

CITY OF WEBB CITY, MISSOURI
CITY COUNCIL MEETING
Tentative AGENDA
Monday, November 13, 2023
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INVOCATION
PLEDGE

Scott Smith Pastor at Well Spring Church

OPENING OF MEETING

Roll Call
Mayor's Statement
Public Comments

ADMINISTRATOR'S REPORT

Administrator Report

CONSENT AGENDA

1. Council Minutes-October 23, 2023

ORDINANCES AND RESOLUTIONS

Council Bill No. 23-029 Special Use Permit for 1807 Stadium Drive (Heath Covey-known as S&J Processing (2nd))

MOTIONS

PD- Accept Grant Award from State Homeland Security Program and purchase equipment (Motion to approve and vote)

COMMITTEE REPORT

1. Financial Oversight
 A. Statement of Accounts, November 13, 2023, Action & Authorization
2. Committee of the Whole
 Next Council Meeting November 27, 2023

CLOSED SESSION

RSMO 610.021 Subsection (1) Legal and (2) Real Estate

ADJOURN

Administrator's Report 11/13/23



Work on the new Well #15 has taken off!

The concrete blocks arrived and the building roof and trusses are being installed. Liberty was on scene to place a new electrical pole and service. Public Works crew will now complete the construction on the building.

Construction projects all over town seems to be in high gear. Madison Avenue has the Popeye's and What a Burger nearly in the dry and the Tee Time facility on East Street has their building nearing completion and the contractor looks to now be focusing on the dirt work on the range. Very soon we should be announcing another multi state franchise that has submitted plans for the 10th and Madison location that was once owned by Valdez family and has sat vacant for the past many years.

City staff have met with the owners of the property directly behind Flat Creek Grill and Sleep Inn. It is their desire to begin a commercial project on the land and have requested input from the city as to what we feel would fit best. Several options were discussed and an agreement was made with all to do our best to promote that site as any opportunities present themselves. We look forward to working with them **to spur further commercial ventures within Centennial Retail Park.**

Parks Department staff reported that they sold out all available Polar Bear Express Tickets in one hour and 8 minutes. Polar Bear Express VIP and Webb City Employee night will still be on Saturday November 25th starting at 6pm. This will also be the time which the Mayor and hopefully other members of the council will start the Holiday Season here by turning on the lights in King Jack Park for the first time.

Waste Water and Administration continue to work on compliance for the new permit draft with members of the Department of Natural Resources. Staff will be taking steps to change the discharge ditch to bypass the wetlands if this continues to be required. Crews are also continuing **the improvements at the Walnut Ridge lift station** and as of this week are installing the new bar screen system that we hope will slow the damage caused by the (allegedly) disposable wipes.

Parks Department staff continue to locate additional leaks in Paradise Lake as the water level drops. One such large leak was plugged last week with use of the excavator and loads of clay. We are discussing the possibility of having a dozer brought in and then try and cover the large rock area that protrudes through the bottom of the lake with a layer of clay. Those are the areas that appear to be having the most leaks. We will be gathering some cost estimates and time lines soon to be presented to council as a possible project.

Members of Public Works were able to move the sidewalk out here at City Hall. This was needed due to the tight squeeze as cars backed out on the front lot. The bollard poles in the drive through have been hit and replaced several times and we hope this change will decrease those incidents.

City Hall Water staff are working to gather the information needed by our consultants to complete the **water usage study that is ongoing.** This in-depth analysis has already proven beneficial as we are finding leaks and water usage in areas that should not have such usage.

Paving has been ongoing this week. We hope to have all of the recently approved locations completed by Monday. We are also looking at possible paving of the entrance out at the recycle gate to reduce the amount of dust that is stirred up as citizens are entering and leaving.

We have now been able to fill the part time position at the recycle gate so the gate is now scheduled to be open 7 days a week from 9am to 6pm.

Previous Meetings

We would like to say a big thank you to the water department and especially finance who discovered an irregularity in some water meter numbers and we were able to discover a **large water leak near the Public Works building on north Madison.** Crews were able to isolate the leak which estimated was leaking 100,000 gallons a month and replace the line.

FY 23/24 Budget preparation has been the focus for the past two weeks. Department heads have all participated in planning meetings and we believe we have put together an aggressive budget for utility improvements to continue into next year. Well #15 located under the water tower, is scheduled to be completed by spring and we plan to move right into the planning for well #16 at a location yet to be determined. We have placed \$500,000 in the asphalt overlay budget to continue our improvements on the city streets. Capital items were limited in most departments with the exception of a dump truck replacement in the street and water departments.

Waste **Water crews are currently replacing the lighting fixtures at the senior center** to new efficient LED type lights. The old ones had several that were in need of repair and parts were getting hard to find. Also they will be continuing to work on the Walnut Ridge lift station. The new bar screen has arrived and once the well is set we will get that into operation and hopefully slow down the disposable wipe clogs.

Parks Department along with help from several other departments have been busy with holiday lighting set up for the 2023 Polar Bear Express. Rumor has it that this year will be the best yet!

Council approved funding of the **shades for the amphitheater which are now complete** although late. The contractor on the same funding continued by making improvements to the structure. There is now new stain, paint and roof repairs done that were certainly needed.

Our striping machine has been put to some good use and we hope to see more soon. They have completed the intersections and roadway on East Street and also Fountain road since the latest round of overlay paving was completed. We hope to get to restriping on Hall Street in the near future.

The **tarp replacements for the Farmers Market** have been ordered. The Market has applied for a grant which could cover new tarps for all three of the pavilions (currently just the two are covered) we should receive word in the next week or so if that was approved. Currently the two replacements are on order and the Farmers Market has agreed to 50% funding.

Staff have been working with EPA and Cardinal Valley Habitat Trustees to fund a large concrete pad to be utilized in our bio-solid composting program. Currently we use the gravel area north of the plant to lay out our rows for composting and drying. A concrete pad would reduce wear and tear on our equipment and reduce any water seepage that occurs during the process. **We have received word that this project has been approved for funding and we should be contacted in the near future with further details.** This will be something we have been working on for many years and are excited to see it become even a possibility.

Carl Francis
City Administrator

2023 Dates to remember upcoming;

Saturday, November 4th – Polar Bear Express Tickets go on sale online, 9 a.m.

Saturday, November 25th – “Mayors Park Lighting Extravaganza @ King Jack Park, sundown (6pm)

November 30, December 1, 2, 5, 7, 8, 9, 14, 15, 16 – Polar Bear Express
Monday, December 11 – Employee/Sponsor Night @ Polar Bear Express

Wednesday, December 6th – Christmas Parade, 6:30 p.m.

All staff & Council Members invited to ride in the Old Urban Street Trolley

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COUNCIL MEETING MINUTES
REGULAR SESSION
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INVOCATION	Mayor Ragsdale gave the invocation.						
PLEDGE TO FLAG	The Council remained standing for the Pledge of Allegiance.						
COUNCIL MEETING	The City Council of Webb City, Missouri met in regular session Monday, October 23, 2023 at 5:30 p.m. in Council Chambers. Mayor Lynn Ragsdale presided.						
ROLL CALL	The following members answered roll call: Andy Queen, Gina Monson, Brad Baker, Debbie Darby, Ray Edwards, Jerry Fisher, and Jim Dawson. Absent: Alisa Barroeta. There being seven members present and seven members representing a quorum. Mayor Lynn Ragsdale declared this session of council officially opened. Also present were City Administrator Carl Francis, City Attorney Troy Salchow, City Clerk Kimberley DeMoss, Finance Director Tracy Craig, Police Chief Don Melton, Fire Chief Andy Roughton, Wastewater Director William Runkle, Street & Water Director Rick Roth, Economic Development Coordinator Erin Turner, and Parks Director Bryan Waggoner.						
MAYOR STATEMENT	Mayor reflected on a recent trip to another state and city, and was thankful to get back to the City of Webb City.						
VISITORS	None						
WC CHAMBER REPORT	Chamber Director LeeAnn Crider updated the council on the chamber activities.						
ADMINISTRATOR	Administrators Report for October 23, 2023, was available for the Council to review. In addition, Police Chief Don Melton stated the Silent Arms organization contributed \$1,177.00 to the Police Department allowing them to purchase 15,000 rounds of practice ammunition. Also, Police Chief Melton reported that the Badges and Burgers Fundraiser raised close to \$4000.00.						
CONSENT AGENDA	Mayor Lynn Ragsdale entertained a motion to accept the Consent Agenda items for October 23, 2023. Councilman Queen made the motion. Councilman Fisher seconded. The motion carried with seven yes votes. <table><tr><td>1. Council Minutes-October 09, 2023</td><td>2. PD Reports</td></tr><tr><td>3. Fire Reports</td><td>4. BOA Minutes-May 2023</td></tr><tr><td>5. Sales/Use Tax</td><td>6. Treasurer's Report</td></tr></table>	1. Council Minutes-October 09, 2023	2. PD Reports	3. Fire Reports	4. BOA Minutes-May 2023	5. Sales/Use Tax	6. Treasurer's Report
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COUNCIL BILL
NO. 23-028

An Ordinance adopting the 2023-2024 Fiscal Year Budget for the City of Webb City, Missouri.

Councilman Fisher presented Council Bill No. 23-028 for the second and final reading. Second and final reading completed. Councilman Fisher moved to accept the second and final reading. Councilwoman Darby seconded. The motion carried with a roll call vote. Yes: Queen, Monson, Baker, Darby, Edwards, Fisher, and Dawson. Thereby duly giving Council Bill No. 23-028, Ordinance No. 23-028

COUNCIL BILL
NO. 23-029

An Ordinance granting a Special Use Permit for certain tract of Real Estate within the City of Webb City, Missouri.

Councilman Fisher presented Council Bill No. 23-029 for the first reading. First reading completed. Councilman Fisher moved to accept the first reading. Councilman Dawson seconded. The motion carried with seven yes votes.

MOTIONS

PD-Accept an Emergency Management Performance Grant from the State for \$48,232.35

Councilman Queen made a motion to authorize the Police Dept. to accept the Grant from the Emergency Management in the amount of \$48,232.35 to cover one-quarter of Andrew Roughton's salary and benefits as Deputy Emergency Management Director. Councilwoman Monson seconded. The motion carried with seven yes votes.

FINANCIAL
OVERSIGHT

Mayor Lynn Ragsdale entertained a motion to accept the Statement of Accounts dated October 23, 2023. Councilwoman Monson moved to accept the Statement of Accounts. Councilman Queen seconded. The motion carried with seven yes votes.

Statement of Accounts is as follows:

City Electronically	1047-1075	50,431.77
City Fund	41901-41991	139,480.36
Debt Service Fund	11	14.00
Debt Fund	147	<u>271,44.44</u>
Grand Total		\$217,070.57

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**COMMITTEE OF
THE WHOLE**

Mayor Lynn Ragsdale set the next Council Meeting for Monday, November 13, 2023 at 5:30 p.m. in the Council Chambers.

CLOSED SESSION

Mayor Ragsdale entertained a motion to go into closed session for RSMO 610.021 Subsection (1) Legal. Councilman Fisher made the motion. Councilwoman Darby seconded. The motion carried with a roll call vote. Yes: Queen, Monson, Baker, Darby, Edwards, Fisher, and Dawson.

ADJOURN

Mayor Lynn Ragsdale adjourn the council meeting at the end of Closed session at 6:29 p.m.

Lynn Ragsdale, Mayor and Presiding Officer

Attest:

Kimberley E. DeMoss, City Clerk

COUNCIL BILL NO. 23-029

ORDINANCE NO. _____

AN ORDINANCE GRANTING A SPECIAL USE PERMIT FOR A CERTAIN TRACT OF REAL ESTATE WITHIN THE CITY OF WEBB CITY, MISSOURI (HEATH COVEY, 15360 COUNTY ROAD 80, CARTHAGE, MO 64836).

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEBB CITY, MISSOURI AS FOLLOWS:

SECTION 1. By action of the City Council, a Special Use Permit is hereby granted for the following described real estate: 1807 Stadium Dr., Webb City, Missouri, being more particularly described as follows, to-wit:

ALL OF THE TRACT OF LAND DESCRIBED AS BEGINNING AT THE SOUTHEAST CORNER OF THE WEST 1/2 OF THE EAST 1/2 OF THE SOUTHWEST QUARTER OF SECTION 12, TOWNSHIP 28, RANGE 33; IN THE CITY OF WEBB CITY, JASPER COUNTY MISSOURI, THENCE NORTH 605' FEET, THENCE WEST 195' FEET, THENCE SOUTH 20 FEET, THENCE WEST 20 FEET, THENCE SOUTHEASTERLY 167.53' FEET TO A POINT BEING 195' FEET WEST OF THE EAST LINE OF THE WEST ONE-HALF OF THE EAST ONE-HALF OF THE SOUTHWEST QUARTER, THENCE 38 FEET, THENCE SOUTH 419' FEET, THENCE EAST 157' FEET TO THE POINT OF BEGINNING, EXCEPT THE EAST 120' FEET OF THE SOUTH 180' FEET THEREOF.

SECTION 2. The terms and conditions of the Special Use Permit granted in Section 1 above are as follows, to-wit:

- A. Said Special Use Permit shall be personal to Heath Covey and shall not be assigned.
- B. The use upon said real estate is for the purpose of operating a meat processing establishment.
- C. Except as specifically modified herein, permittee shall fully comply with and conform to the requirements of the existing zoning district and all other ordinances of the City of Webb City, Missouri.
- D. Failure to comply with any of these conditions or restrictions constitutes a violation of this chapter, punishable as provided in Section 405.530 of the City Code of Webb City.
- E. Permittee shall comply with all Federal, State and Local laws and regulations required to operate an outdoor wedding venue, including all licensing requirements and regulations.
- F. Said Special Use Permit shall extend for a period of two (2) years from passage of this Ordinance, unless revoked for non-compliance with the conditions or restrictions imposed herein.

SECTION 3. The City Clerk is hereby authorized and directed to annotate said Special Use Permit upon the Zoning Map of the City of Webb City, Missouri, and the City Clerk is hereby authorized to issue, upon proper application, the City Business License that conforms to the Special Use Permit heretofore granted.

SECTION 4. Violation of any of the provisions of the Special Use Permit shall result in revocation thereof.

SECTION 5. This Ordinance shall be in full force and effect from and after its date of passage.

PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF WEBB CITY, MISSOURI, this ____ day of _____, 2023.

LYNN RAGSDALE, MAYOR

Attest:

CITY CLERK: Kimberley DeMoss

Council Report

City of Webb City

**SHSP Grant Award
Acceptance & Equipment
Purchase for the PD
November 13, 2023**

SUBJECT:

Allow the police department to accept a grant award to purchase equipment.

Allow the police department to purchase the equipment awarded in this grant by following City purchasing policies.

BACKGROUND:

In July 2023, we applied for a grant from the Missouri Department of Public Safety - State Homeland Security Program (SHSP) Protection of Soft Targets Crowded Places (PSTCP). The allows for the purchase of equipment to respond to security threats and local hazards. We asked for 30 additional portable radio batteries, 30 in-vehicle portable radio chargers, and one multiple radio charging bank in our application.

In November 2023, I was notified that our application was approved and we had been awarded a partial amount that we requested.

RECOMMENDATION:

Allow the police department to accept \$8,808.48 in Missouri Department of Public Safety - State Homeland Security Program Protection of Soft Targets Crowded Places grant award funding to purchase 30 additional portable radio batteries, 30 in-vehicle portable radio chargers, and one multiple radio charging bank.

Allow the police department to purchase 30 additional portable radio batteries, 30 in-vehicle portable radio chargers, and one multiple radio charging bank by following City purchasing policies.

FISCAL IMPACT:

NONE: The Missouri Department of Public Safety - State Homeland Security Program Protection of Soft Targets Crowded Places should fund most of the purchase of this equipment. We will use budgeted funds to pay for any costs that the grant does not fund.

Prepared & Submitted By:

Donald E. Melton
Chief of Police

Reviewed By:

Carl Francis
City Administrator

Reviewed By:

Kim DeMoss
City Clerk

Reviewed By:

Tracy Craig
City Financial Officer

MICHAEL L. PARSON
Governor

SANDRA K. KARSTEN
Director



Lewis & Clark State Office Bldg.
Mailing Address: P.O. Box 749
Jefferson City, MO 65101-0749
Telephone: 573-751-4905
Fax: 573-751-5399

STATE OF MISSOURI
DEPARTMENT OF PUBLIC SAFETY
OFFICE OF THE DIRECTOR

November 1, 2023

Mr. Carl Francis, City Administrator
Webb City Police Department
211 West Broadway
Webb City, MO 64870

RE: FY 2023 State Homeland Security Program (SHSP) Protection of Soft Targets Crowded Places (PSTCP)
Award #EMW-2023-SS-00085-33

Dear Mr. Francis:

Thank you for your recent application submission to the FY 2023 State Homeland Security Program (SHSP) Protection of Soft Targets Crowded Places (PSTCP). Your application has been selected for funding in the amount of \$8,808.48.

Enclosed is the FY 2023 SHSP PSTCP Subaward Agreement for Webb City Police Department. The Missouri Department of Public Safety (DPS) Office of Homeland Security (OHS) asks you to carefully review and sign the documentation provided. By signing the Subaward Agreement and initialing each page of the Articles of Agreement and Special Conditions you are certifying your acceptance of the award conditions. Once signed and initialed, please return the documents to our office no later than December 1, 2023.

The project period of performance for this award begins September 1, 2023 and ends August 31, 2024.

A risk assessment for this award was completed in accordance with requirements from 2 CFR 200.332. Webb City Police Department received a total score of seven (7), which classifies the agency as a low risk subrecipient of noncompliance with the FY 2023 SHSP PSTCP.

We look forward to working with you on this award. Should you have any questions or need additional information, do not hesitate to contact Maggie Glick at (573) 526-3510 or Maggie.Glick@dps.mo.gov.

Sincerely,

A handwritten signature in black ink that reads "Joni McCarter". The signature is written in a cursive style.

Joni McCarter, Program Manager
Missouri Department of Public Safety
Office of Homeland Security

Attachment(s): Subaward Agreement
Articles of Agreement/Special Conditions



Missouri Department of Public Safety
Office of Homeland Security
DPS Grants
P.O. Box 749, Jefferson City, MO 65101
Telephone: 573-522-6125 Fax: 573-526-9012

SUBAWARD AGREEMENT

DATE 11/01/2023	
FEDERAL IDENTIFICATION NUMBER EMW-2023-SS-00085	OHS CONTROL NUMBER 33

SUBRECIPIENT NAME Webb City Police Department		UEI NUMBER HG5RYNQA1VP8	
ADDRESS 211 West Broadway			
CITY Webb City		STATE MO	ZIP CODE 64870
TOTAL AMOUNT OF THE FEDERAL AWARD \$8,808.48		AMOUNT OF FEDERAL FUNDS OBLIGATED BY THIS ACTION \$8,808.48	
TOTAL AMOUNT OF FEDERAL FUNDS OBLIGATED TO THE SUBRECIPIENT \$8,808.48		TOTAL APPROVED COST SHARING OR MATCHING \$0.00	
PROJECT PERIOD FROM 09/01/2023	PROJECT PERIOD TO 08/31/2025	FEDERAL AWARD DATE 09/01/2023	
PROJECT TITLE FY23 - SHSP PSTCP - Webb City Police Department		FUNDED BY FY 2023 Homeland Security Grant Program	
FEDERAL AWARDOING AGENCY Department of Homeland Security	PASS THROUGH ENTITY MO Department of Public Safety/Office of Homeland Security	IS THIS AWARD R&D YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	INDIRECT COST RATE YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> AMOUNT
CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBER 97.067		METHOD OF PAYMENT (Reimbursement -- Advanced) Reimbursement	

CONTACT INFORMATION

DPS GRANT SPECIALIST		SUBRECIPIENT PROJECT DIRECTOR	
NAME Maggie Glick		NAME Don Melton, Chief	
E-MAIL ADDRESS Maggie.Glick@dps.mo.gov		ADDRESS (If different from above) 211 West Broadway	
TELEPHONE (573) 526-3510		CITY, STATE AND ZIP CODE Webb City, MO 64870	
PROGRAM MANAGER Joni McCarter	TELEPHONE 417-673-1911	E-MAIL ADDRESS dmelton@webbcitypd.org	

SUMMARY DESCRIPTION OF PROJECT
The purpose of the FY 2023 HSGP is to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States. The HSGP provides funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation. Among the five basic homeland security missions noted in the DHS Quadrennial Homeland Security Review, HSGP supports the goals to Strengthen National Preparedness and Resilience. The building, sustainment, and delivery of these core capabilities are not exclusive to any single level of government, organization or community, but rather, require the combined effort of the whole community. The purpose of the State Homeland Security Program (SHSP) Protection of Soft Targets Crowded Places (PSTCP) supports the National Priority of Enhancing the Protection of soft targets/crowded places and provides equipment for physical security enhancements for soft targets/crowded places including items such as security cameras, security screening equipment, lighting, access controls, fencing, gates and barriers, and vehicle and crowd control.

AWARDING AGENCY APPROVAL SUBRECIPIENT AUTHORIZED OFFICIAL

TYPED NAME AND TITLE OF DPS OFFICIAL Sandra K. Karsten, Director		TYPED NAME & TITLE OF SUBRECIPIENT AUTHORIZED OFFICIAL Carl Francis, City Administrator	
SIGNATURE OF APPROVING DPS OFFICIAL	DATE	SIGNATURE OF SUBRECIPIENT AUTHORIZED OFFICIAL	DATE

THIS SUBAWARD IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS SET FORTH ON THE ATTACHED SPECIAL CONDITION(S). BY SIGNING THIS SUBAWARD AGREEMENT THE SUBRECIPIENT IS AGREEING TO READ AND COMPLY WITH ALL SPECIAL CONDITIONS.