

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

NIXA CITY HALL

October 1st, 2024 6:00 P.M.

The budget workshop 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, and Darlene Graham. Zern Vess was absent.

The Pledge of Allegiance was given.

Staff Presentation and Council Discussion:

Jimmy Liles, City Administrator, provided information on the draft budget process and asked for feedback from Council. Jennifer Evans, Finance Director, provided information on the budget dashboard that was provided to Council.

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

Sales and Use Taxes are budgeted flat, and staff will be budgeting the same amount as 2023. The **Public Safety Tax** is based on current revenue for 2024. The **Real Estate Tax** is based on the annual proforma. Doug Colvin, Assistant City Administrator and Public Works Director, provided information on the **Electric, Water, and Sewer Rates**. Colvin said there will be a slight increase in the price of raw energy, however, the cost adjustment should stay negative. Colvin stated that there is a sewer study being conducted which might result in a change in sewer rates. Colvin said that the monthly service charge for water will be going up. Evans provided information on the **Bond Process**. The **Police Department Building bond** will be \$15 million. The **Water/Wastewater Departments** will have bonds issued for \$16 million for Water Tower #9, Tower and Well #14, the lift station, and the sludge basin. Evans said the Water/Wastewater bonds are still being discussed with the bond counsel. Council asked questions about the sales/use taxes with Evans responding. Liles provided additional information.

Council asked additional questions about the Parks Department's revenue with Evans and Matt Crouse, Parks Director, responding. Crouse provided information on the **Parks Department's Rates** for 2025. Crouse discussed the potential minimum wage increase. Crouse provided a comparison of fees for Program Rates. Crouse stated he was proposing a two-dollar (\$2) increase for program rates. Crouse discussed proposed increases for other programs and services within the Parks Department including Summer Camp, Private Pool Parties, Pavillion Rental, and a Parks Event Fee. Council asked questions with Crouse responding. Crouse provided a comparison of fees for Membership Rates. Crouse said he was proposing a three-dollar (\$3) monthly increase or a \$30 per year increase. Crouse discussed pricing and fee structures. Council asked questions about minimum wage and rate increases with Crouse responding. Council held a discussion with staff about minimum wage increases. Council gave direction to increase the minimum wage by four dollars (\$4) per hour regardless if the minimum wage increase passes during the November election. Council asked questions about membership rates with Crouse responding.

Evans presented information on **Operation Expenses:**

The **General Fund** is up 18% over the 2023 budget. The **Street Fund** is up nine-point seven percent (9.7%) over the 2023 budget. The **Electric Fund** is down three-point seven percent (3.7%) over the 2023 budget. The **Water Fund** is up two-point eight percent (2.8%) over the 2023 budget. The **Wastewater Fund** is down 12% over the 2023 budget. Council asked questions about the Wastewater Fund with Colvin responding.

Evans presented information on **Personnel**:

Scenario 1 – current pay scale with a two-point-five percent (2.5%) cost of living (COLA) increase. **Scenario 2** – 50% into the 50th percentile of the pay scale. **Scenario 3** – 100% into the 50th percentile of the pay scale. Evans provided information on the pay scale. Liles provided additional information. Council asked questions about insurance costs with Evans responding. The **Communications Department** requested one (1) part-time person with an approximate salary of \$31,237. Summer Rascoll, Communications Director, provided additional information on the part-time position. Council asked questions with Rascoll responding. The **Electric Department** requested two (2) full-time Journey Line workers with an approximate salary of \$217,859. Brian Denney, Electric Superintendent, provided additional information. Council asked questions with Denney responding, Travis Cossey, Assistant Public Works Director, provided additional information. Council asked questions about the **Water Department** with Jason Stutesmun, Water Superintendent, responding. Council discussed the Water Department, with Stutesmun and Liles providing additional information. The **Police Department** requested seven (7) full-time Police Officers with an approximate salary of \$530,694. Joe Campbell, Police Chief, provided additional information. Council asked questions about the public safety tax with Liles responding. The **Human Resources Department** requested one (1) full-time administrative assistant with an approximate salary of \$54,481. Amanda Hunsucker, Human Resources Director, provided additional information. Council asked questions with Hunsucker responding. The **Parks Department** requested one (1) full-time building and maintenance person with an approximate salary of \$52,272. Crouse and Liles provided additional information. Council held a discussion with staff.

Evans provided information on **Capital Improvement Plans (CIP)**:

Colvin discussed the **Electric Department's** CIP projects. Colvin said that some of the projects are carryover projects. Colvin told Council that some of the requested items may not arrive until later years, but they still have to be budgeted since they are on order. Evans provided information on the CIP budget process. Council asked questions with Evans and Liles responding. Council asked questions about rollover projects with Colvin and Denney responding. Council asked questions about the Electric Department's substation land purchase with Liles, Colvin, and Evans responding.

Mayor Giddens called for a 5-minute break at 7:15 p.m. The meeting was called back to order at 7:28 p.m.

Council asked questions about the **Water Department's** CIP projects with Stutesmun responding. Council asked questions about AMI metering with Liles and Cossey responding. Council asked questions about the bulk fill water station with Stutesmun responding. Liles discussed the potential water tower bond and estimated costs. Council asked questions about bond payments with Liles responding. Council asked questions about water tower #9 with

Stutesmun responding. Council asked questions about the Utility Billing kiosk with Liles responding.

Evans and Liles provided information on a limb drop-off area project for the **Wastewater Department**. Council asked questions about the Tuscany Hills generator with Stutesmun responding. Stutesmun stated that the Tuscany Hills UV System is a priority project. Council asked questions about the compost facility expansion project with Stutesmun responding.

Evans discussed the **Administration Department** CIP projects. Council asked questions about the City Hall remodel and IT updates with Liles responding. Liles provided information on the Utility Billing remodel. Evans discussed the stormwater Cherry Street project and said it was in its final stage.

Campbell provided information on the **Police Department's** CIP projects. Council asked questions about body cameras with Campbell and Liles responding.

Crouse provided information on the **Parks Department's** CIP projects. Council asked questions about a gym addition with Crouse responding. Council asked questions about the Parks Department qualifying for FEMA grants with Crouse and Campbell responding. Council held a discussion with staff about FEMA shelters. Council gave direction for staff to get pricing on gym space that is metal instead of brick. Crouse provided information on the Eoff Family Farm. Liles discussed the additional grant opportunities. Council asked questions about the splash pad with Crouse and Liles responding. Crouse stated that staff would like to see a skate park and provided information on a potential skate park at Rotary Park. Council asked questions about pickleball courts with Crouse and Liles responding. Liles provided additional information on the skate park. Council asked questions with Crouse responding.

Jeff Roussell, Street Superintendent, provided information on the **Street Department's** CIP projects. Council asked questions about the North Street project and the Cheyenne Multi-Use Path with Roussell responding.

Evans and Liles asked Council for feedback on the CIP's that were presented. Council stated they had concerns with the estimated ending balance for the budget. Council said that projects were on the right track. Council told staff they liked Scenario 2 for personnel compensation, however, they had concerns about the ending cash balance. Hunsucker asked for clarification on Scenario 2 with Evans responding. Liles provided information on sponsorship opportunities for the Chamber of Commerce and other marketing and sponsorship opportunities throughout the City. Council discussed Scenario 2 for personnel compensation. Council asked questions about body cameras for the Police Department with Campbell responding. Council held a discussion. Evans stated the budget would be updated and provided at every Council meeting moving forward until it is adopted. Liles said that staff would continue to work on Scenario 2 for personnel compensation and bring back more information at the October 8th Council meeting. With no further business, Mayor Giddens adjourned the meeting at 8:35 p.m.

Mayor

City Clerk

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

NIXA CITY HALL

October 8th, 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.

Presentation:

Kristen Haseltine, President and CEO of Show Me Christian County (SMCC), provided a handout to Council. Haseltine provided an update on SMCC. Haseltine stated that there are currently 51 investors in SMCC creating a public/private partnership. Haseltine discussed the goals of SMCC. Haseltine told Council that as of October 2024, SMCC has four (4) active projects and eight (8) project leads. Haseltine stated that SMCC is transitioning into a 501(c)3.

Matt Ogden arrived at 6:05 p.m.

Haseltine told Council that National Geographic Traveler UK would be publishing an article about Christian County tourism in February/March 2025. Haseltine discussed Christian County tourism. Haseltine stated that SMCC is developing a travel and tourism website. Haseltine told Council that SMCC has a meeting the first (1st) Tuesday of the month at Nixa City Hall and that the recent discussion was on transit. Haseltine invited Council to participate in the monthly meetings.

Visitors:

Nicholas Gerdes, American Legion Post 434 Commander, provided a handout to Council. Gerdes discussed the Veteran's Garden at the Gardens of Woodfield. Gerdes told Council that he fixed the veteran's plaque located in the garden with donated granite from Unique Tile that Nixa Monument sandblasted. Gerdes discussed a toiletry for veteran's drive that would be at the American Legion Post on October 12th from 9 a.m. – 12 p.m. Gerdes stated that the last Honor Flight of the Ozarks for the year would be on October 16th and there would be a veteran from Nixa on that flight. Council asked questions about the honor flight and toiletries drive with Gerdes responding.

Budget Draft Presentation:

Jimmy Liles, City Administrator, told Council that the budget dashboard was updated based on the budget workshop discussions. Liles stated that he wanted Council to be aware that instead of the Police Department budgeting for seven (7) officers, they would only be budgeting for two (2). Liles said that staff can come back and ask for more if those two (2) positions are filled. Liles told Council that the 50% into the 50th percentile for personnel pay was factored into the budget dashboard provided to Council and explained the pay scale process. Liles provided information on the proposed employee pay structure for 2025 that was budgeted. Liles said that

the total revenues were much closer than they were at the workshop. Liles stated that staff is still working on how to fill positions that are hard to fill. Liles said that the general reserves are much higher. Liles told Council that the additional gym CIP from the Parks Department had been removed from the budget and Matt Crouse, Parks Director, provided additional information. Liles stated that staff will be working on addressing standby and call out pay and those increases will be added to the budget. Mayor Giddens replied to Liles' comments on the budget. Liles discussed the ending reserves balance and ARPA funds. Mayor Giddens thanked everyone for their work on the budget.

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

Council Bill #2024-32 Establishing Chapter 13 of the Nixa City Code; Repealing Section 1-10 of the Nixa City Code; and Repealing Section 14-30 of the Nixa City Code; for the Purpose of Modifying and Consolidating City Code and Ordinance Provisions Related to Municipal Court Including Provisions related to the Issuance of Administrative Warrants. Nick Woodman, City Attorney, stated the two (2) goals of this council bill are to update the administrative warrant process and the operation of the municipal court. Woodman discussed the expansion of administrative warrants and provided information on search warrant requirements. Woodman stated that the current code only allows warrants on nuisance violations. Woodman said that the municipal court consolidation and court costs were placed into Chapter 13. Woodman stated that staff recommends approval. Council asked questions with Woodman replying. 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 #2024-31 Amending Chapter 2, Article IV, Section 2-151 of the Nixa City Code for the Purpose of Deleting the Set Fee for LED Street Lights. Travis Cossey, Assistant Public Works Director, stated this council bill was first read at the September 24th council meeting. Cossey said this is a housekeeping item to an ordinance that was adopted last year. Cossey told Council that in the adopted fee ordinance a material item for LED streetlights was missed. Cossey stated that the LED streetlight fee needs to be placed in the miscellaneous fee section instead of a set 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. Graham made a motion to approve Council Bill #2024-31 with Morris seconding and Lucas, Peterson, Graham, Morris, Ogden, and Vess voting aye on roll call vote.

Mayor and Council Member Reports:

Doug Colvin, Assistant City Administrator and Public Works Director, stated that a second (2nd) crew of four (4) guys would be headed to Florida to help with the hurricane destruction.

Liles stated that city offices would be closed on October 14th. Liles reminded Council that Spooktacular would be on October 25th. Crouse provided additional information. Liles stated that the State of the Community Dinner would be October 29th.

Peterson said that there would be a Drug Take Back Day on October 26th at Walgreens from 10a.m. – 2p.m.

Mayor Giddens thanked Colvin for speaking to one of the Nixa preschool classes.

Adjournment to Closed Session:

Peterson made a motion to adjourn to closed session pursuant to RSMo 610.021 (1) and (2) in which the Council will discuss legal actions, causes of action, and confidential and privileged communications with their attorney and the leasing purchase, or sale of real estate by a public governmental body where public knowledge of transaction might adversely affect the legal consideration therefore with Lucas seconding and Lucas, Graham, Vess, Ogden, Morris, and Peterson voting aye on roll call vote.

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

Mayor

City Clerk

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

NIXA CITY HALL

October 22nd, 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.

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 Peterson seconding and Lucas, Vess, Graham, Peterson, and Morris voting aye on roll call vote.

Service Award:

Mayor Giddens recognized Jeremy Whitehill for his 15 years with the city. Joe Campbell, Police Chief, introduced Whitehill as a newly promoted Captain. Campbell stated that Whitehill is the Commander of the Support Bureau and is committed to training and leadership. Campbell told Council that Whitehill spent 73 hours working on IT tickets for the Police Department. Campbell said that he is proud to have Whitehill on his staff.

Budget Draft Presentation:

Jimmy Liles, City Administrator, discussed the changes that had been made to the budget since the October 8th Council meeting. Liles provided information on on-call and field training officer pay increases that would be coming to Council for approval in November. Liles told Council that any staff member in the Water, Wastewater, or Street Departments in pay grade 9 and below will be moved into the full 50th percentile of the pay grade. Liles discussed Water, Wastewater, and Street Department Superintendent positions and the pay grades.

Matt Ogden joined the meeting at 6:11 p.m.

Liles stated that \$20,000 would be added to the Façade Grant program and that staff would be coming to Council in the future to update the Façade Grant program. Liles said that a Strategic Plan was budgeted. Jennifer Evans, Finance Director, stated that the final increase for health insurance would be five-point one percent (5.1%) and Liles provided additional information. Evans told Council that the Cash Reserves Policy for the Enterprise Funds was included in the budget dashboard. Council asked questions with Liles responding.

Visitors:

Whitney Guison, President and CEO Nixa Chamber of Commerce, discussed the façade grant. Guison provided information about the LEAD Ozarks Leadership Conference on November 18th. Guison provided an update on the Chamber.

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

Council Bill #2024-32 Establishing Chapter 13 of the Nixa City Code; Repealing Section 1-19 of the Nixa City Code; and Repealing Section 14-30 of the Nixa City Code; for the Purpose of Modifying and Consolidating City Code and Ordinance Provisions Related to Municipal Court Including Provisions Related to the Issuance of Administrative Warrants. Mike Mayes, Assistant City Attorney, stated that this council bill was first (1st) read at the previous council meeting. Mayes said that this council bill would codify court procedures for Nixa's municipal court. Mayes told Council the council bill would also grant the authority for administrative warrants and move the warrants from the nuisance section into its own section. 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 #2024-32 with Morris seconding and Lucas, Vess, Graham, Morris, Ogden, and Peterson voting aye on roll call vote.

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

Resolution #2024-55 Authorizing the City Administrator to Execute Two Contracts with National Valuation Services of Springfield, Inc., with Amounts Not to Exceed of \$15,000.00 for Appraisal Services. Jeff Roussell, Street Superintendent, stated that these contracts are for the final phase of the Cherry Street Stormwater and Old Wilderness Sidewalk projects. Roussell 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. Peterson made a motion to approve Resolution #2024-55 with Ogden seconding and all Council Members voting aye.

Resolution #2024-56 Authorizing the Offering of Special Obligation Bonds for Sale. Evans stated that staff had consulted with our financial advisor and bond counsel about the issuance of bonds for the Police Department. Evans told Council that the City would need \$15 million in bonds to finance the new police building. Liles said that the project was estimated to be \$15.2 million, however, the city will be paying the \$200,000.00 in cash. 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 #2024-56 with Lucas seconding and all Council Members voting aye.

Resolution #2024-57 Authorizing the City Administrator to Execute a Contract in the Amount of \$12,422.52 with Gordian for Repairs to the Utility Billing Building. Liles stated that the original discussions between Council and staff was to demolish the Utility Billing Building and build the new Police Department on that site. Liles said that with the decision to move the Police Department to a new location, this gives new opportunities for the Utility Billing building. Liles told Council he had the Utility Billing building evaluated and it's in good shape and only needs small repairs. Liles discussed the repairs that are needed. Liles stated that a larger repair to the north wall will need to be made in the future and will be brought back to Council. Liles said that Hamby Construction is being used for minor repairs and the money for those repairs is already in the budget. Council asked questions with Liles 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 #2024-57 with Peterson seconding and all Council Members voting aye.

Mayor and Council Member Reports:

Mayor Giddens congratulated the Police Department for winning the Guns & Hoses game. Mayor Giddens reminded everyone that Spooktacular, which is sponsored by Mac Dental, would be October 25th at McCauley Park from 5:30-8:30 p.m. Mayor Giddens stated that the Christmas parade would be December 8th at 2 p.m., and the theme this year is Nixa Past, Present, and Future. Mayor Giddens said the Mayor’s Tree Lighting would be December 6th at McCauley Park.

Matt Crouse, Parks Director, stated that the Veteran’s Day Ceremony would be November 9th at 9 a.m. at McCauley Park.

Liles reminded Council that the State of the Community Dinner would be October 29th. Liles stated that city offices would be closed on November 11th. Liles reminded everyone about the LEAD Ozarks Leadership Conference on November 18th.

Crouse provided an update on the splash pad construction.

Peterson said that basketball season is starting up and Crouse provided additional information. Peterson stated that the Drug Take Back Day would be October 26th from 10a.m. – 2p.m. at Walgreens.

Adjournment:

With no further comments, Mayor Giddens adjourned the meeting at 6:40 p.m.

Mayor

City Clerk