

Maryville City Council
Regularly Scheduled Meeting
February 22, 2016
7:00 p.m.

The Council of the City of Maryville, Missouri, met in a regular session on Monday, January 25, 2016, at City Hall, 415 North Market Street, in said City at 7:00 p.m.

ROLL CALL

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

PLEDGE TO THE FLAG

The pledge to the flag was led by Mayor Riedel.

INVOCATION

Councilman McDowell gave the invocation.

APPROVAL OF THE AGENDA

Mayor Riedel requested any changes needed to the agenda, be noted at this time. No changes were noted.

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

CITIZENS TO BE HEARD

Mayor Riedel welcomed citizens and stated this the time for persons to address the Council on items not on the agenda. Any persons wishing to speak were requested to stand and state their name and address for the record.

No persons appeared to be heard.

REQUEST TO HOLD FARMER'S MARKET IN CITY PARKING LOT

For many years the Farmer's Market was located in the parking lot of the MaryMart Shopping Center. This past year there was a change in ownership of the property and the new owner no longer wished to allow such activity on the premises, consequently the local Farmer's Market had faded.

Sam Mason, Member of the Maryville Host Lions Club had submitted an application requesting permission by the City Council to host the Maryville Farmer's Market on a parking lot owned by the City of Maryville. The targeted city parking lot for this event is located at the northwest corner of the intersection at West 4th Street and North Buchanan Street and was proposed to be held on Saturdays from 6:00 a.m. until 12:00 noon, beginning late May and ending late October of each year.

Assistance was requested by the city in posting notices that all vehicles must be removed by 6:00 a.m., Saturdays.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, to allow the Maryville Host Lions

Club to host a Farmer's Market on Saturday mornings between late May and late October, on the city parking lot located at the Northwest corner of the intersection at West 4th Street and North Buchanan Street. Upon roll being called, the vote was as follows: Councilman McDowell, yea; Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Shipley, yea; Mayor Riedel, yea. Motion carried.

AUDIT REPORT FOR FY 2015, HOCHSCHILD, BLOOM AND COMPANY, LLP

Mike Williams, Hochschild, Bloom and Company, LLP, an accounting firm from the St. Louis area, provided an audit report of the financial standings of the City of Maryville for fiscal year 2015 (FY2015).

The assets and deferred outflows of resources of the City exceeded its liabilities and deferred inflow of resources at the close of the September 30, 2015 fiscal year by thirty-five million five hundred sixty-one thousand two hundred fifty-four dollars (\$35,561,254). The assets and deferred inflows of resources at the close of the September 30, 2014 fiscal year by thirty-two million seven hundred fifty-nine thousand five hundred fifty-seven dollars (\$32,759,557) The city's total net position increased by two million eight hundred one thousand six hundred ninety-seven dollars (\$2,801,697), for fiscal year September 30, 2015.

At the time of closure of the FY15, the City's governmental funds reported combined ending fund balances of three million two hundred sixty-nine thousand three hundred eighty-four dollars (\$3,269,384), a decrease of one million two hundred twenty-two thousand eight hundred seventy-nine thousand dollars (\$1,222,879) in comparison with the prior year. Approximately twenty-five percent (25%) of this total amount, or eight hundred thirty-three thousand six hundred seventy-three dollars (\$833,673) is available for spending at the city's discretion (unassigned fund balance).

It was stated in the report that the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City as of September 30, 2015, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with the accounting principles are generally accepted with no significant deficiencies.

AN ORDINANCE TO EXECUTE A DESIGN PROFESSIONAL SERVICES AGREEMENT WITH SK DESIGN GROUP, INC. FOR ENGINEERING DESIGN SERVICES ON THE SOUTH MAIN IMPROVEMENT PROJECT, PHASE I

The City Clerk presented a bill, Bill No. 2016'03 for an ordinance entitled:

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MARYVILLE, MISSOURI, TO EXECUTE A DESIGN PROFESSIONAL SERVICES AGREEMENT WITH SK DESIGN GROUP, INC., TO PROVIDE ENGINEERING DESIGN SERVICES FOR THE SOUTH MAIN IMPROVEMENT PROJECT, PHASE I, MARYVILLE, MISSOURI

Main Street is an arterial roadway running north-south through the center of the City consisting of a forty-four feet (44') wide pavement with unpaved shoulders and a ditch drainage system. The roadway currently operates with one northbound through lane, one southbound through lane, and a center two-way left turn lane. The available right-of-way on Main Street varies from a minimum of ninety feet (90') to a maximum of one hundred thirty-five feet (135'). South Main Street is heavily developed on either side throughout this corridor by commercial land

uses. These land uses are contemporary in nature with large expanses of parking, numerous curb-cuts and conflicting turn movements. The roadway converges to a two lane roadway with shoulders and ditched drainage south of South Hills Drive (Highway V). Heavy commercial traffic is compounded during peak traffic hours by volumes associated with the Maryville R-II School District, St. Francis Hospital, and shift changes of nearby industries. Adjacent to the corridor, a significant amount of vacant agricultural property exists with the potential for additional commercial and residential development. Several multi-family residential units have recently developed along the corridor which plan to add to existing traffic volumes.

A grid of networked streets generally parallel to Main Street and Route 46 has developed on a typical city block spacing of three hundred (300') to five hundred feet (500') north-south and east-west originating from downtown Maryville. In most cases, the grid network supports traffic flow throughout the City and provides readily available alternative routes when congestion and/or traffic delays on a particular street exceeds driver expectation. However along South Main, the street grid essentially ends south of South Avenue. Between South Avenue and Route V (approximately 4,000 linear feet), Main Street, Munn Avenue, and Highway 71 bypass are unbroken by any east-west through streets. During typical traffic periods, the heaviest traffic volumes on Main Street occur in this section due to the bottleneck.

In 2015, the City hired SK Design Group, Inc. to perform the South Main Traffic Corridor Study. The purpose of the study was to determine the best way to serve existing and future travel demands along the corridor. The general scope of the study included reviewing existing traffic conditions, lane configurations, signal spacing and timings, traffic control devices, crash patterns and availability of non-motorized facilities such as sidewalks and bike routes. The public involvement component of the study was ongoing throughout the plan development process. The consultant team conducted several stakeholder collaboration sessions, presentation and community opinion surveys. Data collection efforts for the study included review of the Maryville Comprehensive Plan, existing right-of-way, utility systems, drainage systems and traffic volumes. Additional information collection included a 3-year crash history and conducting turning movements at key intersections in regular and peak-hours.

Following data collection a Road Safety Assessment (RSA) was completed with the SK team and City staff. The RSA followed FHWA guidelines with the goal and objective of designing a safe corridor for all users including pedestrians. The team also conducted a number of traffic analyses along the corridor using data collected in the field. The info was placed into a traffic modeling and simulation software called *Synchro/SimTraffic* to perform volume and capacity analysis. Other analysis included the capacity for a three (3) lane and five (5) lane roadway section, congestion management, and traffic signal timing.

The study was finalized with the development of a conceptual framework for a plan including a phasing strategy. The plan documents opportunities for operational efficiency and safety for all road-users. An Access Management Guideline was also developed for use by City staff and decision makers to establish the appropriate balance between access and mobility.

The conceptual plan was presented to the City Council on August 24, 2015 and noted improvements segmented into three phases. The plan recommended Phase I improvements to the roadway from the intersection of South

Main & South Avenue to just north of the northern driveway to Walmart. The intersection at South Avenue was defined in the study as the most severe functional issue on the corridor and the cause of most congestion along South Main. Improvements to this phase will also address the majority of pedestrian flow and safety concerns at the time. Phase II, is scheduled from the north driveway of Walmart to Highway V. Improvements to this area will focus more on east-west roadway alignment and conflicting turn management than traffic congestion. Finally, Phase III will make improvements to the southern section from Highway V to the Highway 71 Bypass. This area will complete the corridor with pedestrian and aesthetic enhancements.

Also on August 24, 2015, the City Council adopted a Strategic Goals Resolution to outline the goals developed in the planning session led by the Art Davis Group, LLC. One of the adopted goals is to “Implement South Main Corridor Improvements with a specific action step of “Begin engineering and design of selected improvements with available funding”. It is anticipated that funding for construction of improvements to South Main will come from the Capital Improvement Fund dedicated sales tax. The current revenue generated by the sales tax is used to pay debt on completed projects such as Munn, 4th Street, and Depot. The sales tax sunsets in September 2018 and a renewal attempt to extend funding is anticipated for April 2017. Once a renewal is secured, the City could incur debt to construct improvements such as South Main. Construction costs for each phase of improvements to South Main are estimated at four million dollars (\$4,000,000).

The FY’16 Budget includes a total of one hundred eight thousand two hundred seventy dollars (\$108,270) to begin engineering of the South Main Improvements, Phase I. The budget reflects eighty-six thousand six hundred sixteen dollars (\$86,616) to come from the Surface Transportation Program (STP) Small Urban funds from the Missouri Department of Transportation (MoDOT) to offset initial design costs. Due to the complexity, cost, and timing of construction funding, engineering and design is proposed to span the FY’16 and the FY’17 Budgets. Full design will require significant input from the public and conversations with each business on access and needs.

According to MoDOT’s Local Public Agency Manual, engineering and design firms utilizing STP funds can be acquired through a Request for Qualifications (RFQ) process or selected from the prequalified MoDOT On-Call List. After reviewing the South Main Traffic Corridor Study, staff recommends selecting SK Design Group, Inc. from the On-Call List due to their extensive work on the project to date. The proposed Design Professional Services Agreement includes obtaining base information, preliminary plans, final plans, bidding and construction administration for a total not to exceed two hundred twenty-seven thousand five hundred dollars (\$227,500). SK Design Group, Inc. is aware of the current budget constraints and city’s intention to design over two budget cycles. An allocation of funding in the FY’17 Budget will be required to complete design and prepare for potential construction in the summer of 2017 or spring of 2018.

A total of one hundred eight thousand two hundred seventy dollars (\$108,270) is included in the FY’16 Budget in the General Fund for engineering on this project with eighty percent (80%) coming from MoDOT STP funds. MoDOT is in the process of finalizing the funding agreement for STP funds on the project. The total Design Professional Services Agreement is not-to-exceed two hundred twenty-seven thousand five hundred dollars (\$227,500) with the remaining one hundred nineteen thousand two hundred thirty dollars (\$119,230) requiring

allocation in FY'17. Staff will pursue additional outside funding to assist in offsetting the remainder of design fees. SK Design Group, Inc. has noted to halt design once the FY'16 Budget amount has been spent until funds are reallocated.

The Maryville Comprehensive Plan outlines the following pertaining to this project:

- *Transportation Priorities: Examine options for improving function of South Main Street”.*
- *“Focus on the revitalization of Main Street as the civic/cultural/retail center of Maryville.”*
- *“The transportation system will be accessible to all residents, conveniently and effectively move all modes of transportation, and support the continued economic growth of the city.”*
- *“Strategies: Establish accelerated program of street and sidewalk improvements and maintenance”.*
- *“An efficient Maryville will maximize investments in streets, infrastructure, and public services, and use every unit of service to the greatest advantage”.*
- *“New growth, especially in southern Maryville, should avoid isolation and include connections that unite it with the established community and South Main Street.”*
- *Development Concept map identifies general location of future east-west collectors from South Main Street and development.*
- *“Southside Growth Center, located on either side of South Main, south of South Ave. Transportation connections through this area will be key to the future development of the Southside growth center. A looped road system should connect the eastern and western sides of South Main Street and ensure connections between neighborhoods and major activity and commercial centers along South Main.”*
- *“The commercial development of south of South Avenue is much more contemporary with large expansions of parking but like the northern portion of the corridor there are numerous curb-cuts and conflicting turning movements. Again, efforts should include access management and improved landscaping and screening. Additional access across South Main could provide better east-west connectivity and open new areas to development.”*
- *“Priorities for principal arterials include improved access management, wayfinding, and corridor enhancements. Long term improvements to the system include: South Main Street access improvements, specially related south of South Avenue to the bypass intersection.*
- *“South Growth Center Connections....All new collector streets should also be complete streets, accommodating cars, bikes, and pedestrians.”*
- *“South Main Street. The earlier traffic analysis shows that the overall Maryville system provides a high “level of service”. The exception to this is South Main Street, where larger traffic volumes and conflicting turning movements create congestion and confusion. There are few immediate options to improving traffic congestions in the area outside the development of alternative routes on the east and west sides of Main Street. These routes will likely evolve over time as these areas develop. Other improvements can be made that address issues with turning movements and safety for those not in a car. The current three-lane section and multiple access points create a number of turning conflicts. Improvements to this section of the*

corridor should include: Access Management, Multi-purpose Shoulder, A Conventional Sidewalk, a pedway.”

Staff recommended approval of the proposed ordinance to execute a Design Professional Services Agreement with SK Design Group, Inc. for Engineering Design Services for the South Main Improvement Project, Phase I. Improvements to South Main are highlighted in the Maryville Comprehensive Plan as a top priority and necessary for the proper traffic and pedestrian flow. Phase I seeks to improve South Main from South Avenue to slightly north of the north Walmart entrance. Project features will include a new intersection at South Ave with designated turn lanes, access management, pedestrian features such as trail and sidewalk, landscaping and other aesthetic improvements. Based on discussions City Council discussions over the last several years, South Main improvements are to be a critical component of renewal efforts for the capital improvement sales tax in 2017. Staff recommends having Phase I designed and ready for construction should those efforts be successful. The design and engineering of Phase I will require significant time and attention to detail when addressing public input and business needs along the corridor.

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 twenty-four (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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilwoman Martin, seconded by Councilman McDowell to execute a Design Professional Services Agreement with SK Design Group, Inc. for Engineering Design Services for the South Main Improvement Project, Phase I. Upon roll being called the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Shipley, yea; Councilman McDowell, yea; Mayor Riedel, yea. Motion carried.

Said bill was then identified as Ordinance No. 7827 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. 2016-02.

AN ORDINANCE TO EXECUTE A CONTRACT WITH JOE MACHENS FORD/LINCOLN FOR THE PURCHASE OF ONE (1) 2016 FORD POLICE INTERCEPTOR SEDAN AWD VEHICLE

The City Clerk presented a bill, Bill No. 2016'10 for an ordinance entitled:

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF MARYVILLE, MISSOURI, TO EXECUTE A CONTRACT WITH JOE MACHENS FORD/LINCOLN, FOR THE PURCHASE OF ONE, 2016 FORD POLICE INTERCEPTOR SEDAN AWD VEHICLE, FOR THE MARYVILLE PUBLIC SAFETY DEPARTMENT, MARYVILLE, MISSOURI.

The FY 2016 budget includes funding for the replacement of one (1) Maryville Public Safety vehicle. Staff analyzed department needs and recommends replacing the vehicle with another 2016 Ford Police Interceptor AWD

sedan, similar to our most recent purchases. The vehicle to be replaced is a 2007 Dodge Charger (unit 741) with over one hundred two thousand (102,000) miles and increasing maintenance issues.

The FY 2016 budget contains a total of thirty-four (\$34,600) for the replacement and associated costs of the proposed vehicle. A Request for Proposals (RFP) was released for the replacement based on the specifications of a Police Interceptor available under Missouri state contract. Only one additional bid was received, that being from Joe Machens Ford Lincoln in Columbia MO, at the cost of twenty-four thousand four hundred seventy dollars (\$24,470). The State bid through Lou Fusz Ford, Chesterfield, MO at a cost of twenty-five thousand seventy-six (\$25,076).

Staff recommended approval of the ordinance to execute a contract with Joe Machens Ford/Lincoln in Columbia, Missouri for the purchase of one (1) 2016 Ford Police Interceptor Sedan AWD Vehicle in an amount of twenty-four thousand four hundred seventy dollars (\$24,470).

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 twenty-four (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 twenty-four (24) hours prior to the meeting, and was duly passed by unanimous vote.

Motion was made by Councilwoman Martin, seconded by Councilman Riggs, to execute a contract with Joe Machens Ford/Lincoln in Columbia, Missouri for the purchase of one (1) 2016 Ford Police Interceptor Sedan AWD Vehicle in an amount of twenty-four thousand four hundred seventy dollars (\$24,470). Upon roll being called the vote was as follows: Councilman Riggs, yea; Councilman Shipley, yea; Councilman McDowell, yea; Councilman Shipley, yea; Councilwoman Martin, yea; Mayor Riedel, yea; Motion carried.

Said bill was then identified as Ordinance No. 7828 and was duly passed, adopted and was thereupon signed by the Mayor. The agreement for this purchase was identified as Contract No. 2016-03.

DISCUSSION: MOZINGO LAKE RECREATION PARK ECONOMIC IMPACT STUDY

In early 2015, Economic Modeling Specialists International (EMSI) conducted an Economic Impact Study of Northwest Missouri State University that found the university creates a total of six hundred seventeen million, five hundred two thousand dollars (\$617,500,000) million in added income, which is the equivalent to creating over 9,400 jobs. The study has proved valuable for Northwest as they position themselves as a premier institution reliant on state higher education funding. Over the last several years, City staff has similarly debated the impact of Mozingo Lake Recreation Park on tourism and the local economy.

On July 2, 2015, staff received a proposal from Economic Modeling Specialists International (EMSI) to conduct an Economic Impact Study of Mozingo Lake Recreation Park. The proposal was in response to a Request for Proposals (RFP) from City staff in an attempt to gain a better understanding of study costs and potential benefits. EMSI's response included two (2) goals: (1) to measure the new economic activity generated in Maryville that is directly attributable to the presence of Mozingo, and (2) to highlight the broader functional impacts of

Mozingo on the community at large. The proposal consists of four (4) primary analyses: operations spending impact, recreational visitor impact, event and commercial use impact, and broader impacts.

On August 10, 2015, the City Council approved a contract with EMSI to perform an economic impact study at Mozingo Lake Recreation Park after staff negotiated reduced fees for the study. Over the last several months, Mozingo staff has worked with EMSI to provide information for the completion of the third party study.

The study indicated the park has both significant operations spending and visitor spending impact on the local economy. The Maryville City Council was provided a copy of the final study and executive summary Fact Sheet.

Some of the highlights of the report were as follows:

- *Operations Spending Impact.* Added Income generated by the Operations Spending Impact at Mozingo Lake Recreation Park was estimated at one million one hundred thousand dollars (\$ 1,100,000). Mozingo employed fifty-nine (59) full-time and part time employees in FY 2014-15. Payroll amounted to eight hundred sixty thousand one hundred dollars (\$860,100) much of which was to purchase groceries, clothing, and other household goods and services. The park spends another one million, six hundred thousand dollars to support its day to day operations. The net impact of park payroll and expenses in Maryville during the analysis year was approximately one million one hundred thousand dollars (\$1,100,000) in added income.
- *Visitor Spending Impact* – In FY 2014-15, two hundred sixty-six thousand six hundred sixteen out of region visitors, attracted to Maryville for activities at the park, brought new dollars to the economy through their spending at hotels, restaurants, gas stations, and other regional businesses. Only the spending that occurred out of the park is considered since any spending inside the park was already recognized in the operations spending impact. The two hundred one thousand one hundred thirty-one (201,131) in-region visitor's spending is not considered since they would have spent money in Maryville even without the presence of the park. Not all out of region visitor spending is attributable to Mozingo. Some of these visitors may have visited Maryville anyway, regardless of the park's attractive draw. Therefore, the total visitor spending impact was reduced by eighteen percent (18%) to account for other factors drawing visitors to Maryville. Even with this reduction visitors spending added approximately one million one hundred thousand dollars (\$1,100,000) to the Maryville economy, which is equivalent to creating sixty-seven (67) new jobs. This one million one hundred thousand dollars (\$1,100,000) is added income to the Maryville economy would not have occurred without the amenities Mozingo offers, including a world-class golfing experience and boating or fishing adventures on Mozingo Lake.

Visitors were interviewed during the process of developing the study. Visitors out of the Region were most likely to fish and/or use the cabins or the camping locations; where visitors within the region most often golfed and fished.

Fifty-nine percent (59%) of those interviewed stated visiting Mozingo Lake Recreation Park was their only reason for coming to Maryville. Eighteen percent (18%) stated that Mozingo Lake Recreation Park was more than half the reason they came to the Park.

In FY 2014-15, out-of-region visitors generated an impact of nine million six hundred thousand dollars (\$9,600,000) in sales for the Maryville economy.

EMSI also analyzed the proposed construction spending impact for the Conference Center initiative at no additional cost. A Sensitivity Analysis was also included to show hypothetical changes to background data and assumptions.

DISCUSSION: SUBSTANDARD HOUSING REMOVAL

The City of Maryville is committed to fostering redevelopment within the community by encouraging the demolition of sub-standard and dilapidated structures and construction of new buildings. To this end, the City has established the Revitalize Maryville 2016 initiative to assist in eligible projects.

The purpose of the Revitalize Maryville 2016 program is to incentivize property owners to enhance Maryville through infill and redevelopment. The program encourages the demolition of existing structures that may detract from the appearance and functionality of the City while increasing the assessed value of the property through redevelopment.

- Attract infill and redevelopment investment community-wide
- Encourage projects that will help reduce neighborhood blight
- Stimulate and facilitate proper design through planned redevelopment
- Encourage the formation of public/private partnerships for revitalization efforts

Geographic Boundaries of the Program - The Revitalize Maryville 2016 Program is a tiered based incentive program available community-wide. Reduced or waived tipping fees and redevelopment permits are available community-wide however remodel incentives are only available in the downtown DREAM area, which was outlined on a map provided.

Redevelopment Incentive (Base Incentive) – The program assists property owners city-wide by potentially reducing tipping-fees for demolition debris for pre-approved redevelopment projects. Approved projects will show significant redevelopment potential and benefits to the community. If approved, the tipping-fee rate for demolition debris at the Maryville Transfer Station will be reduced to \$32.00 per ton and the demolition permit fee will be waived. All residential, commercial, and industrial properties are eligible for the program.

Single-Family Redevelopment Incentive – The program assists property owners city-wide by potentially eliminating tipping-fees for demolition debris on all projects with planned redevelopment of single-family housing. A one hundred percent (100%) waiver of the per-ton tipping fee at the Maryville Transfer Station may be granted for pre-approved projects. Approved projects will show significant single-family redevelopment potential and benefits to the community. In conjunction with the tipping fee waiver, the program eliminates all building permit fees for the approved redevelopment. Water tap, sewer tap, demolition, building, plumbing, mechanical, and electrical permit fees may all be waived upon approval of the project plans. Actual water meter costs will not be waived with this program.

Permit fees for vacant lot construction may be waived through the same application and review with the elimination of all existing structures and demolition requirements listed herein. Infill development fee waivers will be subject to submittal of plans that meet all applicable municipal codes and zoning requirements.

Downtown Redevelopment Incentive - The program assists property owners in the DREAM Area by potentially eliminating tipping-fees for demolition debris on all projects with planned redevelopment or remodel. A one-hundred percent (100%) waiver of the per-ton tipping fee at the Maryville Transfer Station may be granted for pre-approved projects. Approved projects will show significant redevelopment or remodel potential and benefits to the community. In conjunction with the tipping fee waiver, the program eliminates all building permit fees for the approved project. Water tap, sewer tap, demolition, building, plumbing, mechanical, and electrical permit fees may all be waived upon approval of the project plans. Actual water meter costs will not be waived with this program.

Permit fees for vacant lot construction may be waived through the same application and review with the elimination of all existing structures and demolition requirements listed herein. Infill development fee waivers will be subject to submittal of plans that meet all applicable municipal codes and zoning requirements.

Requirements of the Program:

- Complete Revitalize Maryville 2016 Program application
- Applicant must be the legal owner of the property
- Owner/Developer must submit a prepared plan for redevelopment of the cleared site
- Approved redevelopment plan must conform to all applicable Municipal Codes and Zoning requirements.
- All proper permits must be obtained regardless of potential fee waiver
- Existing structures must be considered “sub-standard” or “dilapidated” for tipping-fee waiver
- Any demolition debris subject to the tipping fee waiver must be brought to the Maryville Transfer Station located at 1860 N. Main, Maryville, MO 64468
- Redevelopment property must not have tax liens, utility fees, or civil penalties

Housing Condition Criteria:

- *Standard* – A standard structure is one that, upon initial inspection from the exterior of the structure, appears to be in good structural condition. The structure may need new paint, gutters replaced, or other minor repairs, but is in no significant state of blight or disrepair. The structure will exhibit no more than two minor defects and no major defects.
- *Sub-standard* – Upon initial inspection, a sub-standard building appears to be in a state of general disrepair. The structure needs work in order to halt further deterioration. The building appears to be structurally sound, but exhibits minor structural defects. Sub-standard buildings will have between three or four minor defects and no major defects.
- *Dilapidated* – Dilapidated structures appear in a serious state of disrepair. The building needs extensive repair or removal in order to protect the health and safety of inhabitants or the general public. The building exhibits little or no structural integrity. Dilapidated buildings will have more than four minor defects and/or one or more major defects.

Examples of minor and major defects may include, but are not limited to the following:

Minor Defects:

- | | |
|----------------------------------|---|
| Swayed roof | Damaged roof or shingles |
| Uneven and/or cracked foundation | Uneven windows and/or doors |
| Broken windowpanes | Bare and/or unfinished wood (unpainted) |

Missing and/or damaged exterior siding
Minor decay and deterioration
Porch, deck, and/or balcony in a state of disrepair

Exposed installation
Uneven steps and/or missing handrails
Gutters and downspouts in disrepair

Major Defects:

A significant area of damaged roof or shingles	Sagging roof or structurally unsound
Numerous broken and/or missing windows/doors	Serious uneven and/or cracked foundation
Major decay/deterioration to any part of the building	Holes in fascia/soffit area
Steps, porch, deck, balconies with structural deterioration	Severely damaged and/or missing siding
Structure has been tagged as dilapidated according to Municipal Code	

Duration of the Program:

The Revitalize Maryville 2016 Program is available until August 14, 2016. No tipping-fees shall be waived after the termination date even if such debris are the result of demolition occurring prior to the termination date. No permit fees shall be waived if application for the permit has not been made by the termination date even if the overall site plans have been previously approved. Any permits previously granted must be utilized within six (6) months of the termination date or such permit will be revoked and will not be reissued without the appropriate fee being paid.

Review Criteria:

When reviewing proposals, the City shall take the following into consideration:

- Condition of existing structures
- Strength of the applicants infill, remodel or redevelopment plan
- Impact to the tax base and overall economic impact of the project
- Improvement to the overall appearance of the site and community
- Appropriateness of the redevelopment and the compatibility of use for the surrounding area
- Whether the proposed project will assist in reducing blight in the surrounding area
- Redevelopment plans that provide visual interest through use of architectural detailing and enhancements of any visual façade visible from public right-of-way.

There is no right to entitlement to waiver of fees cited herein and all application decisions are made at the discretion of the granting authority. All applications will be closely reviewed by the City Manager whom retains the authority to administratively waive all or a combination of fees described in the program.

Unless otherwise provided herein or by any other governing ordinance or law, any person aggrieved by a decision, fee or requirement established or made pursuant to this Article shall, prior to seeking any judicial or statutory relief, if any, file a written appeal of such decision, fee or requirement with the Council within seven (7) days of such decision or imposition of such fee or requirement, specifying the provision and including specific details of the alleged claim or grievance, and an evidentiary hearing shall be held on such appeal by the Council or its designee to render a final decision. Nothing herein shall deny or preclude any additional applicable appeal remedy that may be granted by federal or state law after such final decision.

Approval of an application does not automatically grant any rezoning or municipal code variance that may be required for a redevelopment plan to satisfy all requirements. All fee waivers are subject to guidelines established in the Revitalize Maryville 2016 Program and fund availability.

Performance

Upon approval, the recipient must demolish the current structure (s) prior to August 14, 2016. Construction of the redevelopment, remodel, or infill project must be completed within one (1) year of the agreement unless an alternate timeline is pre-approved.

Performance agreements are required for all approved applications. The waiver of tipping and permit fees is treated as a forgivable loan enforceable by all legal recovery methods. If the property is sold, transferred, or otherwise alienated by the recipient within the performance period, it is considered a breach of the performance agreement. The recipient shall also agree to be subject to periodic inspections and meetings to ensure compliance with the terms of the performance agreement.

Following discussion, a motion was made by Councilwoman Martin, seconded by Councilman Riggs, to approve the Revitalize Maryville 2016 initiative as presented, with all three (3) options. Upon roll being called the vote was as follows: Councilman Shipley, yea; Councilman McDowell, yea, Councilwoman Martin, yea, Councilman Riggs, yea; Mayor Riedel, yea. Motion carried.

REPORTS

I. Student Senate Liaison

- *No Report*

II. City Manager

- *Water Tower Painting RFP* - City of Maryville is requesting proposals from qualified firms for services that will include inspecting, cleaning, and interior painting of the Edwards Street Water Tower. The project will also include further inspection services for the Ninth & South Water Towers and the Clear Well at the Maryville Water Treatment Plant. An optional pre-proposal meeting will be held on Wednesday, February 24th at 10:00 a.m. in the Council Chambers at City Hall. Bids are due no later than 10:00 a.m. Tuesday, March 8, 2016. Bid specifications are available upon request or at www.maryville.org.
- *Maryville Public Safety Communications Division* - The Public Safety Department is currently in the process of hiring one part-time and one full-time vacant positions in the Communications Division. Applications were accepted until February 5, 2016 and the top twelve were submitted, reviewed, and processed through the required background check. Six applicants then proceeded to take the National Dispatcher Selection Test, which was administered by Public Safety Dispatchers Tuesday, February 2, 2016. The final candidates will meet with Public Safety staff this week. The full-time opening is for "B-Shift" and works 3 pm - 11 pm, Monday through Friday, and as needed with a 24/7 callout status. The part-time opening will join the existing part-time staff to collectively cover weekends, holidays, and shift needs with subject to callout. Once selected the newest team members will complete a 7-10 week training program. During this time they will complete the training manual specific to the Maryville community and department, and have several shifts of skill demonstration observed and guided by dispatch staff.
- *New Nodaway Humane Society Webinar* - On February 18, 2016, the City of Maryville hosted a webinar training from the International City Manager's Association (ICMA) entitled "Animal Control: Successful

No Kill Policies". The webinar highlighted a number of successful communities that have implemented or are in the process of implementing no kill practices and providing some principles of their success. The webinar also noted how to leverage partnerships and secure community engagement. The presenters were Holly Sizemore who is the Director of National Programs at the Community Programs and Services Division of Best Friends Animal Society and Arlyn Bradshaw who serves as Executive Director of Best Friends Animal Society of Utah. Several members of the New Nodaway Humane Society board and staff were in attendance along with City staff and Council to view the training.

- *Lighting Retrofit Project* - On October 12, 2015, the City Council approved a contract with Brightergy, LLC to replace all existing light fixtures with light emitting diode (LED) bulbs at five (5) separate city locations to improve energy efficiency and safety. Project locations will include City Hall, Maryville Public Safety, Street Department, New Nodaway Humane Society, and the original twenty-nine (29) decorative street lights in downtown. According to the energy audit, the project collectively at these locations will save \$186,000+ over the next ten (10) years. Brightergy, LLC completed the installation at City Hall the week of February 8/11 and has moved to installing LED's at Maryville Public Safety and the Street Department.
- *Mozingo Lake Recreation Park at the KC Golf Show*- Mozingo staff was at the KC Golf Show this past Friday through Sunday at the Overland Park Conference Center, in Overland Park, KS. Turnout for the event was strong and there was a lot of excitement about Mozingo and the opening of the Watson 9. The golf show is a great event to introduce Mozingo to golfers in the Kansas City area who may not have heard of us before to expand the reach of the Mozingo brand.
- *Operations Manager Position at Mozingo Lake Recreation Park*- The recruitment period for the vacant Operations Manager position ended on Friday, February 12, 2016. In total, sixty-eight (68) applications were received. The next step in the process is reviewing all of the applications and following up with potential candidates for interviews. It is anticipated the on-site interviews will occur in March with an offer of employment extended after that.
- *Cabin 8 at Mozingo Lake Recreation Park* - The Northwest Technical School has made steady progress on the construction of cabin 8. With favorable weather conditions over the past week, a substantial amount of exterior work was completed including finishing the roofing, siding, and the deck. Interior progress is going smooth with the electrical complete and all rooms are framed in. Anticipated completion date and rental availability continues to be anticipated for early July.
- *Multi-Purpose Building Air Conditioning Replacement at Mozingo* - Last summer it was discovered that the air conditioning unit for the kitchen / bathroom area in the multipurpose building had malfunctioned. A local HVAC service technician was brought in to repair the unit. After examination, it was determined the entire unit would need to be replaced at an estimated cost of \$5,000. The anticipated repairs were included in the FY 16 budget. Staff recently bid out the repair work and four bids were received from local vendors. Staff has elected to move forward with the lowest bidder, Geist Heating & A/C, to complete the

replacement of the air conditioning units in an amount of \$4,360.00. The awarded bid amount falls below the budgeted amount in the Mozingo Recreation Fund

II. City Council

- Councilman McDowell stated that he had attended the Kansas City Golf Show that Mozingo Staff were at and stated they seemed to have interested potential customers.
- An inquiry was made regarding the plans to stripe West South Avenue
- A presentation regarding the Mozingo Lake Recreation Park ballot questions will be given by the City Manager and Assistant City Manager the evening of Tuesday, February 23, 2016, to the men's and ladies golf leagues, at the Community Center.
- March 4 and 5, 2016, a booth will be set up for Northwest Missouri State University students to obtain their voter's registration of Maryville, Nodaway County.

Motion was made by Councilwoman Martin, seconded by Councilman Shipley that Council comes out of executive session. Upon roll being called, the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Shipley, yea; Councilman McDowell, yea; Mayor Riedel, yea. Motion carried.

EXECUTIVE SESSION

Motion was made by Councilwoman Martin, seconded by Councilman Shipley that the Council, go into executive session. Upon roll being called, the vote was as follows: Councilman Fall; yea; Councilman Funston, yea; Mayor Riedel, yea. Motion carried.

City Council met in closed session to discuss an item related to the Legal Action, Causes of Action or Litigation Involving a Public Governmental Body and Any Confidential or Privileged Communications Between a Public Governmental Body or its Representatives and its Attorneys, as Authorized by Section 610.021(1) RSMo., Closed Meeting, Closed Record, Closed Vote.

The second executive session was held in regard to Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, as Authorized by Section 610.021(13) RSMo., Closed Meeting, Closed Record, Closed Vote.

Motion was made by Councilman Funston, seconded by Councilman Shipley that the Council comes out of executive session. Upon roll being called, the vote was as follows: Councilwoman Martin, yea; Councilman Riggs, yea; Councilman Shipley, yea, Councilman Funston, yea; Mayor Riggs, yea. Motion carried.

ADJOURNMENT

Motion was then made by Councilman McDowell, seconded by Councilman Riggs, to adjourn the meeting. Upon roll being called, the vote was as follows: Councilman Riggs, yea; Councilman Shipley, yea; Councilman McDowell, yea; Councilwoman Martin, yea; Mayor Riedel, yea. Motion carried. Meeting was adjourned at 9:27 p.m.

Renee Riedel, Mayor

ATTEST:

Sheila Smail, City Clerk