

CITY COUNCIL MEETING OF AUGUST 11, 2014

A meeting of the Warrensburg City Council was held on August 11, 2014, at 7:00 p.m., at the Municipal Center, 200 S. Holden, with Mayor Donna DeFrain presiding. Roll was called as follows: Present were: Allen, Brock, Renfrow, DeFrain. Absent: Rutt.

Minutes of the July 28, 2014, City Council meeting were considered. Renfrow moved to approve the minutes of the July 28, 2014, City Council meeting. Yes: Allen, Brock, Renfrow, DeFrain. No: none. Absent: Rutt.

Rutt arrived. In the City Manager's report, City Manager Paula Hertwig Hopkins said if the funding is available, the City will be applying again for the TIGER Grant. She said plans are underway for the third year for tailgating during homecoming in October, and she said there will be a contest this year. She also said Casey Lund's business, Warrensburg Collision, was named one of the top 100 fastest growing companies in Kansas City's Ingram's Magazine recently.

In the Director of Finance Report, Finance Director Kelvin Shaw said his department has been working on the budget and it will be presented tonight. He said the City will be utilizing the same auditors as last year.

The adoption of the agenda was considered. Mayor DeFrain said Item 8 needs to be moved to Item 5, and Brock asked to remove Item 13 from the agenda and moved it to the executive session. Allen moved to adopt the agenda as amended. Yes: Allen, Brock, Rutt, Renfrow, DeFrain. No: none.

The consent agenda was considered. Brock moved to adopt the consent agenda. Yes: Allen, Brock, Rutt, Renfrow, DeFrain. No: none.

Mayor DeFrain recognized a member of Boy Scout Troop 400 in attendance.

Mayor DeFrain opened a Public Hearing on an Ordinance Approving a Conditional Use Permit for 35 Multi-Family Dwelling Units in the GB: General Business District Located at 616 N. Burkarth Road in the City of Warrensburg, Missouri. Community Development Director Barbara Carroll distributed a revised site plan which was prepared after several questions came up at the last Planning and Zoning Commission meeting. She said this is an application for a conditional use permit for multi-family dwelling units in a general business district on Burkarth Road. Carroll said last year near this same time, Pathways made a request for a project similar to this but for 24 units instead of 35 on the same property. She said the permit was granted last year, but when they applied for the grant, they were not funded in last year's cycle. Carroll said since that time, they have redesigned the project, and this plan is different from the original application.

Alissa Karnes, Vice-President of Operations with Pathways Community Health, said services are provided for those with special needs in this area. Karnes said those living in the complex are able to live independently but Pathways might be helping homeless veterans or those with mental health issues. When asked by Rutt to explain wrap-around services, Karnes said this includes a variety of services including case management, job searching and assistance with employment, or finding a therapist or a psychiatrist. Pathways employee Erica Collins said the average length of the wrap-around service is about five years.

Cindy Burton, co-owner of an office across from the proposed site, said she is concerned about a complex and how it would be monitored. Collins explained the standards used by Pathways and said sexual offenders would not be allowed. The architect hired by Pathways described the site plan and said this project will be completely code compliant.

Dr. McKell Young, a dentist with an office across from the proposed site, said he is concerned about the activities around his office. He is concerned about his office staff, family members, and his patients and does not believe this should be located in a business district. Mrs. McKell Young said she is concerned about students walking to and from school on Burkarth Road. As there were no further comments, the public hearing was closed.

Mayor DeFrain opened a Public Hearing to Consider the Annual Sewer Rate Volume Charges for the Upcoming FY15 Budget Year by the City of Warrensburg, Missouri. Public Works Director Slim Coleman said notice of this public hearing was published in the local newspaper. He said HDR Engineering presented the Comprehensive Sewer Rate Study which included the Annual Sewer Rate Review in June. Coleman said since the review, there has been a recommendation of no change in the volume charge for this next fiscal year. He said sewer rates will be reviewed again after the first of next year. Coleman said City staff is planning to present information to the public for public feedback in the future. As there were no further comments, the public hearing was closed.

Under Presentations, Mayor DeFrain said last week she and the City Manager met with Rick Solomon, Chairman of the Board of the Warrensburg Chamber of Commerce, and Casey Lund, another member of the board. She said at that time Solomon asked if the City would terminate its responsibility of running the Visitors' Center as of October 1, 2014. Solomon said the Chamber is in the process of selecting a new Chamber President. He said the Chamber does not have the time to work with this important revenue generator. City staff will prepare a letter of acceptance within a week.

Julie Turnipseed, Executive Director of Warrensburg Main Street, described several awards recently given to members of the Main Street Board and the Executive Director and partners including several City officials. Beth Weigand was also honored with a special award from the State of Missouri.

The next item was the Presentation of the Final Draft of the 2015-2019 Five-Year Capital Improvement Program (CIP). Coleman explained the purpose of the plan and said it is reviewed each year. He said this document is prepared under the direction of the City Manager with assistance from Department heads and the Finance Department staff. Coleman said additional meetings were held to review previously approved projects as well as review new projects. In a PowerPoint presentation, Coleman explained the community's assets and the funding sources that support the CIP.

Hertwig Hopkins presented the proposed budget for fiscal year 2014-2015. She explained the importance of the budgeting process to the City. Hertwig Hopkins said this is the first draft and City staff will be making modifications as needed. She said the first and second readings of the budget will be during September. Hertwig Hopkins thanked City staff for all their hard work and thanked the City Council for all their contributions to the community.

Hertwig Hopkins said the number of building permits issued has increased and sales tax collection is up and she is cautiously optimistic. She said the business incentives now offered by the City are

helping stimulate growth. Although revenues are up, she said City staff will continue to monitor the revenues and expenditures. She added sewer billing shutoffs continue, but there may be a need for some write-offs.

Hertwig Hopkins reviewed performance measurements and ways to save revenue. She said she is recommending a proposed compensation plan for City employees that the City should be able to implement in the next few years. Hertwig Hopkins said she plans to recommend a 1.5 percent step increase and a 2 percent cost of living adjustment. She said she will continue to review the pay plan.

In summary, Hertwig Hopkins said the City needs to prepare for a new Compensation Study since the last one was completed seven years ago. She said preparation for it will take some time. Hertwig Hopkins said moving the sewer billing process in-house will take time and preparation. She said the Industrial Park should be promoted for new businesses which will create good-paying jobs. Mayor DeFrain thanked City staff for a job well done.

Hertwig Hopkins said for the past three years the budget process has included recurring and non-recurring proposed expenditures for prioritization. She said the recurring items are on-going each year and the non-recurring items are a one-time expenditure. Hertwig Hopkins said she would like to recommend funding for the following: ADA Intern/Community Development, Fire and Emergency Prevention Officer reclassification, Firefighter to Firefighter Specialist reclassification, Police/Executive Assistant 2 to Executive Assistant 3 reclassification, Street Maintenance 1 to Street Maintenance 2 (2 positions), Maintenance Worker 1 and Parks and Recreation Office Manager II. She said a recommendation for the department heads, based on merit and performance will be discussed at a later meeting.

Brock said he would still like information on the police cars. He said he is concerned about the cost and replacement of the cars. Hertwig Hopkins suggested a car replacement schedule.

Bill No. 8-1-14 being for an Ordinance Approving a Conditional Use Permit for 35 Multi-Family Dwelling Units in the GB: General Business District Located at 616 N. Burkarth Road in the City of Warrensburg, Missouri, was read for the first time by title. Brock moved said bill be passed to second reading by title. Carried unanimously. Said bill was read a second time. Roll was called for the adoption or rejection of said bill as follows: Yes: Allen, Brock, Rutt, Renfrow, DeFrain. No: none. Said bill was declared duly adopted and given Ordinance No. 4990.

Bill No. 8-2-14 being for an Ordinance Approving and Accepting the Community Park Replat, a Subdivision in the City of Warrensburg, Missouri, Located at 616 N. Burkarth Road was read for the first time by title. She said the Planning and Zoning Commission recommended approval with two conditions: the deletion of the language concerning the mortgage holder and assessor's statements that the taxes have been paid, and the completion of the dedication of an easement must be completed so the City is not responsible. Rutt moved said bill be passed to second reading by title. Carried unanimously. Said bill was read a second time. Roll was called for the adoption or rejection of said bill as follows: Yes: Allen, Brock, Rutt, Renfrow, DeFrain. No: none. Said bill was declared duly adopted and given Ordinance No. 4991.

Bill No. 8-3-14 being for an Ordinance Amending Section 3-14, Concerning Open Containers of the Code of Ordinances of the City of Warrensburg, Missouri, was read for the first time by title. Shaw said after the last City Council meeting, there was a request to bring back this section of the ordinances for review. He said there was discussion of the frequency of licenses allowed in the

Central Business District compared to other areas within the business district. Mayor DeFrain said she does not see a need to change this ordinance when there have been no requests from any not-for-profit organizations outside of the business district. Renfrow said this would encompass all businesses and not a certain area. Mayor DeFrain said this is for not-for-profit organizations. Business owner Jason Elkins said the request was made because of a concert series Main Street wanted to hold downtown. Renfrow moved said bill be passed to second reading by title. Carried unanimously. Said bill was read a second time. Roll was called for the adoption or rejection of said bill as follows: Yes: Allen, Brock, Rutt, Renfrow. No: DeFrain. Said bill was declared duly adopted and given Ordinance No. 4992.

Bill No. 8-4-14 being for an Ordinance Approving and Accepting a Re-Plat of Lots 20, 21, & 22 of Hawthorne Estates, a Subdivision in the City of Warrensburg, Missouri, Located at 480, 482, 484 Sycamore Court was read for the first time by title. Carroll said this was approved by the Planning and Zoning Commission with one condition. She said the correct lot size should be noted. Rutt moved said bill be passed to second reading by title. Carried unanimously. Said bill was read a second time. Roll was called for the adoption or rejection of said bill as follows: Yes: Allen, Brock, Rutt, Renfrow, DeFrain. No: none. Carried unanimously and given Ordinance No. 4993.

Bill No. 8-5-14 being for an Ordinance Amending Ordinance 4887, Concerning the Adopted Annual Budget for FY14 was read for the first time by title. Assistant Fire Chief Doyle Oxley said the Fire Department received two grants, and with this amendment the funds will be available. Brock moved said bill be passed to second reading by title. Carried unanimously. Said bill was read a second time. Roll was called for the adoption or rejection of said bill as follows: Yes: Allen, Brock, Rutt, Renfrow, DeFrain. No: none. Said bill was declared duly adopted and given Ordinance No. 4994.

Mayor DeFrain read A Resolution of the City of Warrensburg, Missouri, Supporting and Encouraging the Efforts by Pathways Community Behavioral Healthcare, Inc., to Develop Thirty-Five (35) Multi-Family Affordable Housing Units at 616 N. Burkarth Road. Carroll said this resolution and a letter of support are required so Pathways Community Behavioral Healthcare, Inc., can apply for funding assistance with the Missouri Housing Development Commission. Rutt moved to approve the Resolution. Yes: Allen, Brock, Rutt, Renfrow, DeFrain. No: none. Carried unanimously and given Resolution No. 2093.

In Other Business Appearances, Human Resources Director Shannon Ramey updated everyone on the Fiscal Year 2015 medical and dental premiums. She said medical, dental, life and vision premiums have decreased slightly.

Systems Administrator Terry Carr said he was asked by Council Member Rutt to evaluate leasing fiber optic cable compared to owning the cable. He said since the City is trying to improve the internet connection at City Hall, he has begun to examine the two opportunities available. Carr said by leasing, the City gets the services without the burden of owning the equipment and can change providers at the conclusion of the contract. He said in order to compare owning the equipment, he will need to obtain information through competitive bids.

Under the Proposed FY15 Compensation Plan, Hertwig Hopkins asked if there are any requests for changes, and it was agreed there were none.

Rutt moved to close part of this meeting pursuant to Section 610.021 of the Revised Statutes of Missouri relating to:

- (1) Legal actions, causes of action or litigation involving the City and any confidential or privileged communication between the City and its representatives and its attorneys.
- (2) Leasing, purchase or sale of real estate where public knowledge might adversely affect the amount paid in the transaction.
- (12) Documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.

Yes: Allen, Brock, Rutt, Renfrow, DeFrain. No: none.

As there was no further business, the meeting was adjourned to the closed session.



Cindy Gabel
Cindy Gabel, City Clerk

Donna DeFrain
Donna DeFrain, Mayor

CITY COUNCIL MEETING OF AUGUST 18, 2014

A meeting of the Warrensburg City Council was held immediately following the closed meeting on August 18, 2014, at 6:00 p.m., at the Municipal Center, 200 S. Holden, with Mayor Donna DeFrain presiding. Roll was called as follows: Present were: Allen, Brock, Renfrow, DeFrain. Absent: Rutt.

The adoption of the agenda was considered. Brock moved to adopt the agenda. Yes: Allen, Brock, Renfrow, DeFrain. No: none. Absent: Rutt.

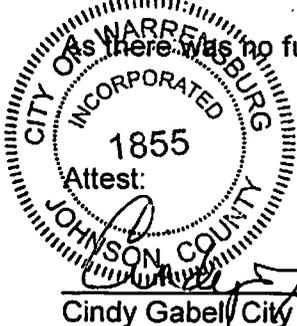
There was discussion of the physical location of the Visitors' Center, and Mayor DeFrain asked members of Warrensburg Convention and Visitors' Bureau (WCVB) their thoughts on a location. WCVB President Matt Van Schenkhof said there has been talk of not having a physical location when the Tourism Director is hired. He said eventually there could be a partnership with the Community Center, the old Courthouse on Main Street, or City Hall.

Mayor DeFrain said the new contract requires a physical location. WCVB Board member Tammy Leavy said the group does not have any money. There was a long discussion of the possible locations in Warrensburg. Van Schenkhof said there is an entrepreneurship start-up facility with the university that could be rented for around \$100 a month and he said offices space is available now. Renfrow expressed concern about the university not being convenient for many visitors. After further discussion about possible locations, Brock asked Van Schenkhof if the WCVB would be interested in any of the City's facilities. Three options were discussed which include an area close to the Southeast Conference Room at City Hall, an area west of the front area of the Municipal Center, or an area in the south portion of the Municipal Center. There were several suggestions of seeking volunteers from the Senior Center to help with telephone calls in the interim. Hertwig Hopkins said City staff will review the physical location options and report back findings.

Brock said he would like the City to begin looking at three important issues: the military, education, and business. He would like for everyone to start looking at how we are pro-military, pro-education, and pro-business. Brock said that can be used as a basis to developing a system to correct deficiencies. Hertwig Hopkins said this could be highlighted during the process of looking at the City's Strategic Plan.

Renfrow said the City needs to begin a campaign to try and change the negative attitudes. He also said a mechanism needs to be put in place to be able to track lodging tax receipts.

As there was no further business, the meeting was adjourned.




Donna DeFrain, Mayor

Cindy Gabel City Clerk