



**City of Mexico, Missouri  
City Council Meeting Agenda  
City Hall ▪ 300 N. Coal Street  
Mexico, Missouri 65265**

**April 13, 2020  
6:00 p.m.**

**REGULAR SESSION**

**NOTICE**

**Due to COVID – 19, the City of Mexico will not be allowing the public to be physically present during this meeting.**

**The City of Mexico invites you to attend virtually by viewing the meeting live on Facebook Live (City of Mexico – City Hall). The meeting can also be viewed by tape delay on the City’s website at [www.mexicomissouri.org](http://www.mexicomissouri.org), the day following the meeting.**

**The City apologizes for any inconvenience the meeting format change may pose to individuals but it is extremely important that extra measures be taken to protect residents, employees, and elected officials during these challenging times.**

**1. Call to Order**

**2. Roll Call**

**3. Approval of Minutes**

A. March 23, 2020 – Regular Session

**4. Ordinance (Two Readings By Title Only and Passage)**

A. Bill No. 2020 – 19. An Ordinance Authorizing the City Manager to Execute a State Block Grant Agreement with the Missouri Department of Transportation Commission to Replace Edge Lighting on Runway 18/36. Two Readings By Title Only and Passage.

**5. Other Business**

A. Staff Report – Independent Audit Services One Year Extension

B. Claims

**6. Comments**

A. Council

**7. Adjournment into Executive Session pursuant to the Revised Statutes of Missouri § 610.021 (1) litigation matters**

**8. Adjournment**

**CITY OF MEXICO, MISSOURI  
CITY COUNCIL WORK/REGULAR MEETING MINUTES  
MARCH 23, 2020**

The Council of the City of Mexico, Missouri met in work session on March 23, 2020 at 6:00 p.m., with the Regular Session immediately following, in the Council Chambers of City Hall, with the following members present: Mayor Dr. Ayanna Shivers; Council Member Steve Nichols; Council Member Chris Miller; Council Member Vicki Briggs. Also present were Bruce Slagle, City Manager; Roger Haynes, Deputy City Manager; Kensey Russell, Public Works Director; Rita Jackson, Community Development Director; Chief Susan Rockett, Public Safety Department; Patrick Shaw, IT Specialist; Marcy LeCount, City Clerk; as well as members of the media and interested citizens. Absent, Chairman Pro Tem Chris Williams.

Due to COVID – 19 Pandemic, the Council Meeting was also live streamed on the City’s Facebook account City of Mexico – City Hall.

The Regular Session Meeting was called to order with Mayor Shivers presiding.

**APPROVAL OF MINUTES – MARCH 9, 2020 – REGULAR SESSION MEETING**

Council Member Miller moved for approval of the March 9, 2020 Regular Session minutes as presented. Council Member Nichols seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams. The Minutes were approved as presented.

**PUBLIC HEARING**

***To Rezone 814 E Promenade In the City of Mexico, County of Audrain and State of Missouri and Amending the District Map Referred to In Section 42-205 of the Code of the City of Mexico, Missouri (Zoning) from R-3A, Multiple Family District to C-2, General Commercial District***

Council Member Briggs moved to open the Public Hearing. Council Member Miller seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams.

City Manager Slagle called upon Director Jackson to present the report.

This Public Hearing concerns a request from Dustin and Jennifer Pascoe to rezone their property located at 814 E. Promenade from R-3A, Multiple Family District to C-2, General Commercial District. Dustin and Jennifer Pascoe have entered into a contract with Nilrock Properties LLC for the purchase of the real estate and building. Currently, Nilrock Properties LLC has a strip mall/office building under construction at 714 E. Liberty. The rezoned use of the property would be for employee parking and to utilize the building (20' x 20') for storage. The sale is contingent on this rezoning. Notices were sent to 23 surrounding property owners within 300' of the requested rezoning. City Staff received no written or verbal communication regarding the rezoning request.

At the March 11, 2020 Planning and Zoning meeting, the Commission made a motion to recommend to City Council to grant approval of the requested rezoning. Director Jackson recommended Council proceed with the advertised Public Hearing.

Director Jackson indicated that Corey Sprock was present to answer any questions about the rezoning. Sprock is purchasing the property from Pascoe and Pascoe has given Sprock appointment to represent them on the rezoning.

Public Comments

None

Council Member Briggs moved to close the Public Hearing. Council Member Nichols seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams.

**NEW BUSINESS – ORDINANCES**

**Bill No. 2020 – 15. An Ordinance Rezoning 814 East Promenade In the City of Mexico, County of Audrain and State of Missouri and Amending the District Map Referred to In Section 42-205 of the Code of the City of Mexico, Missouri (Zoning) to C-2, General Commercial District.**

Mayor Shivers called upon City Manager Slagle to present the report.

Bill No. 2020 – 15 concerns a request from Dustin and Jennifer Pascoe to rezone their property at 814 East Promenade from R-3A, Multiple Dwelling District to C-2, General Commercial District. Rezoning of this property was discussed in the previously held Public Hearing. City Manager Slagle recommended Council proceed with the two readings by title only and passage of Bill No. 2020 – 15, which had been posted the required length of time.

Council Member Briggs moved for first reading by title only of Bill No. 2020 – 15. Council Member Nichols seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams. First Reading consideration was given to Bill No. 2020 – 15 by Council Member Briggs.

Council Member Briggs moved for second reading by title only of Bill No. 2020 – 15. Council Member Nichols seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams. Second Reading consideration was given to Bill No. 2020 – 15 by Council Member Briggs.

Council Member Briggs moved for passage of Bill No. 2020 – 15. Council Member Nichols seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams. Bill No. 2020 – 15 was passed as Ordinance 4436.

**NEW BUSINESS – RESOLUTIONS**

**Bill No. 2020 – 16. A Resolution Authorizing the City Manager to Sign Contract Documents with SMICO Contracting Group LLC for WAS/RAS Pump Replacement Phase II.**

City Manager Slagle called upon Director Russell to present the report.

Advertisements for bid were placed on Contractors List, Bid Express, the City’s website and in the *Mexico Ledger*. Bids were accepted until March 3, 2020 with five (5) bids received. The WAS/RAS pump replacement Phase II was budgeted in the 2019 – 2020 annual budget for \$90,000. To date \$37,066 has been spent to purchase two (2) pumps, leaving a balance of \$52,934.00 available for the installation of the pumps. Two (2) of the pumps were replaced in Phase I and two pumps will need to be replaced in Phase II.

<i>Contractor</i>	<i>Bid Amount</i>	<i>Alternate Amount</i>	<i>Total</i>
Heggemann LLC Warrenton, Missouri	\$92,783	\$19,562	\$112,345
Huey Construction LLC Fulton, Missouri	\$47,055	\$16,691	\$63,746
Martin General Contractors Eolia, Missouri	\$99,990	\$18,000	\$117,990
Plan B Development Mexico, Missouri	\$63,000	\$23,000	\$86,000
<b>Smico Contracting Group LLC Odessa, Missouri</b>	<b>\$33,690</b>	<b>\$16,862</b>	<b>\$ 50,552</b>

SMICO Contracting Group LLC was the best and low bid. Director Russell recommended Council proceed with reading by title only and passage of Bill No. 2020 – 16.

Council Member Nichols moved for reading by title only of Bill No. 2020 – 16. Council Member Miller seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams. Reading consideration was given to Bill No. 2020 – 16 by Council Member Nichols.

Council Member Nichols moved for passage of Bill No. 2020 – 16. Council Member Miller seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams. Bill No. 2020 – 16 was passed as Resolution No. 3965.

**Bill No. 2020 – 17. A Resolution Authorizing the City Manager to Enter into A Contract with Insituform Technologies, LLC for the 2020 CIPP Project.**

City Manager Slagle called upon Director Russell to present the report.

The 2020 Cast in Place Pipe (CIPP) project was advertised on the Contractors List, Bid Express, City’s website and *Mexico Ledger* on February 19, 2020 with bids received March 12, 2020. Staff received bids from three (3) contractors with Insituform Technologies, LLC of Chesterfield, Missouri submitting the lowest bid. Insituform Technologies has completed previous CIPP work for the City satisfactorily.

<b>Contractor</b>	<b>Bid Price</b>
All Clear Pumping and Sewer Jefferson City, Missouri	\$385,113.50
<b>Insituform Technologies, LLC Chesterfield, Missouri</b>	<b>\$204,763.96</b>
SAK Construction, LLC O’Fallon, Missouri	\$227,770.00

The 2019 – 2020 budget allows \$300,000 for slip lining, manhole lining, and collection system improvements. Director Russell recommended Council proceed with reading by title only and passage of Bill No. 2020 – 17.

Council Member Miller moved for reading by title only of Bill No. 2020 – 17. Council Member Nichols seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams. Reading consideration was given to Bill No. 2020 – 17 by Council Member Miller.

Council Member Miller moved for passage of Bill No. 2020 – 17. Council Member Nichols seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams. Bill No. 2020 – 17 was passed as Resolution No. 3966.

**Bill No. 2020 – 18. A Resolution Authorizing the City Manager to Execute Agreements with Various Organizations for Requested Funding from the Mexico Tourism Tax.**

City Manager Slagle called upon Deputy City Manager Haynes to present the report.

The City of Mexico currently has a tourism tax that is collected by the hotels/motels within the city limits. The attached Resolution authorizes the City Manager to execute agreements with various organizations to receive tourism funding for its advertising campaign. The Mexico Tourism Commission reviewed applications for tourism funding and recommends to City Council the distribution of funds as follows:

<b>Organization</b>	<b>Festival</b>	<b>Purpose</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>
Miss Missouri Organization	Miss Missouri 2020	Advertising	\$10,000	\$ 8,000
Simmons Stable Preservation Fund	2020 Saddlebred Hall of Fame Induction	Advertising	\$ 930	\$ 600
Columbia Missourian	2020 Tourism Guide	Advertising	\$ 695	\$ 695

Deputy City Manager Haynes recommended Council concur with the Mexico Tourism Commission’s recommendation and proceed with reading by title only and passage of Bill No. 2020 – 18.

Council Member Briggs moved for reading by title only of Bill No. 2020 – 18. Council Member Miller seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams. Reading consideration was given to Bill No. 2020 – 18 by Council Member Briggs.

Council Member Briggs moved for passage of Bill No. 2020 – 18. Council Member Miller seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams. Bill No. 2020 – 18 was passed as Resolution No. 3967.

**OTHER BUSINESS**

***Claims***

The list of claims was presented for approval.

Council Member Nichols moved for approval of the list of claims as presented. Council Member Miller seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams.

The list of claims was approved.

**COUNCIL COMMENTS**

Council Member Briggs commented on following the guidelines put in place by the Health Department regarding the COVID – 19 Pandemic.

Council Member Nichols commented on washing hands regarding the COVID – 19 Pandemic.

Council Member Miller commented on practicing 6’ social distancing regarding the COVID – 19 Pandemic.

City Manager Slagle commented on the COVID – 19 Pandemic and growing concerns on the City’s response. City Manager Slagle commented on restrictions that have been put in place by the Public Health Department and the City’s plans to move forward for the safety of City Staff and citizens.

Mayor Shivers commented on the COVID – 19 Pandemic and to be mindful of those on the frontlines serving communities.

**PUBLIC COMMENTS**

None

**ADJOURNMENT INTO EXECUTIVE SESSION PURSUANT TO THE REVISED STATUTES OF MISSOURI §610.021 (1)**

**LITIGATION MATTERS**

Council Member Miller moved to adjourn the meeting. The motion was seconded by Council Member Briggs. The Chair called for a vote and motion carried with the vote as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams.

**RETURN TO OPEN SESSION**

No Discussion

**ADJOURNMENT**

Council Member Miller moved to adjourn the meeting. The motion was seconded by Council Member Nichols. The Chair called for a vote and motion carried with the vote as follows: Ayes, Miller, Nichols, Briggs, Shivers. Nays, none. Absent, Williams. The City Council Regular Session Meeting was adjourned.

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CITY CLERK

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MAYOR

APPROVED BY COUNCIL APRIL 13, 2020

**CITY OF MEXICO, MISSOURI**  
**OFFICE OF ASSISTANT CITY MANAGER/ECONOMIC DEVELOPMENT**

Agenda: April 13, 2020

Members of City Council  
City of Mexico, Missouri

RE: An Ordinance Authorizing the City Manager to Execute a State Block Grant Agreement with the Missouri Department of Transportation Commission to Replace Edge Lighting on Runway 18/36

Dear City Council Members:

The attached Ordinance authorizes the City Manager to execute a State Block Grant Agreement with the Missouri Department of Transportation (MoDOT) to replace edge lighting on Runway 18/36.

Crawford, Murphy & Tilly, Inc. was approved by City Council at the February 10, 2020 meeting to provide professional services for the project.

MoDOT is allocating \$22,500 to the City of Mexico from federal entitlement funds for the project. The amount of the grant will be \$22,500 (90%) and the initial amount of local matching funds provided by the City is not to exceed \$2,500 (10%), which is included in the current budget.

Staff recommends that Council proceed with two readings by title only and passage of the attached Ordinance. The Ordinance has been posted the required length of time.

Respectfully submitted,

Russell Runge  
Assistant City Manager/Economic Development

RR  
Attachments

Reviewed by: Bruce R. Slagle, City Manager

**AN ORDINANCE AUTHORIZING THE CITY MANAGER TO EXECUTE A STATE BLOCK GRANT AGREEMENT WITH THE MISSOURI DEPARTMENT OF TRANSPORTATION COMMISSION TO REPLACE EDGE LIGHTING ON RUNWAY 18/36**

WHEREAS, the City of Mexico, Missouri recognizes the need for edge lighting replacement on Runway 18/36 at the Mexico Memorial Airport; and

WHEREAS, certain professional services are necessary to plan those improvements; and

WHEREAS, an Ordinance to authorize the City Manager to execute a State Block Grant Agreement with the Missouri Department of Transportation Commission providing \$22,500 from federal entitlement funds is necessary.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEXICO, MISSOURI, AS FOLLOWS:

- Section 1. The City Manager is hereby authorized to execute on behalf of the City of Mexico, a State Block Grant Agreement with the Missouri Department of Transportation Commission providing \$22,500 for costs associated with the edge lighting replacement on Runway 18/36 at the Mexico Memorial Airport.
- Section 2. All Ordinances or parts of Ordinances, which are in conflict, are hereby appealed.
- Section 3. This Ordinance shall be in full force and effect from and after the time of its passage.

PASSED THIS 13TH DAY OF APRIL 2020

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MAYOR

ATTEST:

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CITY CLERK

CITY OF MEXICO, MISSOURI  
OFFICE OF DEPUTY CITY MANAGER/ADMINISTRATIVE SERVICES

Agenda: April 13, 2020

Members of City Council  
City of Mexico, Missouri

RE: Staff Report – Independent Audit Services, One Year Extension

Dear City Council Members:

A staff report was presented City Council to review Requests for Proposals related to auditing services on May 9, 2016. Staff recommended the services of Williams-Keepers, LLC firm to perform the City's annual audit, Major Program Audits under the Single Audit Act A-133 and provide assistance in preparation of the Comprehensive Annual Financial Report.

Council approved the recommendation for Williams-Keepers, LLC to provide auditing services for a four-year period beginning September, 30, 2016 and ending September 30, 2019.

Given the current unusual nature of additional tasks arising during the present fiscal year due to COVID-19, Staff reached out to Williams-Keepers, LLC to consider a one-year extension. The extension would include professional services in performing an independent audit for fiscal year ending September 30, 2020.

Williams-Keepers, LLC has extended an offer to complete the 2020 fiscal year end audit under the same terms as in 2019 with fees being held at \$32,650 for the financial statement audit and \$3,000 for a Single Audit should it be required.

Given acceptance of the extension, Staff will plan to send out in calendar year 2021, a Request for Proposals to audit firms that provide governmental audit services covering fiscal years ending 2021 through 2025.

Staff recommends to Council to accept Williams Keepers, LLC's proposal for the auditing services extension covering fiscal year ending September 30, 2020.

Respectfully submitted,

Roger D. Haynes  
Deputy City Manager

Reviewed by: Bruce R. Slagle, City Manager