

CITY COUNCIL MEETING OF JULY 11, 2016

A meeting of the Warrensburg City Council was held on July 11, 2016, at 7:00 p.m., at the Municipal Center, 200 S. Holden, with Mayor Casey Renfrow presiding. Roll was called as follows: Present were: Johnston, Jacobs, Watts, Allen, Renfrow. Absent: none.

Minutes of the June 27, 2016, City Council meeting were considered. Allen moved to approve the minutes of the June 27, 2016, meeting. Yes: Johnston, Jacobs, Watts, Allen, Renfrow. No: none. Absent: none.

The adoption of the agenda was considered. Jacobs moved to adopt the agenda. Yes: Johnston, Jacobs, Watts, Allen, Renfrow. No: none. Absent: none.

Under Presentations was the Awarding of the Nancy Anderson/Charles W. Stevenson Scholarship. City Clerk Cindy Gabel said Nancy Anderson, former City Clerk, was present tonight with her son, Andy Gelbach, who makes an annual contribution to this scholarship fund. Nancy Anderson gave background information concerning the scholarship. She presented this year's recipient, Mataya Lowry, with a check for \$1,000.

Mayor Renfrow read a Proclamation for National Parks and Recreation Month to members of City staff and Park Board members.

Mayor Renfrow read a Proclamation in honor of Benny Sheffield, a Detective in the Warrensburg Police Department, for a number of years who had passed away suddenly. The family of Benny Sheffield accepted the Proclamation and Mayor Renfrow said he was a great man.

Mayor Renfrow opened a Public Hearing on a Resolution Approving the Americans with Disabilities Act (A.D.A.) Transition Plan Update for the City of Warrensburg, Missouri. Building Official Brett Penrose said he is the A.D.A. Coordinator for the City of Warrensburg. He gave background information concerning this plan which is required by the Federal Government and must be updated every three years. Penrose explained the process and said a copy is available for the public to review. City Counselor Doug Harris said Penrose and other City staff members have been able to save the City a considerable amount of money by putting this document together with no outside help. Council member Watts said he had read it and it was well done. As there was no further comment, the Public Hearing was closed.

Mayor Renfrow opened a Public Hearing on an Ordinance Approving a Conditional Use Permit for a Four-Story Building in a GB: General Business District Located at 1005 Hawthorne Boulevard in the City of Warrensburg, Missouri. Director of Community Development Barbara Carroll said the Planning and Zoning Commission considered this at their last meeting and heard from numerous individuals living near the construction site. She said for the City Council to move this forward there needs to be written recommendation from the Planning and Zoning Commission, and a decision has not been made by the commission. Carroll said another Public Hearing will be held at the August 8, 2016, City Council meeting. City Manager Harold Stewart said since there was significant public input, the City wanted to provide information to the City Council members. Watts moved to table the ordinance and extend the Public Hearing until the August 8, 2016, City Council meeting. Yes: Johnston, Jacobs, Watts, Renfrow, Allen. No: None. Carried unanimously.

Mayor Renfrow read a Resolution Approving the Americans with Disabilities Act (A.D.A.) Transition Plan Update for the City of Warrensburg, Missouri. Allen moved to approve the Resolution. Yes: Johnston, Jacobs, Watts, Renfrow, Allen. No: none. Carried unanimously and given Resolution No. 2137.

Bill No. 7-1-16 being for an Ordinance Authorized the City Manager and City Clerk to Approve a Scope of Service in the Form Attached Hereto with Engineering Surveys and Services, Inc., under the Terms and Conditions of the City Annual Engineering and Services Agreement Dated September 2, 2015, for the Lake Ridge Culvert Project Engineering Design Update, in the City of Warrensburg, Missouri, was read for the first time by title. Public Works Director Slim Coleman said this contract amount is in the amount of \$14,000 for an engineering update of existing preliminary plans to repair the failed culverts under the roadway on Pembroke Drive. He said this company is working to expedite this project. Jacobs 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: Johnston, Jacobs, Watts, Allen, Renfrow. No: none. Said bill was declared duly adopted and given Ordinance No. 5251.

Under Mayoral appointments to Boards and Commissions, Mayor Renfrow said he did not have any new appointments.

Under the City Manager's report, Stewart introduced two new employees: Human Resources Director Greg McCullough and Project Manager-Administration Donyell Wolfe. He said Donyell will also be taking over the duties of the former Information Officer.

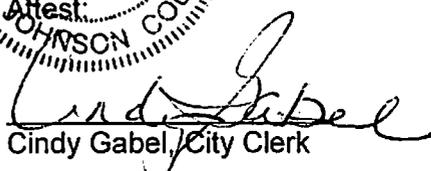
Watts moved to close pursuant to Section 610.021 of the Revised Statues of Missouri relating to:

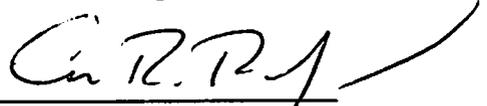
- (1) Legal actions, causes of action or litigation involving the City and any confidential or privileged communication between the City and its representatives and its attorneys.
- (2) Leasing, purchase or sale of real estate where public knowledge might adversely affect the amount paid in the transaction.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

Yes: Johnston, Jacobs, Watts, Allen, Renfrow. No: none.

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



Attest:

Cindy Gabel, City Clerk


Casey R. Renfrow, Mayor

CITY COUNCIL MEETING OF JULY 25, 2016

A meeting of the Warrensburg City Council was held on July 25, 2016, at 7:00 p.m., at the Municipal Center, 200 S. Holden, with Mayor Casey Renfrow presiding. Roll was called as follows: Present were: Johnston, Jacobs, Watts, Allen, Renfrow. Absent: none.

Minutes of the July 11, 2016, City Council meeting were considered. Allen moved to approve the minutes of the July 11, 2016, meeting. Yes: Johnston, Jacobs, Watts, Allen, Renfrow. No: none. Absent: none.

The adoption of the agenda was considered. Jacobs moved to adopt the agenda. Yes: Johnston, Jacobs, Watts, Allen, Renfrow. No: none. Absent: none.

Under Presentations, Matthew Lue, Director of Finance, presented the 2017-2021 Five Year Capital Improvement Program. Lue stated the current CIP is balanced with a \$110,000 reserve and the current FY2016 reserve is \$200,000. Lue asked Council to choose to drop to the lower \$110,000 reserve or to give guidance on what projects to cut from the CIP to maintain the \$200,000 reserve. There was discussion about the self-imposed CIP reserve and how it differs from the General Fund reserves. There was a general consensus from Council to maintain the \$200,000 reserve by removing the \$70,000 south City entrance sign and the \$30,000 TIGER grant preparation after discussion of the likelihood that neither project would come to fruition in FY2017. There was a discussion of the projects that are not funded by the CIP, the difficulty of cities increasing revenues since the Hancock Amendment, and future use of ballot measures to fund major projects.

Lue presented the Fiscal Year 2017 Strategic Plan. Lue stated staff has completed revisions and additions to the document with feedback from Council. Stewart stated staff made one change regarding Sustainability. Watts asked about the infrastructure investment plan and when Council would see it. Stewart stated it would be used when potential bond measures are brought forward. There was a general consensus from Council that there were no additional revisions and the document was ready to be included in the budget.

Lue stated at the June 27 meeting the Budget Requests from Boards, Commissions and Contract Agencies were presented to Council. Council requested additional information on the requests from Main Street, Depot Renovation Board, and Survival House. Staff has prepared a breakdown of those 3 budgets and provided additional information about the requests. Bill Bernier, Chair of Depot Renovation Board, addressed Council. Bernier stated the existing Depot roof is 24 years old and the Board plans to replace it in their 2018 budget. At the end of the current year the Depot Renovation Board will have \$12,000 in reserve to pay for the roof, but they need contingency funds to make repairs that are likely to be needed in the roof decking. A longer term priority is to address the lead paint peeling on the passenger loading area roof. Renfrow stated concern with the \$10,000 additional request from Main Street. There was a discussion about downtown businesses helping fund Main Street, a sliding scale of funding that decreases the percentage of funding from the City as business funding increases, and making Main Street events generate a profit. There was a general consensus to return to the \$41,000 funding level for Main Street. Allen proposed funding Survival House at \$5,000-10,000. There was a consensus from Council to fund Survival House at \$5,000. Allen asked about OATS transportation funding request. There was a discussion regarding subsidized nature of public transportation, using the \$15,000 requested from the City as a match for federal funding, OATS schedule and para-transit services, and how to increase ridership and awareness of OATS services. Renfrow discussed a need to get the word out to organizations to come up with new ways to funding so the City and organizations can continue to

grow and move forward, while allowing the City to address infrastructure needs. Johnston stated she would like to see BurgFest profit enough to pay for the next year's event.

Mayor Renfrow opened a Public Hearing on a Resolution Updating the Financial Management Policies, General Fund Reserve Policy for the City of Warrensburg, Missouri. Lue stated the City has a 22% reserve based off expenditures that was previously established by Council. There is an additional 1% contingency against expenditures that staff must balance into the budget. Lue stated staff is requesting to remove the 1% contingency because it is redundant. There was discussion about how long the 1% contingency has been in place, why it was established, and impact to the City's bond rating. Watts moved to approve the Resolution. Yes: Johnston, Jacobs, Watts, Allen, Renfrow. No: none. Carried unanimously and given Resolution No. 2138.

Mayor Renfrow opened a Public Hearing on an Ordinance Authorizing the City Manager and City Clerk to Execute a Maintenance Pledge Agreement Concerning Brentwood Plaza in the City of Warrensburg, Missouri. Public Works Director Slim Coleman said the proposed agreement concerns the installation of curb and sidewalk at the old KFC location on North Maguire Street. The planned Maguire Street improvements would require tearing out improvements installed now because final elevations are unknown at this time. Staff proposed having the developer pay the City for the improvements with funds that will be restricted, and using those funds towards the installation of the curb and sidewalk when the Maguire Street improvements are made. Barbara Carroll, Community Development Director, stated the funds could be used as part of a match toward federal funding for the Maguire Street improvements. There was discussion about the aesthetics and mobility concerns of waiting to install the curb and sidewalk, timeline for the Maguire Street improvements, and ability to use the funds at any time to install the improvements if the Maguire Street project was delayed. Renfrow stated concern with making an exception for a developer, and there was additional discussion about it not being an exception for the developer since they are still paying for the improvements. Stewart stated he would be willing to offer a similar opportunity to any property owner along Maguire Street that would be required to make improvements that would be torn out during the future Maguire Street improvements. Jacobs 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: Johnston, Jacobs, Watts, Allen, Renfrow. No: none. Said bill was declared duly adopted and given Ordinance No. 5252.

Under Other Business Appearances, Barbara Carroll introduced the Property Maintenance Code Enforcement request to move from complaint based to proactive enforcement. Carroll stated when the Property Maintenance Code was adopted in 2014 staff anticipated being overwhelmed with complaints, but staff believes they can now transition to proactive enforcement. Carroll further stated when the Nuisance Code moved to proactive enforcement around 5 years ago it reduced the overall number of complaints and improved customer service because staff could address issues early on. There was discussion regarding the duties of the inspector, educational efforts, and timeline for addressing complaints. Roma Hicks, Neighborhood Services Coordinator, addressed the Council and stated on average he receives 2 complaints a week, but most properties have multiple violations. Due to the nature of the issues addressed by the Property Maintenance Code it usually takes several weeks to close out a complaint. There was additional discussion about complaint based enforcement, what happens when a complaint is received, how tickets are issued, and staff's education and assistance efforts. Council directed staff to move to proactive enforcement of the Property Maintenance Code.

Under Mayoral appointments to Boards and Commissions, Mayor Renfrow said he did not have any new appointments, but he would like to discuss using a volunteer application to determine who would be the best volunteers to be appointed to various Boards and Commissions. There was

discussion about creating an application, what information would be required, perception of requiring an application, distributing applicant information to Council, and the need for written guidelines for Council to follow on Board and Commission appointments.

Under the City Manager's report, Stewart stated there is a Base Community Council meeting on August 3.

Under the Finance Director's report, Lue stated sales tax revenues are down for the month of July.

Under Miscellaneous Matters from the Mayor and/or City Council, Slim Coleman stated the West Treatment Plant was struck by lightning and damages are being assessed; Courtney Stephens, Director of Tourism, stated she is awaiting numbers from the Show Me Shootout event; Dodee Matthews, Director of Parks and Recreation, stated the new business specialist has undertaken a Friday Fun Mail email that includes the upcoming week's events, pool lifeguards received 5-stars on the audit, and the West Park Walk has been rescheduled; Jim Kushner, Fire Chief, stated there was damage at Fire Station 2 from a lightning strike; Rich Lockhart, Police Chief, introduced Officer Chase Jackson. Robin Allen stated there is a MAC meeting Tuesday and a Planning and Zoning Commission meeting on August 1 at 5:30 p.m.

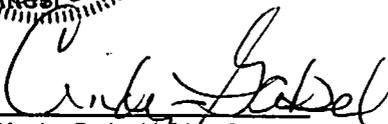
Johnston moved to close pursuant to Section 610.021 of the Revised Statutes of Missouri relating to:

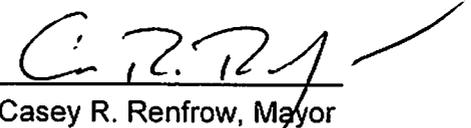
- (1) Legal actions, causes of action or litigation involving the City and any confidential or privileged communication between the City and its representatives and its attorneys.
- (2) Leasing, purchase or sale of real estate where public knowledge might adversely affect the amount paid in the transaction.
- (3) Hiring, firing, disciplining or promoting of individual employees when personal information concerning the employee is discussed or recorded.
- (12) Documents or any documents related to a negotiated contract until a contract is executed or all proposals are rejected.
- (13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment.

Yes: Johnston, Jacobs, Watts, Allen, Renfrow. No: none.

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




Cindy Gabel, City Clerk


Casey R. Renfrow, Mayor