylor is hereby reappointed to a new term set to expire 9/21/2027.

Damon Daniel is hereby reappointed to a new term set to expire 9/21/2027.

Letonia (LT) Torrence is hereby reappointed to a new term set to expire 9/21/2027.

Toi Wilson is hereby reappointed to a new term set to expire 9/21/2027.

Kevin Woolfolk is hereby reappointed to a new term set to expire 9/21/2027.

Venessa Huskey is hereby reappointed to finish her current term set to expire 9/21/2026.

Linda Williams is hereby appointed to a new term set to expire 12/31/2028.

Barbara Davis is hereby appointed to a new term set to expire 12/31/2028.

Ike Graham is hereby appointed to a new term term set to expire 12/31/2028.

Rev. David McDaniels is hereby appointed to a new term set to expire 12/31/2028.

No resumes received from the County Executive for Barbara Davis or Ike Graham.

[25-32](#)

I hereby appoint Jennifer Nussbeck to serve as Chief Public Affairs Officer, effective October 14, 2025. Ms. Nussbeck's resume is attached.

No resume was attached.

[25-33](#)

I hereby make the following appointments/reappointments to the Community Mental Health Fund Board:

Christopher Beal is hereby reappointed to a new term set to expire 9/30/2028.

Brook Nasser is hereby reappointed to a new term set to expire 9/30/2028.

Dr. Eve McGee is hereby reappointed to finish her current term set to expire 9/30/2027.

Dr. David Lisbon is hereby reappointed to finish his current term set to expire 9/30/2027.

Sandra Jiles is hereby reappointed to finish her current term set to expire 9/30/2027.

Desarae Harrah is hereby reappointed to finish her current term set to expire 9/30/2026.

Kirby Ann Randolph is hereby reappointed to finish her current term set to expire 9/30/2026.

Rochelle Harris is hereby reappointed to finish her current term set to expire 9/30/2026.

Marsha Campbell is hereby reappointed to finish her current term set to expire 9/30/2026.

Jessica Garcia is hereby reappointed to a new term set to expire 9/30/2028.

James Walden is hereby appointed to a new term set to expire 9/30/2028.

James Halvorson is hereby appointed to a new term set to expire 12/31/2028.

Robbie Makinen is hereby appointed to a new term set to expire 12/31/2028.

No resume received from the County Executive for Rochelle Harris.

25-34

I hereby make the following appointments/reappointments to the Developmental Disability Services-EITAS Board:

Stuart Alan May is hereby reappointed to a new term set to expire 12/31/2028.

Dr. Eve McGee is hereby reappointed to a new term set to expire 12/31/2028.

George Mitchell Jr. is hereby reappointed to finish his current term set to expire 12/31/2026.

Deborah Prior is hereby reappointed to finish her current term set to expire 12/31/2026.

Nick Pevato is hereby reappointed to finish his current term set to expire 12/31/2026.

Benjamin Kisner is hereby reappointed to finish his current term set to expire 12/31/2027.

Edward Van Haele is hereby reappointed to finish his current term set to expire 12/31/2027.

Susan Borgmeyer is hereby reappointed to finish her current term set to expire 12/31/2027.

Lauren Powell is hereby appointed to a new term set to expire 12/31/2028.

No resumes received from the County Executive for Stuart Alan May, George Mitchell Jr., Edward Van Haele, Susan Borgmeyer and Lauren Powell.

25-35

I hereby make the following appointments/reappointments to the Domestic Violence Shelters Board:

Ashley Burke is hereby reappointed to a new term set to expire 2/07/2028.

Kristina Jones is hereby reappointed to a new term set to expire 2/07/2028.

Chiquita Singleton is hereby reappointed to a new term set to expire 2/7/2028.

Tonya Hampton is hereby reappointed to finish her current term set to expire 2/7/2027.

Shelly Doucet is hereby reappointed to finish her current term set to expire 2/7/2027.

No resumes received from the County Executive for any of the reappointments.

[25-36](#)

I hereby make the following appointments/reappointments to the Ethics, Human Relations & Citizen Complaints Commission:

Howard Lotven is hereby reappointed to a new term set to expire 6/04/2029.

Mary Shannon is hereby reappointed to a new term set to expire 6/04/2029.

Jacquelyn Eidson is hereby reappointed to a new term set to expire 6/4/2027.

Mike Yonke is hereby appointed to a new term set to expire 12/31/2027.

Brent Herrick is hereby appointed to a new term set to expire 12/31/2027.

Holmes Osborne is hereby appointed to a new term set to expire 12/31/2026.

Karen Baker is hereby appointed to a new term set to expire 12/31/2026.

No resumes received from the County Executive for Howard Lotven, Mary Shannon, Jacquelyn Eidson, Mike Yonke and Holmes Osborne.

[25-37](#)

I hereby make the following appointments/reappointments to the Pension Plan Board of Trustees:

Carolyn Watley is hereby reappointed to a new term set to expire 2/17/2029.

B. Stephen Gills is hereby reappointed to finish his current term set to expire 2/17/2026.

Theresa Ryan is hereby reappointed to finish her current term set to expire 2/17/2027.

Terrence Messonier is hereby appointed to finish his current term set to expire 2/17/2027.

Whitney Miller is hereby reappointed to finish her current term set to expire 7/22/2027.

Gail Overly is hereby reappointed to continue her current term set to expire 2/17/2028.

Gina Campbell is hereby reappointed to continue her current term indefinitely.

Theresa Garza is hereby reappointed to continue his current term indefinitely.

Mark Foudree is hereby appointed to a new term set to expire 12/31/2029.

Robert Hepting is hereby appointed to a new term set to expire 12/31/2029.

No resumes received from the County Executive for Carolyn Watley, B. Stephen Gills, Theresa Ryan, Terrence Messonier, Whitney Miller, Gail Overly, Gina Campbell, Theresa Garza or Robert Hepting.

[25-38](#)

I hereby make the following appointments/reappointments to the Plan Commission:

Larry J. Antey is hereby reappointed to finish his current term set to expire 12/31/2028.

William D. Farrar is hereby reappointed to a new term set to expire 12/31/2029.

Robert Smead is hereby reappointed to a new term set to expire 12/31/2029.

Jack Crawford is hereby reappointed to finish his current term set to expire 12/31/2027.

Ralph Monaco is hereby reappointed to finish his term set to expire 12/31/2027.

Denise Ryerkerk is hereby reappointed to finish her term set to expire 12/31/2027.

[25-39](#)

A. Executive Order No. 16-12 is hereby rescinded.

B. Pursuant to Section 11 of Article IV of the Jackson County Charter, there are the following established as members of the staff of the County Executive:

Chief Of Staff, Theresa Garza

County Administrator, Stephen Arbo

Chief Public Affairs Officer, Jennifer Nussbeck

Chief Policy Officer, Chris Whiting

Community Relations Officer, Courtney Adams Canady

Chief Executive Assistant, Lauren Powell

As said positions may be amended, and together with such other staff positions may be included in the County's annual budget.

Within the Executive Office Structure are the following departments and offices:

Chief of Staff
Communications
Community Engagement
Government Relations
Liaison to:
Jackson County Sports Complex Authority
Pension Plan Board
County Boards and Commissions not otherwise assigned

County Administrator -
Emergency Manager
Financial
Operational
Liaison to:
Office of Ethics, Human Relations, and Citizen Complaints
(OEHRCC)
OEHRCC Commission

Operations - Assistant County Administrator
Economic Development
Parks and Rec
Public Works
Internal Services - Assistant County Administrator
Environmental Health
Medical Examiner
Human Resources
Information Technology

Fiscal Operations - Assistant County Administrator
Assessment
Collections
Finance and Purchasing
Recorder of Deeds

The Assistant County Administrators shall oversee and provide direction to the departments assigned to them. The director of each department shall organize and manage the department, subject to the coordination and supervision of the County Executive Office and the respective division chief, and shall point out and assign functions and duties to such other officers,

assistants, and employees as may be provided.

County Municipal Court

The County Municipal Court Administrator of the Jackson County Municipal Court shall administer the operations of the Court and ensure compliance with all applicable provisions of the Laws and County Code. The County Municipal Court Administrator shall provide support services for judicial officers appointed to preside over the County Municipal Court and the lawyers assigned by the County Counselor to prosecute offenses before the Court, and the County Executive or the Executive's designee regarding the operations and administration of the County Municipal Court and its budget.

County Administrator

The County Administrator, or the County Administrators designee, shall aid the County Executive in the coordination of Day-to-Day Operations and oversee and provide direction to the County Emergency Preparedness Plan and shall be responsible for the maintenance of all community, governmental, and business contacts and act as the liaison between Jackson County and other entities regarding all public health-related issues and matters. The County Administrator may assign Assistant County Administrators to act as liaisons to the Office of the Medical Examiner, Truman Medical Center, Jackson County Health Department, the County's Anti-Drug Sales Tax (COMBAT) staff, and Drug Commission, and shall have such duties as are delegated to that office by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Director of Emergency Management and Safety shall administer the Office of Emergency Management and Homeland Security. The Director shall be responsible for preparing, planning, and recovery of emergency situations and homeland security initiatives within the County. The Director shall prepare for potential disasters that are either man-made or are caused by nature. The Director shall prepare appropriate emergency management plans, train the various County agencies, and support response activities with other local jurisdictions, County agencies, the State of Missouri Emergency Management Agency, and Federal personnel, to ensure that the lives of the citizens of the County and their property are protected. The Director is responsible for developing an Emergency Operations Plan for annual state certification and for operating a functional Emergency Operations Center that is on-call 24 hours a day, 365 days a year.

Assistant County Administrator of Operations

The Assistant County Administrator of Operations shall aid the County Executive in the coordination and supervision of the Departments of Economic Development, Parks and Rec, and Public Works. The Assistant County Administrator of Operations shall have such duties as are prescribed by the Constitution, Laws, Charter, and Code for those departments. The Assistant County Administrator of Operations shall have all duties as are delegated by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Director of Economic Development shall administer the Office of Economic Development and shall be responsible for the promotion and support of regional economic development through collaboration with municipalities, regional development agencies, the private sector, and the community. The Director will engage with stakeholders regarding economic development policy and will support county initiatives designed to promote economic growth. The Director shall have such duties delegated to that office by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Director of Parks + Rec shall administer all County parks, lakes, marinas, and recreational facilities and programs and shall have such duties as are delegated to that office by the County Administrator and such other duties as may be required of that position by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Director of Public Works shall administer all County roads, highways, streets, sewers, bridges, and dams. The Director shall be responsible for the implementation, execution, and enforcement of the County's zoning code provisions and the plan for the development of the County. The Director shall have responsibility for the implementation, execution, and enforcement of building construction code provisions for the County. The Director shall direct the operation of all County buildings and grounds, with the exception of those in the County park system and Office of the Sheriff, and those dedicated to the sole use of the Circuit Court of Jackson County, and shall have such duties as delegated to that office by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

Assistant County Administrator of Internal Services

The Assistant County Administrator of Internal Services shall aid the County Executive in the coordination and supervision of the Departments of Environmental Health, Medical Examiner, Human Resources, and Information Technology. The Assistant County Administrator of Internal Services shall have such duties as are prescribed by the Constitution, Laws, Charter, and Code for those departments. The Assistant County Administrator of Internal Services shall have all duties as are delegated by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Director of Environmental Health shall administer programs and services designed to protect and promote the public's health through environmental regulation, monitoring, and enforcement. The Director shall be responsible for coordinating and supervising activities related to food safety, water quality, air pollution control, waste management, vector control, and other environmental health concerns within the County. The Director shall also oversee inspection, permitting, compliance, and public education initiatives, and promote collaboration with state and federal agencies, municipalities, and community organizations to ensure environmental health standards are met. The Director shall have such duties as are delegated to that office by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Director of the Medical Examiner's Office shall administer operations related to medicolegal death investigations, which shall be responsible for determining the cause and manner of death in cases under the jurisdiction of the County. The Medical Examiner shall be responsible for coordinating and supervising autopsies, forensic examinations, toxicology testing, evidence collection, and documentation activities, and for maintaining accurate and secure records of all investigations. The Director shall also oversee the dissemination of findings to law enforcement, courts, families, and other agencies, and promote the advancement of forensic science practices within the County. The Director shall have such duties as are delegated to that office by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Director of Human Resources shall administer the Human Resources

Department and the merit system. The Director shall certify all additions, deletions, and changes in the payrolls of merit system employees and shall have such duties as are delegated to that office by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Director of Information Technology shall administer information management systems, which shall be responsible for coordinating, operating, and directing all of the County's computer and telecommunications functions. The Director shall also be responsible for coordinating and supervising a variety of geographic information systems (GIS) including data modeling, conversion, maintenance, quality assurance, documentation, and dissemination activities within the County and promote the use of GIS to other agencies and units of government. The Director shall have such duties as are delegated to that office by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

Assistant County Administrator of Fiscal Operations

The Assistant County Administrator of Fiscal Operations shall aid the County Executive in the coordination and supervision of the Departments of Assessment, Collections, Finance, and Recorder of Deeds. The Assistant County Administrator of Fiscal Operations shall monitor County contractual services functions relating to the fiscal viability of the County. The Assistant County Administrator of Fiscal Operations shall have such duties as are prescribed by the Constitution, Laws, Charter, and Code for those departments and shall have all duties as are delegated by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Director of Assessment shall administer the provision of assessment tax rolls to political subdivisions and taxpayers for the levying of taxes and shall have such duties as are delegated to that office by the County Executive and the Chief Administrative Officer and such other duties required of that office by the County Charter and/or Code, except those otherwise specifically delegated, including the 2017 appraisal process and final decisions on real estate valuation. The County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, may assign specific responsibilities relating to the implementation of statutorily required orders

and to the valuation of real property to a competitively retained, independent expert consultant.

The Director of Collection shall administer the collection of property taxes for all political jurisdictions. The Collector shall have such duties as are delegated to that office by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Director of Finance and Purchasing shall administer the Department of Finance and Purchasing, which shall include accounting and payroll functions. The Director shall act as purchasing agent and shall have such duties as are delegated to that office by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Budget Officer shall serve under the direction of the Director of Finance and Purchasing in the preparation and administration of the budget. The Budget Officer shall administer the Budget Office and shall have such other duties as are delegated to that office by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

The Recorder of Deeds shall have the duty of recording, reproducing, copying, storing, and indexing deeds, instruments, conveyances, and other documents required by the Laws or the Code to be kept and shall administer the Department of the Recorder of Deeds. The Recorder shall have such duties delegated to that office by the County Administrator, or the County Administrators' designee, and such other duties as may be required of that position by the County Executive, or the Executive's designee, and the County Charter and/or Code.

Chief of Staff

The Chief of Staff shall aid the County Executive in the coordination and supervision of the Office of Communications and Executive Office Staff. The Chief of Staff shall have such duties as are prescribed by the Constitution, Laws, Charter, and Code for the Office of Communications. The Chief of Staff shall have such other duties as are delegated to that office by the County Executive. The Chief shall also be responsible for the maintenance of all community, governmental, and business contracts, in coordination with the County Counselors Office, and act as the governmental relations liaison

on behalf of the County Executive Office between the County Legislature, the Sheriff, Prosecuting Attorney, and other governmental entities and/or elected officials. The Chief of Staff shall serve as the administration's liaison to the Jackson County Sports Complex Authority, and to all County boards and commissions assigned by the County Executive.

The Chief Public Affairs Officer shall serve as the senior advisor and strategic lead for all public affairs and media relations under the direction of the Chief of Staff, and on behalf of the County Executive. The Chief Public Affairs Officer will provide executive-level guidance and strategy on messaging, communications, media outreach, and public engagement related to the County Executive and media relations. The Chief Public Affairs Officer is directly responsible for handling external communications, including media advisories' and press releases related to the County Executive and the Office of the County Executive. The Chief Public Affairs Officer shall have such other duties as they are delegated to that position or may be required by the County Executive, or the County Executive's Chief of Staff, and the County Charter and/or Code.

The Director of Communications shall serve under the direction of the Chief Public Affairs Officer as the strategic lead for internal and external communications across County departments. This Director shall administer the Communications Department and shall ensure consistent, accurate, and engaging messaging that reflects the County's values and priorities. The Director shall be responsible for aligning departmental messaging with executive priorities while facilitating operational coordination across County Leadership. The Director shall advance transparency, civic engagement, and public trust by delivering clear, accessible, and compelling communications across all media platforms, including digital content and produce public-facing materials that support County departments and raise awareness of County programs and initiatives. The Director shall have such other duties as are delegated to that office by the County Executive, or the County Executive's Chief of Staff, and the County Charter and/or Code

The Chief Policy Officer shall serve under the direction of the Chief of Staff in the administration of legislative, regulatory, policy initiatives, and implementation on behalf of the County Executive. The Chief Policy Officer shall provide executive-level guidance for all Boards and Commissions appointed by the County Executive. The Chief Policy Officer shall help to shape and advance the County Executive's policy agenda, while ensuring alignment with County priorities, community needs, and intergovernmental opportunities. The Chief Policy Officer shall have such other duties as they are delegated to that office by the County Executive, or the County Executive's Chief of Staff, and the County Charter and/or Code.

The Community Relations Officer shall serve under the direction of the Chief of Staff in support of the County Executive's Office by serving as a central liaison between County leadership and the broader community. The Community Relations Officer shall represent the County Executive at meetings and events, build relationships with residents and community groups, strengthen public trust, and expand awareness of county programs, services, and initiatives. The Community Relations Officer shall work closely with the Executive Office team to ensure that community voices are heard, concerns are elevated appropriately, and residents remain informed and engaged in local government. The Community Relations Officer shall have such other duties as are delegated to that position by the County Executive, or the County Executive's Chief of Staff, and the County Charter and/or Code.

C. Executive Order No. 16-12, dated _____, is hereby rescinded.

[25-40](#)

I hereby appoint Courtney M. Canady to serve as Community Relations Officer, effective December 1, 2025. Ms. Canady's resume is attached.

13 UNFINISHED BUSINESS

Phil Levota, County Executive, with regards to the executive orders introduced, reported there are 212 board seats, 118 were vacant, 59 were expired and only 35 were valid. He said he has appointed 86. He thanked the County Clerk's office for assisting him and his staff with the filing of executive orders.

Megan L. Smith, County Legislator, said she had questions regarding the evaluation process as explained by Sean E. Smith regarding non-profit partnership grants. Discussion.

Charlie Franklin, County Legislator, will send the summary spreadsheet and the Compliance Review Office will send necessary links.

Donna Peyton, Vice Chairman, assumed the Chair.

Discussion regarding payment to evaluators.

DaRon McGee resumed the Chair.

Manuel Abarca IV said he and Legislator Huskey visited the Word War II Museum in New Orleans, Louisiana. He said he is happy to share his educational experience and photos with anyone interested. He said there is an intent to create a monument for WWII veterans; for those veterans who served as well as those who supported the war. They learned that the largest expense of the war was the procurement and manufacturing of planes which were made in our region. He said he would like to acknowledge all those

who served in WWII. He applauds his colleague and County Executive for expressing the desire to create a monument or marker to acknowledge these individuals.

A motion was made by Manuel Abarca IV, seconded by Donna Peyton, to adjourn the meeting. The motion **failed** by a roll call vote:

Yes: 2 - Manuel Abarca IV and Venessa Huskey

No: 7 - DaRon McGee, Donna Peyton, Jalen Anderson, Megan L. Smith, Charlie Franklin, Jeanie Lauer and Sean E. Smith

Discussion continued regarding payment to evaluators of the non-profit partnership grants. Megan L. Smith said she feels this is public service and evaluators should not be paid. Discussion.

14 NEW BUSINESS

None.

15 ADJOURNMENT

A motion was made by Donna Peyton, seconded by Venessa Huskey, to adjourn the meeting. The motion passed by a voice vote.

The next legislative meeting is scheduled to be held on Monday, January 12, 2026 at 3:00 P.M. at the Eastern Jackson County Courthouse, 308 W. Kansas, Independence, Missouri, Ground Floor, Legislative Chambers.