

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF RICHMOND, MISSOURI, MARCH 26, 2024.**

**PRAYER:** Brian Guy

**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, March 26, 2024, at 6:30 p.m.

**ROLL CALL:** Council Present: Mayor Mike Wright, Ron Peterson, Barb Hardwick, Jim Hardison, Deanna Guy, Bob Bond, Rodney Williams and Rob Brash. Absent: Rob Kinnard

**ROLL CALL:** Staff Present: City Administrator/Acting City Clerk-Tonya Willim, Police LT-Brandon Ray, Fire Chief-Mark Sowder, Finance Director-Dawn Jennings, Public Works Director-Dale Shipp, Economic Development Director-Rob Swafford, Community Development-Lisa Hastings, and City Attorney-Chris Williams.

**WELCOMING REMARKS:** Mayor Wright welcomed everyone to the meeting.

**ACCEPTANCE OF MINUTES:** March 12, 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 Hardison. Roll Called: AYES: Bond, Guy, Hardwick, Peterson, Williams, Hardison and Brash. NAYS: None. Motion approved 7-0.

**REPORT OF STANDING COMMITTEES:**

- A. Finance: Deanna Guy. The Committee has not met therefore has nothing to report.
- B. Ordinance: Barb Hardwick. We held an ordinance meeting prior to council and discussed the 3 ordinances on the agenda tonight.
- C. Public Works: Ron Peterson The Committee has not met and therefore has nothing to report.
- D. Public Safety: Rob Kinnard - absent. The Committee has not met therefore nothing to report.
- E. Park Board Liaison – Deanna Guy. The Board has not met.

**MAYOR'S REPORT:** The Mayor has met with CA Willim, who has kept him informed on City business.

**CITY ADMINISTRATOR'S REPORT:** Park & Recreation have been extremely busy getting ready for spring and opening up the restrooms. New mulch has been delivered and turface will be spread on the fields soon. On March 12, the team met with Viero for the kickoff to the Parks Master Plan and received the list of documents need. We are getting those together. Update on F350 flatbed

is still at Knapheide and should receive this month (April 19th). Yesterday was the 45-day mark for the gym floor concrete curing and are hoping to have Tereflex in to start laying the floor the end of the week.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

- A. Audit FY23 (September 30, 2023) Presentation, Westbrook & Co. – Mandy Kaullen. Mandy presented the results of the fiscal year 2023 audit by PowerPoint and acknowledged the expertise and skills of Finance Director Dawn Jennings, City Administrator Tonya Willim and staff. From the report, Mandy indicated that the financial statements referred to in the report are present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund. GASB 96 was implemented for Subscription-Based Information Technology Arrangements. These financial statements are materially correct, which is what you want to receive in an audit and audit opinion is clean. She briefly went through the audit report and explained various tables included therein. No material weaknesses were found or noted. No discrepancies were found.
- B. **Bill No. 24-05:** Final Plat Lot Split combining 208/210 E. Buchanan. Lisa Hastings stated the individuals want to combine the parcels into one plat. A motion for first and second reading by title only of Bill No. 24-05 was made by Councilor Peterson, seconded by Councilor Hardwick. Roll called: AYES: Peterson, Brash, Hardwick, Bond, Guy, Williams, and Hardwick. NAYS: None. Motion approved 7-0. Motion to adopt Bill No.: 24-05 as an ordinance by Councilor Peterson, seconded by Councilor Hardison. Roll Called. AYES: Williams, Peterson, Guy, Hardwick, Brash, Hardison, and Bond. NAYS: None. Motion approved 7-0.
- C. **Bill No. 24-06:** Temporarily Suspending applicability of Chapter 406 for Concert. As per the Conditional Use Permit (CUP) granted on July 26, 2022, Branded Outdoor Theater is obligated to adhere to Chapter 406 of the City Code pertaining to parking regulations. Mr. Huffman seeks a waiver to allow for overflow parking in the area behind his building in an effort to mitigate any potential hazards associated with parking on the street or in unsuitable areas during the event. The requirement in Ordinance No. 2612 – granting the CUP regarding the applicability of the parking regulations in Chapter 406 of the City Code is needed to be temporarily suspended by ordinance on April 27-28, 2024, for overflow parking of tour buses, recreational vehicles, and attendees of a special concert event on April 27, 2024, in a designated, unpaved area. A motion for first and second reading by title only of Bill No. 24-06 was made by Councilor Peterson, seconded by Councilor Hardwick. Roll called: AYES: Peterson, Brash, Hardwick, Bond, Guy, Williams, and Hardwick. NAYS: None. Discussion: this is a one-time waiver for this event. Motion approved 7-0. Motion to adopt Bill No.: 24-06 as an ordinance by Councilor Peterson, seconded by Councilor Guy. Roll called. AYES: Williams, Peterson, Guy, Hardwick, Brash, Hardison, and Bond. NAYS: None. Motion approved 7-0.

- D. **Bill No. 24-07:** Amending Section 110.096 Clarify Certain Code Provisions for Special. This proposed amendment aims to clarify the wording in Section 110.096 to match the definition in Chapter 630. The amendment defines "**non-profit group or organization**" for clarity in determining eligibility for hosting such events. A motion for first and second reading by title only of Bill No. 24-07 was made by Councilor Peterson, seconded by Councilor Hardwick. Roll called: AYES: Peterson, Brash, Hardwick, Bond, Guy, Williams, and Hardwick. NAYS: None. Motion approved 7-0. Discussion: none. Motion to adopt Bill No.: 24-07 as an ordinance by Councilor Peterson, seconded by Councilor Guy. Roll called: AYES: Williams, Peterson, Guy, Hardwick, Brash, Hardison, and Bond. NAYS: None. Motion approved 7-0.
- E. Lisa Lane Lift Station Project – 3 Phase Electrical. Originally installed in 1973, the Lisa Lane lift station lacked three-phase electrical availability. To compensate, a phase converter was added for operation. With the installation of three-phase electrical, the outdated suction lift pump system will be removed due to frequent issues stemming from its age and lack of available parts, necessitating extensive retrofitting to maintain functionality. Instead, the city will utilize the existing wet well and introduce new guide rails, submersible pumps, and control panels for a modernized pump system. This new setup will be reconnected and integrated with the existing force main. Evergy outlines plans for upgrading the Lisa Lane Pump Station to a three-phase electrical service. Evergy will oversee the replacement of poles and the installation of a new line, starting from N. Thornton St. (point 1) and progressing westward, replacing poles near their current positions until reaching the southwest corner of Dunns Ln. and Lisa Ln. (point 3). Following this, the Public Works crew will take charge of tasks such as providing the transformer pad, trenching, and conduit installation from point 3 to point 11. In addition to the outlined plans, it's important to note that the Fiscal Year 2024 budget has allocated \$90,000 (55-00-00-9020) specifically for Capital Improvements related to the installation of a three-phase electrical service. This allocation covers expenses such as the purchase of the transformer pad, conduit, trenching costs, pumps, and associated installation expenses. Motion to approve acceptance of the Evergy quote in the amount of \$52,028.17 by Councilor Guy, seconded by Councilor Peterson. Roll called: AYES: Williams, Peterson, Guy, Hardwick, Brash, Hardison, and Bond. NAYS: None. Motion approved 7-0.

**ADJOURN:** A motion was made at 6:55 p.m. by Councilor Guy to adjourn the meeting, seconded by Councilor Hardwick. Roll called: AYES: Guy, Hardwick, Peterson, Williams, Bond, Brash, and Hardison. NAYS: None. Motion approved 7-0.



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Mayor, Mike Wright



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Acting City Clerk, Tonya Willim