

MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, FEBRUARY 13, 2024.

PRAYER: Rob Kinnard

PLEDGE OF ALLEGIANCE: Mark Sowder

Mayor Wright called to order the regular meeting of the City Council of the City of Richmond, Missouri on Tuesday, February 13, 2024, at 6:30 p.m.

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

ROLL CALL: STAFF PRESENT: City Administrator- Tonya Willim, City Clerk- Kim Williamson, Fire Chief- Mark Sowder, Police Chief, Scott Bagley, Finance Director- Dawn Jennings, Public Works Director, Dale Shipp, Community Development- Lisa Hastings, Economic Development Director, Rob Swafford, Utility Specialist – Wendy VanOster, Recreation Director- Haley Williams, HR Specialist – Courtney Williams, Municipal Court Clerk, Sarah Collins, City Attorney- Chris Williams.

WELCOMING REMARKS: Mayor Wright welcomed everyone to the meeting.

ACCEPTANCE OF MINUTES: The January 24, 2024 regular meeting minutes were approved as printed.

COMMENTS FROM AUDIENCE: None

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

REPORT OF STANDING COMMITTEES:

- A. Finance: Deanna Guy. The Committee has not met; nothing to report.
- B. Ordinance: Barb Hardwick. The Committee met on February 7th; items of discussion are on tonight's agenda.
- C. Public Works: Ron Peterson. The Committee met tonight; items of discussion will be on future agendas.
- D. Public Safety: Rob Kinnard. The Committee has not met; nothing to report.
- E. Park Board: Deanna Guy. The Committee will meet in March. Interviews for the Parks Master Plan were held and is on tonight's agenda.

MAYOR'S REPORT: The Mayor has met with CA Willim, who has kept him informed on City of Richmond business. The Mayor attended the interviews for the Parks Master Plan. Councilor Adam Booth has submitted his resignation. Police Chief, Scott Bagley presented three officers with awards.

Brandon Peet and Derek Gardner received the Life Saving Award, Corporal Tomas Rodriguez received Officer of The Year.

CITY ADMINISTRATOR'S REPORT: CA Willim's full report is in the packet. Interviews for the Parks Master Plan were held, CA Willim attended the MCMA Winter Workshop in Columbia. Discussions were started with Genesis Environmental Solutions. Tribeca has completed the concrete work in the gym, it now has a 45-day cure time. Westbrook & Co has been on site for the annual audit.

DEPARTMENT REPORTS: No questions or comments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- A. Lisa Hastings and the Building Codes Board of Appeals Committee have completed their review of the 2021 International Building Code (IBC). The Committee consists of a five-member appointed board consisting of John Dorton (General Construction), John Landwehr (Engineer), Danny Sisson (Electrical), Cole Oliphant (HVAC) and Bret Bowman (Plumbing). Each member has reviewed the code regarding their professional expertise. Mark Sowder has reviewed the International Fire Code portion. A joint Council work session with the Committee was held on January 30, 2024, to discuss the transition from the current IBC 2015 to IBC 2021. During the work session, the addition of a requirement for installation of tracer wire with underground utilities was brought forward. The Ordinance Committee met on February 7, 2024, to discuss the IBC 2021 ordinance with the modifications and the tracer wire requirement ordinance. The Ordinance Committee recommended approval of both ordinances to the full Council. Bill No.: 24-02 – Amending Title V Chapter 500 Building Regulation Codes. A motion for first and second reading by title only of Bill No. 24-02 was made by Councilor Bond seconded by Councilor Peterson. Roll Called. AYES: Bond, Peterson, Kinnard, Guy, Hardison, Hardwick and Brash. NAYS: None. Motion approved 7-0. Motion to adopt Bill No.: 24-02 as an ordinance by Councilor Peterson, seconded by Councilor Hardison. Roll Called. AYES: Peterson, Hardison, Bond, Hardwick, Kinnard, Brash, Guy. NAYS: None. Motion approved 7-0.
- B. Bill No.:24-03 Amending Title V Chapter 510 Underground Utility Installation. A motion for first and second reading by title only of Bill No. 24-03 was made by Councilor Peterson, seconded by Councilor Kinnard. Roll Called: AYES: Peterson, Kinnard, Brash, Hardwick, Bond, Guy, and Hardwick. NAYS: None. Motion approved 7-0. Motion to adopt Bill No.: 24-03 as an ordinance by Councilor Peterson, seconded by Councilor Kinnard. Roll Called. AYES: Peterson, Kinnard, Guy, Hardwick, Brash, Hardison, and Bond. NAYS: None. Motion approved 7-0.
- C. Consultant Selection for Park System Master Plan - On November 20, 2023, the City issued a Request for Qualifications for the comprehensive Park Master Plan, with a deadline for response by Monday, December 28, 2023. We received three responses: GMLV Architects, Vireo, and Olsson Studio. The Selection Committee determined that Viero emerged as the top choice based on the RFQ Evaluation Criteria and Scoring Table attached, scoring the highest and demonstrating their expertise and capability to deliver a

quality plan. Councilor Guy made a motion to enter into contract and formalize an agreement with Viero for \$75,000 and authorize the City Administrator to sign the contract, Councilor Peterson seconded the motion. Roll Called. AYES: Guy, Peterson, Kinnard, Hardison, Bond, Hardwick and Brash. NAYS: None. Motion approved 7-0.

- D. American Celebration – Fireworks and Waivers - The Annual Fourth of July Celebration “American Celebration” will be upon us soon. The date of this year’s celebration will be Friday, June 28, 2024. A few waivers are required to accommodate the celebration and city ordinances. Paragraph 205-160: Use of Fireworks Restricted. Discharge of fireworks by anyone in the city is only allowed between July 1 and July 5. - Waive this paragraph to allow fireworks by professional pyro technicians on June 28, 2024. Paragraph 215-340: Loud and unusual sounds and noises prohibited. The provision of this paragraph prohibits such sounds and noises between the hours of 9:00 p.m. and 7:00 a.m. The requirements of this paragraph be waived until 11:00 p.m. on June 28, 2024. Paragraph 215-790 – Prohibiting the sale of anything of value in city owned parks. We have discussed allowing a small number of food vendor trucks to enter the park to operate food concessions rather than the concession area of Southview Park. Food trucks will sell items like ice cream, hamburgers, hot dogs, soft drinks, etc. and we might be able to get others to sell small trinkets such as glow sticks/necklaces, t-shirts, etc. in the park area. The requirements of this paragraph will be waived prohibiting the sale of food items and trinkets in Southview Park from 6:00 p.m. until 11:00 p.m. on June 28, 2024. Councilor Hardison made a motion to approve the contract with J&M Displays in an amount not to exceed \$15,000, authorize the City Administrator to sign and waive the above requirements, Councilor Peterson seconded the motion. Roll Called. AYES: Hardison, Peterson, Kinnard, Bond, Brash, Guy, and Hardwick. NAYS: None. Motion approved 7-0.
- E. Liquor License – Stella’s Restaurant and Bar - On January 22, 2024, Christian Valencia, the new co-owner of Stella’s Restaurant & Bar Inc., applied for a Retail Liquor by the Drink and Sunday by Drink License. All requested information was submitted. Councilor Bond made a motion to issue Stella’s a liquor license, Councilor Peterson seconded the motion. Roll Called: AYES: Bond, Peterson, Hardwick, Kinnard, Brash, Hardison. NAYS: Guy. Motion approved 6-1.
- F. Emergency Purchase of Computers - The outdated operating systems on our existing computers have resulted in decreased operational efficiency. While we had budgeted for the conversion from server-based document storage and email to cloud-based systems in the FY24 budget, we encountered unforeseen complications during the process. Specifically, computers running Windows 7 were unable to be updated to the required software, whereas newer computers equipped with Windows 10 seamlessly underwent the conversion process. To address this issue urgently, we have purchased ten new computers equipped with modern operating systems. These computers, totaling \$7,905.01 in cost, have been procured from Micro Center and distributed across departments including administration, police, community development, parks, and wastewater. We ensured that the selected options from High Tek Solutions meet our requirements without compromising quality or functionality. Councilor Guy made a motion to approve the emergency purchase of computers for \$7905.01, Councilor Hardwick seconded the motion. Roll called. AYES: Guy, Hardwick, Peterson, Hardison, Bond, Kinnard, and Brash. NAYS: None. Motion approved 7-0.

ADJOURN: Motion to adjourn at 7:00 p.m. by Councilor Guy, seconded by Councilor Hardwick.
Roll called: AYES: Guy, Hardwick, Kinnard, Bond, Brash, Peterson, and Hardison. NAYS: None.
Motion approved 7-0.

City Clerk, Kim Williamson



Mayor, Mike Wright

