

**Maryville City Council**  
**Special Called Meeting**  
September 29, 2014  
6:00 p.m.

The Council of the City of Maryville, Missouri, met in a regular session on Monday, September 29, 2014, at City Hall, 415 North Market Street, in said City at 6:00 p.m.

**PUBLIC HEARINGS: Proposed Budget for Fiscal Year 2015**

Mayor Riedel opened a public hearing regarding the proposed budget for Fiscal Year 2015. Any person wishing to speak on this subject was asked to stand and give their name and address for the record. No persons appeared to be heard.

The public hearing was closed by the Mayor.

**ROLL CALL**

The meeting was called to order by Mayor Renee Riedel and roll was called by the City Clerk, with the following present to-wit: Mayor Renee Riedel, Council Members Rachael Martin, Jerry Riggs, Timothy Shipley and Jeff Funston. Others present were City Manager Greg McDanel; Asst. City Manager Ryan Heiland; City Attorney Doug Thomson; Dir., Finance Denise Town; Dir., Public Safety Keith Wood, Dir., Public Works C.E. Goodall; and City Clerk Sheila Smail.

**APPROVAL OF THE AGENDA**

Mayor Riedel requested any changes needed to the agenda, be noted at this time.

It was noted that there would be an addition to the agenda. The last item on the revised agenda was an ordinance for City Council consideration for approval of a contract between the City of Maryville and the Missouri Highways and Transportation Commission for rehabilitation of Runway 14/32, at the Northwest Missouri Regional Airport. The agreement was due to be submitted to the Missouri Highways and Transportation Commission by September 30, 2014, to take advantage of the grant valued at nearly one hundred thousand dollars (\$100,000). The City had not received the contract from the Missouri Highway and Transportation Commission. Consequently, the agreement was emailed to the City on this day (September 29, 2014), to be added to the agenda for consideration, approval, signed and returned to the Missouri Highways and Transportation Commission by the deadline of September 30, 2014.

Motion was made by Councilman Funston, seconded by Councilman Riggs, that the agenda be approved as amended. Upon roll being called, the vote was as follows: Councilman Shipley, yea; Councilman Funston, yea; Councilwoman Martin, yea; Councilman Riggs, yea; Mayor Riedel, yea. Motion carried.

**A RESOLUTION AUTHORIZING A LOT SPLIT FOR CASEY'S MARKETING COMPANY, AT HIGHWAY 46 AND HIGHWAY 71 BYPASS**

The City Clerk presented a bill, Bill No. 2014'101 for a resolution entitled:

**A RESOLUTION AUTHORIZING A LOT SPLIT OF PROPERTY LOCATED  
ALONG AT EAST HIGHWAY 46 AND HIGHWAY 71 BYPASS, MARYVILLE,  
MISSOURI.**

A lot split application was submitted by the Casey's Marketing Company of Ankeny, Iowa for a 3.46 acre piece of property located along E. Highway 46 and Highway 71. The property is currently under contract with owners Maryville East Side Development, LLC. This location will be utilized for a proposed convenience store with gasoline and diesel fueling. The property is currently zoned M-1.

City Staff recommended approval of the proposed resolution for a 3.46 acre lot split of property located at E. Highway 46 and Highway 71. The lot split request meets the requirements of the Maryville Municipal Code.

Upon motion duly made and seconded, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24

hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Funston, seconded by Councilman Riggs to approve Council Bill No. 2014'101, to approve the 3.46 acre lot split of property located at E. Highway 46 and Highway 71. Upon roll being called the vote was as follows: Councilman Funston, yea; Councilwoman Martin, yea, Councilman Riggs, yea; Councilman Shipley, yea; Mayor Riedel, yea. Motion carried.

Said bill was then identified as Resolution No. 616 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk.

**A RESOLUTION TO APPROVE A LOT SPLIT OF PROPERTY LOCATED ALONG HIGHWAY 71 BYPASS**

The City Clerk presented a bill, Bill No. 2014'102 for a resolution entitled:

**A RESOLUTION AUTHORIZING A LOT SPLIT OF PROPERTY OWNED BY MARYVILLE EAST SIDE DEVELOPMENT, LLC, LOCATED ALONG HIGHWAY 71 BYPASS, MARYVILLE, MISSOURI.**

An application was submitted by Mark Burnside, Maryville East Side Development, L.L.C. for the proposed lot split of 4.5 acres of property located along US Highway 71. The proposed lot would be located directly north of the planned Casey's development and access will be provided from a shared roadway. The site is currently under economic development consideration as a restaurant location. The property is currently zoned M-1.

Staff recommended approval of the proposed resolution for a lot split of property located along US Highway 71 owned by Maryville East Side Development, LLC. The lot split request meets the requirements of the Maryville Municipal Code and as such, staff recommends approval as presented.

Upon motion duly made, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, to approve Council Bill No 2014'102, to approve a lot split of property located along US Highway 71 owned by Maryville East Side Development, LLC. Upon roll being called the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Shipley, yea; Councilman Funston, yea, Mayor Riedel, yea. Motion carried.

Said bill was then identified as Resolution No. 617 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk

**AN ORDINANCE APPROVING THE REVISED 2014 FISCAL BUDGET OF THE CITY OF MARYVILLE, MISSOURI**

The City Clerk presented a bill, Bill No. 2014'103 for an ordinance entitled:

**AN ORDINANCE APPROVING THE REVISED 2014 FISCAL BUDGET OF THE CITY OF MARYVILLE, MISSOURI; APPORTIONING FROM THE REVENUE OF THE CITY REQUISITE FUNDS THEREFORE AND PROVIDING FOR THE METHOD OF ADJUSTMENT THEREOF.**

The Park & Recreation board determined after the beginning of the fiscal year to move forward with the purchase of various capital items based on its fund balance level and an unbudgeted donation. Purchases were made for new cardio/fitness equipment, playground equipment and pitching machines for softball. A skid loader critical to day-to-day operations needed major repairs, changes in personnel costs were made, computer upgrades were needed, and various minor line items were changed.

The Munn and Depot street projects in the CIP Fund were budgeted to be complete at September 30, 2013. Since the projects were still ongoing in FY 2014 this resulted in higher expenditures than budgeted as the projects carried into the new fiscal year. The trail projects' actual construction costs were less than budgeted, however the down payment for the fire pumper truck occurred in FY 2014 rather than as expected in FY 2013. The CIP Fund was also utilized for \$18,080 in alternates on the 2014 Asphalt Overlay Project.

The TIF Fund is being amended to reflect a higher reimbursable project cost paid to Nucor-LMP due to the

receipt of higher PILOT monies. Minor changes were made to reflect actual costs for professional services and fiscal agent fees.

These amendments result in expenditure increases by fund as follows:

- Park & Recreation Fund           \$ 17,327
- CIP Fund                               \$ 387,477
- TIF Fund                               \$ 4,918

Staff recommended approval of the proposed ordinance approving the revised 2014 Fiscal Budget of the City of Maryville Missouri, apportioning from the revenue of the City requisite funds and provide for the method of adjustment.

Upon motion duly made, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, said bill was read by title on the second reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Riggs, seconded by Councilman Funston, to approve Council Bill No 2014'103, to adopt the proposed ordinances approving the revised 2014 Fiscal Budget of the City of Maryville Missouri, apportioning from the revenue of the City requisite funds and provide for the method of adjustment.

Upon roll being called the vote was as follows: Councilman Riggs, yea; Councilman Shipley, yea; Councilman Funston, yea; Councilwoman Martin, yea, Mayor Riedel, yea. Motion carried.

Said bill was then identified as Ordinance No. 7671 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk.

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE 2015 FISCAL YEAR OF THE CITY OF MARYVILLE, MISSOURI**

The City Clerk presented a bill, Bill No. 2014'104 for an ordinance entitled:

**AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR THE 2015 FISCAL YEAR OF THE CITY OF MARYVILLE, MISSOURI, COMMENCING ON OCTOBER 1, 2014, AND APPROPRIATING FUNDS PURSUANT THERETO.**

The adoption of the budget is the single most important function of a City's Governing Body and Administration. The budget is the principal policy management tool for the Governing Body and an operations plan for Administration. It represents the culmination of projecting available resources for the upcoming year to create the financial plan for spending those resources. The official FY 2015 budget process began in April and has involved key discussions regarding the levels of service to be provided and projects anticipated with the available revenues and reserves.

The FY 2015 proposed budget is a continuation of a multi-year transition to a city budget that is priority based and guided by the Maryville Comprehensive Plan. The Maryville Comprehensive Plan was adopted on December 19, 2012 and its content has been used during draft budget preparation and decision making. Also, on July 15 and 16, 2014, City Council held strategic planning sessions with the Art Davis Group, LLC to prioritize short and long-term council goals. Many projects and initiatives included in this budget align with the goals adopted by resolution on August 25, 2014.

A budget workshop was held on Monday September 22, 2014 to review the draft budget. Many of the key variances were discussed and questions were answered regarding city initiatives. A brief presentation of the proposed final budget highlights was given by City Manager McDanel.

A financial overview was provided showing the revenue and expenditure summaries for all funds in the FY 2015 proposed budget. Budget detail sheets were also provided. Revenues plus beginning available reserves total thirty-two million seven hundred fifty thousand nine hundred ninety-three dollars (\$32,750,993), while

expenditures plus contingencies (ending available reserves) equal the same amount of thirty-two million seven hundred fifty thousand nine hundred ninety-three dollars (\$32,750,993). Total amount of Fiscal Year 2015, including monies from grants equals thirty-four million eight hundred nine thousand six hundred fifty-one dollars (\$34,809,651.00).

City Staff recommended the City Council adopt the proposed ordinance approving the FY 2015 Budget for the City of Maryville and apportioning from the City requisite funds thereof. The annual operating and capital budgets allow the City Council to align resources with priority programs, projects, and services. The proposed FY15 Budget plans to draw down fund reserves while ensuring a minimum 20% reserve balance of operating costs remains in all funds. The budget included conservative estimates for revenues and expenditures to ensure financial stability throughout the course of the year and preparation of the FY16 Budget. Expenditures such as insurance costs, full staffing salaries, and equipment replacements will likely come in under budget during the fiscal year. The budget includes a 2.5% cost of living adjustment for employees and the addition of three (3) full-time and two (2) regular part-time employees. *(1.5 FTE Mousingo, 2 FTE Water/Sewer, 0.5 FTE General)*

A FY 2015 Budget Document will be prepared by staff in conjunction with the Government Finance Officers Association (GFOA) Distinguished Budget Award Program. This document will contain narrative and graphical displays outlining the budget while focusing on transparency and stated city goals and objectives. The City of Maryville received its second ever GFOA Distinguished Budget Award earlier this year for the FY 2014 Budget Document.

Upon motion duly made, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, said bill was read by title on the second reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Riggs, seconded by Councilwoman Martin, to approve Council Bill No. 2014'104, to adopt the proposed ordinances providing for the levy and collection of a tax on the taxable real and personal property in the City of Maryville, Missouri, for the year 2014. Upon roll being called the vote was as follows: Councilman Shipley, yea; Councilman Funston, yea; Councilwoman Martin, yea, Councilman Riggs, yea; Mayor Riedel, yea. Motion carried.

Said bill was then identified as Ordinance No. 7672 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk.

**AN ORDINANCE TO EXECUTE A STATE BLOCK GRANT AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION FOR DESIGN OF THE RUNWAY 14/32 REHABILITATION PROJECT**

The City Clerk presented a bill, Bill No. 2014'105 for an ordinance entitled:

**AN ORDINANCE TO AUTHORIZE THE MAYOR TO EXECUTE A STATE BLOCK GRANT AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION PROVIDING FOR THE DESIGN OF THE RUNWAY 14/32 REHABILITATION PROJECT AT NORTHWEST MISSOURI REGIONAL AIRPORT, MARYVILLE, MISSOURI.**

On August 25, 2014, the City Council approved a professional services agreement with JVIation, Inc. for the design of the Runway 14/32 Rehabilitation Project at Northwest Missouri Regional Airport. The total not-to-exceed amount for design was two hundred forty-one thousand nine hundred eighty-seven dollars and thirty-eight cents (\$241,987.38) with professional services being eligible for Non-Primary Entitlement Funding at a rate of ninety percent (90%) federal and ten percent (10%) local.

A State Block Grant Agreement with the Missouri Highways and Transportation Commission is proposed to ensure federal participation on design costs through the Non-Primary Entitlement Funding Program.

The State Block Grant Agreement with the Missouri Highways and Transportation Commission outlines a total of two hundred twenty-four thousand four hundred twenty-four dollars (\$224,424) of the two hundred forty-one thousand nine hundred eighty-seven dollars and thirty-eight cents (\$241,987.38) will be covered by Non-Primary Entitlement Funds. Federal participation of eighty-five thousand forty-seven dollars (\$85,047) is scheduled at ninety-five percent (95%) and one hundred thirty-nine thousand three hundred seventy-seven dollars (\$139,377) at ninety percent (90%) of eligible project costs. The City will be responsible for a local match of nineteen thousand nine hundred sixty-three dollars (\$19,963) which was included in the proposed FY2015 Budget.

Staff recommended approval of the proposed ordinance to execute a State Block Grant Agreement with the Missouri Highways and Transportation Commission for design of the Runway 14/32 Rehabilitation Project. The State Block Grant Agreement ensures federal participation on professional services for the project. If funds were not obligated by September 30, 2014, the City of Maryville will lose the 2011 funding balance of \$132,864. Runway 14/32 is in poor condition thereby making engineering of the rehabilitation project critical to seeking additional construction funds.

Upon motion duly made, said bill was read by title on the first reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Upon motion duly made, said bill was read by title on the second reading, a copy of said bill having been made available for public inspection by filing the same in the office of the City Clerk more than 24 hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilman Riggs, seconded by Councilman Shipley, to approve Council Bill No 2014'105, to amending Section 705.580: Lead Ban – General Policy of the Municipal Code for the City of Maryville to remain in compliance with Environmental Protection Agency regulations updated in January 2014. Upon roll being called the vote was as follows: Councilman Riggs, yea; Councilman Shipley, yea; Councilman Funston, yea; Councilwoman Martin, yea, Mayor Riedel, yea. Motion carried.

Said bill was then identified as Ordinance No. 7674 and was duly passed, adopted and was thereupon signed by the Mayor and attested by the City Clerk. The agreement was identified as Contract No. 2014-59.

**ADJOURNMENT**

Motion was made by Councilwoman Martin seconded by Councilman Riggs, that the meeting be Adjourned. Upon the roll being called, the vote was as follows: Councilwoman Martin, yea, Councilman Shipley, yea; Councilman Riggs, yea; Councilman Funston, yea; Mayor Riedel, yea. Motion carried. Meeting was adjourned at 7:45 p.m.

---

Renee Riedel, Mayor

ATTEST:

---

Sheila Smail, City Clerk