



TENTATIVE AGENDA

REORGANIZATIONAL MEETING
SIKESTON CITY HALL
Friday, April 15, 2016
1:00 P.M.

City of Sikeston

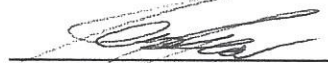
- I. CALL TO ORDER
- II. RECORD OF ATTENDANCE
- III. OPENING PRAYER
- IV. PLEDGE OF ALLEGIANCE
- V. COUNCIL REORGANIZATION
 - A. Presentation & Acceptance of Verification Board Results for Election of At-Large, Ward 1 and Ward 4 Council Representatives
 - B. Oath of Office Ceremony – At-Large, Ward 1 and Ward 4 Council Representatives
 - C. Presentation to Out-Going Council Member
 - D. Nomination and Election of Mayor Pro Tem
 - E. Oath of Office Ceremony of Mayor Pro Tem
 - F. Nomination and Election of Council Representatives to Professional Consulting Committee
 - G. Nomination and Election of Council Representative to Liquor License Review Board
 - H. Nomination and Election of Council Representatives to the Planning and Zoning Commission
 - I. Nomination and Election of Council Representatives to the BMU Board of Commissioners
 - J. Nomination and Election of Council Representative to DED Executive Board
 - K. Nomination and Election of Council Representative to Library Board of Trustees
 - L. Nomination and Election of Council Representative to Housing Authority Board of Commissioners
 - M. Nomination and Election of Council Representative to LCRA Commission
 - N. Nomination and Election of Council Representative to Park Board
 - O. Nomination and Election of Council Representatives to Strategic Plan Implementation Commission
 - P. Nomination and Election of Council Representative to DPS Advisory Board
 - Q. Nomination and Election of Council Representative to Tourism Advisory Board
 - R. Nomination and Election of Council Representative to Stormwater Management Board
 - S. Nomination and Election of Council Representative to Capital Improvements Plan Committee

BUSINESS ITEMS

- A. Consideration of Council Meeting Schedule
- B. Other Items As May Be Determined During the Course of the Meeting

VI. ADJOURNMENT

Dated this 13th day of April 2016.


Carroll Couch, City Clerk

The City of Sikeston complies with ADA guidelines. Notify Linda Lowes at 471-2512 (TDD Available) to notify the City of any reasonable accommodation needed to participate in the City Council's Meeting.



Council Letter

Council Letter: 16-04-15

Originating Department: City Clerk

Subject: Presentation & Acceptance of April 5, 2016 Election Results

To the Mayor and City Council:

Attachments:
None

Action Options:

1. Formally accept Scott & New Madrid County Election Results
2. Other action as may be deemed appropriate

Background:
The City Clerk will present to Council the Scott and New Madrid County April 5, 2016 Election results as compiled by each county's Verification Board. Council will be asked to formally accept these results.

Council Letter

Council Letter: 16-04-15

Originating Department: City Clerk

Subject: Oath of Office, Newly Elected Council Representatives

To the Mayor and City Council:

Attachments:
None

Action Options:
None required

Background:

Before entering upon the duties of the office, every elective and appointive officer of the City and its Boards, including all members of boards and commissions and such other employees as prescribed by Ordinance, shall take, subscribe, and file with the City Clerk an oath or affirmation that they possess all the qualifications prescribed by this Charter for said office, will support the Constitution and laws of the United States and of the State of Missouri, and the Charter and Ordinances of the City of Sikeston, and will faithfully perform and discharge the duties of the office.

(Sikeston City Charter, Section 5.3)

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

Subject: Nomination and Election of Mayor Pro Tempore

To the Mayor and City Council:

Attachments:
None

Action Options:

1. Nominate and elect Council representative to serve as Mayor Pro Tem
2. Other action as may be deemed appropriate

Background:

Per Article III, Section 3.6(c) of the Sikeston City Charter, the Mayor Pro Tempore shall assume the mayor's position upon the mayor's absence or inability to serve. The Mayor Pro Tempore is elected by the City Council from within its current members.

Staff requests the nomination and election of a Mayor Pro Tem.

Council Letter

Council Letter: 16-04-15

Originating Department: City Clerk

Subject: Oath of Office – Mayor Pro Tempore

To the Mayor and City Council:

Attachments:

None

Action Options:

None required

Background:

Before entering upon the duties of the office, every elective and appointive officer of the City and its Boards, including all members of boards and commissions and such other employees as prescribed by Ordinance, shall take, subscribe, and file with the City Clerk an oath or affirmation that they possess all the qualifications prescribed by this Charter for said office, will support the Constitution and laws of the United States and of the State of Missouri, and the Charter and Ordinances of the City of Sikeston, and will faithfully perform and discharge the duties of the office.

(Sikeston City Charter, Section 5.3)

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

Subject: Nomination and Election of Professional Consulting Committee

To the Mayor and City Council:

Attachments:
None

Action Options:

1. Nominate and elect three Council members to serve on Professional Consulting Committee.
2. Other action as may be deemed appropriate

Background:

Chapter 140 of the Municipal Code establishes a Professional Consulting Committee consisting of three City Council members that reviews and makes recommendation on the award of all professional services contracts when the fees for these services exceed \$10,000.

Professional services are defined as those services performed by and within the scope of the practice of accountants, architects, engineers, municipal planners, land surveyors, managerial consultants, attorneys and other independent services of like professional nature which may or may not be licensed and regulated by the State.

The following Council members have served in this capacity:

2015-2016: Jon Gilmore, Karen Evans and Gerald Settles
2014-2015: Jon Gilmore, Maude Harris and Bob Depro,
2013-2014: Jon Gilmore, Maude Harris and Bob Depro,
2012-2013: Mike Conway, Maude Harris and Tom Hedrick, and
2011-2012: Mike Conway, Maude Harris and Tom Hedrick

Staff requests the appointment of a Professional Consulting Committee to serve during the 2016-2017 term.

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

Subject: Council Appointment to Liquor License Review Board

To the Mayor and City Council:

Attachments:

None

Action Options:

1. Make appointment to Liquor License Review Board
2. Other action as may be deemed appropriate

Background:

The Liquor License Review Board created by Municipal Code Section 600.089, adopted in July 2014, hears and rules on appeals to the City Manager's suspension or revocation of a City liquor license.

The following Council members have served in this capacity:

2015-2016: Ryan Merideth
2014-2015: John Graham
Board created July 2014.

Council action is requested to fill this position.

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

To the Mayor and City Council:

Subject: Selection of Planning & Zoning Commission Representatives

Attachments:
None

Action Options:

- A. Confirm Mayor's service on Commission or name designee;
- B. Appoint member to serve as Council representative on Commission; or
- C. Other action as may be deemed appropriate

Background:

Municipal Code Chapter 130.1310 establishes an eleven-member Planning & Zoning Commission. This number includes the Mayor or his designee, and one other member of Council. The Planning & Zoning Commission is an advisory body charged with making recommendations on City's physical development, land use, general location of streets, public grounds and utilities. It also makes recommendation to Council on all zoning issues and subdivision development. The Planning & Zoning Commission meets on the first Tuesday of the month at 4 PM.

Council members who have served on the Planning & Zoning Commission are as follows:

2015-2016: Gerald Settles (Mayor's rep) and Bob Depro
2014-2015: Jon Gilmore (Mayor's rep) and Bob Depro
2013-2014: Jon Gilmore and Bob Depro
2012-2013: Kathy Teachout and Bob Depro
2011-2012: Mayor Pullen and Bob Depro.

Staff requests:

1. The Mayor confirms his intention of serving on the Planning & Zoning Commission. If not, Council will appoint a member to serve in his stead.
2. Council appoints a representative, from their members, to serve on the Commission.

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

Subject: Nomination and Election of Ex Officio Representative to the Board of Municipal Utilities Commission

To the Mayor and City Council:

Attachments:
None

Action Options:

1. Nominate and elect Council representative to serve as ex-officio member of the Board of Municipal Utilities Commission
2. Other action as may be deemed appropriate

Background:

Municipal Code Section 130.250 establishes an ex officio position on the BMU Board of Commissioners for a City Council representative. This position may be filled by the Mayor, Mayor Pro Tem, any Council Member, or the City Manager. The Commission provides general oversight over BMU operations which include the development, production, purchase and distribution of electricity and water, and operation of the City's sanitary sewer system. The Commission meets at 4:30 PM on the second Tuesday of each month.

Councilmembers who have served in this capacity include:

2015-2016: Maude Harris
2014-2015: Jon Gilmore
2013-2014: Steven Burch
2012-2013: Mike Conway
2011-2012: Tom Hedrick

Staff requests action taken on this appointment.

Council Letter

Council Letter: 16-04-16

Originating Department: Department of Governmental Services

To the Mayor and City Council:

Subject: Nomination and Election of DED Executive Board Representatives

Attachments:
None

Action Options:

- A. Confirmation of Mayor's service on DED Board:
 - 1) If the Mayor wishes to serve on the DED Board, no further action is required; or
 - 2) Mayor names a Council designee to serve in his position.
- B. Confirmation of Mayor Pro Tem's service on DED Board:
 - 1) If Mayor Pro Tem wishes to serve on DED Board, no further action is required; or
 - 2) Mayor Pro Tem names a Council designee to serve in his position.
- C. Nomination and election of Council representative to serve on the DED Board; or
- D. Other action as may be deemed appropriate.

Background:

Municipal Code Section 130.690, as amended, establishes a six-member DED Executive Board consisting of the Mayor, Mayor Pro Tem and a Council person. Other Board members include the BMU Board Chairman, BMU Board Vice Chairman and the Director of Municipal Utilities. This board is charged with promoting the City's economic development, including general oversight of the Sikeston Business, Education and Technology Park.

Prior year Council representatives include:

- 2015-2016: Mayor Burch, Mayor Pro Tem Depro and Councilman Gilmore
- 2014-2015: Mayor Pullen, Mayor Pro Tem Burch and Councilman Depro
- 2013-2014: Mayor Pullen, Mayor Pro Tem Harris, and Councilman Gilmore
- 2012-2013: Mayor Pullen, Mayor Pro Tem Bohannon, and Councilman Conway
- 2011-2012: Mayor Pullen, Mayor Pro Tem Teachout, and Councilman Bohannon

Staff requests Council action on these appointments.

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

Subject: Appointment of Council Representative to the Library Board of Trustees

To the Mayor and City Council:

Attachments:

None

Action Options:

1. Appoint ex-officio Council representative to the Library Board of Trustees
2. Other action as may be deemed appropriate

Background:

Municipal Code Section 130.590 establishes the Sikeston Library Board of Trustees, which consists of nine citizen members. This group is charged with general oversight of all municipal library operations. The Board meets on the first Monday of each month at 4:30 PM.

Council representation on the Board of Trustees follows:

2015-2016: Bob Depro
2014-2015: Bob Depro
2013-2014: Bob Depro
2012-2013: Bob Depro
2011-2012: Bob Depro

Staff requests appointment of a Council representative to the Library Board of Trustees.

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

Subject: Council Appointment to Sikeston Housing Authority Board

To the Mayor and City Council:

Attachments:
None

Action Options:

1. Council appointment of non-voting representative to the Housing Authority Board of Commissioners
2. Other action as may be deemed appropriate

Background:

Municipal Code Section 130.550 establishes the Sikeston Housing Authority's 5-member Board of Commissioners who is responsible for the management and operation of the Housing Authority. Council appoints an ex-officio member to attend Commission meetings held at noon on the second Tuesday of each month.

Past Council representation on the Commission follows:

2015-2016: Gerald Settles,
2014-2015: Kathy Teachout,
2013-2014: Kathy Teachout,
2012-2013: Kathy Teachout, and
2011-2012: Kathy Teachout.

Staff requests an appointment for Council's continued ex-officio representation on the Sikeston Housing Authority Board of Commissioners.

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

Subject: Council Appointment to Land Clearance Redevelopment Authority Commission

To the Mayor and City Council:

Attachments:
None

Action Options:

1. Make Council appointment of non-voting representative to the LCRA Commission
2. Other action as may be deemed appropriate

Background:

Municipal Code Section 130.1160 establishes the Land Clearance Redevelopment Authority Commission, which consists of five citizen members charged with redevelopment of areas identified in the City's redevelopment plan. The Commission meets on the third Monday of each month at 11:30 AM.

Council members who have served as an ex-officio representative include:

2015-2016: Karen Evans
2014-2015: Bob Depro
2013-2014: Steven Burch
2012-2013: Maude Harris
2011-2012: Mike Bohannon

Staff requests an appointment to the LCRA Commission.

Council Letter

Council Letter: 06-04-15

Originating Department: Department of Governmental Services

Subject: Council Appointment to Park Board

To the Mayor and City Council:

Attachments:
None

Action Options:

1. Council appointment of non-voting representative to the Park Board;
2. Other action as may be deemed appropriate

Background:

Municipal Code Section 130.500 establishes the Sikeston Park Board whose nine (9) citizen members are charged with the development of short and long range plans for the provision of park and recreational facilities, and making recommendation on policies and procedures associated with park operations and facility use. The Board meets at 5:15 PM on the second Monday of each month at the Clinton Building.

Council members who have served in this capacity include:
2015-2016: Maude Harris
Position created, April 2015.

Staff requests the appointment of a non-voting Council representative to the Park Board.

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

Subject: Council Appointments to Strategic Plan Implementation Commission

To the Mayor and City Council:

Attachments:
None

Action Options:

- A. Confirmation of Mayor or his Designee:
 - 1. If Mayor wishes to serve, no further action is needed, or
 - 2. Mayor names designee to fill his position on the Commission;
- B. Appointment of 2 members to fill Council positions on the Commission;
- C. Other action as may be deemed appropriate

Background:

City Code Section 13.980 establishes the Strategic Plan Implementation Commission's 7-member body, consisting of the Mayor, 2 Council members and 4 citizen appointees. The Commission is charged with promoting the findings and goals of the VISION Strategic Plan; making recommendations to Council on prioritization of municipal projects; providing assistance with implementation of the strategic plan; and communicating the plan's progress to the community. The Commission meets on the third Thursday of each month at 11:30 AM.

Council members who have served on the Commission include:

2015-2016: Mayor Burch, John Gilmore and Ryan Merideth
2014-2015: Mayor Pullen, Bob Depro and John Graham
2013-2014: Mayor Pullen, Bob Depro and Jon Gilmore,
2012-2013: Mayor Pullen, Bob Depro and Tom Hedrick, and
2011-2012: Mayor Pullen, Bob Depro and Tom Hedrick.

Staff requests Council action on these appointments.

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

Subject: Council Appointment to Public Safety Advisory Board

To the Mayor and City Council:

Attachments:

None

Action Options:

1. Make Council appointment to Public Safety Advisory Board
2. Other action as may be deemed appropriate

Background:

Municipal Code Section 130.800 establishes the Public Safety Advisory Board, consisting of eight citizens, a Council member and the Director of Public Safety (a non-voting member). The Board may recommend to the City Manager such administrative actions and to the City Council such legislative actions as believed necessary to increase the effectiveness of the Public Safety Department. The Board shall recommend such programs as believed necessary to enhance the public cooperation and acceptance of the Public Safety Department. It meets at 6 PM, bi-monthly.

Council members who have served on this board include:

2015-2016: Karen Evans
2014-2015: John Graham
2013-2014: Steven Burch,
2012-2013: Mike Conway, and
2011-2012: Mike Conway.

Staff requests a Council appointment to the DPS Advisory Board.

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

To the Mayor and City Council:

Subject: Appointments to Tourism Advisory Board

Attachments:
None

Action Options:

1. Appoint two Council Representatives to Tourism Advisory Board
2. Other action as may be deemed appropriate

Background:

City Code 130.870 establishes the Tourism Advisory Board. Consisting of seven members, two of which are Council members, it is charged with providing advice and recommendation on tourism marketing. This Board meets on the fourth Tuesday of the month at 4:30 PM.

Council members serving on this board include:

2015-2016: Ryan Merideth and Jon Gilmore
2014-2015: Steven Burch and John Graham
2013-2014: Bob Depro and Kathy Teachout,
2012-2013: Mike Bohannon and Kathy Teachout, and
2011-2012: Maude Harris and Mike Bohannon.

Staff is seeking two Council appointments.

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

Subject: Council Appointment to Stormwater Management Board

To the Mayor and City Council:

Attachments:

None

Action Options:

1. Council appointment of representative to the Stormwater Management Board
2. Other action as may be deemed appropriate

Background:

The Stormwater Management Board meets on an as-needed basis to consider actions for municipal compliance with DNR Stormwater Management Regulations and to design/implement on-going public education campaigns. It is composed of a Council representative, members of all City Departments and a representative from the BMU.

Council members who have served on this board include:

2015-2016: Gerald Settles
2014-2015: John Graham
2013-2014: Maude Harris (Partial Term)
2012-2013: Tom Hedrick, and
2011-2012: Tom Hedrick.

Staff requests an appointment this board.

Council Letter

Council Letter: 16-04-15

Originating Department: Department of Governmental Services

Subject: Council Appointment to Capital Improvements Plan Evaluation Committee

To the Mayor and City Council:

Attachments:

None

Action Options:

1. Council appointment to Capital Improvements Plan Evaluation Committee,
2. Other action as may be deemed appropriate

Background:

In December 2014 the Capital Improvements Plan Evaluation Committee was created. It consists of the City Manager, all department heads, and a member of City Council. The Committee's purpose is to evaluate and rank capital project submissions. Project rankings will be communicated in the City's Annual Capital Plan (submitted to Council each December), and are used to determine capital purchase priorities and future funding requirements.

Council member(s) who have served in this position include:

2015-2016: Mayor Burch

Position created December 2014.

Staff requests a Council appointment be made to this committee.

Council Letter

Date of Meeting: April 15, 2016

Originating Department: City Manager

To the Mayor and City Council:

Subject: Council Meeting Calendar Items

Attachment(s): None

Action Options:

1. Briefing Only
2. Other Action Council May Deem Necessary

Background:

There are a few upcoming calendar items needing Council review:

1. The Mayor and City Manager have discussed possibly holding a State of the City presentation in mid/late June.
2. This year, the regular Council meeting in July would fall on Independence Day. Staff requests Council direction regarding whether to reschedule or cancel that meeting.
3. The Mayor has suggested holding the Council's annual goal setting session in late August or September, after school starts.