

DRAFT NOTES OF COUNCIL MEETING

August 21, 2012

(Subject to Approval at the September 4, 2012 Meeting)

PUBLIC HEARING

Public Hearing
2012 Tax Levy

2012 Tax Levy

Mayor Thomas D. Leasor called the public hearing to order at City Hall, 210 West Washington, at 7:00 p.m. Attending the hearing were six citizens, Alderman Ward One Mike Ryan, Jr., Alderman Ward Three Dennis Watz, Alderman Ward Two Jason Alexander, Alderman Ward One Tony Wessler, Alderman Ward Two Craig Kase, and Alderman Ward Three Jarrett Dace. Also attending were City Administrator J.T. Hardy, City Attorney Matt Schroeder, and City Clerk Jan Koch. The following is a brief summary of the proposed tax levy for 2012:

Assessed Valuation Change	<i>Assessed Valuation (Real Estate Only)</i>			
	Fund	Prior Tax Year (2011)	Current Tax Year (2012)	Adjusted Current Tax Year (2012)
General:		\$80,066,136	\$80,364,391	\$79,320,410
Library:		\$78,243,801	\$78,531,833	\$77,498,496

Estimated Tax Collection	<i>Estimated Property Tax Revenue (Real Estate Only)</i>				
	Fund	Prior Year (2011)	Current Year (2012)	Change (±) (in Dollars) \$	Change (±) (Percentage)%
General:		\$318,012	\$319,704	\$1,692	0.5321%
Library:		<u>\$80,630</u>	<u>\$81,061</u>	<u>\$431</u>	<u>0.5345%</u>
Total:		<u>\$398,642</u>	<u>\$400,765</u>	<u>\$2,123</u>	<u>0.5326%</u>

Proposed Tax Rate 2012	<i>Property Tax Rates (Real Estate Only)</i>				
	Fund	Prior Year (2011)	Proposed Current Year (2012)	Change (±) (in Dollars) \$	Change (±) (Percentage)%
General:		\$0.3993	\$0.4031	\$0.0038	0.9517%
Library:		<u>\$0.1036</u>	<u>\$0.1046</u>	<u>\$0.0010</u>	<u>0.9653%</u>
Total:		<u>\$0.5029</u>	<u>\$0.5077</u>	<u>\$0.0048</u>	<u>0.9545%</u>

The new tax rate is subject to review and approval by the Missouri State Auditor's Office. There are no personal property taxes in Sullivan as they were repealed back in 1993.

HEARING ADJOURNMENT

Being no citizen input, Alderman Dace made a motion declaring the hearing adjourned at approximately 7:05 p.m. Alderman Ryan seconded the motion and it carried unanimously.

Hearing



CALL TO ORDER

Call to Order **Roll Call**
Mayor Thomas D. Leasor called the council meeting to order in the Council Room at City Hall, 210 West Washington at approximately 7:05 p.m. Roll call was then taken and attending the meeting were Alderman Ward Two Craig Kase, Alderman Ward Two Jason Alexander, Alderman Ward Three Jarrett Dace, Alderman Ward Three Dennis Watz, Alderman Ward One Mike Ryan, Jr., and Alderman Ward One Tony Wessler. Also attending were City Attorney Matt Schroeder, City Administrator J.T. Hardy, City Clerk Jan Koch, and City Engineer Robert Schaffer.

Pledge **PLEDGE OF ALLEGIANCE**
At this time, the Pledge of Allegiance was recited by everyone present. The Pledge was followed by a moment of silence.

Boy Scout Merit **Boy Scout Merit**
Mayor Leasor acknowledged the attendance of a boy scout who was working on a merit badge.

Agenda **AGENDA APPROVAL**
Alderman Dace made a motion to approve the agenda as submitted. Alderman Alexander seconded the motion and it carried unanimously.

Minutes Approved **MINUTES APPROVED**
Notes from the council meeting held August 7, 2012 were presented. Alderman Ryan made a motion to approve the minutes as submitted. Alderman Watz seconded the motion and it carried unanimously. Notes from the closed meeting held August 7, 2012 were presented. Alderman Kase made a motion to approve the minutes as submitted. Alderman Dace seconded the motion and it carried unanimously.

P&Z Hearings **STANDING COMMITTEES**
Planning & Zoning
107 W. Euclid - Auto Repair
Planning & Zoning held a meeting on August 14, 2012 where a public hearing was held on a zoning change from C-1 to C-4 for 107 West Euclid. P&Z voted down the zoning request, but scheduled another public hearing for September 11, 2012 to receive public input on allowing conditional use permits in C-1 zoned areas.

Johnston Time Extension Granted *511 S. Mansion - Conditional Use Extension*
Mr. Chad Johnston requested a six-month extension and to modify the conditional use permit time limit from 17 years to 30 years on his property located at 511 S. Mansion in order to build a multi-family building in an R-1 zoned district. He stated that he felt the 30-year time frame would enhance chances of receiving grant funding. P&Z approved the request contingent that:
Stipulations Outlined 1) semi-opaque screening is installed (as defined in Section 400.933 of the Unified Land Use Regulations); and, 2) adherence to guidelines within the Low Income Housing Tax Credit Program (administered by the Missouri Housing Development Commission); and, 3) limiting the conditional use permit to 30-years beginning at occupancy—as designated by the Building Department of the City of Sullivan.

Comp Plan *Comprehensive Plan*
P&Z discussed possible changes to the land use map as it pertained to the city's Comprehensive Plan.

Airport Meeting *Airport Board Meeting*
8/8/12 The Airport Board held a meeting on August 8, 2012 where activity plans for the August 25, 2012 Fly-In were reviewed.

CITY ADMINISTRATOR

Hearings - ICC Code Review & EEZ

ICC Hearing *ICC Code*
8/30/12 A hearing for adoption of the 2009 International Code Council (ICC) Codes and the 2008 National Electrical Codes (NEC) was scheduled for August 30, 2012 at 7:00 p.m.

EEZ Hearing *Enhanced Enterprise Zone*
8/30/12 A public hearing was scheduled for Thursday, August 30, 2012 at 7:00 p.m. for citizen input on establishing an EEZ.

Fall Cleanup

Fall Cleanup
2012 Administrator Hardy reported that a citywide cleanup has been scheduled for October 15-19, 2012. Items are to be placed curbside the same day as residents' regular trash pickup.

Fiscal Year 2011 Audit

FY2011 Audit CPA Molly Malone has notified the city that she plans to appear before the Board to present the 2011 Fiscal Year Audit at the next meeting (9/4/12).

Local Law Enforcement Block Grant

LLEBG
Application The application deadline for the 2013 LLEBG is September 14, 2012. As with last year's grant, up to \$10,000 of officer-safety related equipment is available with a 10% city match. Alderman Watz offered to sponsor the ordinance executing same. This will be submitted at the next regular council meeting (9/4/12).

CITY ATTORNEY

Closed Session

Closed Session City Administrator Hardy and City Attorney Matt Schroeder reported they had some matters for discussion in closed session concerning personnel, litigation, and real estate.

FINANCE COMMITTEE

August 2012

August 2012
Bills Approved Alderman Watz reported he reviewed the monthly bills for August 2012 and made a motion to approve payment in the amount of \$1,516,795.58 with Alderman Ryan seconding it. The motion carried unanimously.

ORDINANCES

EEZ - Blight Zone

EEZ Blight Zone
Established

Bill No. 3529 sponsored by Alderman Jarrett Dace, being an ordinance declaring that a portion of the City of Sullivan, Missouri is “blighted”, as that term is defined in Missouri Revised Statute Chapter 135; and, directing the City Clerk to send a copy of this ordinance to the Missouri Department of Economic Development was introduced and read two times. The question was asked, “Shall Bill No. 3529 become Ordinance No. 3529?” The aldermen were polled and voted as follows: Alderman Tony Wessler, aye; Alderman Jason Alexander, aye; Alderman Jarrett Dace, aye; Alderman Mike Ryan, Jr., aye; Alderman Dennis Watz, aye; and Alderman Craig Kase, aye. Passage of this ordinance completed one step required to establish an Enhanced Enterprise Zone. An EEZ is a tool that can help stimulate economic growth and create new jobs & investments. This ordinance makes declaration of a blighted area as defined by RSMo 135 which cannot be used to meet the conditions for blight under any other State Statute. One statutory criteria states that the EEZ area must be contiguous, cannot be an entire county, and the designation term is for twenty-five years. There is tax abatement of 50% for ten years which only applies to improvements to real property.

2012 Tax Levy

2012 Tax Levy

Bill No. 3530 sponsored by Alderman Craig Kase, being an ordinance levying taxes for the year 2012 and fixing the effective date of said ordinance was introduced and read two times. The question was asked, “Shall Bill No. 3530 become Ordinance No. 3530?” The aldermen were polled and voted as follows: Alderman Mike Ryan, Jr., aye; Alderman Tony Wessler, aye; Alderman Dennis Watz, aye; Alderman Jason Alexander, aye; Alderman Craig Kase, aye; and Alderman Jarrett Dace, aye. Passage of this ordinance levied real estate taxes for 2012 at 40.31¢ per \$100 valuation for the general fund; and 10.46¢ for the library fund. Last year’s tax levy was 39.93¢ and 10.36¢, respectively. There are no personal property taxes in Sullivan as they were repealed in 1993.

ALDERMEN INPUT

Aldi’s Relocation

Aldi Relocation

Mayor Leasor and several aldermen reported they attended the opening dedication ceremony of Aldi’s relocation to 320 Park Ridge (formerly located at 665 Fisher Drive).

George Street Dwelling

George Street
Dwelling

Alderman Watz reported he received a complaint about a dwelling in disrepair on George Street. Staff is aware of complaints being made and is addressing same.

Bud Street

Bud Street
Drainage

Alderman Alexander reported that the contractor and city staff are coordinating storm water drainage plans along Bud Street. Alderman Alexander added that he intends on following up.

East Street Widening

East Street
Widening

Alderman Ryan stated that East Street from Vine Street to Tipton Street needs to be widened. Staff noted that this project would need to be budgeted and would involve acquiring some property easements.

Trash Can Interference

Sidewalks/Streets & Trash Cans

Mayor Leasor reported that complaints are being received about trash cans impeding pedestrians as well as traffic along city streets and sidewalks. He stated that trash cans don't belong there and that the city will be addressing this issue in the future.

25-Foot Setback Weeds & Plants

Weeds, Rank & Noxious Plants

Alderman Wessler reported that he would sponsor a change to City Code allowing an exception that weeds and/or vegetation to grow to any height on a lot or tract of ground as long as they were a distance of 25-feet from all property lines and structures. Citizen input was sought after being presented at previous council meetings (December 2011 & May 2012). The ordinance will be presented at the next regular council meeting (9/4/12)

CLOSED SESSION

Closed Session

The time was approximately 7:15 p.m., and Alderman Alexander made a motion to adjourn into closed session with closed records and closed votes to discuss matters concerning personnel, litigation, and real estate. Alderman Ryan seconded the motion and it carried with a roll call vote as follows: Alderman Jason Alexander, aye; Alderman Dennis Watz, aye; Alderman Mike Ryan, Jr., aye; Alderman Jarrett Dace, aye; Alderman Tony Wessler, aye; and Alderman Craig Kase, aye.



CLOSED RESULTS

Closed Results

As a result of the closed meeting held August 21, 2012 one matter concerning personnel, two matters concerning real estate, and three matters concerning litigation were discussed with no final results to report at this time.

RETURN TO OPEN

Return to Open

The Board reconvened into open session at approximately 8:45 p.m.



BUDGET WORKSHOP - FISCAL YEAR 2013

General Fund

Fiscal Year 2013 Budget

Parks Department

Parks Truck & Skate Rink

A quote on engine repairs for a diesel pickup truck in the Parks Department was received. This will require a budget adjustment for Fiscal Year 2012. Alderman Watz made a motion to approve the budget adjustment in the amount of \$12,000. Alderman Alexander seconded the motion and it carried unanimously.

Repairs for the skating rink were increased in Fiscal Year Budget 2013 by \$1,500 for the installation of new dividers in the restrooms.

Code Administration

Property

Due to title searches needed for properties that have been abandoned for various reasons (including foreclosures), the Code Administration Department was increased by \$2,000 for the

Fiscal Year 2013 budget.

Budget & Reserves

General Fund
Budget FY 2013 Administrator Hardy reported that the General Fund for Fiscal Year 2013 was projected to have \$3,872,118 in revenues and \$3,869,790 for expenditures. The General Fund has ended in a deficit for the past several years with the most recent year (FY2011) at a negative \$408,386.37. This led into some discussion about reserves and personnel.

One-Time Pay Increase & FY 2013 Budget

One-Time Pay
Increase At the budget workshop held August 16, 2012 it was the general consensus of the Board to offer a one-time pay increase of \$1,000 for each full-time employee and \$300 for two part-time custodial positions. This led into some discussion on the uncertainty of the economy and permanent pay increases. A rather lengthy discussion ensued on the pros and cons of whether to change the one-time pay increase to a percentage basis as opposed to a flat rate. Mayor Leasor then polled the Board with Aldermen Dace, Alexander, and Ryan being in favor of a \$1,000 one-time pay increase, and Aldermen Wessler, Watz, and Kase being in favor of a one-time 3% increase. It was agreed that either method would be payable the second pay period in November 2012. It was also agreed that the 3% one-time payment would be based on the employee's hourly wage times 2,080 hours with the salaried employees on an annual basis. Mayor Leasor then broke the tie with a vote in favor of a one-time 3% increase.

3% versus
\$1,000

Mayor Broke Tie
3% One-Time
Pay

Electric Fund Transfer

Electric Fund
Transfer FY2013 The transfers from the Electric Fund were reduced from \$690,000 (FY2012) to \$640,000 for Fiscal Year 2013.

Capital Improvements

Capital
Improvements Completion of the floodplain study was budgeted at \$8,840. Paving the city lake trail with a 2" asphalt overlay approximately six-feet wide was budgeted at \$55,000. The paved entrance in Campbell-Chapman Park was budgeted for \$10,000. Asphalt for Taylor Street was budgeted at \$46,000. Completion of a sidewalk in the south side of Elmont from the new overpass to Deer Meadows Subdivision was budgeted at \$20,000.

Solid Waste Fund

Solid Waste
Deficit A deficit in the Solid Waste Fund was at \$71,000 as of July 31, 2012. Two months remain for FY 2012 on both revenues & expenditures but city auditors recommend covering deficits in fund balances. Alderman Watz made a motion to cover the Solid Waste Fund deficit from the Electric Fund for Fiscal Year ending 2012. Alderman Wessler seconded the motion and it carried unanimously.

Motor Fuel Fund

Asphalt Overlay In order to meet State guidelines, replacement of traffic & street signs were budgeted and the length of streets for asphalt overlay and/or chip & seal were increased.

Wastewater Treatment Plant

WWT Plant WWT Plant improvements were reviewed which included maintenance of the UV system. The Board approved staff's recommendation to contract a service agreement for the inspection of the

UV system—with the understanding that once training has been completed, this service will be done in-house.

Engineering
Printer **Engineering Department**
A new printer with a plotter & scanner was budgeted for engineering in the amount of \$18,000.

Utility Meters **Utility Meter Readers**
Handheld radio-read type devices are being replaced since the vendor is phasing them out (G5R to F300 models). The cost associated for same will be split between the Water & Electric Funds.

Budget Hearing **Budget Public Hearing**
The public hearing and budget adoption for Fiscal Year 2013 will be scheduled for the second meeting in September. The regularly scheduled meeting, i.e., for September 18, 2012, will be rescheduled since it conflicts with the Missouri Municipal League Conference.

Adjourn **ADJOURN**
Being no further business at this time, Alderman Kase made a motion to adjourn. Alderman Alexander seconded the motion and it carried unanimously. The meeting adjourned at approximately 10:30 p.m.

