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# NOTICE OF MEETING

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## CITY COUNCIL

Regular Meeting – Monday, February 7, 2022 – 5:30 p.m.  
City Hall – 1100 Frederick Avenue

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## AGENDA

### COUNCIL SEATING ARRANGEMENT

Bryan Carter  
City Manager

Bill McMurray  
Mayor

Paula Heyde  
City Clerk

### COUNCILMEMBERS

Brian Myers (At Large)

Marty Novak (2nd District)

Kent O'Dell (At Large)

Gary Roach (4th District)

### COUNCILMEMBERS

Brenda Blessing (At Large)

Madison Davis (1st District)

PJ Kovac (3rd District)

Russell Moore (5th District)

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PLEDGE OF ALLEGIANCE:

ROLL CALL:

CALL TO ORDER:

MINUTES:

1. Approval of the minutes of the regular meeting held January 24, 2022, at 5:30 p.m., as transcribed in the office of the City Clerk.

SPECIAL RECOGNITIONS:

- 2 Proclamation - Scouts-BSA Anniversary Week

ACCEPTANCE OF AGENDA:

CONSENT AGENDA:

Nominations and Appointments:

3. Filed 1/24/22: Mayor McMurray nominates Tom Richmond, 3210 Harbor View Drive, to serve as a member of the Planning Commission for a term expiring July 17, 2022; he is filling the vacancy created by the resignation of Lauren Catron.
4. Filed 1/25/22: Mayor McMurray nominates Brett Hausman, 2702 Lovers Lane, to serve as a member of the Planning Commission for a term expiring August 5, 2023; he is filling the vacancy created by the resignation of Joshua Knight.

Bills for Passage:

5. A Bill (#1436-18) sponsored by Councilmember Moore amending Chapter 2 “Administrative Code” Article IV “Departments” of the Code of Ordinances to change the name of the Department of Administrative Services to Department of Finance and update the functions of the Finance and Human Resources Departments.
6. A Bill (#1439-18) sponsored by Councilmember Davis amending Section 28-1592 of Chapter 28 “Traffic and Vehicles” of the Code of Ordinances entitled “Parking time limits on certain streets” to provide for two-hour parking from 8:00 a.m. to 6:00 p.m. along the west side of Third Street from Faraon Street to Jules Street.

CONSENT AGENDA: Bills for Passage: (Cont'd)

7. A Bill (#1440-18) sponsored by Councilmember Davis amending Section 28-1588 of the Code of Ordinances entitled "One-way streets" to provide for one-way traffic on State Street, from Ashland Avenue to 26th Street.
8. A Bill (#1435-18) sponsored by Councilmember Novak authorizing execution of a Real Estate Purchase Agreement with Enzo Properties, LLC, (Buyer), to sell real estate located at 2312 Lafayette Street for the amount of \$40,000.00 and other good and valuable consideration.
9. A Bill (#1437-18) sponsored by Councilmember O'Dell authorizing an amendment to the Vacant Structure Stabilization Program budget in the General Fund in the amount of \$19,438.00 to roll forward available fund balance to the current fiscal year.
10. A Bill (#1441-18) sponsored by Councilmember Myers adopting a revised Write-Off and Collections Policy for the City of St. Joseph, Missouri to replace the policy adopted by Special Ordinance Number 9367.
11. A Bill (#1442-18) sponsored by Mayor McMurray authorizing an amendment to the City Clerk's budget in the General Fund in the amount of \$25,000.00 to provide funds for the primary and general elections and advertising expenses.
12. A Bill (#1443-18) sponsored by Councilmember Kovac authorizing an amendment to the General Fund, Parks Designated Funds Program budget, and acceptance of a donation from the William D. Morgan Charitable Foundation both in the amount of \$25,000.00 to be used for youth sports facilities.
13. A Bill (#1444-18) sponsored by Councilmember Kovac authorizing an amendment to the General Fund, Parks Designated Funds Program budget to return unspent funds in the amount of \$18,288.33 from the \$40,000.00 donation made by Midland Empire Sports Association for improvements to the Drake/South Park Complex.

CONSENT AGENDA: Bills for Passage: (Cont'd)

14. A Bill (#1448-18) sponsored by Councilmember Novak authorizing an amendment to the Community Development Block Grant Fund to budget Home-American Rescue Plan (ARP) funds received from HUD in the amount of \$66,896.00 and execution of an agreement with HomeBase, the Center for Common Concern, Inc. to serve as planning and allocation consultant for HOME-ARP funds for the City of St. Joseph in the amount of \$18,000.00.
  
15. A Bill (#1451-18) sponsored by Councilmember Davis authorizing the execution of Change Order No. 2 with Ideker, Inc., for additional work on the River Bluff Bike Trail Project and an amendment to the 2011 Transient Guest Tax Fund budget all in an amount of \$777,477.00.
  
16. A Bill (#1452-18) sponsored by Councilmember Myers authorizing an amendment to the budget to transfer the amount of \$23,935.00 from the American Rescue Plan Act Fund to the General Fund Public Information and Communication Program and execution of a Master Services Agreement with CivicPlus for services to enable both hybrid and remote meeting capabilities ensuring the continuity of public meetings during the COVID Pandemic.
  
17. A Bill (#1453-18) sponsored by Councilmember Moore authorizing an amendment to the budget to transfer the amount of \$228,727.27 from the American Rescue Plan Act Fund to the General Fund Fire Department Program to be used for Fire Department communication equipment and authorizing the purchase of encryption software from Midwest Mobile Radio in the amount of \$10,295.09.

Resolutions for Adoption:

18. A Resolution (#1461-18) authorizing execution of a Funding Agreement with MidCity Excellence in the amount of \$750,000.00 to provide assistance with costs associated with full-time, salaried staff.
  
19. A Resolution (#1462-18) authorizing execution of a Funding Agreement with Community Action Partnership in the amount of \$800,000.00 to provide financial assistance for housing support services for unhoused persons.

CONSENT AGENDA: Resolutions for Adoption: (Cont'd)

- 20. A Resolution (#1463-18) authorizing execution of a Funding Agreement with Allied Arts Council in the amount of \$15,000.00 to provide financial assistance for arts education and continued programming.
  
- 21. A Resolution (#1464-18) authorizing execution of a Funding Agreement with Bartlett Center in the amount of \$50,000.00 to provide relief from losses and extra expenses associated with the COVID pandemic.
  
- 22. A Resolution (#1469-18) authorizing the execution of a Lump Sum Contract with JLK Construction, LLC, for the Bonds for Bridges Huntoon Road Project in the amount of \$785,000.00.
  
- 23. A Resolution (#1471-18) authorizing the execution of an agreement with Masek Golf Car Company and Kansas State Bank for the lease of fifteen (15) golf cars in the amount of \$10,350.00 per year for four (4) years, for use at Fairview Golf Course.

\*\*\*\*\* END OF CONSENT AGENDA \*\*\*\*\*

NOMINATIONS AND APPOINTMENTS:

None.

BILLS FOR PASSAGE:

- 24. A Bill (#1454-18) sponsored by Councilmember Moore authorizing the execution of a Second Amended Long-Term Ground Lease Agreement with Missouri Western State University for the lease of property through December 31, 2118, to provide for construction and operation of a rappelling tower on the leased property.

EMERGENCY BILL FOR PASSAGE:

25. An Emergency Bill (#1467-18) sponsored by Councilmember Moore authorizing an amendment to the Fire Department budget in the General Fund to accept an Emergency Management Performance Grant from the Missouri Department of Public Safety, State Emergency Management Agency in the amount of \$50,000.00 and authorizing the purchase of one 3/4 ton crew cab truck from Anderson Auto Group for the Emergency Manager.

RESOLUTIONS FOR ADOPTION:

None.

BILLS FOR FIRST READING:

26. A Bill (#1455-18) sponsored by Councilmember O'Dell approving the final plat entitled "Auxier Development," a major subdivision consisting of two (2) lots proposed for the property located at 3906 Pickett Road, as requested by Jeremy Auxier.
27. A Bill (#1456-18) sponsored by Councilmember O'Dell approving the final plat entitled "Cordonnier Addition," a major subdivision consisting of one (1) lot proposed for the property located at 421 Hickory Street, as requested by the City of St. Joseph.
28. A Bill (#1457-18) sponsored by Councilmember O'Dell approving the final plat entitled "Clarios Plat 1," a major subdivision consisting of two (2) lots proposed for the property located at 4701 and 4722 Pear Street, as requested by Brett Hausman on behalf of Al J. Mueller Construction Company.
29. A Bill (#1458-18) sponsored by Councilmember O'Dell approving the final plat entitled "Culver Addition," a major subdivision consisting of two (2) lots proposed for the property located at 2920 North Second Street, as requested by Connie Culver.
30. A Bill (#1459-18) sponsored by Councilmember O'Dell approving the final plat entitled "Biozyme Inc, Plat 2," a major subdivision consisting of one (1) lot proposed for the property located at 1202 Bluff View Road, as requested by Robert Norton.

BILLS FOR FIRST READING: (Cont'd)

31. A Bill (#1460-18) sponsored by Councilmember O'Dell approving the final plat entitled "Bluescope Buildings North America," a major subdivision consisting of one (1) lot proposed for the property located at 2314 Lower Lake Road, 5406 Industrial Road and Parcel 05-7.0-36-002-000-006.000, as requested by Mitch Sanders.
32. A Bill (#1465-18) sponsored by Councilmember Moore authorizing the acceptance of a donation in the amount of \$15,000.00 from the William D. Morgan Charitable Foundation and authorizing an amendment to the budget to allocate said donation and transfer the amount of \$14,400.00 from the American Rescue Plan Act Fund to the General Fund Police Department Program for a total amount of \$29,400.00 to be used to provide funding for citizen reporting interface software and monthly service fees.
33. A Bill (#1466-18) sponsored by Councilmember Moore authorizing an amendment to the Fire Department budget in the General Fund and the acceptance of a grant from the Missouri Department of Public Safety, Missouri Region H Homeland Security Office in the amount of \$26,200.00 and authorizing the purchase of one utility terrain vehicle for the Fire Department.
34. A Bill (#1468-18) sponsored by Councilmember Novak authorizing execution of a Real Estate Purchase Agreement with Melinda G. Martin and Cheri Wardschenk, (Buyer), to sell real estate located at 2203 South Eleventh Street for the amount of \$36,100.00 and other good and valuable consideration.
35. A Bill (#1470-18) sponsored by Councilmember Kovac authorizing the issuance of Special Obligation Improvement Bonds (Parks System Project), Series 2022, in the aggregate principal amount of not to exceed \$6,750.000; prescribing the form and details of said bonds and the covenants and agreements to provide for the payment and security thereof; and authorizing certain actions and documents and prescribing other matters relating thereto.

REPORTS OF BOARDS & COMMISSIONS:

36. Filed 1/21/22: Minutes of the Senior Citizen Foundation, Inc. Board meeting held November 16, 2021, at 3:00 p.m., at the Joyce Raye Patterson 50+ Activity Center, 100 South 10th Street.
37. Filed 1/24/22: Minutes of the Museum Oversight Board meeting held January 21, 2022, at 9:33 a.m., at St. Joseph Museums, 3406 Frederick Avenue.
38. Filed 1/26/22: Minutes of the Library Board of Trustees meeting held January 19, 2022, at 6:30 p.m., at the East Hills Library, 502 N. Woodbine Road, via Zoom conferencing.
39. Filed 1/26/22: Minutes of the Library Board Personnel Committee meeting held January 19, 2022, at 7:30 p.m., at the East Hills Library, 502 N. Woodbine Road.
40. Filed 1/27/22: Minutes of the Zoning Board of Adjustment meeting held January 25, 2022, at 4:00 p.m., in the Council Chamber at City Hall.

REPORTS OF BOARDS & COMMISSIONS: (Cont'd)

41. Filed 1/27/22: Minutes of the Social Welfare Board meeting held November 16, 2021, at 8:00 a.m., at Rogers' Pharmacy, 3705 N. Belt Highway.
42. Filed 1/31/22: Minutes of the Planning Commission Work Session held January 27, 2022, at 4:00 p.m., in the 4th Floor Conference Room at City Hall.
43. Filed 1/31/22: Minutes of the Planning Commission meeting held January 27, 2022, at 5:30 p.m., in the Council Chamber at City Hall.
44. Filed 2/2/22: Minutes of the Landmark Commission meeting held January 4, 2022, at 5:30 p.m., in the Council Chamber at City Hall.

WORK SESSION MINUTES – CITY CLERK'S OFFICE:

45. Filed 1/26/22: Minutes of the Council Work Session held January 24, 2022, at 4:00 p.m., in the 4th Floor Conference Room at City Hall.

REPORTS & RECOMMENDATIONS OF THE CITY MANAGER:

46. Filed 1/28/22: Memorandum in re: Acting City Manager (January 31 through February 2).

DELEGATIONS, PETITIONS:

None.

COMMUNICATIONS:

47. Filed 1/19/22: Minutes of the Police Pension Board meeting held December 15, 2021, at 4:00 p.m., in the 1st Floor Conference Room at City Hall.
48. Filed 1/21/22: Email from Lauren Catron, 3403 Doniphan Avenue, in re: Resignation from the Planning Commission.
49. Filed 1/21/22: Email from Joshua Knight, 2602 Shadow Court, in re: Resignation from the Planning Commission.
50. Filed 1/24/22: Police Department 2021 Annual Crime Summary.
51. Filed 1/24/22: Encumbrances, \$5,000 - \$25,000 December 2021.
52. Filed 1/26/22: Minutes of the Mayor's Blue Ribbon Audit Advisory Committee meeting held January 26, 2022, at 12:30 p.m., in the 4th Floor Conference Room at City Hall.



COMMUNICATIONS: (Cont'd)

53. Filed 1/26/22: Memorandum from Laurie Tietjen, Finance Director, in re: December FY2022 Financial Report.
54. Filed 1/27/22: Minutes of the St. Joseph Museums Programming Committee meeting held January 4, 2022, at 1:30 p.m., at St. Joseph Museums, 3406 Frederick Avenue.
55. Filed 1/28/22: Minutes of the St. Joseph Museums Black Archives Museum Committee meeting held January 4, 2022, at 3:00 p.m., at St. Joseph Museums, 3406 Frederick Avenue.
56. Filed 1/28/22: Letter from Lisa Robertson, City Attorney, to Chelsea Howlett, Executive Director, Noyes Home for Children, in re: American Rescue Plan Act (ARPA) funding application for Ladies Union Benevolent Association/Noyes Home for Children.
57. Filed 1/31/22: Parks, Recreation & Civic Facilities Department Monthly Update, December 2021.
58. Filed 1/31/22: Minutes of the St. Joseph Museums Fundraising Committee meeting held January 13, 2022, at 4:10 p.m., at St. Joseph Museums, 3406 Frederick Avenue, via Zoom conferencing.
59. Filed 2/1/22: Municipal Division Summary Reporting Form, January 2022.
60. Filed 2/1/22: Commendations regarding Police Department staff.

OTHER BUSINESS:

61. City Manager's Report.

PUBLIC COMMENT:

ADJOURN:

Paula Heyde, CMC, City Clerk

It is the intention of the City of St. Joseph to comply in all aspects with the Americans with Disabilities Act (ADA). If you plan on attending a meeting to participate or to observe and need special assistance beyond what is routinely provided, the city will attempt to accommodate you in every reasonable manner. Please contact the ADA Coordinator, 816-271-5500, or TODD# 816-271-4898 at least two business days prior to the meeting to inform the City of your specific needs and to determine if accommodation is feasible.