

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

NIXA CITY HALL

November 12<sup>th</sup>, 2024 6:00 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.

## Visitors:

None.

## Presentations:

### Parks Department Sponsorship Package:

Katie Buford, Assistant Parks Director, provided a handout to Council. Buford told Council the 2025 sponsorship package was developed over 2024. Buford discussed the Parks Department's sponsorship/partnership approach. Buford provided information on what was included in the 2025 sponsorship package. Buford stated that the 2024 year-to-date sponsorship amount is \$42,185. Buford told Council there has been a 63% increase in sponsorships from 2020-2024. Council asked questions with Buford responding.

### 2025 Budget Draft:

Jennifer Evans, Finance Director, provided an overview of the 2025 capital and operational budget. **General Revenue:** Sales Tax is budgeted flat. Use Tax has a 65% increase over 2023. Transfers In contains the remainder of the ARPA Funds. Other Revenue includes the \$15 million bond for the Police Department project. The General Revenue is increasing 7.88% over 2023 mostly due to the Use Tax and Public Safety Tax. **Personnel:** The COLA raise will be 2.5%. All salaries are being moved 50% into the 50th percentile pay grade except for the Water, Wastewater, and Street Departments for pay grades below nine (9). New personnel will include a full-time HR specialist, two (2) Police Offices, a part-time media specialist, a part-time to full-time building maintenance, a full-time building maintenance in the Parks Department, and moving two (2) electrical groundworks to line workers. There will be a 5% increase in employee health insurance. Jimmy Liles, City Administrator, provided additional information on the Water, Wastewater, and Street Department salaries for positions in pay grade 9 and below. Council asked questions with Evans responding. General Personnel will increase by 13% over the 2024 budget. **General Operations:** Property and Liability insurance will have a 30% increase. Other operations expenses budgeted include a strategic plan, beautification grant, bond issue costs, a downtown zoning district, and the splash pad. General Operations will increase by 21% over 2024. **General Capital:** The Administration, Police Department, Stormwater Department, and Parks Department General Capital budget is \$18,114,101. **Debt Service General:** The Police Building interest payment will be \$279,972.67. This payment amount is subject to change and the annual payment beginning in 2026 will be around \$1 million. The Police Department has leased vehicle payments of \$595,880. The total General Debt Service is

**\$875,861.00. General Restricted Balance:** The General Savings Accounts include the Parks Department at \$211,697.00, Pool/Building/Fitness Center Reserves at \$301,012.00, Economic Development at \$771,903.00, Operating Reserves at \$4,570,352.00, Park Impact Fees at \$630,000 and the Police Department Impact Fees at \$41,575.80. Liles provided information on the Skate Park Design being funded by the Parks Impact Fees. Escrow Funds balance at \$134,348.00 and other reserve balances at \$3,672.00. The total restricted reserves are \$6,664,560.00. Evans told Council the General Fund is structurally balanced and revenue over expense is positive. Evans said the ending unrestricted balance is \$6,163,386.00. **Street Department:** Tax Revenue is being calculated as the General one-cent sales tax. Grant Revenue is budgeted at \$2,466,402.00. The total Street Department Revenue is \$5,971,001.00 which is 9% over the 2024 budget. ARPA only has interest budgeted and this fund will be dissolved in 2025. **Street Personnel:** The COLA raise will be 2.5%. All salaries are being moved 50% into the 50th percentile pay grade except for the pay grades below nine (9). There were no additional personnel requested. The Streets Department Personnel budget is \$1,293,317.00, an increase of 6% over 2024. **Street Operations:** There will be a 10% increase in Street Operations over 2024. **Street Capital:** the Street Department's capital budget is \$5,601,915.00. **Street Debt Service:** Vehicle lease payments will be \$84,472.00. **Street Restricted Balance:** The escrow funds will be \$482,546.00 and the operating reserves will be \$741,862.00. The total Street Restricted balance will be \$1,170,408.00. Evans told Council the Street Department is structurally balanced and revenue over expense is negative. Evans stated the ending unrestricted cash balance is \$38,322.00 and doesn't reflect grant money that is expected to be received. **Enterprise Revenue:** The Electric Department revenue is \$19,370,629.00, an increase of 5% over 2024. The Water Department revenue is \$14,824,555.00, which includes \$9 million in bond proceeds, an increase of 12.63% over 2024. The Wastewater Department revenue is \$13,162,555.00, which includes \$8.2 million in bond proceeds, an increase of 15% over 2024. **Enterprise Personnel:** The Electric Department COLA raise will be 2.5%, all positions halfway to the 50th percentile of the pay grade, no additional personnel requested, and moving two (2) positions from groundworker to lineworker. The Electric Department personnel budget is \$2,497,354.00 an increase of 14% over 2024. The Water Department COLA raise will be 2.5%, all positions in pay grade nine (9) and below will be at the 50th percentile of the pay grade and all others are at least halfway to the 50th percentile, and no additional personnel requested. The Water Department personnel budget is \$1,832,563.00 an increase of 21% over 2024. The Wastewater Department COLA raise will be 2.5%, all positions in pay grade nine (9) and below will be at the 50th percentile and all others are at least halfway to the 50th percentile, and no additional personnel requested. The Wastewater Department personnel budget is \$1,282,083.00 an increase of 15% over 2024. **Enterprise Operations:** The Electric Department operations budget includes make-ready pole attachments, AMI meters, and AEDs in the trucks. The Electric Department's operating expenses are 4% less than 2024. The Water Department operations budget includes bond issue costs, a customer rebate program, and tower #7 and tower #4 painting. The Water Department's operating expenses are 3% more than 2024. The Wastewater Department operations budget includes bond issue costs, the annual I&I program, and an increase in inflation for general-use items. The Wastewater department's operating expenses are 11% lower than 2024. **Enterprise Capital:** The Electric Department's capital budget is \$6,577,730.00. The Water Department budget is \$6,032,909.00. The Wastewater capital budget is \$7,444,657.00. **Enterprise Debt Service:** The Electric Department vehicle lease payment is \$44,325.00. The Water Department vehicle lease payment is \$99,929.00 and the debt service payment is

\$377,544.00 for a total debt service of \$477,473.00. The Wastewater vehicle lease payment is \$34,112.00 and the debt service payment is \$57,506.00 for a total debt service of \$91,618.00. **Enterprise Transfers Out:** The Electric Department Transfers Out are \$2,169,690.00. The Water Department Transfers Out are \$649,156.00. The Wastewater Department Transfers Out are \$590,575.00. **Enterprise Restricted Reserves:** The Electric Department savings for the future is \$884,821.00, cash for Utility Billing cashier drawers is \$1,400.00, and operating reserves is \$6,773,382.00 for a total restricted reserves of \$7,659,603.00. The Water Department's operating reserves are \$1,795,864.00. The Wastewater Department savings for the future is \$666,587.00, operating reserves is \$1,411,472.00, and debt service reserves is \$102.00 for a total restricted reserves of \$2,078,161.00. Evans told council the Enterprise Funds are structurally balanced. Evans said the Revenue over Expense for the Electric Department is negative, the Water Department is positive, and the Wastewater Department is positive. Evans stated the Unrestricted cash balance for the Electric Department was \$5,275,967.00, the Water Department was \$7,549,027.00, and the Wastewater Department was \$7,157,314.00. Council asked questions with Evans responding. Mayor Giddens discussed the budget and Doug Colvin, Assistant City Administrator and Public Works Director, provided additional information.

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

**Council Bill #2024-33** Rezoning the Real Property Generally Located at 1101 North Kenneth Street From a Light Manufacturing (M-1) District to a Highway Commercial (HC) District. Scott Godbey, Planning and Development Director, stated this rezone is one point seven (1.7) acres of property located at the northwest corner of Kenneth and Kathryn. Godbey said the property was developed in 1974 and was voluntarily annexed in 1985 and given the zoning of M1. Godbey told Council the future land use map shows this property as business flex. Godbey said the current use of this property is for vehicle maintenance and the new zoning would still be an approved use. Godbey stated that Kathryn is a collector street and would require a traffic study. Godbey told Council that the property is served by city water and wastewater, however, it had a different electric provider. Godbey said at the Planning and Zoning meeting that nobody approached the Commission and the Commission unanimously voted to approve and staff also recommends approval. Mayor Giddens opened the public hearing for comments.

Chris Ball, 650 N. Boonville Springfield, stated he represents the property owner. Ball said the owner's hope in rezoning the property is to allow for a new business to come to Nixa.

With no further comments, the public hearing was closed.

**Council Bill #2024-34** Annexing Approximately 12 Acres of Real Property Generally Located at 1137 South Truman Boulevard; Zoning Said Property to the Single Family Residential (R-1) Zoning District; and Amending Chapter 2, Article II, Division 1, Section 2-28 of the Nixa the City Code. Brandan Justin, City Planner, stated that the 12 acres is located south of Truman Boulevard. Justin said that to the north of the property is 75 acres of undeveloped land currently zoned R-1, to the east, is the Forrest South subdivision zoned R-1, to the west is a 20-acre farm in the county, and to the south is the KAMO substation located in the county. Justin told Council the property was purchased in 2013 by the City and currently contains the dog park, water tower #8, and a salt storage dome. Justin said the current use is quasi-public municipal which is allowable in all zoning districts. Justin said this property is in the tier 1 growth area and is

compact and contiguous to the city limits. Justin stated that the Planning and Zoning Commission unanimously voted to approve and staff also recommends approval. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed.

**Council Bill #2024-35** Amending Sections 2-151, of the Nixa City Code for the Purpose of Modifying User Fees Administered by the Parks & Recreation Department. Matt Crouse, Parks Director, stated that at Council discussed at the budget workshop the Parks fees due to the increase of the minimum wage. Crouse stated there would be a four-dollar (\$4) increase across the board for programming and a three-dollar (\$3) per month or \$36-dollar-a-year increase to memberships. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed.

**Council Bill #2024-36** Amending Sections 2-151, 22-103, & 22-112 of the Nixa City Code; Establishing Division 2 of Chapter 22, Article II, of the Nixa City Code; and Establishing Section 22-246 of the Nixa City Code for the Purpose of Providing Regulations Related to Private Sewage Disposal Systems. Colvin stated that currently, the City doesn't allow for private sewer systems inside the city limits and this ordinance would allow for those systems within certain areas of the City. Colvin discussed lift-station construction. Colvin said that the private disposal systems will be allowed until the capacity at the West Regional Lift Station is complete. Colvin provided information on the permit, price, connection, and disconnection processes. Colvin discussed the connection fee to the lift station that will be required. 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 #20024-58** Amending the City's Personnel Code by Modifying Policy 3.8 and Policy 7.1.5 for the Purpose of Modifying the City's Employment Policies Regarding Standby, Callout, Callback, Court, Field Training Officer, and Personal Hours. Amanda Hunsucker, Human Resources Director, stated that the current rate for employees who get called out or called back to work is \$15 per hour and this resolution would allow an increase of that rate to \$30 per hour Monday through Friday and \$60 on the weekend. Hunsucker said that the FTO pay rate is being added to the policy and increasing that rate to \$25 per day. Hunsucker discussed the changes being made to when personal hours can be used. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed.

### **Mayor and Council Member Reports:**

Liles stated that the Mayor's Tree Lighting would be on December 6th at 6:00 p.m. at McCauley Park. Liles said the Christmas Parade would be on December 8th at 2:00 p.m. Liles provided an update on the Utility Billing kiosk that is being installed at the library. Liles reminded everyone of the Chamber L.E.A.D conference on November 18th.

Mayor Giddens said that the Veteran's Day Ceremony went well. Mayor Giddens provided information on the CASA breakfast and encouraged the community to look into the organization.

Mayor Giddens congratulated Johnny Williams on being elected the new Christian County Commissioner. Mayor Giddens thanked Hosea Bleau for his work for the County.

Peterson stated that the Spooktacular event was wonderful, and Crouse provided additional information. Peterson discussed the splash pad and Crouse provided additional information.

Mayor Giddens thanked everyone who helped at the State of the Community.

**Adjournment to Closed Session:**

Peterson made a motion to adjourn to closed session pursuant to RSMo 610.021(2) in which the Council will discuss the leasing, purchase, or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore, with Lucas seconding and Morris, Vess, Peterson, Graham, and Lucas voting aye on roll call vote.

The meeting will be considered closed at the end of the closed session.

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Mayor

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City Clerk

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

**NIXA CITY HALL**

**November 26<sup>th</sup>, 2024 6:00 P.M.**

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

The Pledge of Allegiance was given.

## **Consent Agenda:**

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

## **Certificates of Achievement:**

Mayor Giddens discussed the achievements of the Nixa FFA Chapter. Mayor Giddens introduced the FFA officers and other members of the FFA group that were present. Mayor Giddens provided information on the FFA Greenhouse Degree. Mayor Giddens stated that the Nixa FFA received the 3rd Star National Award and was in the top four percent (4%) nationwide. Mayor Giddens recognized the members of the FFA who performed at the State and National FFA Convention. Mayor Giddens discussed the awards and participation required for the FFA. Mayor Giddens presented the Nixa FFA Chapter with a Certificate of Achievement.

## **Service Awards:**

Mayor Giddens recognized Jimmy Liles for his 25 years of service to the city. Mayor Giddens said the city is blessed to have Liles and that he has learned a lot from him. Mayor Giddens stated that Liles is always willing to meet with the community. Cindy Robbins, Assistant City Administrator, told Council that Liles is a true leader and sets the standard not only for the employees but also the citizens.

Mayor Giddens recognized Paul Jones for his 30 years of service to the city. Jones was not in attendance. Chris Huett, Assistant Electric Superintendent, said that Jones started with the City in 1994 as a meter reader and has worked in the Street Department, Water Department, and now the Electric Department. Huett said that Jones is currently working on a street light inventory. Huett thanked Jones for everything he had done for the city.

## **Proclamation:**

Mayor Giddens read a proclamation proclaiming November 30th, 2024 as Small Business Saturday. Whitney Guison, President and CEO of the Nixa Chamber of Commerce was in attendance to accept the proclamation.

## **Visitors:**

None.

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

**Council Bill #2024-37** Renewing the Base Lease Agreement for Real Estate and Existing Facilities with the Bank of New York Mellon Trust Company, N.A. for Refunding Certificates of Participation Series 2013. Jennifer Evans, Finance Director, told Council this is an annual ordinance that shows that the debt payment has been appropriated by Council. Evans stated the payment would be \$55,000.00 and the last payment was in June 2025. Mayor Giddens opened the public hearing for comments, with no comments made, the public hearing was closed.

**Council Bill #2024-38** Adopting the 2025 Operating and Capital Budget for the City. Evans said this ordinance is for the 2025 operating and capital budget. Evans stated that not much has changed since the last meeting. 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 #2024-33** Rezoning the Real Property Generally Located at 1101 North Kenneth Street From a Light Manufacturing (M-1) District to a Highway Commercial (HC) District. Scott Godbey, Planning and Development Director, stated that the property up for rezoning is one point seven (1.7) acres at the northwest corner of Kenneth and Kathryn. Godbey said that to the west and north of the property is M1 Light Manufacturing, to the south is Highway Commercial, and to the east is Highway 160 and highway commercial. Godbey stated that the current structure was built in 1974 and annexed in 1985. Godbey told Council that the property is served by city water and wastewater, however, it had a different electric provider. Godbey said that the future land use map shows this property as business flex and the current use of the property would still be approved. Godbey stated that no one approached the Planning and Zoning Commission and the Commission voted unanimously to approve. Godbey said that staff also 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 council bill. Vess made a motion to approve Council Bill #2024-33 with Peterson seconding and Morris, Graham, Vess, and Peterson voting aye on roll call vote.

**Council Bill #2024-34** Annexing Approximately 12 Acres of Real Property Generally Located at 1137 South Truman Boulevard; Zoning Said Property to the Single Family Residential (R-1) Zoning District; and Amending Chapter 2, Article II, Division 1, Section 2-28 of the Nixa City Code. Brendan Justin, City Planner, told Council the city purchased the property in 2013 and has the dog park, water tower #8, and a salt storage dome. Justin said that to the east of the property is R-1 zoned property, to the west is R-1 zoned property, to the south, is a KAMO substation located in the county, and to the west is a 20-acre farm located in the county. Justin stated that the future land use map shows this property as R-1 and its current use is quasi-public municipal, which is allowed in all zoning districts. Justin said the property is compact and contiguous to the city. Justin told Council the Planning and Zoning Commission voted unanimously to approve and staff also 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 council bill. Graham made a motion to approve Council Bill #2024-34 with Morris seconding and Graham, Vess, Peterson, and Morris voting aye on roll call vote.

**Council Bill #2024-35** Amending Sections 2-151 of the Nixa City Code for the Purpose of Modifying User Fees Administered by the Parks & Recreation Department. Matt Crouse, Parks Director, stated that the fee increase was discussed at the budget workshop meeting in October. Crouse said that all membership and program service fees are being increased due to the minimum wage increase that was approved during the November election. Crouse stated there would be a four-dollar (\$4) increase across the board for programming and a three-dollar (\$3) per month or \$ 36-dollar-a-year increase to memberships. 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 #2024-35 with Graham seconding and Vess, Morris, Graham, and Peterson voting aye on roll call.

**Council Bill #2024- 36** Amending Sections 2-151, 22-103, & 22-112 of the Nixa City Code; Establishing Division 2 of Chapter 22, Article II, of the Nixa City Code; and Establishing Section 22-246 of the Nixa City Code for the Purpose of Providing Regulations Related to Private Sewage Disposal Systems. Travis Cossey, Assistant Public Works Director, told Council this ordinance would provide a development option due to the lack of sewage capacity. Cossey said the ordinance would allow for temporary sewer through the use of a holding tank. Cossey stated that once capacity at the West Regional lift station is operational, the developments would have to connect to that lift station. Cossey said that there would be a reimbursement and connection fee. 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. Morris made a motion to approve Council Bill #2024-36 with Vess seconding and Peterson, Vess, Morris, and Graham voting aye on roll call vote.

### **Mayor and Council Member Reports:**

Mayor Giddens said that on Saturday, November 30th the High School football team would be playing in a final 4 game at the high school. Mayor Giddens stated that the Mayor's Tree Lighting would be on December 6th from 6:00-8:00 p.m. at McCauley Park. Mayor Giddens said the Christmas Parade would be on December 8th at 2:00 p.m. Mayor Giddens stated there would be a dodgeball tournament for a Santa's Toy drive on December 4th.

Vess said City Offices would be closed for Thanksgiving on November 28th and 29th. Vess stated that the Utility Billing drive-thru would be closed on December 2nd and 3rd for construction. Vess reminded everyone to take precautions to keep homes warm during the cold.

Mayor Giddens reminded everyone there was only one (1) meeting in December on the 17th.

Liles said the Employee Christmas party would be on December 20th at noon at the Public Works Shop at 1111 Kathryn.



**Adjournment to Closed Session:**

Peterson made a motion to adjourn to closed session pursuant to RSMo 610.021 (3) and (13) in which the Council will discuss the hiring, firing, disciplining, or promoting of particular employees and personal information about the employees is to be discussed; and individually identifiable personnel records, performance rating or records pertaining to the employee are to be discussed, with Morris seconding with Peterson, Graham, Vess, and Morris voting aye on roll call vote. The meeting will be considered closed at the end of the closed session.

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Mayor

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City Clerk