



NOTICE OF MEETING

City Council

Regular Meeting – Monday, April 15, 2024 – 5:30 PM
City Hall – 1100 Frederick Avenue

COUNCIL SEATING ARRANGEMENT

Bryan Carter
City Manager

John Josendale
Mayor

Paula Heyde
City Clerk

COUNCILMEMBERS

Kenton Randolph (At Large)
Jeff Schomburg (At Large)
Randy Schultz (At Large)
Andrew Trout (3rd District)

COUNCILMEMBERS

Madison Davis (1st District)
Jason Eslinger (2nd District)
Michael Grimm (4th District)
Marty Novak (At Large)

AGENDA

PLEDGE OF ALLEGIANCE:

ROLL CALL:

CALL TO ORDER:

MINUTES:

1. Approval of the minutes of the special meeting held March 28, 2024, at 5:00 p.m. and April 4, 2024, at 4:00 p.m. and the regular meeting held April 1, 2024, at 5:30 p.m. as transcribed by the City Clerk.

SPECIAL RECOGNITIONS:

2. Special Recognition Award for Suzanne Lehr

ACCEPTANCE OF AGENDA:

3. Motion to accept the Agenda as published.

PUBLIC HEARING:

4. None

CONSENT AGENDA:

5. Motion to accept the Consent Agenda

NOMINATIONS AND APPOINTMENTS:

6. Filed 4/5/24: Councilmember Kenton Randolph nominates James Kieffer, 1401 Jules Street, to serve as a member of the Landmark Commission for a term set to expire December 11, 2026; he is filling a vacancy on the commission.

BILLS FOR PASSAGE:

7. **BILL # 786-22**
AN ORDINANCE AUTHORIZING THE EXECUTION OF A UNIT PRICE CONTRACT WITH HERZOG CONTRACTING CORPORATION IN A TOTAL AMOUNT NOT TO EXCEED \$4,730,800.00 FOR THE ANNUAL ASPHALT STREET RESURFACING PROGRAM AND AN AMENDMENT TO THE STREET ENHANCEMENT USE TAX PROGRAM WITHIN THE GENERAL FUND BUDGET IN THE AMOUNT OF \$314,459.00 TO PROVIDE ADDITIONAL FUNDING FOR THE ANNUAL PROGRAM.
8. **BILL # 787-22**
AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE BUDGET TO TRANSFER THE AMOUNT OF \$115,000.00 FROM THE GENERAL FUND TO THE STREETS MAINTENANCE FUND TO REPLACE EMPLOYMENT SERVICES (TEMPORARY EMPLOYEE) FUNDS DUE TO FULL TIME EMPLOYEE SHORTAGES.
9. **BILL # 788-22**
AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE PARK MAINTENANCE FUND BUDGET TO PROVIDE ADDITIONAL FUNDING IN THE AMOUNT OF \$75,000.00 FOR EMPLOYMENT SERVICES TO ENABLE EXTENDED SEASON MOWING AND RELATED SEASONAL SERVICES.
10. **BILL # 789-22**
AN ORDINANCE AUTHORIZING AN AMENDMENT TO SECTION 2-1305 TITLED "FEES" OF CHAPTER 2 TITLED "ADMINISTRATIVE CODE" OF THE CODE OF ORDINANCES TO REMOVE THE PROVISION ALLOWING THOSE SHOWING A STUDENT IDENTIFICATION TO OBTAIN FREE ACCESS AND COPIES OF PUBLIC RECORDS REGARDLESS OF HOW MUCH TIME IS REQUIRED TO GENERATE THOSE RECORDS.

RESOLUTIONS FOR ADOPTION:

11. **BILL # 790-22**
A RESOLUTION AUTHORIZING RENEWAL OF GROUP VISION INSURANCE FROM VSP FOR CITY EMPLOYEES AND OTHERS COVERED BY THE CITY'S GROUP VISION INSURANCE PLAN.
12. **BILL # 791-22**
A RESOLUTION AUTHORIZING RENEWAL OF GROUP HEALTH INSURANCE FOR CITY EMPLOYEES AND OTHERS COVERED BY THE CITY'S GROUP HEALTH INSURANCE PLAN WITH BLUE CROSS BLUE SHIELD OF KANSAS CITY.

13. **BILL # 792-22**
A RESOLUTION AUTHORIZING ACCEPTANCE OF A RENEWAL FROM CIGNA GROUP FOR GROUP DENTAL INSURANCE COVERAGE FOR CITY EMPLOYEES AND OTHERS COVERED BY THE CITY'S GROUP DENTAL INSURANCE PLAN.
14. **BILL # 793-22**
A RESOLUTION AUTHORIZING RENEWAL OF GROUP TERM LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT INSURANCE COVERAGE FROM MUNICIPAL POOL, THROUGH MINNESOTA LIFE, FOR CITY EMPLOYEES AND OTHERS COVERED BY THE CITY'S GROUP TERM LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT INSURANCE PLAN.
15. **BILL # 794-22**
A RESOLUTION ESTABLISHING GUIDELINES FOR AN ECONOMIC DEVELOPMENT REIMBURSEMENT GRANT PROGRAM FOR THE PURPOSE OF CREATING ELIGIBLE JOBS UTILIZING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS.
16. **BILL # 795-22**
A RESOLUTION CONFIRMING AND RATIFYING AN AGREEMENT WITH SOUTHERN BANK TO PROVIDE COMMERCIAL BANKING AND DEPOSITORY SERVICES FOR AN ADDITIONAL ONE YEAR TERM.
17. **BILL # 796-22**
A RESOLUTION CONFIRMING AND RATIFYING AN AGREEMENT WITH US BANK TO PROVIDE VISA PROCUREMENT CARD SERVICES FOR AN ADDITIONAL ONE YEAR TERM.
18. **BILL # 797-22**
A RESOLUTION CONFIRMING AND RATIFYING AN AGREEMENT WITH SOUTHERN BANK TO PROVIDE LOCKBOX PROCESSING SERVICES FOR AN ADDITIONAL ONE YEAR TERM.
19. **BILL # 798-22**
A RESOLUTION CONFIRMING AND RATIFYING AN AGREEMENT WITH GILMORE & BELL P.C. TO PROVIDE BOND COUNSEL SERVICES FOR AN ADDITIONAL ONE YEAR TERM.
20. **BILL # 799-22**
A RESOLUTION CONFIRMING AND RATIFYING AN AGREEMENT WITH HOOD AND ASSOCIATES TO PROVIDE ANNUAL AUDIT SERVICES FOR AN ADDITIONAL ONE YEAR TERM.
21. **BILL # 800-22**
A RESOLUTION CONFIRMING AND RATIFYING AN AGREEMENT WITH PIPER SANDLER & CO. TO PROVIDE FINANCIAL ADVISORY SERVICES FOR AN ADDITIONAL ONE YEAR TERM.
22. **BILL # 801-22**

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR DESIGN SERVICES WITH CONFLUENCE UTILIZING PARKS SALES TAX FUNDS IN THE AMOUNT OF \$620,400.00 TO PROVIDE PROFESSIONAL DESIGN SERVICES FOR THE NORTHSIDE AND HYDE PARK AQUATIC FACILITIES.

23. **BILL # 802-22**

A RESOLUTION AUTHORIZING EXECUTION OF A LUMP SUM CONTRACT WITH BROONER CONSTRUCTION & CRANE IN THE AMOUNT OF \$801,402.00 FOR RESTROOM FACILITIES RENOVATIONS AT THE JOYCE RAYE PATTERSON 50+ ACTIVITY CENTER, NORTHSIDE COMPLEX AND BARTLETT PARK USING CIP SALES TAX FUNDS IN THE AMOUNT OF \$420,275.00 AND PARKS SALES TAX FUNDS IN THE AMOUNT OF \$381,127.00.

24. **BILL # 803-22**

A RESOLUTION AUTHORIZING THE PURCHASE OF A LASER ENGRAVER AND ASSOCIATED SOFTWARE FROM US STOCK IN THE AMOUNT OF \$4,949.00 FOR THE POLICE DEPARTMENT.

***** END OF CONSENT AGENDA *****

NOMINATIONS AND APPOINTMENTS:

25. None.

BILLS FOR PASSAGE:

26. None.

EMERGENCY BILLS FOR PASSAGE:

27. **BILL # 804-22**

AN EMERGENCY ORDINANCE AUTHORIZING THE ACCEPTANCE OF A DONATION FROM THE SENIOR CENTER FOUNDATION, AN AMENDMENT TO THE GENERAL FUND, PARKS RESTRICTED FUNDS PROGRAM BUDGET AND THE ISSUANCE OF A PURCHASE ORDER TO IHP INDUSTRIAL, INC. FOR THE EMERGENCY PURCHASE AND INSTALLATION OF TWO REPLACEMENT HVAC SYSTEMS FOR THE JOYCE RAYE PATTERSON 50+ ACTIVITY CENTER ALL IN THE AMOUNT OF \$18,310.42

RESOLUTIONS FOR ADOPTION:

28. None.

BILLS FOR FIRST READING:

29. **BILL # 805-22**

AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE GENERAL FUND POLICE DEPARTMENT BUDGET IN THE AMOUNT OF \$35,876.00 TO ROLL FORWARD

AVAILABLE RESTRICTED FUND BALANCE INTO FISCAL YEAR 2023-2024 TO BE USED FOR THE PURCHASE OF TWO (2) LIVSCAN BOOKING AND APPLICANT WORKSTATIONS AND PRINTERS FROM IDEMIA.

30. **BILL # 806-22**

AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE GENERAL FUND ANIMAL CONTROL PROGRAM BUDGET TO ACCEPT A DONATION FROM PETCO LOVE AND APPROPRIATE FUNDS IN THE AMOUNT OF \$30,000.00 TO BE USED FOR PROGRESSIVE FIELD SERVICES AND OTHER LIFESAVING PROGRAMS.

31. **BILL # 807-22**

AN ORDINANCE AUTHORIZING AN AMENDMENT TO DIVISION 1 TITLED "GENERALLY" OF ARTICLE V "BOARDS AND COMMISSIONS" OF CHAPTER 2 "ADMINISTRATIVE CODE" OF THE CODE OF ORDINANCES TO UPDATE REGULATIONS AND PROCEDURES REGARDING BOARDS AND COMMISSIONS.

32. **BILL # 808-22**

AN ORDINANCE AUTHORIZING AN AMENDMENT TO CHAPTER 11 "COMMUNITY REDEVELOPMENT" OF THE CODE OF ORDINANCES TO REPEAL ARTICLE III TITLED "URBAN HOMESTEAD PROGRAM."

33. **BILL # 809-22**

AN ORDINANCE AMENDING ARTICLE III TITLED "SWIMMING POOLS, SPAS AND SIMILAR FACILITIES" OF CHAPTER 17 TITLED "HEALTH AND SANITATION" OF THE CODE OF ORDINANCES TO ADD SECTION 17-84 TITLED "PERMIT TO OPERATE" WHICH WAS INADVERTENTLY OMITTED IN A RECENT UPDATE TO THE CODE.

34. **BILL # 810-22**

AN ORDINANCE AUTHORIZING EXECUTION OF A TWO-YEAR PROFESSIONAL SERVICES AGREEMENT WITH PIZZA RANCH TO PROVIDE A FULL-SERVICE CONCESSION OPERATION AT THE ST. JOSEPH CIVIC ARENA.

35. **BILL # 811-22**

AN ORDINANCE AUTHORIZING EXECUTION OF AN AGREEMENT WITH ST. JOSEPH DISC GOLF CLUB FOR THE USE OF THE BARTLETT PARKWAY DISC GOLF COURSE LOCATED AT 1700 SOUTHWEST PARKWAY AND REDBIRD HILLS DISC GOLF COURSE LOCATED AT 402 EAST HYDE PARK AVENUE.

36. **BILL # 812-22**

AN ORDINANCE TO ISSUE A CONDITIONAL USE PERMIT FOR THE PROPERTY LOCATED AT 701 SOUTH 8TH STREET FOR VEHICLE SALES AS REQUESTED BY SHAWN POLACHEK OF CORNELIUS AUTO SALES LLC ON BEHALF OF US HOLDING GROUP LLC.

37. **BILL # 813-22**

AN ORDINANCE TO APPROVE THE PRELIMINARY PLAT ENTITLED "EAGLES WAY SECOND PLAT," A MAJOR SUBDIVISION CONSISTING OF FOUR (4) LOTS LOCATED AT 3512, 3602 AND 3604 WATERWORKS ROAD AND AN ADJACENT PARCEL (ID 03-

9.0-31-003-000-026.001) AS REQUESTED BY KELLY HORN.

38. **BILL # 814-22**

AN ORDINANCE TO APPROVE THE PRELIMINARY PLAT ENTITLED "PIONEER MATERIAL, AMENDED," A MAJOR SUBDIVISION CONSISTING OF 3 LOTS CREATED FROM 5 PARCELS LOCATED AT 3702 AND 3910 WATERWORKS ROAD, 3806 RIVER ROAD AND TWO ADJACENT PARCELS (PARCEL ID 03-9.0-31-003-000-026.000 AND PARCEL ID 03-9.0-31-002-000-015.000) AS REQUESTED BY JOSH WEAVER.

REPORTS OF BOARDS & COMMISSIONS:

- 39. Filed 3/29/24: Minutes of the St. Joseph Port Authority meeting held November 29, 2023 at 4:00 p.m., at the St. Joseph Chamber of Commerce, 3003 Frederick Avenue.
- 40. Filed 4/1/24: Minutes of the Planning Commission meeting held March 28, 2024 at 5:30 p.m., in the Council Chambers at City Hall.
- 41. Filed 4/1/24: Minutes of the Senior Citizen Foundation, Inc. Board meeting held February 20, 2024 at 3:00 p.m., at the Joyce Raye Patterson 50+ Activity Center, 100 S. 10th Street.
- 42. Filed 4/3/24: Minutes of the Landmark Commission meeting held March 5, 2024, at 5:30 p.m. in the 1st Floor Conference Room at City Hall.
- 43. Filed 4/4/24: Minutes of the St. Joseph Library Board of Trustees meeting was held March 28, 2024, at 6:00 p.m. at the East Hills Library, 502 N. Woodbine Road.
- 44. Filed 4/9/24: Minutes of the Museum Oversight Board meeting held March 25, 2024 at 12:59 p.m., at St. Joseph Museums, 3406 Frederick Avenue.

WORK SESSION MINUTES - CITY CLERK'S OFFICE:

- 45. Filed 3/27/24: Minutes of the Council Work Session held March 26, 2024 at 5:00 p.m. in the 4th Floor Conference Room at City Hall.
- 46. Filed 4/4/24: Revised minutes of the Council Work Session held April 1, 2024, at 4:30 p.m. in the Council Chambers at City Hall

REPORTS & RECOMMENDATIONS OF THE CITY MANAGER:

- 47. Filed 4/8/24: City Manager approved Encumbrances Report, March 2024.
- 48. Filed 4/9/24: Memorandum in re: Acting City Manager - April 10-12, 2024.

DELEGATIONS, PETITIONS:

- 49. None.

COMMUNICATIONS:

50. Filed 3/27/24: St. Joseph Hotel Community Improvement District Preliminary Budget for the Fiscal Years Ending June 30, 2024 and June 30, 2025.
51. Filed 3/28/24: Email from Branda Hoover in re: Resignation from the Landmark Commission.
52. Filed 3/29/24: Beck Road and Belt Highway Community Improvement District FYE 6/30/2025 Proposed Budget.
53. Filed 3/29/24: 36th & Frederick Community Improvement District FYE 6/30/2025 Budget.
54. Filed 4/1/24: March 2024 Municipal Division Summary Reporting Form.
55. Filed 4/4/24: Minutes of the St. Joseph Area Transportation Study Joint Technical and Coordinating Committee meeting held June 15, 2023, at 12:00 p.m. in the Conference Room at Mosaic Life Care Foundation.
56. Filed 4/8/24: CBIZ Monthly Claims Dashboard Rolling 12 Month Report Period: March 2023 - February 2024 report.
57. Filed 4/8/24: Business Licenses report, March 2024.
58. Filed 4/8/24: Building Permits Issued by SubType Report, March 2024.
59. Filed 4/8/24: Apartment House Rental Property Licenses Report, March 2024.
60. Filed 4/5/24: Minutes of the St. Joseph Museums Fundraising Committee meeting held March 14, 2024, at 4:00 p.m. at St. Joseph Museums, 3406 Frederick Avenue.
61. Filed 4/5/24: April 2, 2024 General Municipal Election results.
62. Filed 4/8/24: Minutes of the St. Joseph Museums Black Archives Museum Committee meeting held March 5, 2024, at 3:00 p.m., at St. Joseph Museums, 3406 Frederick Avenue.
63. Filed 4/8/24: Single Family Rental Property Licenses Report, March 2024.
64. Filed 4/8/24: Property Maintenance Activity Report, March 2024.
65. Filed 4/8/24: Human Resources Department Monthly Activity Report with Openings, March 2024.
66. Filed 4/8/24: Duplex-Housing Rental Property Licenses Report, March 2024.
67. Filed 4/9/24: Memorandum from Mayor John Josendale in re: Absent from the City (April

10-12, 2024).

68. Filed 4/9/24: Minutes of the St. Joseph Museums Programming Committee meeting held March 12, 2024, at 1:30 p.m. at St. Joseph Museums, 3406 Frederick Avenue.
69. Filed 4/9/24: Jason Eslinger resignation from both the Housing Authority and the Administrative Violation Review Board.

OTHER BUSINESS:

70. City Manager's Report.

PUBLIC COMMENT:

ADJOURN:

Paula Heyde, CMC, City Clerk

It is the intention of the City of St. Joseph to comply in all aspects with the Americans with Disabilities Act (ADA). If you plan on attending a meeting to participate or to observe and need special assistance beyond what is routinely provided, the city will attempt to accommodate you in every reasonable manner. Please contact the ADA Coordinator, 816-271-5500, or TODD# 816-271-4898 at least two business days prior to the meeting to inform the City of your specific needs and to determine if accommodation is feasible.
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