

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, May 24, 2022

PRAYER: Deanna Guy

PLEDGE OF ALLEGIANCE: Fire Captain Richard Yallaly

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on May 24, 2022 at 6:30 p.m.

ROLL CALL: COUNCIL PRESENT: Mayor Mike Wright, Bob Bond, Rob Brash, Deanna Guy, Barb Hardwick, Adam Booth, Ron Peterson and Tom Williams. COUNCIL ABSENT: Rob Kinnard.

ROLL CALL: STAFF PRESENT: City Administrator Tonya Willim, City Clerk Janelle Neece, Finance Director Rebecca Hoeflicker, Police Chief Chad Burnine, Fire Captain Richard Yallaly, Public Works Director Dale Shipp and City Attorney Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: May 10, 2022 minutes of the regular meeting approved as printed.

COMMENTS FROM AUDIENCE: None

ADOPTION OF AGENDA: Motion to adopt the agenda by Councilor Bond, second by Councilor Williams. Roll Called. AYES: Bond, Williams, Peterson, Hardwick, Brash, Guy and Booth. NAYS: None. Motion approved 7-0.

REPORT OF STANDING COMMITTEES:

- A. Finance:** Barb Hardwick. The Committee met prior to tonight's meeting and items discussed will be presented later on the agenda.
- B. Ordinance:** Barb Hardwick. The Committee met prior to tonight's meeting and items discussed will be presented later on the agenda.
- C. Public Works:** Ron Peterson. The Committee met prior to tonight's meeting and items discussed will be presented later on the agenda.
- D. Public Safety:** Tom Williams. The Committee met prior to tonight's meeting and items discussed will be presented later on the agenda.
- E. Park Department Liaison:** Deanna Guy. Park Board has not met.

MAYOR'S REPORT: Mike Wright. Richmond Rotary Grant Chair, Becky Treccariche, and President, Ryan Lauck presented Mayor Wright with a check in the amount of \$5,000. The donation is to assist with the construction of the new pergolas on the downtown lot. Mayor Wright has met with CA Willim who has kept him informed on City business.

CITY ADMINISTRATOR'S REPORT: Tonya Willim. CA report included in the packet. CA Willim highlighted that the downtown lot front lights and electrical are done. Reminder that June 22, 2022 the goals and objectives retreat will be with Patty again this year and she will be contacting all Council members beforehand.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Bill No. 22-11 An Ordinance Authorizing the Issuance, Sale and Delivery of General Obligation Bonds Series 2022. AN ORDINANCE AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF GENERAL OBLIGATION BONDS, SERIES 2022, OF THE CITY OF RICHMOND, MISSOURI; PRESCRIBING THE FORM AND DETAILS OF SAID BONDS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH. On April 12, 2022, the Council approved Resolution 454 to authorize the City to proceed forward with selling the \$5,000,000 principal amount of General Obligation Bonds, Series 2022. The City, Piper Sandler and Gilmore & Bell have been working to prepare for the bond sale. A Standard & Poor's (S&P) rating call was originally schedule for May 18, 2022, however, due to a personal emergency of the S&P representative, S&P proposed that the City provide written responses and documents in lieu of the rating call. The City submitted all the required information to S&P on May 18. S&P will provide the City's rating on Monday, May 23, 2022, and we will report it to City Council when it is received. The ordinance approves the parameters for the final financing terms in Section 202(b). The draft documents approved by the ordinance are available for review in the City Clerk's office. If the ordinance is approved and the parameters are met, the bond sale is expected to occur around June 6. Motion for first and second reading by title only of Bill No.22-11 by Councilor Peterson, second by Councilor Bond Roll Called. AYES: Peterson, Bond, Booth, Brash, Guy, Williams and Hardwick. NAYS: None. Motioned approved 7-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 22-11. Motion to adopt Bill No. 22-11 as an ordinance by Councilor Peterson, second by Councilor Williams. Roll called. AYES: Peterson, Williams, Booth, Bond, Brash, Guy and Hardwick. NAYS: None. Bill No. 22-11 approved 7-0.
- B. Bill No. 22-12 R&S Properties Special Event Permits. AN ORDINANCE APPROVING SPECIAL EVENT PERMIT APPLICATIONS FOR R & S PROPERTIES FOR EVENTS ON MAY 28, 2022 AND JUNE 4, 2022 AT 722

WOLLARD BOULEVARD. R & S Properties has submitted multiple special event applications for “Jam Session” events to be held on Saturdays throughout the summer at 722 Wollard Boulevard. Staff and the City Attorney have reviewed the applicable City Code provisions and determined that revisions to several Code sections including the section authorizing the Council to temporarily suspend certain Code provisions for special events need to be made in order to clarify applicability of those provisions for these types of events and to correct cross-reference errors in the Code. Staff and the City Attorney are currently reviewing the Code provisions that need to be modified. It is anticipated that the earliest date we will be in a position to discuss the proposed modifications with the Council and present Code changes to the Council is at the June 14 Council meeting. In order to allow the applicant to proceed during this time, staff recommends that the Council approve by ordinance the special event applications for the next two events scheduled for May 28 and June 4. This will allow consideration of the special event applications for the remaining events throughout the summer to occur after any Code revisions have been considered and adopted at the June 14 Council meeting. Motion for first and second reading by title only of Bill No.22-12 by Councilor Peterson, second by Councilor Bond Roll Called. AYES: Peterson, Bond, Booth, Brash, Guy, Williams and Hardwick. NAYS: None. Motioned approved 7-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 22-12. Motion to adopt Bill No. 22-12 as an ordinance by Councilor Peterson, second by Councilor Bond. Roll called. AYES: Peterson, Bond, Booth, Williams, Brash, Guy and Hardwick. NAYS: None. Bill No. 22-11 approved 7-0.

- C. Bill No. 22-13 An Ordinance Authorizing the City of Richmond, Missouri, to Enter Into A Personal Property Lease Purchase Transaction with Wells Fargo Equipment Finance, INC. ORDINANCE AUTHORIZING THE CITY OF RICHMOND, MISSOURI TO ENTER INTO A PERSONAL PROPERTY LEASE PURCHASE TRANSACTION WITH WELLS FARGO EQUIPMENT FINANCE, INC., THE PROCEEDS OF WHICH WILL BE USED TO PAY THE COSTS OF ACQUIRING A PUMPER TRUCK; AND APPROVING THE EXECUTION OF CERTAIN DOCUMENTS IN CONNECTION THEREWITH. The City of Richmond requested lease purchase proposals from various lenders on May 2, 2022 for the financing of the new Fire Department pumper. The City received three proposals, and the best proposal is from Wells Fargo Equipment Finance, Inc. Wells Fargo Proposed Terms - The rate will be locked at time of closing at 1.03% above the 7-year U.S. SOFR Swap Rate (an index rate used by financial institutions). (As of May 20, 2022, this lease purchase interest rate would be 3.59%.) There are no prepayment penalties if the City chooses to prepay the lease in future years. There are no closing fees, escrow fees or other fees charged for this transaction by Wells Fargo. This lease is for a seven year term, and annual lease payments are estimated around \$87,000 per year (dependent on locked interest rate at closing). The City estimated and budgeted \$87,300 for the annual payment during the FY22 budget development. The ordinance authorizes the City of Richmond to enter into the lease purchase to borrow funds for the purchase of the Fire Department pumper truck in the amount of \$548,011. Due to the interest rate not being locked until closing, the ordinance contains parameters for the interest rate not to exceed 3.90%. Lease documents are being prepared by Gilmore & Bell, the

City's special legal counsel. Motion for first and second reading by title only of Bill No.22-13 by Councilor Bond, second by Councilor Hardwick. Roll Called. AYES: Bond, Williams, Peterson, Guy, Hardwick, Booth and Brash. NAYS: None. Motioned approved 7-0. City Clerk Janelle Neece proceeded with the first and second reading by title only of Bill No. 22-13. Motion to adopt Bill No. 22-13 as an ordinance by Councilor Williams, second by Councilor Peterson. Roll called. AYES: Williams, Peterson, Guy, Bond, Hardwick, Booth and Brash. NAYS: None. Bill No. 22-13 approved 7-0.

- D. Surplus Sale- FD Pumper 6. Pumper 6 is a 1990 truck that was purchased under a contract with the old Richmond Rural Fire Association. The contract specified that after 10 years the truck would be titled to the City, which it was in 2001. Pumper 6 was set up as a rural truck with a front mount pump for roll pumping. Currently it is only being used to carry water to fires. The new Rural Tanker has arrived, and the Pumper 6 is no longer needed. Pumper 6 carries 1,000 gallons of water and has a 1,250 GPM front mount pump. The new Tanker carries 3,000 gallons of water and has a 1,500 GPM pump. The new tanker carries all of the equipment that Pumper 6 carries. The Fire Department has no need for Pumper 6 and sees no reason to continue the upkeep, certifications and apparatus that is needed on Pumper 6 and would like to sell it on Purple Wave. Motion to grant permission for the sale of Pumper 6 on Purple Wave by Councilor Williams, second by Councilor Guy. Roll Called. AYES: Williams, Guy, Booth, Bond, Brash, Hardwick and Peterson. NAYS: None. Motion approved 7-0.
- E. FY22 Bid Tab Mill/Overlay and Pressure Pave Project. On May 3, 2022, the City released Requests for Proposal for the 2022 street mill-overlay project with a close date of May 13, 2022. RFP 07-2022 Mill-Overlay Surfacing- Two bids were received. The bids are comparable in their proposal for work to be accomplished. The apparent low bidder (per unit cost) is Advanced Asphalt Paving & Concrete. Their bid total is \$237,718.25 (per unit price - \$85.00/ton and mill \$2.25/sq.yd.). The City has used Advanced Asphalt in the past (2016, 2018 and 2019, 2021), and our history with them is excellent. Pressure Pave Project- PressurePave System is a patented injection system for filling cracks/overlay of the street. This is a three part pressurized application where the system injects the cracks with a crack-resistant material, followed by a water-resistant membrane applied to 100% of the pavement surface, followed by ¼ or 3/8-inch asphalt surface. One piece of equipment does the application and the surface is drivable within 30 minutes. The first version will utilize the ¼ inch surface (MAQS-2) and the second will utilize the 3/8 inch surface (MAQS-3). MAQS-2 will be used for our "slurry type" streets and the MAQS-3 will be used for the more severe "mill & overlay type" streets that need more structure. This service is only provided by this vendor. Their bid total is \$120,482.30. The City has used Donelson Construction the past (2020) and our history with them is excellent. The FY22 budgeted amount is \$350,000. The combined total for mill-overlay and Pressure Pave is \$358,200.55. The overage is due to the price of oil and gas. However, this fund has an excess to coverage the overage. Motion to accept Advanced Asphalt Paving & Concrete LLC's bid in the amount of \$237,718.25 and Donelson Construction bid in the amount of

\$120,482.30 for the 2022 street overlay projects, total amount not to exceed \$358,200.55 and direct the City Administrator to execute the contracts by Councilor Bond, second by Councilor Hardwick. Roll Called. AYES: Bond, Hardwick, Peterson, Booth, Brash, Guy and Williams. NAYS: None. Motion approved 7-0.

- F. Classification/Compensation Plan. City staff has received a proposal from McGrath Human Resources Group for the completion of the comprehensive Classification and Compensation Study. The study will help conform our current plan to market to ensure we are able to recruit and retain a qualified workforce. We are currently experiencing a job market that is quickly changing, and need to review our pay system now to keep pace. The work is anticipated to cost not more than \$24,800 which the FY22 budget is currently earmarked for \$30,000. Staff anticipates starting the process in June and conclude around the middle of October, 2022. However, we should have significant data by July-August. Under the circumstances, we can proceed without doing an RFQ due to the need to complete the project. Section 135.180.G. of the City Code provides for an exception to the process if the situation is such that a 2 month time frame for selection of the consultant for professional services will not work. Also, Section 135.210 gives the Council the authority to waive any of the procedural requirements regarding selection of professional consultants “in the best interests of the City.” This is prevalent due to the time constraints and need to complete the project. Motion to approve the Classification and Compensation Study with McGrath HR Group not to exceed \$24,800 by Councilor Guy, second by Councilor Peterson. Roll Called. AYES: Guy, Peterson, Williams, Booth, Bond, Hardwick and Brash. NAYS: None. Motion approved 7-0.
- G. Enterprise Fleet Management. Under the Enterprise Fleet Management Agreement, the City of Richmond currently has five trucks and two police interceptors on order with Ford (authorized by Council and ordered in October 2021). The police interceptor orders have been accepted by Ford and are scheduled for production soon. However, the five trucks ordered have not yet been accepted by Ford. The trucks ordered may be cancelled by Ford in the coming months due to the volatile, unpredictable vehicle market. Enterprise recommends the City order GM replacements in case Ford decides not to build the truck orders already placed in October 2021. The benefit to doing this is to ensure the City has trucks to replace the ones we have slated with the first round of orders. If Ford does build the trucks currently on order, the City can choose to accept or reject any of the Ford or GM trucks built without any penalties. If the City rejects any of the trucks, Enterprise will not charge the City anything for the rejected trucks and will find other entities to place the trucks with. If Ford does cancel the trucks currently on order, the GM replacements will already be ordered. The GM truck order bank opens on May 26, 2022. Any trucks not ordered this year (in this order bank) will have to wait another full year for the next order bank and likely will not be received until 2024. Therefore, Enterprise recommends that the City place the second round of orders for any trucks needed in 2023. The City planned to order another four ¾ ton trucks for FY23 budget. Each truck ordered was estimated to cost approximately \$8,000 per year under the Enterprise lease. Motion to approve the replacement GM order for five trucks and an additional four trucks for the FY23

budget by Councilor Peterson, second by Councilor Williams. Roll Called. AYES: Peterson, Williams, Booth, Bond, Brash, Guy and Hardwick. NAYS: None. Motion approved 7-0.

ADJOURN OPEN/ENTER CLOSED: Pursuant to Section 610.021(3) Personnel and Section 610.021(13) Personnel Records, motion to adjourn open/enter closed session at 6:51 p.m. by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Bond, Peterson, Williams, Brash and Booth. NAYS: None. Motion approved 7-0.

ADJOURN CLOSED/ENTER OPEN: Motion to adjourn closed/enter open session at 7:11 p.m. with action taken by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Bond, Williams, Peterson, Brash and Booth. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 7:12 p.m. by Councilor Guy, second by Councilor Hardwick. Roll Called: AYES: Guy, Hardwick, Bond, Williams, Peterson, Booth and Brash. NAYS: None. Motion approved 7-0.



City Clerk, Janelle Neece



Mayor, Mike Wright

