CITY OF BOONVILLE
COUNCIL MEETING
AGENDA
October 5, 2020
7:00 p.m.
City Council Chambers
525 E. Spring Street
Boonville, Missouri

- **Meeting will be open to the public; however, social distancing will be practiced. If you feel unwell or have the following symptoms (fever, cough, or shortness of breath) please do not enter. You may view the live stream of the meeting at https://www.youtube.com/user/cityofboonvillemo and on channel 3 with Suddenlink Cable TV.**

- **If you are unable to attend the meeting due to an illness, and you have a public comment that you would like to present to the council, please contact Teresa Studley, City Clerk, before 4pm on the day of the Council Meeting, at (660) 882-2332 or by email at teresa.studley@boonville-mo.org. Your statement will be read during the hearing of citizens' comments.**

I. Call to Order – Pledge and Prayer (Susan Meadows)

II. Roll Call

III. Hearing of Citizens' Comments

IV. Approval of the Minutes of the September 21, 2020 Council Meetings

V. Consent Items

a. None.

VI. Presentation of Accounts and Claims

VII. Unfinished Business

A) Second Reading of Bill No. 2020-021 Vacating an Unimproved Street in Lake Farrell Subdivision

VIII. New Business

A) None.

IX. Reports of Standing Committees

A) Planning and Zoning Commission – September 8, 2020 (Whitney Venable)
B) Housing Authority – September 16, 2020 (Morris Carter)
C) Architectural Review Committee – September 16, 2020
D) Board of Public Works – September 24, 2020 (Curtis Robertson)
E) Street, Alley, and Sanitation Board – September 30, 2020 (Steve Young)

X. Reports of City Officials

City Administrator

- Fiscal Year 2019-2020 Audit Report from Gerding, Korte & Chitwood

Mayor

- Committee Appointments

City Clerk

XI. Miscellaneous

XII. Closed Session RSMO 610.021

- **(1) Legal**

XIII. Adjourn

NOTICE: The City of Boonville will comply with the Americans with Disabilities Act (ADA). Individuals who require an accommodation due to disability to attend this meeting should contact our office at (660) 882-2332 or Relay Missouri, 1-800-735-2966 TTY at least 48 hours in advance.

DRAFT COPY PENDING CITY COUNCIL REVIEW AND APPROVAL

City of Boonville
City Council Meeting Minutes
September 21, 2020

The Boonville City Council met in Regular Session on September 21, 2020 at 7:00 p.m. in the Council Chambers located at 525 East Spring Street, Boonville Missouri. The following officers were present: Ned Beach, Mayor; Kate Fjell, City Administrator; Teresa Studley, City Clerk; and Bobby Welliver, Sergeant at Arms. Doug Abele, Interim City Counselor, was absent.

NOTICE POSTED: Thursday, September 17, 2020 at 10:07 a.m.

CALL TO ORDER – PLEDGE AND PRAYER

The meeting was called to order and Steve Young led the prayer, after the pledge of allegiance.

ROLL CALL

The following Council Representatives were present, sitting distantly from each other: Steve Young, Susan Meadows, Curtis Robertson, Theresa Hurt, Morris Carter, Whitney Venable, Albert Turner, and Michael Stock.

HEARING OF CITIZENS' COMMENTS

Cheryl Whitehurse, Ward 3, lives across from Howard Funeral Home on Ashley Road. She has concerns regarding the possible vacation of an unimproved street in the Lake Farrell Subdivision. Ms. Whitehurse stated that they are wanting to sell a parcel of land where the access to the land is from Jayhawk Drive. Ms. Whitehurse stated that if the city vacates the street, there will not be an access to the property. Ms. Whitehurse explained that on Ashley Road, at her residence, the Pan Handle Eastern Pipeline is on both sides of her property, which causes restrictions on the possibility of creating an access to the property from Ashley Road. Ms. Whitehurse explained that if the property would lose access from the Jayhawk Drive vacation, they would have to give an easement to the new property owner by means of their personal driveway. That would make the driveway to the back property, very long.

Mary Pat Abele, Ward 2, Trustee for the Boonslick Regional Library, came before the Council to show her appreciation for the opportunity that the City Council has presented to the Boonslick Regional Library. Ms. Abele stated that Mr. Turner had requested to look at the building and she was happy to give Mr. Turner a tour. Ms. Abele offers to do that for anyone else. Ms. Abele introduced the Board Members in attendance at the meeting: Board President, Director, Board Members, and the Local Librarian. Ms. Abele thanked the Boonville Daily News for the two very informative articles. Ms. Abele stated that if anyone had any questions along the way, they would be happy to answer them. Ms. Abele closed by thanking the Council.

APPROVAL OF THE MINUTES OF THE SEPTEMBER 8, 2020 COUNCIL MEETING AND FEBRUARY 3, 2020 CLOSED SESSION COUNCIL MEETING

The minutes were approved as presented.

CONSENT ITEMS

None.

PRESENTATION OF ACCOUNTS AND CLAIMS

Ms. Studley read the ordinance appropriating money, in its entirety, and a second time, by title only, since a copy of the ordinance had been made available prior to the meeting. Mr. Carter moved, and Mr. Robertson seconded the motion for approval of the ordinance. With no questions, roll call was taken. Ayes: Young, Meadows, Robertson, Hurt, Carter, Venable, Turner, and Stock. Total (8). Opposed: None. Total (0). Absent: None. Total (0). Motion Carried.

UNFINISHED BUSINESS

SECOND READING OF BILL NO. 2020-018 APPROVING FINAL SITE PLAN FOR SPIRIT OF 76 EXPANSION

Ms. Studley read, by title only, a copy of the bill. Mr. Carter moved, and Mr. Robertson seconded the motion to approve the ordinance. With no questions, roll call was taken. Ayes: Young, Meadows, Robertson, Hurt, Carter, Venable, Turner, and Stock. Total (8). Opposed: None. Total (0). Absent: None. Total (0). Motion Carried.

SECOND READING OF BILL NO. 2020-019 ESTABLISHING TWO (2) ONE-WAY TRAFFIC RESTRICTIONS AT HIGHLAND DRIVE ENTRANCE/EXIT

Ms. Studley read, by title only, a copy of the bill. Mr. Carter moved, and Mr. Venable seconded the motion to approve the ordinance. With no questions, roll call was taken. Ayes: Young, Meadows, Robertson, Hurt, Carter, Venable, Turner, and Stock. Total (8). Opposed: None. Total (0). Absent: None. Total (0). Motion Carried.

SECOND READING OF BILL NO. 2020-020 APPROVING MEMORANDUM OF AGREEMENT WITH BOONSLICK REGIONAL LIBRARY

Ms. Studley read, by title only, a copy of the bill. Ms. Meadows moved, and Ms. Hurt seconded the motion to approve the ordinance. With no questions, roll call was taken. Ayes: Young, Meadows, Robertson, Hurt, Carter, Venable, Turner, and Stock. Total (8). Opposed: None. Total (0). Absent: None. Total (0). Motion Carried.

NEW BUSINESS

CONSIDER RESOLUTION R2020-06 AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT TO CONTRACT BUILDING INSPECTION SERVICES BETWEEN THE CITY OF BOONVILLE AND THE CITY OF PILOT GROVE

Ms. Studley read the resolution in its entirety. Mr. Venable moved, and Mr. Stock seconded the motion to approve the intergovernmental agreement. Mr. Turner inquired the start date of the project. Ms. Fjell stated that they will be starting this month. With no further questions, roll call was taken. Ayes: Young, Meadows, Robertson, Hurt, Carter, Venable, Turner, and Stock. Total (8). Opposed: None. Total (0). Absent: None. Total (0). Motion Carried.

FIRST READING OF BILL NO. 2020-021 VACATING AN UNIMPROVED STREET IN LAKE FARRELL SUBDIVISION

Ms. Studley read, by title only, a copy of the bill. Ms. Fjell stated that subsequent to Planning and Zoning deciding on it, Mr. Steve Hage, Building Inspector, and Interim Director of Public Works, Jeff Ditto, received a call about this possible vacation. Ms. Fjell stated that she and Mr. Hage were trying to figure out when the street was platted; between the platting of the street and when a minor subdivision was completed, the street name had been changed. It was originally called Selwyn Drive. Ms. Fjell stated that when they were researching for a Jayhawk Drive, they could not find anything. Ms. Fjell explained that a small portion of the Whitehurse's lot is in the City and the rest is outside the city. Ms. Fjell explained that the piece of property that is outside the city limits is what connects to Jayhawk Drive. Ms. Fjell stated that they have met today and there are multiple things that need to be researched regarding this. Ms. Fjell explained that if the owners would subdivide the property that connects to Jayhawk Drive, the owners would need to annex the property into the city limits. Ms. Fjell stated that city staff will be trying to contact Pan Handle Eastern Pipeline to find out what types of restrictions there are for accessing properties in areas of their easements. Mayor Beach inquired since there is a problem, are we obligated for bringing it up for a second reading at the next council meeting or can we postpone that. Ms. Fjell responded that we are not obligated to bring it back at the next meeting. Ms. Fjell stated that hopefully city staff can have the issues laid out for the council by the next meeting. At that time, council can decide as to where they want to go with this.

REPORTS OF STANDING COMMITTEES

PARKS AND RECREATION BOARD – SEPTEMBER 15, 2020

Mr. Stock reported that he was unable to attend the meeting; however, the minutes are available in the packet. Mayor Beach stated that he was able to attend that meeting. Mayor Beach stated that in Reports of City Officials, we will be discussing further about getting help for that committee.

REPORTS OF CITY OFFICIALS

CITY ADMINISTRATOR

- ***Fiscal Year 2020-2021 Budget Discussion***

Ms. Fjell stated that she has brought forth to Council, the recommendations for the reshaping of the budget for Fiscal Year 2020-2021. Ms. Fjell directed the Council to the memo that was included in the council packet on pages 19 through 30. Ms. Fjell has provided the reconciled financials up to August 31, 2020. Ms. Fjell explained that the recommendations will be focusing on Tourism and Gaming Funds. Ms. Fjell explained that a vote does not need to be made on the following adjustments at this time. She plans on printing this out and city staff will be working from these new budget numbers. A new budget amendment will need to be approved by Council before the end of the fiscal year, March 31, 2021, which will reference these changes.

Ms. Fjell explained point by point the changes that are affecting specific revenue funds in Tourism. Ms. Fjell explained to the Council that the changes are due to the Covid-19 pandemic. Ms. Fjell explained, based on the year to date revenue totals, the proposed budget amount for each revenue fund. Ms. Fjell explained how she will try to get the Proposed Budget Revenue Totals to $119,500, (reducing original budget by $141,500).

Ms. Fjell explained point by point the changes that will occur in the expenses for the Tourism fund, to stay within the new revised revenue budget numbers. Ms. Fjell explained that with the expense budget numbers being modified, we will be able to save $83,550. That is a good start on cutting the expenses for the tourism fund, but there will be more cuts.

Ms. Fjell explained point by point the changes that are affecting specific revenue funds in Gaming. Ms. Fjell explained that she anticipates a reduction in gaming revenue by $1.15 million, making our revised revenue totals for gaming to be $1.75 million.

Ms. Fjell explained to the Council point by point the expenses that are paid with the gaming revenue. Along with the regular items that the gaming fund covers, it is also dispersed to the following agencies for Gaming Funding: Howard County Sheriff's Dept. -- $24,300, Howard County Prosecuting Attorney -- $13,500, New Franklin Police Department -- $9,000, Cooper County Sheriff's Dept. -- $36,000, Cooper County Prosecuting Attorney -- $24,300, M.U.S.T.A.N.G. -- $20,000, City of Blackwater -- $1,000, City of Bunceton -- $1,000, City of Pilot Grove -- $1,000.

Ms. Fjell detailed to the Council the expenses that will be cut from the gaming fund. Ms. Fjell requested some direction from Council if they want to cut each agencies funding by either 50% or 75%. However, the numbers shown on the proposed budget reflect the 3 cities (Blackwater, Bunceton, and Pilot Grove) continuing to receive the $1000 for each city. There was discussion by Council as to how much money each community and agency should receive. Ms. Fjell reminded the Council that there has already been a 10% reduction that was approved in the original budget. Ms. Fjell gave the Council different options to choose from. Ms. Fjell explained to the Council that a decision does not need to be made tonight. It was a consensus of the Council to discuss it and decide to get the funding to them because each agency have a budget to consider as well. Ms. Meadows stated that it would be helpful if each agency receiving the funding would send the city documentation advising what the funding is being used for. Chief Bobby Welliver reminded the Council that the M.U.S.T.A.N.G. funding takes care of our drug enforcement officer and the items that he needs. Ms. Fjell stated that he does not need to worry about that funding. Drug Enforcement will be taken care of through the CIP Tax. There was further discussion by Council. Mayor Beach stated that it seems that Council is very concerned about the accountability for the funding and then they still need to decide the amount to be given to each agency. Ms. Fjell stated that they will need to have an accountability for their funding for the 2021-2022 Fiscal Year. Ms. Fjell stated that she had advised the agencies in a letter that was sent earlier in the year, that they were receiving a reduction of 10% on funding and that they would need to submit an accounting of their gaming funding that they receive from the City. It was decided that since the agencies were informed that the justification of funding would occur next year, then the city will stand by that request for next fiscal year. There was brief discussion by Council regarding the funding.

Mr. Young suggested that the City pay the agencies 50% of their original budgeted amount for right now, and then discuss the remaining amount of the funding later in the fiscal year. It was also decided that the 3 cities (Blackwater, Bunceton, and Pilot Grove) would continue to receive the full $1000 for each city. There was a consensus of Council to move forward with this suggestion by Mr. Young.

Mayor Beach confirmed with Council that they are aware that there may be a reduction of gaming revenue by $1.1 million to $1.3 million in this fiscal year. Ms. Fjell reminded the Council that there will be a regular budget amendment referencing these changes at the end of the fiscal year and have city staff work towards these numbers until then. Mayor Beach reminded Council that if anyone asks why the Library Learning Center project is still moving forward, it is due to that project being funded by a separate sales tax, and not gaming funding.

MAYOR

- ***Parks and Recreation Board Committee Members Needed***

Mayor Beach stated that he was able to attend the Parks and Recreation Board meeting and the current committee members are very good and they are very interested in the business of Parks and Recreation. Mayor Beach informed the Council that there were two vacancies on the board; however, one vacancy was filled today. Mayor Beach stated that it is a common thing right now with some of the boards having vacancies and not meeting on a regular basis. Mayor Beach stated that he and Ms. Fjell are discussing different ways to have the boards meet on a regular basis, no matter their time frame, and to have the boards filled. Mayor Beach stated that he and Ms. Fjell will talk with department heads on how to accomplish this. Mayor Beach commended the Police Board for meeting all these requirements. Mayor Beach stated that Chief Welliver makes this happen by giving the board members all the information regarding the Police Department.

Mayor Beach inquired of Council what a majority of a quorum is. After brief discussion, Mayor Beach stated that the majority of a quorum could be 3. A quorum is 5. Mayor Beach stated that he has been watching the training for elected officials from the Missouri Municipal League and it is very informative. Mayor Beach reminded that a council person can meet with another council person, but if a third one shows up, then one of the council people will need to leave. There can never be more than 2 council people present at a time. That is law. Do not break that law. Mayor Beach reiterated that there should not be more than 2 council members together at once, outside of a council meeting.

ECONOMIC DEVELOPER

Ms. Gigi Quinlan McAreavy, Economic Developer for Cooper County, addressed the Council on a few items that she has been working on.

- The Mizzou Health Clinic has opened at the Isle of Capri building on July 6th with offices being opened from Monday through Friday 7am to 5pm. They are working on a limited scale at this time.
- Ms. McAreavy stated that the Telemedicine grant has been dropped by the University of Missouri and hoping to revisit it again.
- Ms. McAreavy stated that she is continuing to work on the water line easements. There are three unsigned easements at this time.
- Ms. McAreavy continues to receive weekly reports from the Missouri Department of Economic Development and Show Me Strong Recovery Initiative.
- Ms. McAreavy has been working on the Community Calendar efforts.
- Ms. McAreavy has joined a committee and is working on the 2nd Annual Boonslick Educational and Employment Exposition, which will be held at the Isle of Capri on November 19th.
- Ms. McAreavy had organized a round table discussion with Caleb Rowden in July, which was very successful.
- Ms. McAreavy has responded to many RFI Requests from Missouri Partnership.
- Ms. McAreavy is working with an entrepreneur who is trying to come to Boonville with a great project.
- Ms. McAreavy stated that she is now able to revisit Launch U, which was a course developed for new and aspiring business owners. It walks people through on how to start their company. The virtual course will start on October 5th.
- Ms. McAreavy has been in contact with Socket regarding the Fiber Project on Sunset Trails.
- Ms. McAreavy has been talking with Ameren UE regarding electric vehicle charging stations.
- Ms. McAreavy informed that CoMo Electric is working on a project that she can not discuss at this time. They are going to invest in the community.
- Ms. McAreavy stated that she attended a meeting with Missouri Parks, and she conveyed her concern and disappointment for the lack of repair to the MKT Trail on the way to Rocheport. She was told that at the earliest, the repair to the MKT Trail would not be completed until the end of next year.

CITY CLERK

No report was offered.

MISCELLANEOUS

Mr. Venable commended the Police Department for working so quickly to assist him in some vandalism that occurred at his residence over the weekend. The quick and professional action from the police department resulted in the return of his possessions the same evening.

Mr. Turner wanted the Council to recognize four City of Boonville merchants that were named in the Missouri Life Magazine: Big Muddy Folk Festival, Yummy Donut Shop, Forest Hill, and the Hotel Frederick.

ADJOURN

With no further discussion, Mr. Young moved, and Mr. Stock seconded the motion to adjourn at 8:18 p.m. and the voice vote was unanimous.

Respectfully Submitted,

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Teresa Studley, City Clerk

Approved:

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Ned Beach, Mayor

ORDINANCE APPROPRIATING MONEY

Be it Ordained by the Council of the City of Boonville as follows:

Section 1: For the purpose of paying salaries and various accounts against the City of Boonville, which have been allowed by the Council, at the regular meeting thereof on **October 5, 2020** the sum of **$378,152.55**

General Fund	$78,340.35
Sanitation	$16,886.39
CIP Tax	$15,109.99
Water Works	$135,578.90
Capital Projects	$0.00
Waste Water	$23,958.35
Tourism	$4,200.15
Gaming	$71,385.00
Parks/Water	$3,356.38
Kemper Sales Tax	$29,337.04

Section 2: The Accountant is hereby authorized and instructed to draw checks on the respective City bank accounts, in favor of the persons whose salaries and accounts have been allowed as above, amounting to **$378,152.55** being the total amount of money above appropriated.

Section 3: This ordinance shall take effect and be in force from and after its passage. First reading on **October 5, 2020** read for the second time this **October 5, 2020** since a copy was made available prior to the meeting.

Approved **October 5, 2020** ______________________________

Mayor

Endorsed **October 5, 2020** : I hereby certify that a sufficient sum of money stands to the credit of the City, unappropriated, in the various funds to meet the requirements of this ordinance.

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Accountant

CITY OF BOONVILLE
PLANNING AND ZONING COMMISSION MEETING
MINUTES OF SEPTEMBER 8, 2020

VOTING MEMBERS PRESENT
1) David Day
2) Steve Hage, Building Inspector
3) Whitney Venable, City Council
4) Matt Billings, Chairman
5) Clark Greis
6) Andrew Cowherd
7) Ned Beach, Mayor
8) Zach Simpson

VOTING MEMBERS ABSENT: None

STAFF/PRESENTERS/GUESTS
Brian Harrington- All State Consultants
Derek James, Septagon Construction

NOTICES AND EXHIBITS: Posted and available on Wednesday, September 2, at 3:30p.m. at City Hall.

1. CALL TO ORDER: Chairman Billings called the meeting to order at 6:00 p.m. Roll call was taken with eight (8) of eight (8) members present constituting a quorum.

2. MINUTES: Mr. Beach moved, and Mr. Gries seconded a motion that the minutes be approved as presented. Motion carried unanimously.

3. HEARING OF PUBLIC COMMENTS:
None

4. OLD BUSINESS:
None

5. NEW BUSINESS:

a. Spirit of 76 Site Plan, 1620 Mid America Industrial Court

Mr. Billings opened the floor for Mr. Hage to discuss New Business.

Mr. Hage explained that Spirit of 76 is preparing to do a 43,000 square foot addition to their current building. The expansion is planned on an existing concrete pad at the site. Mr. Hage states that Scott Vogler, City Engineer has reviewed the plans and approved of the stormwater detention plans.

Mr. Cowherd asks how quickly Spirit of 76 intends to build. Mr. James answers that they want to begin as fast as possible.

Mr. Venable moved, and Mr. Greis seconded a motion to approve the site plan, as presented. Ayes: Day, Beach, Venable, Billings, Hage, Greis, Cowherd, Simpson (8); Nays: None (0); Abstain: None (0)

b. Jayhawk Dr., Street Vacation Request (Lake Farrell Estates)

Mr. Hage stated that he had received a request from Mr. Widel to vacate Jayhawk Dr, a street that was initially platted in Lake Farrell Estates. Mr. Widel has an interested party in purchasing the lot, however due to the large pipeline easement; construction options is limited. Mr. Hage explained that if the street is vacated Mr. Widel and the adjoining property will evenly split the right of way. In the case of Jayhawk Dr., that is 25 feet for each.

Mr. Ditto stated that the adjoining property owner has been notified of the proposed vacation. Mr. Ditto communicated with the property owner and they don't have any objections.

Mr. Venable asked if there was any development potential for the lot (Whitehurse property) that would be accessed by Jayhawk Dr. Mr. Hage stated that the property owner does not have any interest in any development.

Mr. Simpson asked if there would be any other way to access the Whitehurse property if Jayhawk Dr. is vacated. Mr. Hage answered that there will not be any access to that property.

Mr. Beach stated that when Lake Farrell was initially developed the street was platted because the owners on the adjacent property (Whitehurse property) were interested in potentially developing; however that interest is no longer there.

Ms. Fjell stated that if the Planning and Zoning recommends the vacation of Jayhawk Dr, the City Council will make a final decision on the issue.

Mr. Hage moved and Mr. Gries seconded a motion to approve the Jayhawk Dr. street vacation request. Ayes: Day, Beach, Venable, Billings, Hage, Greis, Cowherd, Simpson (8); Nays: None (0); Abstain: None (0)

6. MISCELLANEOUS:

a. Mr. Hage asked the Commission for some direction regarding the process for approving any potential housing developments. Mr. Hage asked if the Commission would like to review and approve a preliminary plan and a final plan; or let developers move to a final plan only. Mr. Day stated that for a new residential development there is a significant

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amount of information that must be submitted and that a final plan review might not be possible.

Mr. Billings stated that perhaps the Planning and Zoning could review a preliminary plan and then have a special meeting to approve a final plan; so that development could continue to move forward but also provide adequate and full review by the Commission and staff. The Commission generally agreed that they would proceed with two reviews of any new large developments.

Respectfully submitted,

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Kate Fjell, City Administrator

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HOUSING AUTHORITY
of the City of Boonville
506 Powell Ct. Office: 660-882-7332
Boonville, MO 65233-1521 Fax: 660-882-6811

MINUTES OF THE REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF BOONVILLE, MO HELD ON September 16, 2020

On the 16th Day of August, 2020 at 12:00 P.M. the Housing Authority Commissioners met for a regular meeting at 506 Powell Court, Boonville, MO 65233

Present:	Chairperson, Marilyn Adkins	Vice Chairperson, Betty St. John (Tele)
	Commissioner, Charles Green (Tele)	Commissioner, Cara Johnson (Tele)
	Commissioner, Elder Wayne Jones	Secretary, Robert Rorah
Guests:	Stacey Pagliaro	City Council Rep., Morris Carter (Tele)

1. Roll: There being a quorum Chairperson, Marilyn Adkins called the meeting to order. Adkins asked if there is any pertinent information to discuss before the agenda is placed on the table. Cara Johnson informed everyone this will be her last Board Meeting as she is submitting her resignation affective at the end of the month.

2. Meeting Minutes: Consideration was given, and discussion held on minutes of the August 12, 2020 Regular Board Meeting. Charles Green made motion to approve the minutes. The motion was seconded by Wayne Jones John. The motion passed.

3. Bills and Communications: Discussion was held, and consideration was given on the following. The UMB Bank Balance for August 12, 2020 was $50,531.13. Bills Paid in August 2020 were reviewed. The Bank Reconciliation Statement, Operating Budget, Trial Balance, Board Summary Report from June 30, 2020 were discussed and reviewed.

4. Report of the Secretary: Consideration was given, and discussion was held on the following. PIC Report for August 31, 2020 was at 100%. The Project Performance Reports for August 31, 2020 were also distributed and discussed. Tenant Occupancy was at 94%.

5. Unfinished Business: Discussion was held, and consideration was given on the following. **a. Roof Replacement** phase three of 14 dwelling units will be completed by the end of September. This will leave 16 remaining dwelling units to be roofed. **b. Fiscal Year End – June 30, 2020** Financial Statements have been prepared and sent to the Accounting Firm, Loucks & Schwartz for compilation in preparation for electronic submission to HUD. (normally by August 31, 2020 but now October 31, 2020 due to virus delays). **c. New Office Clerk:** Applications have been submitted through INDEED Hire online. Wayne Jones made motion to make an employment offer a candidate reviewed. Betty St. John second the motion. The motion passed.

6. New Business: HUD required annual Uniform Physical Condition Standards (UPCS) inspection took place on September 10, 2020.

7. Miscellaneous:

8. Adjournment Marilyn Adkins made motion to adjourn, Wayne Jones second. Meeting adjourned.

CHAIRPERSON: ____________________________ Date______________
SECRETARY: ____________________________ Date______________

Architectural Review Committee meeting minutes

Wednesday September 16th, 2020 at 4:00 p.m.

City Council Chambers

Members present: Christy Lindhart, Mary Pat Abele, Dave Day. Members absent: Eric McNeal, Lindsay McGuire.

Staff and guest present: Steve Hage, Building Inspector and meeting facilitator. Minutes were reviewed and approved from the July 30th, 2020 meeting. Mary Pat Abele made a motion, with a second from Christy Lindhart. All members were in favor.

New business: members met to discuss the plans for a new construction single family dwelling located at 214 McRoberts St. Steve Hage led the discussion by walking the members through the standards for infill housing in the Central Overlay District. After discussion and questions by the committee, Kristi Lindhart made a motion to approve the plans as submitted followed by a second from Mary Pat Abele. The plan was approved by a unanimous vote by the committee.

There was no other business on the agenda. A motion to adjourn was made by Kristi Lindhart followed by a second from Mary Pat Abele with all members in favor.

Submitted, Steve Hage

Building Inspector

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CITY OF BOONVILLE
BOARD of PUBLIC WORKS
<u>CANCELLATION</u>
September 24, 2020
5:30 p.m.
City Services Building
1200 Locust Street
Boonville, Missouri

The **Thursday, September 24, 2020** meeting of the **BOARD of PUBLIC WORKS** has been cancelled due to lack of agenda items. The next regularly scheduled meeting is **October 29, 2020.**

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CITY OF BOONVILLE
STREET, ALLEY & SANITATION BOARD
CANCELLATION
September 30, 2020
6:30 p.m.
City Services Building
1200 Locust Street
Boonville, Missouri

The **Wednesday, September 30, 2020** meeting of the **STREET, ALLEY AND SANITATION BOARD** has been cancelled due to illness. The next regularly scheduled meeting is **October 28, 2020.**

October 5, 2020

VACANT COMMITTEE POSITIONS
& COMMITTEE APPOINTMENTS

Airport – 5 Seats – TOTAL NEEDED 4
Vacant – 3
Needs Renewed if they Choose – 1

Architectural Review Committee – 5 seats
Vacant – 0
Needs Renewed if they Choose – 0

Board of Adjustments – 5 Seats – TOTAL NEEDED 5
Vacant – 3
Needs Renewed if they Choose – 2

Board of Public Works – 4 Seats – TOTAL NEEDED 2
Vacant – 2
Needs Renewed if they Choose – 0

BOCA Board of Appeals—7 Seats – TOTAL NEEDED 1
Vacant – 1
Needs Renewed if they Choose – 0

Boonville Housing Authority Board – 5 Seats
Vacant – 0
Needs Renewed if they Choose – 0
Katelyn Huckabey – Expires August 2024

Cemetery Board – 5 Seats – TOTAL NEEDED 2
Vacant – 2
Needs Renewed if they Choose – 0

Fire Board – 5 Seats
Vacant – 0
Needs Renewed if they Choose – 0

Historic Preservation Commission – 7 Seats – TOTAL NEEDED 2
Vacant – 2 (both seats expire May 2020)
Needs Renewed if they Choose – 0

Industrial Development Authority – 8 Seats
Vacant – 0
Needs Renewed if they Choose – 0

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Local Agency Funding – 4 Seats
Vacant – 0
Needs Renewed if they Choose – 0

Parks and Recreation Board – 5 Seats – TOTAL NEEDED 1
Vacant – 1 (both seats expire May 2020)
Needs Renewed if they Choose – 0
Drew Davis – Expires May 2022

Planning and Zoning Commission – 5 Seats
Vacant – 0 (seat expires May 2024)
Needs Renewed if they Choose – 0

Police Board – 5 Seats
Vacant – 0
Needs Renewed if the Choose – 0

Street, Alley, and Sanitation Board – 5 Seats
Vacant – 0
Needs Renewed if the Choose – 0

Tourism Committee – 5 Seats
Vacant – 0
Needs Renewed if the Choose – 0

Transportation Development District Committee – 5 Seats – TOTAL NEEDED 2
Vacant – 0
Needs Renewed if the Choose – 2

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