



AGENDA  
MEXICO CITY COUNCIL WORK SESSION  
CITY HALL – 300 N. COAL  
MAY 23, 2016  
6:00 P.M.

1. Call to Order
2. Roll Call
3. Council Discussion
  - A. Emerald Ash Borer Update  
Ann Koenig, Missouri Department of Conservation
  - B. Parks & Recreation Department Update  
Chad Shoemaker, Director
4. Other Business
  - A. Consideration of Future Discussion Items
  - B. Project Updates
5. Adjournment

BY ORDER OF THE MAYOR

Greg Miller

MAYOR

RECEIVED NOTICE:

RONALD LOESCH

STEVE NICHOLS

CHRIS WILLIAMS

GREG MILLER

CHRIS MILLER

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



**May 23, 2016  
7:00 p.m.**

**1. Call to Order**

**2. Roll Call**

**3. Approval of Minutes**

A. May 9, 2016 – Regular Session

**4. New Business – Resolutions (Reading and Passage)**

A. Bill No. 2016 – 39. A Resolution Authorizing the City Manager to Sign Contract Documents with Donaldson Excavating LLC for the 2016 Green Estate Park Culvert & Drainage Improvements. Reading and Passage.

B. Bill No. 2016 – 40. A Resolution Authorizing the City Manager to Execute An Agreement with the Mexico Jaycees for Requested Funding from the Mexico Tourism Tax. Reading and Passage.

**5. New Business – Ordinance (Two Readings By Title Only and Passage)**

A. Bill No. 2016 – 41. An Ordinance Amending the Code of the City of Mexico, Missouri, Chapter 7, Motor Vehicles and Traffic, Article X, Schedules. Two Readings By Title Only and Passage.

**6. Other Business**

A. Appointments to the Zoning Board of Adjustment

B. Claims

**7. Comments**

A. Council

B. Public (*Please state name and address for the record and keep comments to a maximum of three minutes*).

**8. Adjournment**



*Scan QR Code for E-Packet*

**CITY OF MEXICO, MISSOURI  
CITY COUNCIL MEETING MINUTES  
MAY 9, 2016**

The Council of the City of Mexico, Missouri met in regular session on May 9, 2016 at 7:00 p.m. in the Council Chambers of City Hall, with the following members present: Mayor Greg Miller; Chairman Pro Tem Chris Williams; Councilman Ron Loesch. Also present were Bruce R. Slagle, City Manager; Roger Haynes, Deputy City Manager; Russell Runge, Assistant City Manager/Economic Development; Rita Jackson, Community Development Director; Chief Susan Rockett, Public Safety Department; Chad Shoemaker, Parks & Recreation Director; Kensey Russell, Public Works Director/City Engineer, Patrick Shaw, IT Specialist; Drew Williford, City Civil Engineer; Marcy LeCount, City Clerk; as well as members of the media and interested citizens. Not attending, Councilman Steve Nichols; Councilman Chris Miller.

The Meeting was called to order with Mayor Miller presiding.

**APPROVAL OF MINUTES – APRIL 25, 2016 – WORK SESSION**

Chairman Pro Tem Williams moved for approval of the April 25, 2016 work session minutes as presented. Councilman Loesch seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. The Minutes were approved as presented.

**APPROVAL OF MINUTES – APRIL 25, 2016 – REGULAR SESSION**

Chairman Pro Tem Williams moved for approval of the April 25, 2016 regular session minutes as presented. Councilman Loesch seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. The Minutes were approved as presented.

**RESOLUTIONS (READING AND PASSAGE)**

***Bill No. 2016 – 35. A Resolution Authorizing the City Manager to Sign An Audit Engagement Document with Williams-Keepers L.L.C.***

City Manager Slagle provided a brief overview and called upon Deputy City Manager Haynes to provide the report.

Deputy City Manager Haynes stated that Bill No. 2016 – 35 would authorize the City Manager to sign an Audit Engagement Document with Williams-Keepers L.L.C. of Columbia, Missouri for the City's annual audit and assistance in the development of the Comprehensive Annual Financial Report. Request for proposals was advertised in the *Mexico Ledger* on March 10, 2016 and forwarded to several accounting firms that are known to provide governmental accounting services. The RFP outlined the City's intent to secure a professional auditing firm for the purposes of performing the City's annual audit, Major Program Audits under the Single Audit Act A-133, and assistance in preparation of the Comprehensive Annual Financial Report for a four year period beginning September, 30, 2016. RFP responses were due on April 20, 2016. Five responses were received from the following firms: Cochran Head Vick & Co., P.C. of Mexico, Missouri, Parent location: Kansas City, Missouri; KPM CPAs and Advisors of Springfield, Missouri; Dana F. Cole & Company, LLP, of Overland Park, Kansas; Williams Keepers, LLC of Columbia, Missouri; and Hoschild, Bloom & Company, LLP of Chesterfield, Missouri. Deputy City Manager Haynes stated that the RFP responses were reviewed for several factors including but not limited to governmental auditing experience (including Comprehensive Annual Financial Reporting), audit approach, staffing, relevant references, training, structural and visual appeal of final product, and proposed fees. A summary of factors considered was prepared and presented to the Council to view the approach taken to select the auditing firm which best meets the City's requirements for an annual independent audit and professionally structured CAFR that matches up with the high standards intended.

With all RFP factors considered, references checked, and sample Basic Financial Statement/ CAFR products reviewed, Staff believes the best proposal to be submitted by Williams Keepers, LLC of Columbia, Missouri. Deputy City Manager Haynes recommended Council proceed with reading and passage of Bill No. 2016 – 35.

Deputy City Manager Haynes also indicated that Steve Smith, partner with Williams Keepers and Amanda Schultz, last year's City's assigned auditor in charge were also attending the meeting and would be available to address any questions.

Council Members held discussion regarding qualifications of proposals received and proposal amounts.

Councilman Loesch moved for reading of Bill No. 2016 – 35. Chairman Pro Tem Williams seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. Bill No. 2016 – 35 was read in its entirety by Councilman Loesch.

Councilman Loesch moved for passage of Bill No. 2016 – 35. Mayor 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, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. Bill No. 2016 – 35 was passed as Resolution No. 3773.

***Bill No. 2016 – 36. A Resolution Approving the Issuance of Bonds of the Industrial Development Authority of Mexico, Missouri.***

City Manager Slagle called upon Assistant City Manager Runge to provide the report.

Assistant City Manager Runge stated that Bill No. 2016 – 36 approves the issuance of bonds of the Industrial Development Authority of Mexico, Missouri. Pursuant to the authority of the Industrial Development Corporations Act, Chapter 349 of the Revised Statutes of Missouri, as amended, the Industrial Development Authority of Mexico, Missouri proposes the approval of a project for East Central Missouri Behavioral Health Services, Inc., a Missouri nonprofit corporation, consisting of financing, refinancing and reimbursing the costs of certain health care facilities, equipment and furnishings, including the construction of the Community Health Facility at 240 Kelley Parkway and the Hope Center at 1030 West Teal Lake Road, both in Mexico, Missouri. The Authority proposes to issue revenue bonds in the principal amount of not to exceed \$6,600,000. Section 147(f) of the Internal Revenue Code of 1986, as amended, provides that certain private activity bonds may be issued following a public hearing and approval by the governmental unit on behalf of which the bonds are being issued, in this instance the City Council of Mexico, Missouri. A public notice was published in *The Mexico Ledger* on April 18, 2016 and a public hearing was held by the IDA with respect to the Project on May 3, 2016 at 300 North Coal Street in the City. The East Central Missouri Behavioral Health Services, Inc. is requesting that City Council approve the issuance of the revenue bonds to finance and refinance the Project. The issuance of the revenue bonds will promote the economic welfare and the development of the City. Assistant City Manager Runge recommended Council proceed with reading and passage of Bill No. 2016 - 36.

Councilman Loesch moved for reading of Bill No. 2016 – 36. Chairman Pro Tem Williams seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. Bill No. 2016 – 36 was read in its entirety by Chairman Pro Tem Williams.

Chairman Pro Tem Williams moved for passage of Bill No. 2016 – 36. Councilman Loesch seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. Bill No. 2016 – 36 was passed as Resolution No. 3774.

**Bill No. 2016 – 37. A Resolution Authorizing the City Manager to Sign Change Order No. 1 with Missouri Petroleum Products Company for the 2016 Micro Seal Project.**  
City Manager Slagle called upon Director Russell to provide the report.

Director Russell stated that City Council approved the 2016 micro seal project bid to Missouri Petroleum Productions Company on March 28, 2016. Due to the savings with low bids the projects this year Staff was able to add streets to the project. The streets being added are: Sunset, from the city limits north to Lake Road; Meadowlake, from Lake Road north to cul-de-sac; and Greenridge, from Meadowlake west to cul-de-sac. The contract price prior to Change Order No. 1 was \$142,748.32 and this change order will add \$20,314.49 for a total of \$163,062.81. Director Russell recommended Council proceed with reading and passage of Bill No. 2016 – 37.

Councilman Loesch moved for reading of Bill No. 2016 – 37. Chairman Pro Tem Williams seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. Bill No. 2016 – 37 was read in its entirety by Councilman Loesch.

Councilman Loesch moved for passage of Bill No. 2016 – 37. Chairman Pro Tem Williams seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. Bill No. 2016 – 37 was passed as Resolution No. 3775.

**ORDINANCE (Two Readings By Title Only and Passage)**

**Bill No. 2016 – 38. An Ordinance Authorizing the City Manager to Execute a State Block Grant Agreement with the Missouri Department of Transportation for Non-Primary Entitlement Program Funds for the Mexico Memorial Airport Apron Expansion Improvements and update of Exhibit “A” Property Map.**

City Manager Slagle called upon Assistant City Manager Runge to provide the report.

Assistant City Manager Runge stated that Bill No. 2016 – 38 authorizes the City Manager to execute a State Block Grant Agreement with the Missouri Department of Transportation (MoDOT) for the Mexico Memorial Airport apron expansion improvements and the update of Exhibit “A” property map. Crawford, Murphy & Tilly, Inc. was retained by the City of Mexico in March 14, 2016 to provide professional services for the apron expansion improvements and the update of Exhibit “A” property map. Assistant City Manager Runge stated that MoDOT is allocating \$76,000 to the City of Mexico from federal non-primary entitlement funds for the project. The amount of the grant will be \$68,400 (90%) and the initial amount of local matching funds provided by the City is not to exceed \$7,600 (10%), which is included in the current budget. Assistant City Manager Runge recommended Council proceed with two readings by title only and passage of Bill No. 2016 – 38, which had been posted the required length of time.

Chairman Pro Tem Williams inquired as to the use of the airport and its expansion. Assistant City Manager Runge provided an overview of the use of the airport and the proposed improvements.

Chairman Pro Tem Williams moved for first reading by title only of Bill No. 2016 – 38. Councilman Loesch seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. First reading by title only was given to Bill No. 2016 – 38 by Chairman Pro Tem Williams.

Chairman Pro Tem Williams moved for second reading by title only of Bill No. 2016 – 38. Councilman Loesch seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. Second reading by title only was given to Bill No. 2016 – 38 by Chairman Pro Tem Williams.

Chairman Pro Tem Williams moved for passage of Bill No. 2016 – 38. Councilman Loesch seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. Bill No. 2016 – 38 was passed as Ordinance No. 4349.

**OTHER BUSINESS**

***Claims***

The list of claims was presented for approval.

Chairman Pro Tem Williams moved for approval of the list of claims as presented. Councilman Loesch seconded the motion. On a call by the Chair for ayes and nays, the motion carried, with the vote on passage as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller.

The list of claims was approved.

**COUNCIL COMMENTS**

Councilman Loesch commented on the City’s spring newsletter that was recently mailed out to Mexico residents. Councilman Loesch also commented on the Change Order on micro sealing to add additional streets to this year’s program.

Chairman Pro Tem Williams stated that he has received positive comments regarding the recent sealing on the Green Estate Park trail. Chairman Pro Tem Williams also expressed appreciation to the Department of Public Safety for its involvement in the school district’s recent bike/walk to school event. Chairman Pro Tem Williams inquired about the recent car break-ins and gun shootings.

City Manager Slagle stated that the City’s spring newsletter has been mailed out to all residents and should have been received at the end of last week or the first part of the week.

Mayor Miller inquired about the progress of the Morris Street sidewalk/curb/gutter project.

**PUBLIC COMMENTS**

Thomas Fiedler, 1617 Meadow Lane, commented on his live streaming of the council meeting.

**ADJOURNMENT**

Mayor Miller moved to close the open session. The motion was seconded by Chairman Pro Tem Williams. The Chair called for a vote and motion carried with the vote as follows: Ayes, Loesch, G. Miller, Williams. Nays, none. Absent, Nichols, C. Miller. The City Council Regular Session Meeting was adjourned.

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MAYOR

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CITY CLERK

APPROVED BY COUNCIL MAY 23, 2016

CITY OF MEXICO, MISSOURI  
OFFICE OF PARKS & RECREATION DIRECTOR

Agenda: May 23, 2016

Members of City Council  
City of Mexico, Missouri

RE: A Resolution Authorizing the City Manager to Sign  
Contract Documents with Donaldson Excavating  
LLC for the 2016 Green Estate Park Culvert and  
Drainage Improvements

Dear City Council Members:

Advertisements for bids were placed in the *Mexico Ledger* on April 21, 2016 for the 2016 Green Estate Park Culvert and Drainage Improvements. Drawings, specifications and other related contract information were also available at American Document Solutions or [planroom.adsmo.net](http://planroom.adsmo.net). Bids were opened on May 6, 2016 with three (3) bids received. Donaldson Excavating LLC submitted the low bid.

<b>Vendor</b>	<b>Bid Price</b>
<b>Donaldson Excavating LLC Mexico, Missouri</b>	<b>\$21,401.39</b>
Mick Mehler & Sons Inc Silex, Missouri	\$36,246.00
Plan B Development Mexico, Missouri	\$41,490.00

Staff recommends Council proceed with reading and passage of the attached Resolution authorizing the City Manager to sign contract documents with Donaldson Excavating LLC for the 2016 Green Estate Park Culvert and Drainage Improvements.

Respectfully submitted,

Chad Shoemaker  
Parks & Recreation Director

CS  
Attachments

Reviewed by: Bruce Slagle, City Manager

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN CONTRACT DOCUMENTS WITH DONALDSON EXCAVATING LLC FOR THE 2016 GREEN ESTATE PARK CULVERT AND DRAINAGE IMPROVEMENTS**

WHEREAS, bids made pursuant to the invitation to bid for the 2016 Green Estate Park Culvert & Drainage Improvements were opened on May 6, 2016; and

WHEREAS, it was determined that the bid of Donaldson Excavating LLC was an acceptable bid.

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

- Section 1. The City of Mexico, Missouri accepts the bid of \$21,401.39 from Donaldson Excavating LLC of Mexico, Missouri.
- Section 2. The contract approved is subject to RsMO.295.675 requiring the contractor to utilize employees on site with the 10 hour OSHA Construction Safety Training.
- Section 3. The City Manager is hereby authorized to execute, on behalf of the City of Mexico, contract documents with Donaldson Excavating LLC for the 2016 Green Estate Park Culvert & Drainage Improvements.
- Section 4. This Resolution shall be in full force and effect from and after the time of its passage.

PASSED THIS 23<sup>RD</sup> DAY OF MAY 2016

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MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

CITY OF MEXICO, MISSOURI  
OFFICE OF DEPUTY CITY MANAGER

Agenda: May 23, 2016

Members of City Council  
City of Mexico, Missouri

RE: A Resolution Authorizing the City Manager to Execute An Agreement  
with the Mexico Jaycees for Requested Funding from the Mexico Tourism  
Tax

Dear City Council Members:

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 an agreement with the Mexico Jaycees to receive tourism funding for an advertising campaign.

The Mexico Tourism Commission has reviewed the application and recommends to the Mexico City Council the distribution of funds as follows:

<i>Organization</i>	<i>Festival</i>	<i>Purpose</i>	<i>Amount Requested</i>	<i>Amount Recommended</i>
Mexico Jaycees	2016 Soybean Festival	Advertising	\$5,000	\$5,000

Staff recommends that Council concur with the Mexico Tourism Commission's recommendation and proceed with reading and passage of the attached Resolution.

Respectfully submitted,

Roger Haynes  
Deputy City Manager

RH  
Attachments

Reviewed By: Bruce R. Slagle, City Manager

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE MEXICO JAYCEES FOR REQUESTED FUNDING FROM THE MEXICO TOURISM TAX**

WHEREAS, the Mexico Tourism Commission recommends to City Council that the Mexico Jaycees be allowed to receive tourism funding for their tourism advertising campaign.

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

- Section 1. That the City Manager be authorized to enter into an agreement on behalf of the City of Mexico with the Mexico Jaycees for tourism funding.
- Section 2. This Resolution shall be in full force and effect from and after the time of its passage.

PASSED THIS 23<sup>RD</sup> DAY OF MAY 2016

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MAYOR

ATTEST:

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CITY CLERK

CITY OF MEXICO, MISSOURI  
OFFICE OF CITY ENGINEER/ PUBLIC WORKS DIRECTOR

Agenda: May 23, 2016

Members of City Council  
City of Mexico, Missouri

RE: An Ordinance Amending the Code of the City of Mexico,  
Missouri, Chapter 7, Motor Vehicles and Traffic, Article X,  
Schedules

Dear City Council Members:

The City received a request from Coach's Pizza World in 2010 to establish a limited time parking space that could be reserved for their carryout customers. A fifteen minute parking limit on the east side of Washington Street between Promenade and Jackson Streets from the south side of the alley in the middle of the block to a point twenty-four feet (24') south of the alley was added to the Motor Vehicles and Traffic, Article X, Schedules.

Due to the closing of the restaurant, the limited time parking space is no longer needed. Deleting Section (a) from the schedule will return the spot to regular two hour parking.

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

Respectfully submitted,

J. Kensey Russell, PE, LS  
City Engineer/Public Works Director

JKR  
Attachments

Reviewed by: Bruce R. Slagle, City Manager

BILL NO. 2016 – 41

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING THE CODE OF THE CITY OF MEXICO, MISSOURI,  
CHAPTER 7, MOTOR VEHICLES AND TRAFFIC, ARTICLE X, SCHEDULES**

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

Section 1. Chapter 7, Motor Vehicles and Traffic Schedules, Article X, Schedule 23 is hereby amended by deleting section (a) in its entirety:

~~(a) On the east side of Washington Street between Promenade and Jackson Streets from the south side of the alley in the middle of the block to a point twenty four feet (24') south of the alley~~

Section 2. This Ordinance shall be in full force and effect from and after the time of its passage.

PASSED THIS 23<sup>RD</sup> DAY OF MAY 2016

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

CITY OF MEXICO, MISSOURI  
OFFICE OF CITY MANAGER

Agenda: May 23, 2016

Members of City Council  
City of Mexico, Missouri

RE: Appointments to the Zoning Board of Adjustment

Dear City Council Members:

This agenda item concerns openings on the Zoning Board of Adjustment which need to be appointed by the City Manager.

**Zoning Board of Adjustment** Murray Purcell and Bob Allen's terms on this board expired June 2015 and Bruce Oliver's term expires June 2016. Mr. Purcell, Mr. Allen and Mr. Oliver have each expressed an interest in reappointment.

Staff recommends that Murray Purcell be reappointed to a five (5) year term that will expire June 2020, Mr. Allen be appointed to a full position for a five (5) year term that will expire June 2021 and Mr. Oliver be reappointed to an alternate position for a five (5) year term that will expire June 2021.

Staff requests Council concur with the recommendation of appointments to the Zoning Board of Adjustment.

Respectfully submitted,

Bruce R. Slagle  
City Manager

**ZONING BOARD OF ADJUSTMENT**

Called meetings. **Appointed by City Manager.**

<u>Name</u>	<u>Term (5 yr. term)</u>
Bob Fenlon	6/2013 – 6/2018
Larry Hickman <i>(Resigned Position of Carl Roberts)</i>	6/2002 – 6/2017
Murray Purcell	6/2000 – 6/2015
Scott Meislin	6/2014 – 6/2019
Vacant <i>(John Cline, Dec'd.)</i>	6/2006 – 6/2016
Robert Allen, Alternate	6/2013 – 6/2015
Bruce Oliver, Alternate	6/2014 – 6/2016