

REGULAR MEETING OF THE COUNCIL MEMBERS OF THE CITY OF NIXA, MISSOURI

NIXA CITY HALL

September 7th, 2023 7:00 P.M.

The regular meeting of the Nixa City Council was called to order by Mayor Jarad Giddens. Attending were Council Members Kelly Morris, Matt Ogden, Shawn Lucas, Aron Peterson, Darlene Graham, and Zern Vess.

The Pledge of Allegiance was given.

Lucas made a motion to postpone Council Bill #2023-39 until the November 27th Council meeting, with Peterson seconding and Ogden, Lucas, Peterson, and Vess voting aye on roll call vote. Graham and Morris voting nay on roll call vote. The motion to postpone Council Bill #2023-39 until the November 27th Council meeting passed four to two (4-2). Graham discussed Council Bill #2023-39. Mayor Giddens responded to Graham's comments.

Proclamation:

Mayor Giddens read a proclamation proclaiming September 17th – 23rd, 2023, as Constitution Week. The Daughters of the American Revolution were in attendance to accept the proclamation. The Daughters of the American Revolution gave Mayor Giddens a copy of the 2023 Constitution Week poster.

Visitors:

Ron Sanders, 976 Glen Oaks Dr., thanked Mayor Giddens for the proclamation. Sanders discussed the Constitution and freedom. Sanders stated that the Constitution was worth celebrating.

Ordinances (First Reading and Public Hearing; Comments Limited to 5 Minutes; No Council Vote Anticipated):

Council Bill #2023-42 Amending the 2023 Annual Budget to Appropriate Funds for Engineering Costs Associated with the Repair of the Pool Located at the Nixa Aquatics Center. Matt Crouse, Parks Director, stated that this budget amendment was for the engineering expenses of the pool repair. Crouse said that the City tried to fix the issues at the pool over the summer but was unsuccessful. Crouse told Council that replacing the full recirculation system was the best option to fix the pool. Crouse stated that a contract for the engineering costs will be brought back for approval at the next meeting. Crouse discussed the additional items that would be added and fixed to help improve the pool. Crouse told Council that the funds for this budget amendment would be coming from the aquatics reserve account. Council asked questions, with Crouse responding. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed.

Resolutions (Public Hearing; Comments Limited to 5 Minutes; Council Vote Anticipated):

Resolution #2023-41 Accepting the Bid of Sealing Concepts Asphalt Restoration for the 1111 Kathryn Parking Lot Sealing Project and Authorizing the City Administrator to Execute a Contract for Same. Jeff Roussell, Street Superintendent, stated that the bid for this project was being awarded to Sealing Concepts, who had previously worked for the City. Roussell said the work being done will be preservation work. Roussell told Council the bid amount was \$8,400 and within budget. Roussell said staff recommends approval. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed. Mayor Giddens called for a motion to approve the resolution. Lucas made a motion to approve Resolution #2023-41, with Ogden seconding and all Council Members voting aye.

Resolution #2023-42 Accepting the Bid of D&E Plumbing and Heating for the Cherry Street Stormwater Project Phase 2 and Authorizing the City Administrator to Execute a Contract for Same. Roussell told Council this project is a part of the 2023 Capital Improvement Project plan. Roussell said this is the project's second (2nd) phase, which will help with stormwater and flooding. Roussell stated that three (3) bids were received, and D&E Plumbing was the lowest bid. Roussell told Council that D&E Plumbing was the same company that did the project's first (1st) phase. Council asked questions, with Roussell responding. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed. Mayor Giddens called for a motion to approve the resolution. Graham made a motion to approve Resolution #2023-42, with Peterson seconding and all Council Members voting aye.

Resolution #2023-43 Authorizing the City Administrator to Solicit Bids for Certain Underground Electric Circuit Projects. Doug Colvin, Assistant City Administrator and Public Works Director, stated that this resolution is for two (2) different projects. Colvin said the 2019 master plan identified the projects and is in the approved capital improvement plan. Colvin stated that the two (2) projects are the west Highway 14 – Leann to Carlisle Tie and the Tracker to Cheyenne Tie primary circuit extensions. Colvin told Council both projects were identified in the 2019 Electric Master Plan. Colvin said the projects also address Nixa Strategic Plan, Reliable Infrastructure Action Plan #6. Colvin discussed the budgeted amount for both projects. Colvin said this resolution allows the City to start the bidding process. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed. Mayor Giddens called for a motion to approve the resolution. Ogden made a motion to approve Resolution #2023-43, with Vess seconding and all Council Members voting aye.

Mayor and Council Member Reports:

Mayor Giddens discussed Liaison reports.

Cindy Robbins, Assistant City Administrator, reminded Council that the Multi-Cultural Festival was September 23rd, 2023. Robbins provided information on the event.

Mayor Giddens reminded Council that he and Jimmy Liles, City Administrator, Robbins, and Rebekka Coffey, City Clerk, would be out at the MML Conference from September 10th through 13th.

Jennifer Evans, Finance Director, reminded Council that the budget workshop would be on September 18th at 6:00 p.m. Council asked questions about Utility Billing, with Evans responding.

Graham asked questions about the flag design voting. Mayor Giddens and Drew Douglas, Communications Director, responded.

Adjournment:

With no further business, Mayor Giddens adjourned the meeting at 7:39 p.m.

Mayor

City Clerk

BUDGE WORKSHOP OF THE COUNCIL MEMBERS OF THE CITY OF NIXA, MISSOURI

NIXA CITY HALL

September 18th, 2023 6:00 P.M.

The budget workshop of the Nixa City Council was called to order by Mayor Jarad Giddens. Attending were Kelly Morris, Shawn Lucas, Aron Peterson, and Zern Vess. Matt Ogden and Darlene Graham were absent.

The Pledge of Allegiance was given.

Staff Presentation and Council Discussion:

Jennifer Evans, Finance Director, provided information on the 2024 budget timeline. Evans discussed the budget dashboard that was provided to Council.

Evans presented information on **Revenues – General Fund:**

Grant revenue: the total grant revenue for the General Fund is \$2,059,999, with \$9,867 to the Police Department, \$500 to the Parks Department, and \$2,049,632 to the Street Department. **Tax revenue:** the total tax revenue for the General Fund is \$12,713,518. The Administration tax revenue is budgeted at \$7,137,487 and is made up of real estate tax, sales and use tax, and cable and gas franchise taxes. The Police Department's tax revenue is budgeted at \$2,695,395 and comprises of sales and use taxes. The Street Department tax revenue is budgeted at \$2,880,636 and comprises of use and motor fuel taxes. **Sales/Fees/Fines:** the total sales/fees/fines for the General Fund is \$28,485,104. The Sales/Fees/Fines are from Administration, Police, Parks, Planning and Development, Electric, Water, and Wastewater.

Matt Crouse, Parks Director, told Council that the last time rates were adjusted was in 2019. Crouse provided information on program rates for recreational sports. Crouse discussed rates for the surrounding areas. Crouse compared Nixa's current rates to the proposed increases. Crouse provided information on membership rates. Crouse discussed rates for the surrounding areas. Crouse recommended not raising membership rates. Council asked questions about nonresident program rates, with Crouse responding.

Matt Ogden joined the meeting at 6:18 p.m.

Council held a discussion on rates for the Parks Department. Jimmy Liles, City Administrator, asked for direction from Council on rate increases. Council held an additional discussion on program rates. Council gave direction for a three-dollar (\$3) increase in program rates for members/residents and a \$60 fee for nonresidents, and no increase in membership rates. Council held an additional discussion on membership rates.

Other Revenue: the total other revenue for the General Fund is \$1,638,317. Other revenue is from Administration, Police, Parks, Planning and Development, Stormwater, Street, Electric, Water, and Wastewater. **Transfers In:** the total transfers in for the General Fund is \$3,238,241. Transfers In are from Administration, Street, and Water.

Evans provided information on **Expenses:**

Operations: the total expense for operations is \$22,116,831. Operations expenses are from Administration, Communications, Finance, Legal, Economic Development, Human Resources, Police, Parks, Planning and Development, Stormwater, Electric, Water, and Wastewater. **Debt/Lease:** the total debt/lease is \$1,646,686. Debt/Lease expenses are from Administration, Police, Street, Electric, Water, and Wastewater. **Capital:** the total expense for capital is \$27,464,032. Capital expenses are from Administration, Police, Parks, Planning and Development, Stormwater, Street, Electric, Water, and Wastewater. **Transfers Out:** the total transfers out is \$3,022,180. Transfers Out are from Administration, Police, Parks, Planning and Development, Street, Electric, Water, and Wastewater. **Revenue vs. Expenses:** revenues vs. expenses were discussed per department. The total for revenue vs. expenses is \$(19,868,256).

Evans provided information on a comparison of the 2024 budget to the 2023 budget:

General Fund Operations: 2023 was \$3,271,809, and 2024 is budgeted at \$3,395,878 for an increase of four percent (4%). **Street Fund Operations:** 2023 was \$1,346,583, and 2024 is budgeted at \$1,290,466 for a decrease of four percent (4%). **Electric Fund Operations:** 2023 was \$14,053,855, and 2024 is budgeted at \$14,326,857 for an increase of two percent (2%). **Water Fund Operations:** 2023 was \$2,695,237, and 2024 is budgeted at \$1,545,585 for a decrease of 43%. **Wastewater Fund Operations:** 2023 was \$1,652,357, and 2024 is budgeted at \$1,558,045 for a six percent decrease (6%). **General Fund Debt:** 2023 debt was \$750,050, and 2024 is projected to be \$956,747 for an increase of 28%. **Street Fund Debt:** 2023 debt was \$53,615, and 2024 is projected to be \$66,212 for an increase of 23%. **Electric Fund Debt:** 2023 debt was \$26,503, and 2024 is projected to be \$40,000 for an increase of 51%. **Water Fund Debt:** 2023 debt was \$447,552, and 2024 is projected to be \$431,527 for a four percent decrease (4%). **Wastewater Fund Debt:** 2023 debt was \$382,828, and 2024 is projected to be \$152,200 for a decrease of 60%.

Evans discussed what contributes to debt amounts. Liles reminded Council that the numbers being presented were preliminary numbers. Council asked questions, with Evans responding. Doug Colvin, Assistant City Administrator, and Public Work Director, provided information on a water rate study, vehicle leases, and wholesale energy costs. Evans and Liles provided additional information on the City's debt.

Evans provided information on **Capital Projects:**

Administration: Drew Douglas, Communications Director, provided Council information on the website/app project. Council asked questions with Douglas responding. Liles discussed wayfinding signs, downtown design, welcome signs, and the city hall remodel. Council asked questions with Liles, Colvin, and Evans responding. **Police Department:** Joe Campbell, Police Chief, discussed the shooting range, in-car camera systems, body cameras, and tasers. Council asked questions, with Campbell responding. **Parks Department:** Crouse discussed trail extension at McCauley Park, Eoff Park north parcel development, XCenter front desk update, dog park restrooms, skate park, splash pad, and pool leak repair. Council gave direction for Crouse to get estimates on turf fields for Rotary Park baseball fields. **Planning and Development:** Scott Godbey, Planning and Development Director, provided information on the Comprehensive Plan rollover project. **Stormwater:** Jeff Roussell, Street Superintendent, provided information on the Cherry Street, rollover project. Evans stated that the total for Capital

Projects for the General Fund is \$6,510,328. Council asked questions on the Eoff Park, with Crouse and Liles responding. Council asked for estimates on the Parks Department front desk remodel. Council and staff held a discussion. Council gave direction to budget the XCenter remodel design for 2024.

Mayor Giddens called for a 10-minute break at 7:30 p.m. The meeting was called back to order at 7:47 p.m.

Street Department: Roussell provided information on a small dump truck with a snowplow, a dump truck, a salter, a line painter, North Street improvements, Main/Tracker to CC project, Main Street/North Street to Highway 14 project, and Cheyenne Road multi-use path project. Council asked questions, with Roussell responding. Colvin provided additional information. Council held a discussion. **Electric Department:** Brian Denney, Electric Superintendent, provided information on a metal building at 1010 Eaglecrest, a forestry bucket truck, a service bucket truck, a digger truck, a two-man bucket truck, a small bucket truck, a second two-man bucket truck, a grapple for a skid steerer, a pole claw for a skid steer, a back yard machine with a material handler, a URD 3-phase to the Oakmont Lift Station, a URD 3-phase extension along South Truman, substation additions, lighting on west Highway 14, a tie line from Leann to Nicholas, AMI Meter replacement, a tie from Tracker to Cheyenne, a South Truman project, and a circuit on North Main. Council asked questions, with Denney and Colvin responding.

Council asked to add the label "ordered" to the capital list or notes section to know when a purchase is being rolled over due to long wait times.

Water Department: Jason Stutesman, Water Superintendent, provided information on a replacement truck, SCADA programming, a generator for a Tuscany Hills well, a generator for Ashley Drive, water tower #9, AMI metering conversion, water main on North Main to Highway CC, the Walnut Creek loop project, and a second (2nd) bulk fill water station. Council asked questions, with Stutesman and Colvin responding. Council held a discussion. **Wastewater Department:** Stutesman provided information on a sludge truck, a bioxide pumping system for Bluebird, a UV system for Tuscany Hills, a generator at Timbercreek Lift Station, a generator at the Bent Water Lift Station, lining for clarifier #1, a generator for Tuscany Hills wastewater, a sludge holding basin, and the Southwest Regional Lift Station. Council asked questions with Stutesman and Travis Cossey, Assistant Public Works Director, responding.

Evans told Council that the next budget meeting would have more specific information. Evans discussed the budget dashboard. Liles provided additional information on the General Fund transfers percentages. Council held a discussion. Council thanked staff for their hard work. Evans reminded Council that the next budget meeting would be at the regularly scheduled Council meeting on October 10th. Evans stated that the meeting would begin at 6:00 p.m.

Adjournment:

With no further business, Mayor Giddens adjourned the meeting at 8:36 p.m.

Mayor

City Clerk

REGULAR MEETING OF THE COUNCIL MEMBERS OF THE CITY OF NIXA, MISSOURI

NIXA CITY HALL

September 25th, 2023 7:00 P.M.

The regular meeting of the Nixa City Council was called to order by Mayor Jarad Giddens. Attending were Council Members Kelly Morris, Shawn Lucas, Aron Peterson, Darlene Graham, and Zern Vess. Matt Ogden was absent.

The Pledge of Allegiance was given.

Consent Agenda:

Mayor Giddens called for a motion to approve the consent agenda. Lucas made a motion to approve the consent agenda as presented, items a through b, with Morris seconding and Peterson, Graham, Vess, and Morris voting aye on roll call vote.

Proclamation:

Mayor Giddens read a proclamation proclaiming October 2023 as Down Syndrome Awareness Month. The Bader family was in attendance to accept the proclamation.

Presentation:

Jimmy Liles, City Administrator, introduced Todd Sweeney, Co-owner of Navigate Building Solutions. Sweeney introduced himself to Council.

Matt Ogden arrived at 7:08 p.m.

Sweeney stated that 30 designers work for Navigate and described owner-representative design work. Sweeney provided a background of Navigate and discussed working on projects in Nixa and Springfield. Sweeney discussed Navigate's role during the upcoming Police Department building project. Sweeney provided information on Navigate's process during the two-and-a-half (2.5) year building process. Sweeney said Navigate provides a temporary extension of staff during each step of a project. Sweeney discussed a 10-step budget management system used by Navigate. Sweeney provided information on Navigate's previous clients. Liles reminded Council that Navigate is on the co-op and using them for the Police Department building project wouldn't require a bid process.

Visitors:

Scott Jenkins, 306 Besse St., discussed flooding issues near his home. Jenkins stated that the recent storm caused flooding at his home again. Mayor Giddens responded to Jenkins' comments.

Ron Sanders, 976 Glen Oaks Dr., discussed involvement with local government and the civic process. Sanders stated that more citizens should get involved.

Ordinances (First Reading and Public Hearing; Comments Limited to 5 Minutes; No Council Vote Anticipated):

Council Bill #2023-43 Authorizing the Mayor to Execute a Missouri Highways and Transportation Commission Transportation Enhancement Funds Program Agreement for the Cheyenne Road Multi-Use Path Project. Jeff Roussell, Street Superintendent, told Council this project started in May of 2023 with a resolution to apply for this grant opportunity. Roussell stated that this council bill would allow for a program agreement with the Missouri Highways and Transportation Commission for a multi-use path on Cheyenne Road. Roussell told Council that even though this is an 80/20 split with MoDOT, the City still has to have the full amount of \$880,240 available for the project. Council asked questions, with Roussell responding. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed.

Council Bill #2023-44 Amending Chapter 107 of the Nixa City Code for the Purpose of Updating the City's Regulations Related to Floodplain Management. Brendan Justin, City Planner, told Council this council bill is to amend Chapter 107 of the City code. Justin stated that the amendments to the code are designed to meet the minimum federal requirements for communities to participate in the Flood Insurance Program. Justin said that Missouri's Emergency Management Agency provided a sample ordinance. Justin stated that the amendments include new definitions. Justin told Council the amendment would adopt a new Flood Insurance Rate Map and will go into effect November 2nd. Justin said that section 107-40 allows the City Administrator to appoint a floodplain administrator. Justin told Council that the Planning and Zoning Commission unanimously voted to approve, and staff recommended approval. Council asked questions, and Justin responding. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed.

Ordinances (Second Reading and Public Hearing; Comments Limited to 5 Minutes; Council Vote Anticipated):

Council Bill #2023-42 Amending the 2023 Annual Budget to Appropriate Funds for Engineering Costs Associated with the Repair of the Pool Located at the Nixa Aquatics Center. Matt Crouse, Parks Director, stated that this \$75,000 budget amendment will be coming out of aquatics reserves to fix the leak at the pool. Crouse told Council a resolution later in the meeting is to approve the contract for the budget amendment to get the work started. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed. Mayor Giddens called for a motion to approve the council bill. Peterson made a motion to approve Council Bill #2023-42 with Graham seconding and Lucas, Peterson, Graham, Vess, Morris, and Ogden voting aye on roll call.

Resolutions (Public Hearing; Comments Limited to 5 Minutes: Council Vote Anticipated):

Resolution #2023-44 Authorizing the Sale or Distribution of Alcohol on City Property and Authorizing a Multi-Day Event for the Proposed "Creepin' at the Crossroads" Special Event.

Justin told Council that this is an annual event that takes place downtown. Justin said the event will take place October 28th, 2023, from 10:00 a.m. to 10:00 p.m. Justin stated a special event is authorized per section 16-320 of the City code. Justin said the Downtown Revitalization Committee sponsors the event. Justin told Council the alcohol would be sold in the public parking lot. Justin said that staff recommends approval. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed. Mayor Giddens called for a motion to approve the resolution. Lucas made a motion to approve Resolution #2023-44 with Morris seconding and Morris, Ogden, Lucas, Peterson, and Vess voting aye and Graham voting nay.

Resolution #2023-45 Authorizing the City Administrator to Solicit Qualifications for Stormwater Engineering Services. Justin told Council that Olsson Engineering is the City's current stormwater engineer, and their three (3) year contract was about to expire. Justin discussed what a stormwater engineer does for the City. Justin said staff recommends approval. Council asked questions, with Doug Colvin, Assistant City Administrator and Public Works Director, responding. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed. Mayor Giddens called for a motion to approve the resolution. Vess made a motion to approve Resolution #2023-45, with Peterson seconding and all Council Members voting aye.

Resolution #2023-46 Authorizing the City Administrator to Solicit Qualifications for Civil Engineering Services. Colvin told Council would approve the RFQ documents for civil engineering services. Colvin stated that this engineering would be for projects under \$74,999.00. Colvin said that two (2) civil engineers are currently under contract, Shaffer & Hines and Olsson. Colvin stated that the City is looking to add two (2) additional engineers for a total of four (4), so there would be different specialties between the engineers. Colvin said that the specifications within the RFQ documents meet purchasing policy and state statute requirements, and staff recommends approval. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed. Mayor Giddens called for a motion to approve the resolution. Peterson made a motion to approve Resolution #2023-46, with Graham seconding and all Council Members voting aye.

Resolution #2023-47 Retiring the Current City Flag and Adopting in Lieu Thereof a New City Flag. Drew Douglas, Communications Director, provided a background on the flag design process and city branding. Douglas discussed trying to follow the best flag design practices. Douglas provided the polling results for the three (3) flag options the public voted on. Douglas told Council that flag option number one (#1) won 43.71% of the vote. Douglas discussed the design meaning for option number one (#1). Council asked questions, with Douglas responding and providing additional information. Mayor Giddens opened the public hearing for comments.

Ron Sanders, 976 Glen Oaks Dr., discussed flag design and public voting. Sanders provided information on flags.

With no further comments, the public hearing was closed. Mayor Giddens called for a motion to approve the resolution. Lucas made a motion to approve Resolution #2023-47, with Morris seconding and all Council Members voting aye.

Resolution #2023-48 Authorizing the City Administrator to Execute a Contract with Norton Power Systems for Generator Preventive Maintenance Services. Jason Stutesman, Water Superintendent, told Council the City has 30 generators and 25 of them are within the Water and Wastewater Departments, and the other five (5) are at City Hall, Police Department, Public Works, and the Wastewater Treatment Plant. Stutesman stated that the City is looking to have twice-a-year maintenance for those generators. Stutesman said three (3) bids were received, and Norton was the lowest at \$20,450 a year. Stutesman stated that staff recommends approval. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed. Mayor Giddens called for a motion to approve the resolution. Lucas made a motion to approve Resolution #2023-48 with Peterson seconding and all Council Members voting aye.

Resolution #2023-49 Authorizing the City Administrator to execute a Contract with Axis Automation and Electrical LLC for a New Control Panel for Well #12. Stutesman told Council that Well #12 is a part of the RDE water system. Stutesman said the well was drilled in 1989 and is still operating with the original panel, and that panel is having issues. Stutesman stated that the first (1st) bid that was out in March received no responses, and the second (2nd) bid in August received two (2) bids. Stutesman said the lowest bid was Axis at \$17,845. Stutesman stated that staff recommends approval. Council asked questions, with Stutesman responding. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed. Mayor Giddens called for a motion to approve the resolution. Morris made a motion to approve Resolution #2023-49, with Graham seconding and all Council Members voting aye.

Resolution #2023-50 Authorizing the City Administrator to Execute a Contract with Waters Edge Aquatic Design for Engineering Services Related to the Nixa Aquatics Center. Crouse stated that this contract is for engineering services for the pool leak repair. Crouse said the best way to fix the issues at the pool is to replace all the recirculation system. Crouse provided information on other projects that will be completed to improve the pool. Crouse stated that three (3) bids were received, and Waters Edge Aquatic Design was the lowest at \$69,500. Crouse said that staff recommends approval. Crouse discussed the project's timeline. Council asked questions, with Crouse responding. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed. Mayor Giddens called for a motion to approve the resolution. Peterson made a motion to approve Resolution #2023-50, with Graham seconding and all Council Members voting aye.

Mayor and Council Reports:

Cindy Robbins, Assistant City Administrator, provided an update on the L.E.A.D multi-cultural event that was held on September 23rd. Liles provided additional information. Mayor Giddens thanked Robbins for all her work.

Colvin provided information on the F.E.M.A. assistance that was approved by the President and Governor.

Liles said he and Robbins would be out at a Conference September 30th – October 4th.

Rebekka Coffey, City Clerk, reminded Council that the next Council meeting on October 10th was a Tuesday and would begin at 6:00 p.m.

Mayor Giddens said the Mayor's Challenge Blood Drive would be Thursday, September 28th, from 10:30 a.m. – 4:30 p.m.

Adjournment:

With no further business, Mayor Giddens adjourned the meeting at 8:31 p.m.

Mayor

City Clerk