

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, March 08, 2022**

**PRAYER:** Brian Guy

**PLEDGE OF ALLEGIANCE:** Fire Chief Sowder

Mayor Pro Tem Tom Williams called to order the regular meeting of the City Council of the City of Richmond, Missouri on March 08, 2022 at 6:30 p.m.

**ROLL CALL:** COUNCIL PRESENT: Mayor Pro Tem Tom Williams, Bob Bond, Deanna Guy, Adam Booth, Rob Kinnard and Ron Peterson. ABSENT: Barb Hardwick and Sarah Green.

**ROLL CALL:** STAFF PRESENT: City Administrator Tonya Willim, City Clerk Janelle Neece, Police Chief Chad Burnine, Fire Chief Mark Sowder, Finance Director Rebecca Hoeflicker, Economic Development James Gorham, Court Clerk Sarah Collins, Recreation Director Haley Williams and City Attorney John Mullane.

**WELCOMING REMARKS:** Mayor Pro Tem Williams welcomed everyone to the meeting.

**ACCEPTANCE OF MINUTES:** February 22, 2022 minutes of the regular meeting approved as printed.

**COMMENTS FROM AUDIENCE:** None

**ADOPTION OF AGENDA:** Motion to adopt the agenda by Councilor Peterson, second by Councilor Booth. Roll called. AYES: Peterson, Booth, Guy, Williams, Bond and Kinnard. NAYS: None. Motion approved 6-0.

**REPORT OF STANDING COMMITTEES:**

- A. **Finance:** Deanna Guy. The Committee met on March 3, 2022 and items discussed will be presented later on the agenda.
- B. **Ordinance:** Deanna Guy. The Committee has not met and therefore nothing to report.
- C. **Public Works:** Ron Peterson. The Committee has not met and therefore nothing to report.
- D. **Public Safety:** Rob Kinnard. The Committee has not met and therefore nothing to report.
- E. **Park Department Liaison:** Deanna Guy. Park Board met on March 7, 2022 and issues will be presented later on the agenda.

**MAYOR'S REPORT:** Mike Wright- Absent.

**CITY ADMINISTRATOR'S REPORT:** Tonya Willim. CA report included in the packet. CA Willim highlighted that her and the Finance Director, Rebecca Hoeflicker, spoke with Piper Sandler in reference to the 2014 revenue bonds. Economic Director, James Gorham, has been working with Morgansites on the new City website and it will be going live soon.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

- A. FY21 Audit Presentation- Westbrook & Co- Rita Carpenter. Rita presented the City's audit report and highlighted areas therein. They are very appreciative of the excellent work performed by City staff to accommodate the audit.
- B. Restore Richmond Program- The Restore Richmond Program is a new tool created to help eligible residents improve the safety and appearance of their property, while beginning the process of rehabilitating the city's aging housing stock. Financial assistance is provided to eligible homeowners based on federal income guidelines. This program establishes grant guidelines to aid homeowners with repairs of up to \$2,000. The Economic Development Department will administer the program with the assistance of the Community Development Department and Nuisance Office. Those individuals that might have a potential need through a code violation - their name would be submitted to the E.D. Department for grant assistance. However, it would be open to all homeowners (income levels do apply) and will be advertised. Currently, the FY22 budget funded \$15,000 for the program. The intention was for the City to contribute \$5,000 and receive \$10,000 in donations for the remainder. The City has received a \$5,000 donation from the Community Bank of Missouri in Richmond in support of the grant program. The City hopes to receive an additional \$5,000 donation from other financial institutions in the future, allowing the City the ability to assist more homeowners. Finance committee met on March 3, 2022 and recommends to the full council. Motion to approve the Restore Richmond Program with the current expenditure of up to \$10,000, and the expenditure of any additional Restore Richmond donations received in FY22 by Councilor Guy, seconded by Councilor Booth. Roll called. AYES: Guy, Booth, Bond, Peterson, Kinnard and Williams. NAYS: None. Motion approved 6-0.
- C. Beautification Plan and Cost Analysis- The Economic Development Department has identified items which will serve as building blocks for future community enhancements that adhere to the City's recent comprehensive plan.
  1. Downtown Benches and Bike Racks –Place one bench and one bike rack on each side of the downtown square. The purchases are benches (4) \$2,724.53, Custom Bike Racks (4) \$1,713.56. Total price \$4,437.46
  2. Trash Cans (7) \$6,130 – Place one trash can on each side of the downtown square and three at City Hall and expense funds through the solid waste fund.
  3. Street Sign Enhancements \$30,164. Approximately 60 fluted aluminum black poles for stop signs and street signs around the downtown area. Public Works would do the installation per block setting as time permits (two to four per week).

The FY22 Transportation Fund budget proposed \$32,000 for the Thornton sidewalk continuation. Due to staff shortages and upcoming summer projects, the staff will not be able to complete this project and reallocate these funds to this project. Chris Williams has reviewed this and it would be an appropriate use of transportation tax funds.

Finance committee met on March 3, 2022 and recommends to the full council. Motion to approve the expense funds and reallocation for combined total not to exceed \$40,731.46 from specified funds and approve the staff to move forward by Councilor Guy, seconded by Councilor Kinnard. Roll called. AYES: Guy, Kinnard, Booth, Bond, Williams and Peterson. NAYS: None. Motion approved 6-0.

- D. Mowing - Bid Tab Parks and City Hall. On February 14, 2022, the City released RFP 02-2021: Mowing and Trimming for City Owned property; one bid was received from Pistol's Lawn Care. The Park Board met on March 7 and recommends Pistol's Lawn Care. This Agreement is for the contract period between March 1, 2022 to December 31, 2022. Mowing season April 1, 2022 to October 31, 2022 for the total fee of \$44,000. Approximately 30 mowings at \$1,490 for parks (\$40,500) and 25 mowings at \$140 for the City Hall Complex (\$3,500). Mowing Extension #1: Agreement Extension #1: Contract period between March 1, 2023 and December 31, 2023. Mowing season April 1, 2023 to October 31, 2023 for the fee of \$ TBD. Approximately 30 mowings for parks and 25 mowings for the City Hall Complex. Mowing Extension #2: Agreement Extension #2: Contract period between March 1, 2024 and December 31, 2024. Mowing season April 1, 2024 to October 31, 2024 for the fee of \$ TBD. Approximately 30 mowings for parks and 25 mowings for the City Hall Complex. This includes all weed eating and trimming to be completed on the day of mowing. Contractor may spray chain link fence with weed-killer, but no more than 6" on either side of fence. All sidewalk and shelters shall be blown off after mowing and trimming. Additional cost may be charged if the cost of fuel increases over \$3.75/gallon. Motion to approve Pistol's Lawn Care for FY 2022 mowing season from April 1, 2022 to October 31, 2022 for a fee of \$44,000 with potential option of extensions based on price and authorize the City Administrator to sign a contract by Councilor Guy, seconded by Councilor Kinnard. Roll called. AYES: Guy, Kinnard, Booth, Bond, Williams and Peterson. NAYS: None. Motion approved 6-0.
- E. Bid Tab - Southview Pool Resurfacing, Painting and Repairs. On October 4, 2021, the City released a Request for Proposals (10-2021) to contractors for resurfacing, painting and repairs on Southview Pool. The invitation went to multiple contractors and we received three complete bids. Recreation Director Haley Williams and Mindy Todd have spent three months working with the different contractors regarding removal of the paint, application of paint, repairs to the pool, etc. The pool was opened in 1980, we are going into our 42nd season. Pool test results show high film thickness and various type of coatings (epoxy, Chlorinated Rubber and Acrylic) resulting in the need for complete removal of existing coatings down to bare concrete, as the city is requesting. Small areas of in-tack/sound coating should be expected to remain in the concrete porosity. Recreation Director Haley Williams and City Administrator, Tonya Willim had a

conference call with Tom Stechman, Suez, and he agrees with the results of the testing and the use of Tnemec paint (same paint used in the standpipe and water tower). Staff recommends TMI Coatings, Inc at a price of \$152,800. Staff members held a conference call with Tracy Gliori, President of TMI Coatings, Inc. TMI has included prevailing wage rates and appear to be the best and most inclusive and qualified proposal. This project will take approximately three weeks to complete. TMI schedule would allow the first week of April to start the process. Once all is completed, the pool will set for 7 days prior to filling with water. This puts estimated completion near the end of April or beginning of May. This will be right on schedule for opening day at the end of May. The FY22 Recreation budget included \$120,000 for this project. The excess over budget will be covered by the Parks Fund – reallocation of the unused budgeted LED lighting and pole project. Funding would be Capital Asset-Bldg & Grounds \$120,000 and Capital Asset – Bldg & Grounds \$32,800 for a total of \$152,800. Finance committee met on March 3, 2022 and recommends to the full council. Park Board met on March 7, 2022 and recommends to the full council. Motion to reallocate Park budget funds to cover the overage, accept TMI Coatings, Inc not to exceed \$152,800 and direct the City Administrator to execute the contract by Councilor Booth, second by Councilor Guy. Roll called. AYES: Booth, Guy, Kinnard, Williams, Peterson and Bond. NAYS: None. Motion approved 6-0.

F. Sourcewell Contract – Safe Slide Restoration. In an effort to completely restore the slide and build upon the repairs that were done last year, staff has met with contractors over the last 6 months regarding new fiberglass seams, tub floor and interior coating. Safe Slide Restoration holds the Sourcewell Contract for restoring theme park slides. The proposal would be to permanently refiberglass the seams to make them seamless, strengthen the tub floor, spray white gel coat on the complete interior (getting rid of the dingy white build up) and repaint the exterior of the slide. Once restoration is complete – it will be like getting a whole new slide. The FY22 Recreation budget included \$31,000 for this project. The proposal is \$34,140. The excess over budget will be covered by the Parks Fund – reallocation of the unused budgeted LED lighting and pole project. Funding would be Bldg & Grnd-Maint/Repairs \$31,000 and Bldg & Grnd-Maint/Repairs \$3,140 totaling \$34,140. The Finance Committee met on March 3, 2022 and recommends to the full council and Park Board met on March 7, 2022 with recommendations to the full council. Motion to reallocate Park budget funds to cover the overage, accept Safe Slide Restorations not to exceed \$34,140 and direct the City Administrator to execute the contract by Councilor Guy, second by Councilor Booth. Roll called. AYES: Guy, Booth, Kinnard, Peterson, Booth and Williams. NAYS: None. Motion approved 6-0.

**ADJOURN:** Motion to adjourn at 7:06 p.m. by Councilor Guy, second by Booth. Roll Called:  
AYES: Guy, Booth, Kinnard, Bond, Williams and Peterson. NAYS: None. Motion approved  
6-0.



City Clerk, Janelle Neece



Mayor Pro Tem, Tom Williams

