City of Harrisonville est. 1836

AGENDA
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
DECEMBER 3, 2018
7:00 PM

1. Call to Order

A. Roll Call

2. Pledge of Allegiance

3. Ceremonial Matters

4. Public Participation

5. Approval of Minutes

A. Board of Aldermen - Regular Meeting - Nov 19, 2018 7:00 PM

B. Executive Minutes November 19, 2018

6. Agenda Items

A. BZA Appointment

B. Dec. 17 Meeting

C. Emergency Services and Utility Account Write-Offs

D. Council Bill 75: AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF HARRISONVILLE, MISSOURI, FOR THE FISCAL YEAR JANUARY 1, 2018 THROUGH DECEMBER 31, 2018, AND ESTABLISHING AN EFFECTIVE DATE.

E. Council Bill 76: AN ORDINANCE APPROVING A CONTRACT ADDENDUM TO THE AGREEMENT FOR POLICE SERVICES BETWEEN THE CITY OF HARRISONVILLE AND THE HARRISONVILLE CASS R-IX SCHOOL DISTRICT, AUTHORIZING THE CITY ADMINISTRATOR TO SIGN THE ADDENDUM, AND ESTABLISHING AN EFFECTIVE DATE.

7. Aldermen and Committee Reports

8. Report from the City Administrator

Publish

9. Report from the Mayor

10. Adjourn from Regular Session

Posted on City Hall Bulletin Board this 29th day of November, 2018.

____
Randall K. Jones, City Clerk

The Board of Aldermen meeting is an open meeting but is not a meeting of the public. There is a place on the agenda for comments of citizens under PUBLIC PARTICIPATION. Our rule is that comments by any individual or group shall not exceed (4) minutes. The Board of Aldermen request that concerns be initially addressed at the appropriate action level before coming to the Board of Alderman

DRAFT

MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
NOVEMBER 19, 2018
7:00 PM

1. Call to Order

The meeting was called to order at 7:00 PM by Mayor Brian Hasek

Attendee Name	Organization	Title	Status	Arrived
Judy Bowman	Harrisonville	Board Member	Present	
Clint Long	Harrisonville	Board Member	Present	
Jessica Levsen	Harrisonville	Board Member	Present	
David Dickerson	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Judy Reece	Harrisonville	Board Member	Present	
Brad Bockelman	Harrisonville	Board Member	Present	
Brian Hasek	Harrisonville	Mayor	Present	

Others present were: City Attorney John Fairfield, City Administrator Happy Welch, Finance Director Marcella McCoy, Police Chief John Hofer, Public Works Director Eric Patterson, Public Information Officer Daniel Barnett, Parks & Recreation Director Chris Deal and City Clerk Randall Jones, Recording.

2. Pledge of Allegiance

3. Ceremonial Matters

Mayor Hasek presented a certificate to Corporal Doug Rose for twenty years of service to the Harrisonville Police Department.

4. Public Participation

None.

5. Approval of Minutes

A. Board of Aldermen - Regular Meeting - Nov 5, 2018 7:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Jessica Levsen, Board Member
SECONDER:	David Dickerson, Board Member
AYES:	Bowman, Long, Levsen, Dickerson, Turner, Milner, Reece, Bockelman

6. Agenda Items

A. Christmas on the Square

Staff report presented by Chief John Hofer.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Matt Turner, Board Member
SECONDER:	Marcia Milner, Board Member
AYES:	Bowman, Long, Levsen, Dickerson, Turner, Milner, Reece, Bockelman

B. Fiscal Year 2019 Budget AN ORDINANCE ADOPTING AN OPERATING BUDGET FOR THE CITY OF HARRISONVILLE, MISSOURI, FOR THE FISCAL YEAR JANUARY 1, 2019 THROUGH DECEMBER 31, 2019.

Bill 70 read for second time by title only. Roll call vote was taken: Alderman Bowman aye, Alderman Bockelman aye, Alderman Reece nay, Alderman Milner aye, Alderman Dickerson aye, Alderman Long aye, Alderman Turner aye, Alderman Levsen aye Upon passage, Mayor Hasek designated it be Ordinance #3453.

RESULT:	**ADOPTED [UNANIMOUS]**
AYES:	Bowman, Long, Levsen, Dickerson, Turner, Milner, Reece, Bockelman

C. A Resolution of the Board of Aldermen of the City of Harrisonville, Missouri Authorizing and Directing the City Administrator to Enter into Amendment 6 on Behalf of the City with Burns and McDonnell Engineering Company, Inc. to Make Improvements to City Water Treatment Plant for an Amount Not to Exceed $7,329.56

Staff report presented by Public Works Director Eric Patterson. Upon passage, Mayor Hasek designated it to be Resolution #37-18.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	David Dickerson, Board Member
SECONDER:	Clint Long, Board Member
AYES:	Bowman, Long, Levsen, Dickerson, Turner, Milner, Reece, Bockelman

D. A Resolution of the Board of Aldermen of the City of Harrisonville, Missouri Authorizing and Directing the City Administrator to Enter into a Change Order Agreement on Behalf of the City with KAT Excavating, Inc. to Make Improvements to City Water Treatment Plant for an Amount of $18,918.75.

Staff report presented by Public Works Director Eric Patterson. Upon passage, Mayor Hasek designated it to be Resolution #38-18.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	David Dickerson, Board Member
SECONDER:	Jessica Levsen, Board Member
AYES:	Bowman, Long, Levsen, Dickerson, Turner, Milner, Reece, Bockelman

E. Resolution A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH SHADE TREE SERVICE CO., FOR THE ELECTRIC DEPARTMENT TREE TRIMMING PROJECT, AND ESTABLISHING AN EFFECTIVE DATE.

Staff report presented by Public Works Director Eric Patterson. Upon passage, Mayor Hasek designated it to be Resolution #39-18.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	David Dickerson, Board Member
SECONDER:	Jessica Levsen, Board Member
AYES:	Bowman, Long, Levsen, Dickerson, Turner, Milner, Reece, Bockelman

F. Resolution A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH MICHAEL NEWMAN TO CONTRACT AS AIRPORT MANAGER FOR THE LAWRENCE SMITH MEMORIAL AIRPORT, AND ESTABLISING AN EFFECTIVE DATE.

Staff report presented by City Administrator Happy Welch. Alderman Bowman stated she had talked with James Green and that he gave a good report on Mr. Newman. Upon passage, Mayor Hasek designated it to be Resolution #40-18.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	David Dickerson, Board Member
SECONDER:	Jessica Levsen, Board Member
AYES:	Bowman, Long, Levsen, Dickerson, Turner, Milner, Reece, Bockelman

7. Aldermen and Committee Reports

Alderman Bowman stated that she had voted to pass the 2019 budget but would like to see a discussion on stormwater updates and also adding another holiday for the employees.

Alderman Reece stated that she felt that the City needed to observe the Martin Luther King, Jr. Day Holiday.

Alderman Milner stated that the Bright Futures Holiday Store was in need of items, especially men's stuff.

8. Report from the City Administrator

City Administrator Happy Welch pointed out that in his report the Cass County Justice Center is currently making payments on the past water and sewer bills. He pointed out that the Board should decide at the December 3rd meeting if they would like to cancel the second meeting in December. Administrator Welch gave clarification to the changes in the contract for the airport manager.

A. City Admin Rpt 11-19-18

9. Report from the Mayor

Mayor Hasek said he was proud to attend the Veterans Day ceremony last week. He extended a thank you to City staff for the hard work on the 2019 budget. Mayor Hasek wished everyone a Happy Thanksgiving.

10. Adjourn to Executive Session/closed session 610.021 (1) Legal actions, causes of litigation (2) Leasing, purchasing or sale of real estate

Alderman Dickerson made motion to enter into Executive Session with a second by Alderman Turner. Roll call vote was taken with all ayes. Motion carried.

11. Adjourn From Regular Session

Motion to adjourn made by Alderman Milner with second by Alderman Levsen. Motion carried. Meeting adjourned at 7:59 p.m.

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Brian Hasek, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

____

Randall K. Jones, City Clerk

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Happy Welch, City Administrator**

DATE: **November 29, 2018**

SUBJECT: **BZA Appointment**

Type of Item: *Approval*

The mayor is appointing with consent of the Board Jerry Saling of 805. S. Independence to the Board of Zoning Adjustment to replace Keith Debrot who requested not to be reappointed. Mr. Saling's appointment will be until October of 2023.

A. Action Item (ID # 3065)

BZA Appointment

City of Harrisonville est. 1836

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Happy Welch, City Administrator**

DATE: **November 28, 2018**

SUBJECT: **Dec. 17 Meeting**

Type of Item: *Approval*

The December 17 Board Meeting is a week and a day before Christmas. We do not have any business that is necessary to complete before the end of the year. The Board can decide if it is necessary to have the 2nd December meeting or not.

B. Action Item (ID # 3063)

Dec. 17 Meeting

City of Harrisonville est. 1836

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Marcella McCoy, Director**

DATE: **November 28, 2018**

SUBJECT: **Emergency Services and Utility Account Write-Offs**

Type of Item: *Approval*

INTRODUCTION

The purpose of this memo is to recommend write-off amounts for delinquent accounts receivable balances in Emergency Medical Services and Utilities. The State Auditor's report included a comment about delinquent Emergency Medical Services and Utilities accounts. Additionally, during annual audit conversations, there was recommendation that the receivable balances that are uncollectable need to be written-off. The plan is to complete an annual write-off recommendation for all receivable accounts deemed uncollectable.

DISCUSSION

Emergency Medical Services are billed at the time service is provided. Utility bills are also billed after a period of usage and sent monthly.

Here is a short summary of how balances are collected for utility services:

1. A current customer - services are disconnected for non-payment.
2. Customer has left with service charges due - balance is sent to a collection agency
3. Customer passed away - charges are uncollectable
4. Customer has filed bankruptcy - required write-off as uncollectable.

Emergency Medical Services are collected by billing insurance and then the customer. Customer accounts are sent to a collection agency when the customer chooses not to pay for services not covered by insurance. Like Utility, if the customer passes or has filed bankruptcy the amounts are uncollectable and are to be written off.

Emergency Services has provided a listing of accounts to write-off due to bankruptcy; deceased and the collection agency has been unable to collect and deemed them uncollectable. The total number of emergency service accounts recommended for write-off are 145 totaling $46,947.69.

Utility Services has provided a listing of accounts to write-off due to bankruptcy; deceased and the collection agency has been unable to collect and deemed them uncollectable. The total number of utility service accounts recommend for write-off are 1,288 totaling $434,672.14.

ACTION REQUIRED/RECOMMENDED

Staff recommends and respectfully asks the Board of Alderman to approve the amounts presented to be written off for Emergency and Utility services.

C. Action Item (ID # 3062)

Emergency Services and Utility Account Write-Offs

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Marcella McCoy, Director**

DATE: **November 28, 2018**

SUBJECT: **Year-End Fiscal Year Budget Amendment**

<u>Type of Item:</u> *Budget*

INTRODUCTION

The purpose of this memo is to outline the proposed changes to Fiscal Year 2018 Budget as operations, unforeseen or projected expenses, have occurred. At Mid-Year, there were changes to how the Park Sales Tax revenue was recorded in the Community Center Fund due to closing the Sales Tax Fund. Reconciliation is complete on the Sales Tax Fund leaving a Fund Balance at the 2017 audited amount of $134,621. This amendment reflects the $134,621 in the Sales Tax Fund for the financial system to properly close the Fund Balance to zero.

Director Deal and myself have reviewed the operations of the Aquatic Center to determine the projected year end results based on actual revenue and projected expense. The proposed amendment meets the requirement of a balanced budget and is presented with revenue meeting expenditures with the use of reserves available.

DISCUSSION

As the close of Fiscal Year 2018 begins, I have completed an analysis of the funds to determine if there is a need to amend the budget. The need to amend the budget for the Aquatic Center and Sales Tax funds has been determined and anticipated as expenditures have occurred throughout the year. These are the only two funds that reflect changes in the year end budget amendment ordinance.

The 2018 Aquatic Center season exceeded the projections anticipated. Revenue increased over projections resulting in additional expenditures as well, primarily in personnel. The proposed budget amendment reflects an increase in revenue with the offset in expenditures and a slight reduction in the transfer from reserve. The total budget amendment for the Aquatic Center is $7,000. The following table summarizes the budget amendment for the Aquatic Center.

FUND	BUDGETED REVENUE	BUDGETED EXPENDITURES
GENERAL	$ 8,541,695	$ 8,541,695
PARK	528,710	528,710
SALES TAX	134,621	134,621
COMMUNITY CENTER	2,347,080	2,347,080
EMERGENCY SERVICES	3,717,490	3,717,490
DEBT SERVICE	893,085	893,085
REFUSE	593,590	593,590
ELECTRIC	12,812,930	12,812,930
CWSS	5,256,900	5,256,900
AQUATIC CENTER	167,220	167,220
	34,993,321	34,993,321

The budget amendment completed for Mid-Year included the closure of the Sales Tax Fund. This fund was used to record the receipts of Parks Sales Tax and transfer to cover debt service with the remaining surplus transferred to the Community Center Fund. To allow the financial system to automatically close the fund balance to zero, there is a need to include this transfer expenditure to the Community Center Fund. The following table reflects the transfer amount equal to the December 31, 2017 audited fund balance.

	Adopted Budget	Increase (Decrease) Budget	Amended Budget
Transfer from Reserve	0	134,621	134,621
Transfer to Community Center	0	134,621	134,621
Totals		-	

The budget amendment is presented to maintain a balanced budget as required.

ACTION REQUIRED/RECOMMENDED

Staff respectfully asks the Board of Alderman waive the rules and consider on first reading to have this budget amendment approved prior to the end of the 2018 Fiscal Year.

Council Bill No. 75

Ordinance No.

AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF HARRISONVILLE, MISSOURI, FOR THE FISCAL YEAR JANUARY 1, 2018 THROUGH DECEMBER 31, 2018, AND ESTABLISHING AN EFFECTIVE DATE.

AN ORDINANCE AMENDING THE OPERATING BUDGET FOR THE CITY OF HARRISONVILLE, MISSOURI, FOR THE FISCAL YEAR JANUARY 1, 2018 THROUGH DECEMBER 31, 2018, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Harrisonville ("City") staff has reviewed the Fiscal Year January 1, 2018 to December 31, 2018 ("Fiscal Year") revenues and expenditures;

WHEREAS, changes reflecting those revenues and expenditures in the Aquatics Fund and balancing the Sales Tax Levy Fund occurring during the Fiscal Year need to be adopted before the end of 2018;

WHEREAS, this is a standard accounting practice to do a final budget amendment at the end of the Fiscal Year;

WHEREAS, The Board of Aldermen feel it is in the best interest of the City to approve the budget amendment presented for Fiscal Year 2018.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI AS FOLLOWS:

<u>Section 1:</u> That the annual operating budget for the City of Harrisonville, Missouri, for the fiscal year beginning January 1, 2018, and ending on December 31, 2018, is hereby amended. Maximum amounts to be expended by fund are as follows:

FUND	BUDGETED REVENUE	BUDGETED EXPENDITURES
GENERAL	$ 8,541,695	$ 8,541,695
PARK	528,710	528,710
SALES TAX	134,621	134,621
COMMUNITY CENTER	2,347,080	2,347,080
EMERGENCY SERVICES	3,717,490	3,717,490
DEBT SERVICE	893,085	893,085
REFUSE	593,590	593,590
ELECTRIC	12,812,930	12,812,930
CWSS	5,256,900	5,256,900
AQUATIC CENTER	167,220	167,220
	34,993,321	34,993,321

<u>Section 2:</u> That the City Administrator is hereby authorized to amend the line items of the budget as needed, but in no event shall more funds be expended for any particular fund than that authorized by this budget without prior approval of the Board of Aldermen. In addition, any monies set aside for capital outlays shall not be used for any other purposes without prior approval of the Board of Aldermen.

Section 3: That this ordinance shall become effective immediately upon its passage and approval.

Vote taken as follows:

Ayes:

Nays:

Absent:

Abstain:

Read for the first time by title only on the 3rd day of December 2018. Read for the second time by title only on the _____ day of December 2018.

____

Brian Hasek, Mayor & Ex-Officio

Chairman of the Board of Aldermen

ATTEST:

____

Randall K Jones, City Clerk

APPROVED by the Mayor this _____ day of December 2018

City of Harrisonville est. 1836

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Happy Welch, City Administrator**

DATE: **November 28, 2018**

SUBJECT: **SRO Extra Time**

Type of Item: *Approval*

Issue:

The Harrisonville Cass R-IX School has requested that the SRO's work a longer day so they can cover one of the elementary schools during dismissal.

Background:

We have two School Resource Officers assigned to the school district: One is at the high school, the other is at the middle school. They work 42 hours a week before overtime is required by the Personnel Policy. The school has requested the officers be allowed to work an extra hour each day (1 1/2 hours on Friday) to cover dismissal times at HES and McEowen. This will constitute overtime pay that is not figured into the original contract. Their attorney has drafted and been approved by the school board to amend the contract with the schools to pay the extra amount for overtime.

Recommendation:

This has been discussed with the officers and they are willing to work the extra hour each day to cover the elementary schools. They will alternate weeks to work the overtime. We recommend approving the revised contract language with the Harrisonville School District.

Council Bill No. 76

Ordinance No.

AN ORDINANCE APPROVING A CONTRACT ADDENDUM TO THE AGREEMENT FOR POLICE SERVICES BETWEEN THE CITY OF HARRISONVILLE AND THE HARRISONVILLE CASS R-IX SCHOOL DISTRICT, AUTHORIZING THE CITY ADMINISTRATOR TO SIGN THE ADDENDUM, AND ESTABLISHING AN EFFECTIVE DATE.

Whereas, the City of Harrisonville ("City") provides School Resource Officers (SROs) at the Middle School and High School of the Harrisonville Cass R-IX School District ("School District") pursuant to an Agreement for Police Services ("Agreement");

Whereas, the School District pays for the SROs to be at the schools for protection, resource, and teaching;

Whereas, the School District requests through an Addendum to the Agreement for Police Services ("Addendum") that the SROs be allowed to cover the Harrisonville Elementary School and McEowen Elementary School during dismissal at the end of the day;

Whereas, it will be necessary for the SROs to work overtime to accommodate the extra hours needed to cover those schools at the end of the day;

Whereas, the School District agrees to pay the for the salary and benefits for the overtime hours;

Whereas, the proposed Addendum has been developed and that the City and the School District staff recommend approval; and

Whereas, the Addendum meets the needs of the City and the School District, the Board of Aldermen feel it is important to supply SROs for the extra time needed to the School District through this Addendum, and find that the Addendum is in the best interest of the City and its residents;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, AS FOLLOWS:

Section 1: That the City Administrator of the City of Harrisonville is hereby authorized and directed by the Board of Aldermen to enter into the proposed Addendum to the Agreement for Police Services with the Harrisonville Cass R-IV School District to provide two (2) School Resource Officers (SROs) to the School District under the amended terms specified in the Addendum herewith attached.

Section 2: That this ordinance shall become effective immediately upon its passage and approval.

Vote taken as follows:

AYES:

NAYS:

ABSENT:

ABSTAIN:

READ FOR THE FIRST TIME BY TITLE ONLY ON THE 3RD DAY OF DECEMBER 2018 AND WAS READ FOR A SECOND TIME BY TITLE ONLY ON THE 3RD DAY OF DECEMBER 2018 AND PASSED BY THE BOARD OF ALDERMEN THIS 3RD DAY OF DECEMBER 2018.

____

Brian Hasek, Mayor and Ex-Officio

Chairman of the Board of Aldermen

ATTEST:

____

Randall K. Jones, City Clerk

WITNESS my hand and seal this 3rd day of December 2018

FIRST ADDENDUM TO CONTRACT FOR POLICE SERVICES BETWEEN HARRISONVILLE CASS R-IX SCHOOL DISTRICT AND THE CITY OF HARRISONVILLE, MISSOURI

This addendum ("Addendum") is made and entered into on the 20th day of November, 2018, between the Harrisonville Cass R-IX School District ("Harrisonville School District" or "Cass R-IX") and the City of Harrisonville, Missouri (the "City").

For and in consideration of the mutual promises, covenants and agreements herein made and contained, the parties agree to modify their Contract for Police Services (School Resource Officer: High School and Middle School) 2018-2019 School Year, entered into on the 26th day of July, 2018, between the City of Harrisonville, Missouri and the Harrisonville Cass R-IX School District, as follows:

> Paragraph 7.1 of the agreement is modified as follows:
>
> Pay the **City** an amount equal to the cost of each **SRO's** hourly rate, not to exceed $30.00 per hour for the first eight (8) hours of the **School Day** the **SRO** works, and a rate not to exceed $45.00 per hour for the one (1) hour of the **School Day** thereafter, which shall include the **SRO's** actual wages, benefits and overhead, multiplied by the number of hours the **SRO** actually dedicates to the **School Resource Officer** duties. The Harrisonville **School District** will provide payment or an objection to the **City** within thirty (30) days of its receipt of a detailed invoice showing the dates of service, description of services provided, and charge for those services. This funding structure shall be followed as long as the Agreement remains in force.
>
> Paragraph 8.1 of the agreement is modified as follows:
>
> Provide the **SRO(s)** to the **School District** during normal school hours while the **School is in Session**, which are anticipated to be from 7:00 a.m. to 4:00 p.m., for a minimum of 185 days, except as otherwise provided herein, ("Minimum Days"), or such other time agreed to in writing by the parties. The maximum number of hours that a **SRO** will provide in a calendar month shall be 189 hours, and the minimum shall be 48 hours per week ("Minimum Hours"). The parties hereto understand that number of **Minimum Days** and/or **Minimum Hours** may be reduced by the circumstances described in Section 4.3., 8.2., 10., or other terms in this **Agreement**. The **School District** may exclude any individual **SRO** from performance under this **Agreement**. If the **School District** excludes an individual **SRO**, the **City** will provide a different individual **SRO** to complete performance of this Agreement.

IN WITNESS WHEREOF, the Harrisonville Cass R-IX School District has caused this Addendum to be executed by its President of the Board of Education and attested by its Secretary of the Board of Education. The City of Harrisonville has caused this Addendum to be executed by its City Administrator and attested by its City Clerk.

Harrisonville Cass R-IX School District:

by ______________________________

~~Tina Graef,~~ Chris Bell

Vice-President, Board of Education

Attest:

____

Susan M. Brooker,

Secretary, Board of Education

City of Harrisonville, Missouri:

by ______________________________

Happy Welch,

City Administrator

Attest

____

Randall Jones,

City Clerk

City of Harrisonville est. 1836

STAFF REPORT

TO: **Board of Aldermen**

FROM: **Happy Welch, City Administrator**

DATE: **November 29, 2018**

SUBJECT: **City Admin Rpt 12-3-18**

Type of Item: *Report*

C I T Y A D M I N I S T R A T O R R E P O R T

December 3, 2018

1. Todd Schuler with the State Auditor's Office says the follow up audit report is planned to be released on Tuesday, December 4, 2018. Those on the Board who received an email copy last time should receive a copy this time as well. I was not told a time it would be sent out.
2. We toured the old electric-water plant on Independence Wednesday (11/28) with Brandon Jones of Seagull Envirotech from Gladstone, MO and Christine O'Keefe with the Missouri Department of Natural Resources. This is the first stage prior to starting a Phase I environmental assessment.
3. Candidate filing starts Tuesday, December 11, 2018 at 8:00 a.m. for the April Municipal Elections.
4. City offices will be closed Monday and Tuesday, December 24 & 25 for the Christmas Holiday. I will be out of the office from December 20 through January 1.
5. Over 100 business owners, residents, and interested folks showed up for the Town Hall meeting for the Love the Square/Missouri Main Street Connection. Keith Winge from MMSC said this was one of the largest kickoff meetings he has conducted. Keith will be organizing the information gathered at the event so he can develop a plan for Love the Square in creating a viable Main Street organization.

A. Action Item (ID # 3064)

City Admin Rpt 12-3-18