



# NOTICE OF MEETING

## City Council

Regular Meeting – Monday, December 11, 2023 – 5:30 PM  
City Hall – 1100 Frederick Avenue

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### COUNCIL SEATING ARRANGEMENT

Bryan Carter  
City Manager

John Josendale  
Mayor

Paula Heyde  
City Clerk

#### COUNCILMEMBERS

Kenton Randolph (At Large)  
Jeff Schomburg (At Large)  
Randy Schultz (At Large)  
Andrew Trout (3rd District)

#### COUNCILMEMBERS

Taylor Crouse (2nd District)  
Madison Davis (1st District)  
Michael Grimm (4th District)  
Marty Novak (At Large)

### AGENDA

#### PLEDGE OF ALLEGIANCE:

#### ROLL CALL:

#### CALL TO ORDER:

#### MINUTES:

1. Approval of the minutes of the regular meeting held November 27, 2023, at 5:30 p.m. as transcribed by the City Clerk.

#### SPECIAL RECOGNITIONS:

2. None

#### ACCEPTANCE OF AGENDA:

3. Motion to accept the Agenda as published

#### PUBLIC HEARING:

4. **BILL # 647-22**  
AN ORDINANCE TO ISSUE A CONDITIONAL USE PERMIT FOR THE PROPERTY LOCATED AT 1222 N. 18TH STREET TO ALLOW FOR USE AS A DAY NURSERY AS REQUESTED BY JARED FISKE ON BEHALF OF CENTRAL ASSEMBLY OF GOD

## CONSENT AGENDA:

5. Motion to accept the Consent Agenda

## NOMINATIONS AND APPOINTMENTS:

6. Filed 11/28/23: Councilmember Andrew Trout nominates Michael (Mike) Cazel, 3010 N. 39th Terrace, to serve as a member of the Personnel Board for a term expiring on January 15, 2029; he is replacing Ed Wildberger, whose term expires January 15, 2024.
7. Filed 11/29/23: Councilmember Kenton Randolph nominates Branda Hoover, 2124 Marion St., Apt 1 East, to serve as a member of the Landmark Commission for a term expiring December 11, 2026; she is replacing Isobel McGowan whose term has expired.
8. Filed 11/29/23: Councilmember Madison Davis nominates Joseph Marmaud, 44 S. Carriage Drive, to serve as a member of the Museum Oversight Board with a term expiring January 1, 2027; he will be replacing Dr. Karen Hauser who term expires January 1, 2024.
9. Filed 12/4/23: Mayor John Josendale nominates Kristi Green, 3502 Harbor Pointe Drive, to serve as a member of the Planning Commission for a term set to expire December 11, 2028; she is replacing Donna Jean Boyer whose term has expired.

## BILLS FOR PASSAGE:

10. **BILL # 637-22**  
AN ORDINANCE AUTHORIZING AN AMENDMENT TO SECTION 21-53 TITLED "RESERVATION AND FEES—PARK AREAS AND SHELTERS" OF THE CODE OF ORDINANCES TO INCREASE FEES FOR ELECTRICITY USE AT THE CIVIC CENTER PARK, COLEMAN HAWKINS PARK AT FELIX STREET SQUARE, AND PATEE PARK.
11. **BILL # 638-22**  
AN ORDINANCE AMENDING SECTION 21-56 OF THE CODE OF ORDINANCES ENTITLED "FAIRVIEW GOLF COURSE" TO INCREASE SOME FEES AND MODIFY MEMBERSHIP FEE CATEGORIES AT FAIRVIEW GOLF COURSE.
12. **BILL # 639-22**  
AN ORDINANCE AUTHORIZING AN AMENDMENT TO SECTION 21-71 TITLED "CITY SOFTBALL FEES/HERITAGE PARK GATE FEES" OF THE CODE OF ORDINANCES TO PROVIDE FOR AN INCREASE IN THE FALL SOFTBALL LEAGUE FEE AND THE BAPTIST LEAGUE TEAM FEE AT HERITAGE PARK.
13. **BILL # 640-22**  
AN ORDINANCE AUTHORIZING AN AMENDMENT TO SECTION 21-72 TITLED "REMINGTON NATURE CENTER OF ST. JOSEPH" OF CHAPTER 21 "PARKS AND RECREATION" OF THE CODE OF ORDINANCES TO PROVIDE FOR AN INCREASE IN THE CONFERENCE ROOM RENTAL RATES AT THE REMINGTON NATURE CENTER.

14. **BILL # 641-22**  
AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE BUDGET TO TRANSFER THE AMOUNT OF \$37,691.00 FROM THE AMERICAN RESCUE PLAN ACT FUND TO THE GENERAL FUND FIRE DEPARTMENT AND THE PURCHASE OF A KNOX BOX SYSTEM FROM KNOX COMPANY IN THE AMOUNT OF \$37,691.00.
15. **BILL # 642-22**  
AN ORDINANCE ADOPTING THE ANNUAL REVISIONS TO THE CITY'S PERSONNEL MANUAL, WHICH SETS FORTH THE POLICIES AND PROCEDURES PERTAINING TO EMPLOYEES OF THE CITY OF ST. JOSEPH, MISSOURI.
16. **BILL # 643-22**  
AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE BUDGET TO TRANSFER \$195,360.00 FROM THE POLICE SALES TAX FUND TO THE GENERAL FUND, POLICE DEPARTMENT PROGRAM TO PROVIDE THE FUNDS NECESSARY TO IMPLEMENT THE ANNUAL POLICE DEPARTMENT PAY INCENTIVES AS SET OUT IN THE WORKING AGREEMENT WITH THE FRATERNAL ORDER OF POLICE, LODGE 3.
17. **BILL # 644-22**  
AN ORDINANCE AUTHORIZING EXECUTION OF A TRANSPORTATION ENHANCEMENTS FUNDS PROGRAM AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION (MHTC) TO PROVIDE FUNDING IN AN AMOUNT UP TO \$500,000.00 FOR THE COOK ROAD SAFE ROUTES TO SCHOOL SIDEWALK PROJECT.
18. **BILL # 645-22**  
AN ORDINANCE APPROVING A PLAN FOR AN INDUSTRIAL DEVELOPMENT PROJECT FOR HILLYARD INDUSTRIES, INC.; AUTHORIZING THE CITY OF ST. JOSEPH, MISSOURI, TO ISSUE ITS TAXABLE INDUSTRIAL DEVELOPMENT REVENUE BONDS (HILLYARD – REAL PROPERTY PROJECT), SERIES 2023, IN A PRINCIPAL AMOUNT NOT TO EXCEED \$27,600,000, AND ITS TAXABLE INDUSTRIAL DEVELOPMENT REVENUE BONDS (HILLYARD – PERSONAL PROPERTY PROJECT), SERIES 2023, IN A PRINCIPAL AMOUNT NOT TO EXCEED \$1,400,000 TO FINANCE THE COSTS OF SUCH PROJECT; AUTHORIZING AND APPROVING CERTAIN DOCUMENTS; AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION WITH THE ISSUANCE OF THE BONDS.
19. **BILL # 646-22**  
AN ORDINANCE TO VACATE APPROXIMATELY 300 FEET OF STREET RIGHT-OF-WAY AND APPROXIMATELY 300 FEET OF ALLEY RIGHT-OF-WAY BETWEEN BELDING STREET AND 315 HARRINGTON AVENUE AS REQUESTED BY JOSHUA AND CORISSA GISEBURT.

RESOLUTIONS FOR ADOPTION:

20. **BILL # 648-22**  
A RESOLUTION AUTHORIZING AN AGREEMENT FOR DESIGN/BUILD SERVICES FOR A SKATEBOARD/BIKE PARK AT MAPLE LEAF PARK WITH SPOHN RANCH, INC. AT A COST NOT TO EXCEED \$400,000.00.
21. **BILL # 649-22**  
A RESOLUTION AUTHORIZING AN AGREEMENT WITH RODERICK SIGN COMPANY TO REPAIR AND REFRESH THE MISSOURI THEATER MARQUEE USING PARKS SALES TAX FUNDS IN THE AMOUNT OF \$46,590.00.
22. **BILL # 650-22**  
A RESOLUTION NAMING JOSHUA BACHMAN AS A SUBSTITUTE JUDGE OF THE MUNICIPAL DIVISION OF THE BUCHANAN COUNTY CIRCUIT COURT.
23. **BILL # 651-22**  
A RESOLUTION ESTABLISHING INTENT TO DISTRIBUTE UP TO \$150,000.00 IN AMERICAN RESCUE PLAN ACT FUNDS TO ELIGIBLE NON-PROFIT ORGANIZATIONS AND ESTABLISHING PARAMETERS FOR SUCH DISTRIBUTION.
24. **BILL # 652-22**  
A RESOLUTION AUTHORIZING THE PURCHASE OF A 20 INCH ORBITAL AUTO SCRUBBER WITH PADS FROM CLAYTON PAPER & DISTRIBUTION FOR THE BODE SPORTS COMPLEX IN THE AMOUNT OF \$9,300.00.
25. **BILL # 653-22**  
A RESOLUTION AUTHORIZING THE EXECUTION OF A LUMP SUM CONTRACT WITH LEGACY UNDERGROUND CONSTRUCTION, INC. FOR REPAIR OF THE STORM INLET AT FAIRVIEW GOLF COURSE IN THE TOTAL AMOUNT NOT TO EXCEED \$99,797.00.
26. **BILL # 654-22**  
A RESOLUTION OF INTENT EXPRESSING THE CITY COUNCIL'S SUPPORT OF THE DESIGN CRITERIA AND CONCEPTS PLAN DEVELOPED BY CRITERIA CONSULTANT AND WEST 8 FOR THE POINT OF DEPARTURE DESIGN-BUILD PHASE OF THE KRUG PARK RENOVATION, AS PRESENTED AT A WORK SESSION ON NOVEMBER 28, 2023,
27. **BILL # 655-22**  
A RESOLUTION AUTHORIZING A PARTNERSHIP AGREEMENT FOR ECONOMIC DEVELOPMENT WITH DREW FISHER COUNSELING SERVICES TO PROVIDE FUNDING IN THE AMOUNT OF \$20,000.00 FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM TO PURCHASE EQUIPMENT AND HIRE TWO EMPLOYEES TO EXPAND THE BUSINESS.

28. **BILL # 656-22**  
A RESOLUTION AUTHORIZING RENEWAL OF LIABILITY INSURANCE POLICIES WITH THE MISSOURI PUBLIC ENTITY RISK MANAGEMENT FUND FOR A ONE-YEAR TERM IN AN APPROXIMATE AMOUNT OF \$1,038,164 AND RENEWING CYBER LIABILITY WITH HOUSTON CASUALTY COMPANY FOR A ONE-YEAR TERM IN AN APPROXIMATE AMOUNT OF \$55,347.60.
29. **BILL # 657-22**  
A RESOLUTION AUTHORIZING PLACEMENT OF THE PROPERTY, EQUIPMENT, ELECTRONIC DATA PROCESSING AND FINE ARTS INSURANCE COVERAGE WITH ALLIANT/APIP FOR THE SIX MONTH PERIOD OF JANUARY 1, 2024 THROUGH JUNE 30, 2024 IN AN AMOUNT NOT TO EXCEED \$813,000 AND THE RENEWAL OF THE POLICY FOR A TWELVE-MONTH TERM EFFECTIVE JULY 1, 2024.
30. **BILL # 658-22**  
A RESOLUTION AUTHORIZING EXECUTION OF A MEMORANDUM OF UNDERSTANDING WITH BUCHANAN COUNTY, MISSOURI, TO IDENTIFY THE PROCESS FOR WHICH OPIOID SETTLEMENT FUNDS WILL BE DISTRIBUTED FOR THE BENEFIT OF THE COMMUNITY.

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

NOMINATIONS AND APPOINTMENTS:

31. None.

BILLS FOR PASSAGE:

32. **BILL # 612-22**  
AN ORDINANCE AUTHORIZING THE EXECUTION OF A MISSOURI HIGHWAY AND TRANSPORTATION COMMISSION (MHTC) MUNICIPAL AND COST APPORTIONMENT AGREEMENT TO FUND AESTHETICS IMPROVEMENTS TO THE COOK ROAD BRIDGE AND AN AMENDMENT TO THE GENERAL FUND COMMUNICATIONS AND COMMUNITY ENGAGEMENT PROGRAM BUDGET ALL IN AN AMOUNT NOT TO EXCEED \$34,900.00.
33. **BILL # 619-22**  
AN ORDINANCE APPROVING A PETITION FOR AND ESTABLISHING THE SHOPPES AT NORTH VILLAGE COMMUNITY IMPROVEMENT DISTRICT (CID).

EMERGENCY BILLS FOR PASSAGE:

34. **BILL # 659-22**  
AN EMERGENCY ORDINANCE AUTHORIZING AN AMENDMENT TO THE BUDGET TO TRANSFER THE AMOUNT OF \$1,091,361.00 FROM THE AMERICAN RESCUE PLAN ACT FUND TO THE GENERAL FUND FIRE DEPARTMENT AND AUTHORIZING THE PURCHASE OF ONE PUMPER/AERIAL TRUCK FROM HEIMAN FIRE EQUIPMENT FOR THE AMOUNT OF \$1,091,361.00.

RESOLUTIONS FOR ADOPTION:

35. None.

BILLS FOR FIRST READING:

36. **BILL # 660-22**  
AN ORDINANCE AUTHORIZING THE EXECUTION OF A MASTER AGREEMENT FOR ON-CALL PLUMBING SERVICES WITH IHP INDUSTRIAL, INC.
37. **BILL # 661-22**  
AN ORDINANCE AUTHORIZING THE EXECUTION OF MASTER AGREEMENTS FOR ON-CALL ARCHITECTURAL SERVICES WITH ELLISON-AUXIER ARCHITECTS, INC., GOLDBERG GROUP ARCHITECTS, LLC, AND SMART ARCHITECT & DESIGN.
38. **BILL # 662-22**  
AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE BUDGET TO TRANSFER THE AMOUNT OF \$25,000.00 FROM THE AMERICAN RESCUE PLAN ACT (ARPA) FUND TO THE GENERAL FUND, CIVIC ARENA PROGRAM TO BE USED FOR THE PURCHASE OF TWO (2) NEW SPALDING FREESTANDING VOLLEYBALL SYSTEMS FROM GOPHER SPORT.
39. **BILL # 663-22**  
AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE BUDGET TO TRANSFER THE AMOUNT OF \$196,265.00 FROM THE AMERICAN RESCUE PLAN ACT (ARPA) FUND TO THE GENERAL FUND, CIVIC ARENA PROGRAM TO BE USED FOR THE PURCHASE AND INSTALLATION OF A NEW PORTABLE STAGE FROM SICO AMERICA INC.
40. **BILL # 664-22**  
AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE GENERAL FUND OPIOID SETTLEMENT PROGRAM BUDGET TO RECOGNIZE OPIOID SETTLEMENT FUNDS TO BE RECEIVED IN FY24 IN THE AMOUNT OF \$92,041.00 AND TO ROLL FORWARD AVAILABLE FUND BALANCE IN THE AMOUNT OF \$12,959.00 FOR A TOTAL ALLOCATION OF \$105,000.00 IN OPIOID SETTLEMENT FUNDS

#### REPORTS OF BOARDS & COMMISSIONS:

41. Filed 11/27/23: Minutes of St. Joseph Library Board of Trustees meeting held November 16, 2023 at 6:00 p.m., at Carnegie Library, 316 Massachusetts Street.
42. Filed 11/27/23: Minutes of the Downtown Review Board meeting held November 1, 2023, at 5:30 p.m., in the Council Chamber at City Hall.
43. Filed 11/30/23: Minutes of the St. Joseph Regional Port Authority meeting held September 11, 2023 at 4:00 p.m., at the St. Joseph Chamber of Commerce, 3003 Frederick Avenue.
44. Filed 12/4/23: Minutes of the Senior Citizen Foundation, Inc. Board meeting held on October 17, 2023, at 3:00 p.m., at the Joyce Raye Patterson 50+ Activity Center, 100 S. 10th Street.

#### WORK SESSION MINUTES - CITY CLERK'S OFFICE:

45. Filed 11/30/23: Minutes of the Council Work Session held November 27, 2023, at 4:00 p.m. in the 4th Floor Conference Room at City Hall.

#### REPORTS & RECOMMENDATIONS OF THE CITY MANAGER:

46. Filed 11/21/23: Memorandum in re: Acting City Manager--November 22-25, 2023.
47. Filed 12/4/23: Memorandum in re: Revised Property Maintenance Job Description.

#### DELEGATIONS, PETITIONS:

48. None.

#### COMMUNICATIONS:

49. Filed 11/27/23: Memorandum from Terri Craig, Police Records Division, in re: Disposition List.
50. Filed 11/30/23: Minutes of the St. Joseph Area Transportation Study Joint Technical and Coordinating Committee meeting held October 19, 2023 at 12:00 p.m., in the Conference Room at the Remington Nature Center, 1502 MacArthur Drive.
51. Filed 12/4/23: Missouri Gaming Commission State/Local Allocation of Gaming Revenues Report, October 2023.
52. Filed 12/4/23: Memorandum from Chris Clark, Co-President Ashland Avenue Neighborhood Association, in re: Ashland Avenue Traffic Mitigation on Halloween.

53. Filed 12/4/23: Minutes of the St. Joseph Museums Black Archives Museum Committee meeting held November 14, 2023 at 3:00 p.m., at St. Joseph Museums, 3406 Frederick Avenue.
54. Filed 12/4/23: Health Department monthly report, October 2023.
55. Filed 12/4/23: Engineering Project Updates, November 30, 2023.

OTHER BUSINESS:

56. 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.