



City of Mexico, Missouri City Council Meeting Agenda

City Hall – 300 N. Coal Street
3rd Floor Council Chambers
Mexico, Missouri 65265

August 14, 2017 • 7:00 p.m.

1. Call to Order

2. Roll Call

3. Approval of Minutes

A. July 24, 2017 – Regular Session

B. August 7, 2017 – Work Session

4. Public Hearing

A. Annexation of Smiley Drive

5. Resolutions (Reading and Passage)

A. Bill No. 2017 – 47. A Resolution Authorizing a Contract with Duke’s Root Control for Chemical Root Control in the City’s Sanitary Sewer Collection System. Reading and Passage.

B. Bill No. 2017 – 48. A Resolution Authorizing the City Manager to Sign Contract Documents with Ultimate Steel Building for the Construction of the Fairgrounds Park Shelter. Reading and Passage.

6. Ordinance (Two Readings By Title Only and Passage)

A. Bill No. 2017 – 49. An Ordinance Authorizing the City Manager to Execute Contract Documents for Engineering Design Services for Holt Street TIDP – 4400(310) Project. Two Readings By Title Only and Passage.

7. Other Business

A. Claims

8. Comments

A. Council

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

9. Adjournment into Executive Session pursuant to the Revised Statutes of Missouri § 610.021 (1) litigation and (3) personnel matters

10. Adjournment



Scan QR Code for E-Packet

**CITY OF MEXICO, MISSOURI
CITY COUNCIL MEETING MINUTES
JULY 24, 2017**

The Council of the City of Mexico, Missouri met in regular session on July 24, 2017 at 7:00 p.m. in the Council Chambers of City Hall, with the following members present: Mayor Chris Miller; Chairman Pro Tem Chris Williams; Council Member Ron Loesch; Council Member Dr. Ayanna Shivers. Also present were Bruce Slagle, City Manager; Roger Haynes, Deputy City Manager; Russell Runge, Assistant City Manager/Economic Development; Kensey Russell, Public Works Director; Chad Shoemaker, Parks & Recreation Director; Rita Jackson, Community Development Director; Chief Susan Rockett, Public Safety Department; Drew Williford, City Civil Engineer; Patrick Shaw, IT Specialist; Lou Leonatti, City Attorney; Marcy LeCount, City Clerk; as well as members of the media and interested citizens. Absent, Council Member Steve Nichols.

The Meeting was called to order with Mayor Miller presiding.

APPROVAL OF MINUTES – JULY 10, 2017 – REGULAR SESSION MEETING

Chairman Pro Tem Williams moved for approval of the July 10, 2017 regular session minutes as presented. Council Member 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, Miller, Williams, Loesch. Nays, none. Abstain, Shivers. Absent, Nichols. The Minutes were approved as presented.

RESOLUTIONS (READING AND PASSAGE)

Bill No. 2017 – 43. A Resolution Authorizing the City Manager to Execute An Agreement with Jay Jacobi for the Operation of the Mexico Memorial Airport.

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

A Request for Proposals was placed in the *Mexico* Ledger accepting proposals to manager the Mexico Memorial Airport. The deadline to submit a proposal was June 16, 2017 and one (1) proposal was received from Jay Jacobi. Mr. Jacobi's proposal included a three (3) year contract effective July 1, 2017 to June 30, 2020 with the same conditions as his previous contract which included - Monthly Compensation: \$2,750; Manager will provide maintenance, mowing and snow removal of the airport grounds, not including runways; Manager will pay to City, fuel fees in the amount of \$.05 cents per gallon; Manager will control penalties and enforcement of City Ordinances dealing with self-fueling, vehicles on tarmac and trespassing; and Manager will have control of farm land owned by City that is adjacent to the Mexico Memorial Airport. Jay Jacobi has been manager of the Mexico Memorial Airport for sixteen years and has operated the airport with reliability and demonstrated excellent rapport with users of the facility. Since 2004 there have been significant improvements to the airport and additional improvements are forthcoming. In addition to Mr. Jacobi's reliability, Staff recognizes from past positive experience the value of having a Manager with broad knowledge of the airport facility present during capital improvement projects. Assistant City Manager Runge recommended Council proceed with reading and passage of Bill No. 2017 – 43.

Council Members held discussion regarding the farm land that was included in the contract and fuel sales at the airport. Assistant City Manager Runge provided information to the Council Members.

Council Member Loesch moved for reading of Bill No. 2017 – 43. Council Member Shivers 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, Williams, Shivers, Loesch. Nays, none. Absent, Nichols. Bill No. 2017 – 43 was read in its entirety by Council Member Loesch.

Council Member Loesch moved for passage of Bill No. 2017 – 43. Council Member Shivers 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, Williams, Shivers, Loesch. Nays, none. Absent, Nichols. Bill No. 2017 – 43 was passed as Resolution 3833.

Bill No. 2017 – 44. A Resolution Authorizing the City Manager to Enter Into Agreements with the Mexico School District to Assist in Providing Additional Police Services to the School District.

City Manager Slagle called upon Chief Rockett to provide the report.

Bill No. 2017 – 44 authorizes the City Manager to enter into agreements with the Mexico School District to assist in providing additional police service at all school district locations. The City of Mexico, by its Public Safety

Department, would assist by providing police services for the safety and protection of the students in the public school district. The costs for these services will be funded by the Mexico School District. Chief Rockett recommended Council proceed with reading and passage of Bill No. 2017 – 44.

Council Members and Staff held discussion regarding the agreement with the School District.

Chairman Pro Tem Williams moved for reading of Bill No. 2017 – 44. Council Member 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, Miller, Williams, Shivers, Loesch. Nays, none. Absent, Nichols. Bill No. 2017 – 44 was read in its entirety by Chairman Pro Tem Williams.

Chairman Pro Tem Williams moved for passage of Bill No. 2017 – 44. Council Member 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, Miller, Williams, Shivers, Loesch. Nays, none. Absent, Nichols. Bill No. 2017 – 44 was passed as Resolution 3834.

ORDINANCES (TWO READINGS BY TITLE ONLY AND PASSAGE)

Bill No. 2017 – 45. An Ordinance of the City of Mexico, Missouri to Establish A Procedure to Disclose Potential Conflicts of Interest and Substantial Interests for Certain Municipal Officials.

Mayor Miller called upon City Manager Slagle to provide the report.

In accordance with the provisions of S.B. 262, each political subdivision with an annual operating budget in excess of one million dollars must file personal financial interest statements or devise a code of ethics. Bill No. 2017 – 45 establishes a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the City. City Manager Slagle recommended Council proceed with two readings by title only and passage of Bill No. 2017 – 45, which had been posted the required length of time.

Council Member Shivers moved for first reading by title only of Bill No. 2017 – 45. 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, Miller, Williams, Shivers, Loesch. Nays, none. Absent, Nichols. First reading by title only was given to Bill No. 2017 – 45 by Council Member Shivers.

Council Member Shivers moved for second reading by title only of Bill No. 2017 – 45. 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, Miller, Williams, Shivers, Loesch. Nays, none. Absent, Nichols. Second reading by title only was given to Bill No. 2017 – 45 by Council Member Shivers.

Council Member Shivers moved for passage of Bill No. 2017 – 45. 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, Miller, Williams, Shivers, Loesch. Nays, none. Absent, Nichols. Bill No. 2017 – 45 was passed as Ordinance 4376.

Bill No. 2017 – 46. An Ordinance Authorizing the City Manager to Enter Into An Agreement with the Missouri Department of Transportation (MoDOT) for the TIDP 4400 (310) Project.

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

The 2016 – 2017 Budget allows \$600,000 in the Capital Projects fund for the reconstruction of Holt Street. The City of Mexico applied through MoDOT to the Federal Highway Administration, for Accelerating Innovative Development (AID) funding September 2016. Staff has been notified that the City has received the requested funding which will be managed through MoDOT. The agreement with MoDOT is the beginning step to the project which is estimated to cost \$996,795.50 with \$797,436 being in AID funding and the balance coming from City funds and perhaps Archer Daniels Midland (ADM). A request for ADM to partner in the funding has been made, but Staff has not yet received confirmation of their participation. The change in the City's potential cash match on this project is being absorbed within the development of the 2017 – 2018 budget for which most of the project's activity will take place. The City is prepared to proceed with the project. Director Russell recommended Council proceed with two readings by title only and passage of Bill No. 2017 – 46, which had been posted the required length of time.

Council Members and City Staff held discussion regarding the process, the use of the proposed product and regulations that are required through the grant. Discussion was held regarding assistance from ADM. Director Russell stated that ADM has been contacted to see if there is an opportunity to partnership. Council Members and City Staff discussed the time line for the project and costs involved in the project which would also include new curb and gutters for Holt Street.

Council Member Loesch moved for first reading by title only of Bill No. 2017 – 46. 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, Miller, Williams, Shivers, Loesch. Nays, none. Absent, Nichols. First reading by title only was given to Bill No. 2017 – 46 by Council Member Loesch.

Council Member Loesch moved for second reading by title only of Bill No. 2017 – 46. 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, Miller, Williams, Shivers, Loesch. Nays, none. Absent, Nichols. Second reading by title only was given to Bill No. 2017 – 46 by Council Member Loesch.

Council Member Loesch moved for passage of Bill No. 2017 – 46. 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, Miller, Williams, Shivers, Loesch. Nays, none. Absent, Nichols. Bill No. 2017 – 46 was passed as Ordinance 4377.

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. Council Member Shivers 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, Williams, Shivers, Loesch. Nays, none. Absent, Nichols.

The list of claims was approved.

COUNCIL COMMENTS

Council Member Loesch commented on the proposed Holt Street improvements.

Chairman Pro Tem Williams commented on the proposed Holt Street improvements and possible ADM participating in the improvement. Chairman Pro Tem Williams also commented on receiving a comment on limited parking on Rivers Drive. Chairman Pro Tem Williams inquired about the recent aquatics survey. City Manager Slagle stated that the survey was random throughout the community.

Council Member Shivers commented on funding for the Holt Street improvements and ADM's participation in providing funding for the project. Council Member Shivers commented on recent improvements made to Garfield Park and the need for the removal of the dirt pile. Council Member Shivers commented on changing Cauthorn Street due to it being unsafe when walking on the street.

City Manager Slagle stated that a Budget Work Session has been scheduled for August 7, 2017 at 4:00 p.m., in the 3rd Floor Council Chambers.

Mayor Miller made comments regarding the improvements to Muldrow Street and made comments regarding the Missouri Street project improvements that were made.

PUBLIC COMMENTS

None

ADJOURNMENT INTO EXECUTIVE SESSION PURSUANT TO THE REVISED STATUTES OF MISSOURI § 610.021 (3) PERSONNEL MATTERS

Mayor Miller moved to adjourn into executive session pursuant to the Revised Statutes of Missouri §610.021 (3) personnel matters. The motion was seconded by Chairman Pro Tem Williams. The Chair called for a vote and motion carried with the vote as follows: Ayes, Miller, Williams, Shivers, Loesch. Nays, none. Absent, Nichols.

ADJOURNMENT

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

MAYOR

CITY CLERK

APPROVED BY COUNCIL AUGUST 14, 2017

**CITY OF MEXICO, MISSOURI
CITY COUNCIL SPECIAL MEETING MINUTES
AUGUST 7, 2017**

The Council of the City of Mexico, Missouri met in special session on Monday, August 7, 2017 at 4:00 p.m. in the Council Chambers of City Hall, with the following members present: Mayor Chris Miller; Chairman Pro Tem Williams; Council Member Ron Loesch; Council Member Steve Nichols and Council Member Dr. Ayanna Shivers. Also present were Bruce Slagle, City Manager; Roger D. Haynes, Deputy City Manager; Russell Runge, Assistant City Manager/Economic Development Director; Chad Shoemaker, Parks & Recreation Director; Kensey Russell, Public Works Director; Rita Jackson, Community Development Director; Chief Susan Rockett, Department of Public Safety; Vicki Duenke, Accountant/Financial Analyst; Drew Williford, City Engineer; Patrick Shaw, IT Specialist and Marcy LeCount, City Clerk as well as members of the media and interested citizens.

The Meeting was called to order with Mayor Miller presiding.

OTHER BUSINESS

DISCUSSION OF 2017 – 2018 BUDGET

City Manager Slagle stated that Department Directors had submitted department budget requests for the 2017 – 2018 Fiscal Year and the requests have been reviewed. City Manager Slagle stated that discussions were held regarding fund balances and meetings were held with each Department Director for a review of their requests.

Deputy City Manager Haynes reported on fund summary and cash balance expectations for fiscal year ending 2017.

City Council, City Manager Slagle and City Staff held discussions regarding the 2017 – 2018 budget year which included general funds, capital outlays and line item requests. The Council reviewed funds the City has and why each is necessary. Council reviewed the re-estimated revenues and expenses for ending the current budget year and also reviewed the general issues and challenges affecting the proposed budget. Council then reviewed a number of policy issues including financing for capital purchases, funding for outside agencies, property tax rate, grant funding for projects, wastewater and sanitation rates and discussed proposed fee increases that would support the upcoming budget.

Council Members and City Staff held discussion regarding proposed property tax rate, wage schedule adjustment, wastewater rates, sanitation rate, future pool facility improvements and the capital reserve fund.

ADJOURNMENT

There being no further business, Chairman Pro Tem Williams moved to adjourn the City Council Meeting. 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, Nichols, Shivers, Loesch, Williams, Miller. Nays, none.

The City Council Budget Meeting was adjourned.

ATTEST:

MAYOR

CITY CLERK

APPROVED BY COUNCIL AUGUST 14, 2017

**CITY OF MEXICO, MISSOURI
DEPARTMENT OF COMMUNITY DEVELOPMENT**

Agenda: August 14, 2017

Members of City Council
City of Mexico, Missouri

RE: Public Hearing – Annexation of Smiley Drive

Dear City Council Members:

The City of Mexico has petitioned to annex Smiley Drive into the city limits. Currently, only the east 300' is within the city limits.

This street runs from Elmwood Drive along the north side of Boston Proper, Gold Crest Distributing and Brookstone to Cerro Copper.

Smiley Lane was constructed in 2004 with a Community Development Block Grant (CDBG). The property for the street was donated by Raymond and Glennie Smiley.

The purpose of this Public Hearing is to obtain input from any interested person, corporation or political subdivision regarding the proposed annexation. After a 14 day waiting period, if no objection is filed, City Council will be presented with an Ordinance for annexation.

Staff recommends that Council proceed with the advertised public hearing.

Respectfully submitted,

Rita Jackson
Community Development Director

RJ

Reviewed by: Bruce R. Slagle, City Manager

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

Agenda: August 14, 2017

Members of City Council
City of Mexico, Missouri

RE: A Resolution Authorizing a Contract with Duke's Root
Control for Chemical Root Control in the City's Sanitary
Sewer Collection System

Dear City Council Members:

As part of our sewer collection system maintenance plans for this year, we budgeted for some chemical root control in the system. During cleaning and TV work, segments of the system were found with significant root intrusion. We have budgeted and used chemical root control for the last 3 years. During that time, we have used the proprietary chemical applied by Duke's Root Control and found it performs well. It is a foaming system that coats the roots and does not contain copper.

We are recommending a contract through the Buy Board cooperative purchasing agreement which bid the treatment process and gives us a cost 13% below the normal catalog price. The cost of the contract will be \$31,108.65. It will be paid from the professional services line item in the wastewater budget.

Staff recommends that Council proceed with reading and passage of the attached Resolution authorizing the City Manager to enter into a contract with Duke's Root Control for chemical root control in the City's sanitary sewer collection system.

Respectfully submitted,

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

JKR

Attachments

Reviewed by: Bruce R. Slagle, City Manager

BILL NO. 2017- 47

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING A CONTRACT WITH DUKE’S ROOT CONTROL
FOR CHEMICAL ROOT CONTROL IN THE CITY’S SANITARY SEWER
COLLECTION SYSTEM**

WHEREAS, the City has a need to control root growth in the sanitary sewer system; and

WHEREAS, Duke’s Root Control has a proprietary chemical root control methodology
and;

WHEREAS, Duke’s Root Control is bid through the Buy Board cooperative purchasing
group.

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

Section 1. The City of Mexico, by accepting this Agreement, is authorizing the City
Manager to sign a contract with Duke’s Root Control for chemical root control
in the City’s sanitary sewer collection system.

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

PASSED THIS 14th DAY OF AUGUST 2017

MAYOR

ATTEST:

CITY CLERK

CITY OF MEXICO, MISSOURI
OFFICE OF PARKS & RECREATION DIRECTOR

Agenda: August 14, 2017

Members of City Council
City of Mexico, Missouri

RE: A Resolution Authorizing the City Manager to Sign Contract Documents with Ultimate Steel Building for the Construction and Design of the Fairgrounds Park Shelter

Dear City Council Members:

The Advertisement for Bid was placed in the *Mexico Ledger* for the design building of Fairgrounds Park Shelter was mailed to 16 contractors and was also placed on the City's website. Bids were opened on August 8, 2017 with five (5) bids received. Ultimate Steel Building of Mexico, Missouri submitted the best and low bid in the amount of \$56,731.64.

Vendor	Bid Price
A B Creative Inc. 32225 West 88 th Street Desoto, Kansas	Building - \$70,200.00 No Bid for Concrete
D & S Builders Mexico, Missouri	Building - \$ 41,716.60 No Bid for Concrete
Morton Building Mexico, Missouri	Building Only - \$50,853.00 No Bid for Concrete
Rhad Baker Fulton, Missouri	Building Only - \$43,000.00 With Concrete - \$57,350.00
<i>Ultimate Steel Building Mexico, Missouri</i>	Building Only - \$38,731.64 <i>With Concrete - \$56,731.64</i>

The 2016 – 2017 annual budget allows \$107,000 for the Fairgrounds Park Shelter Replacement Project. Council approved Phase I of the Fairgrounds Park Shelter Replacement for its stormwater project at the July 10th meeting for the amount of \$16,265. There is sufficient funding remaining to continue with the design build of Phase II.

Staff recommends Council proceed with reading and passage of the attached Resolution authorizing the City Manager to sign contract documents with Ultimate Steel Building for the Fairgrounds Park Shelter Replacement Project.

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
ULTIMATE STEEL BUILDING OF MEXICO, MISSOURI FOR THE FAIRGROUNDS
PARK SHELTER REPLACEMENT PROJECT**

WHEREAS, bids made pursuant to the Invitation to Bid for the Design Build of Fairgrounds Shelter Replacement Project were opened on August 8, 2017; and

WHEREAS, it was determined that the bid of Ultimate Steel Building of Mexico, Missouri 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 from Ultimate Steel Building of Mexico, Missouri in the amount of \$56,731.64.
- 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 Ultimate Steel Building.
- Section 4. This Resolution shall be in full force and effect from and after the time of its passage.

PASSED THIS 14TH DAY OF AUGUST 2017

MAYOR

ATTEST:

CITY CLERK

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

Agenda: August 14, 2017

Members of City Council
City of Mexico, Missouri

RE: An Ordinance Authorizing the City Manager to Execute
Contract Documents for Engineering Design Services for
Holt Street TIDP – 4400(310) Project

Dear City Council Members:

This Ordinance authorizes the City Manager to sign contract documents with Bartlett & West of Jefferson City, Missouri for engineering design services on Holt Street.

Council approved an agreement with MODOT at the July 24, 2017 meeting for the reconstruction of Holt Street. Bartlett & West has been selected from MODOT's pre-qualified on call engineering list to perform the design. Barlett & West was selected because of their familiarity with the innovative paving process in the Holt Street project and Mexico. The proposed contract is within the estimated grant amount for the design engineering phase of work. The scope of work includes survey, design, utility coordination and easement preparation at a cost not to exceed \$99,882.94.

The contract has been submitted in MoDOT's required form. Funding for the project under the TIDP grant is 80/20, and the City's cost share is an amount not to exceed \$19,976.58.

Staff recommends Council proceed with two readings by title only and passage of the attached Ordinance authorizing the City Manager to execute contract documents for engineering design services. The Ordinance has been posted the required length of time.

Respectfully submitted,

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

JKR
Attachments

Reviewed by: Bruce R. Slagle, City Manager

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT DOCUMENTS FOR ENGINEERING DESIGN SERVICES FOR HOLT STREET TIDP –4400(310) PROJECT

WHEREAS, the City desires to construct certain improvements, described as the reconstruction of Holt Street; and

WHEREAS, these improvements are to be designed and constructed in compliance with the provisions of the TIDP program agreement.

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, contract documents with Bartlett & West for design services for Holt Street TIDP – 4400(310) Project.

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

PASSED THIS 14TH DAY OF AUGUST 2017

MAYOR

ATTEST:

CITY CLERK