

City of Hannibal

OFFICIAL COUNCIL AGENDA

**Tuesday April 6, 2021
Council Chambers
7:00 p.m.**

ROLL CALL

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES

**Closed Session Minutes – January 5, 2021
Regularly Scheduled Council Meeting – March 16, 2021**

APPROVAL OF PAYROLL AND CLAIMS

Second Half – March 2021

MELISSA CUMMINS – MARK TWAIN HOME FOUNDATION

**Re: Request, Street Closures, Use of City Owned Property, Sale & consumption of Alcohol
on City owned Property – Music Under the Stars**

(Thursday – Weekly – June 3 – August 26, 2021)

5:00 p.m. – 10:00 p.m.

TOM RUPP & BRAD KURZ – MARK TWAIN AREA HABITAT FOR HUMANITY

Re: Request, Waive of Building Permit Fees

Habitat Home – 250 North Hawkins

MELONIE NEVELS, EXECUTIVE DIRECTOR – 2 RIVERS INDUSTRIES, INC.
Re: 2020 Annual Report & Operations Update

JAMES LEMON – CITY ATTORNEY
Re: Code Amendment, Chapter 4, *Animals*
(Bill No. 21-008, to follow)

ANDY DORIAN – DIRECTOR, CENTRAL SERVICES
**Re: Request, Bid Waiver & Purchase Approval – Anne Dorsey Park Playground
Equipment**
Hutchinson Recreation and Design - \$68,250

Re: Sodalis Nature Preserve, Prefabricated Restroom – Contract Agreement
CXT, Inc. - \$83,145
(Resolution No. 2328-21, to follow)

**Re: Hannibal Regional Airport Business Plan – State Aviation Trust Fund Project
Consultant Agreement**
Jviation, Inc. - \$75,000
(Resolution No. 2329-21, to follow)

Re: Hannibal Regional Airport Business Plan – Airport Aid Agreement
Missouri Highways & Transportation Commission - \$67,500
(Resolution No. 2330-21, to follow)

**Re: Street Vacation – Undeveloped Street Lying in Part of Shepherd Place, Extended
*Elden Avenue***
Debra & Randall Hurt
(Bill No. 21-007, to follow)

**Re: Sale of City Owned Property, 1106 Fulton Avenue – Agreement for Transfer of Real
Estate & Special Warranty Deed**
Cynthia Ditch - \$500, plus costs
(Resolution No. 2332-21, to follow)

**Re: Acceptance of Donated Property, 1906 Church Street – Settlement Agreement &
Release & General Warranty Deed**
Darold Garner
(Resolution No. 2333-21, to follow)

KAREN BURDITT – DIRECTOR OF FINANCE
Re: Five-Year Capital Improvement Plan – 2022-2026
(Resolution No. 2331-21, to follow)

Re: Lakeside Drive Extension – Governor’s Transportation Cost Share Agreement
Missouri Highways & Transportation Commission - \$835,000
(Bill No. 21-006, to follow)

Re: Approval, Fiscal Year 2020/21 Budget Schedule

- *May 4th – Distribute Budget & Request to Set Public Hearing*
- *May 19th – CWC – Budget Workshop – 5:30 p.m.*
- *June 1st – Public Hearing – 6:45 p.m. & 1st Readings*
- *June 15th – Final Readings & Adoption of Budget*

GAIL BRYANT – DIRECTOR, HCVB

Re: Payroll Amendment No. 2

Position

Sales Manager - FT

Visitor Center Associate - PT

Salary

\$28,290 Annual - \$13.60/hour

\$11.38/hour

(Bill No. 21-009, to follow)

RESOLUTION NO. 2328-21

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING
THE MAYOR TO EXECUTE A CONTRACT AGREEMENT
BETWEEN THE CITY AND CXT, INC IN THE AMOUNT OF \$83,145
FOR THE PREFABRICATED CONCRETE RESTROOM FOR THE
SODALIS NATURE PRESERVE**

RESOLUTION NO. 2329-21

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING
THE MAYOR TO EXECUTE A STATE AVIATION TRUST FUND
PROJECT CONSULTANT AGREEMENT IN THE AMOUNT OF
\$75,000 BETWEEN THE CITY AND JVIATION, INC A WOOLPERT
COMPANY FOR THE DEVELOPMENT OF THE HANNIBAL
REGIONAL AIRPORT BUSINESS PLAN**

RESOLUTION NO. 2330-21

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE A MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION AIRPORT AID AGREEMENT IN THE AMOUNT OF \$67,500 BETWEEN THE CITY AND THE MISSOURI HIGHWAYS COMMISSION FOR FUNDING FOR THE DEVELOPMENT OF THE HANNIBAL REGIONAL AIRPORT BUSINESS PLAN

RESOLUTION NO. 2331-21

A RESOLUTION OF THE CITY OF HANNIBAL, MISSOURI, APPROVING AND ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FOR THE YEARS 2022-2026

RESOLUTION NO. 2332-21

A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING THE MAYOR TO EXECUTE A SPECIAL WARRANTY DEED AND AGREEMENT FOR TRANSFER OF REAL ESTATE BETWEEN THE CITY AND CYNTHIA DITCH FOR THE SALE OF CITY OWNED PROPERTY, KNOWN AS 1106 FULTON AVENUE IN THE AMOUNT OF \$500, PLUS COSTS

RESOLUTION NO. 2333-21

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING
THE MAYOR TO ACCEPT AND EXECUTE A GENERAL
WARRANTY DEED AND SETTLEMENT AGREEMENT AND
RELEASE FOR THE ACQUISITION OF DONATED PROPERTY,
KNOWN AS 1906 CHESTNUT STREET TO THE CITY FROM
DAROLD GARNER**

BILL NO. 21-006

**AN ORDINANCE OF THE CITY OF HANNIBAL AUTHORIZING
THE MAYOR TO EXECUTE A GOVERNOR'S TRANSPORTATION
COST SHARE AGREEMENT WITH THE MISSOURI HIGHWAYS
AND TRANSPORTATION COMMISSION IN THE AMOUNT OF
\$835,000 RELATIVE TO, LAKESIDE
DRIVE EXTENSION PROJECT**

First Reading

BILL NO. 21-007

**AN ORDINANCE OF THE CITY OF HANNIBAL VACATING A
PORTION OF AN UNDEVELOPED STREET LYING IN PART OF
SHEPHERD PLACE EXTENDED, CITY OF HANNIBAL, MARION
COUNTY, MISSOURI**

First Reading

BILL NO. 21-008

**AN ORDINANCE AMENDING CHAPTER 4, ANIMALS OF THE
ORDINANCES OF THE CITY OF HANNIBAL, AMENDING,
CERTAIN SECTIONS, INCLUDING NEW SECTIONS AND
AMENDING CERTAIN DEFINITIONS**

First Reading

BILL NO. 21-009

**AN ORDINANCE OF THE CITY OF HANNIBAL AMENDING THE
FISCAL YEAR 2020/2021 PAYROLL ORDINANCE NO. 2,
RELATIVE TO AN INCREASED NEED FOR STAFFING AT THE
HANNIBAL CONVENTION AND VISITORS BUREAU TO SUPPORT
THE DEMAND IN VISITATION, INQUIRIES AND MEETING
PLANNING, CREATING A FULL-TIME SALES MANAGER
POSITION AND PART-TIME VISITOR CENTER ASSOCIATE
POSITION**

First Reading

CLOSED SESSION

In Accordance with RSMo. 610.021 (1) & (2)

ADJOURNMENT



Return to:
Office of the City Clerk
Attention: Debbie White
320 Broadway
Hannibal, Mo 63401
Phone (573) 221-0111 ext.221
Fax (573) 221-8191

SPECIAL EVENT APPLICATION

Today's Date: 3-11-21 Date you wish to be placed on Agenda: 4-6-21

Your Organization: Mark Twain Home Foundation Special Event: Music Under the Stars

Date(s) of Event: June 3 - Aug 26 Requested Times (from - to) 5-10 pm

Description of Activity: Live music on pedestrian area of Hill Street.
Alcohol = open container, Street closure of Hill from Main to
3rd Street every Thursday - June 3 - Aug 26

Primary Contact Person(s): Melissa Cummins Home Phone: 573-995-4559

Work Phone: 573-221-9010 Cell Phone: 795-4559 E-mail melissa.cummins@marktwainmuseum.org

Assistance Needed (location, etc.) 3 barricades - We can
set up and remove prior and following concerts.
Site of alcohol and consumption on city owned property; street closure
N. 3rd to alleyway

DEPARTMENTAL COMMENTS:

Police: No cost to HPD Dept. Cost _____

Fire: No problems with this event Dept. Cost _____

Public Works: _____ Dept. Cost _____

Building Inspector: No comment Dept. Cost _____

Parks: No Objections Dept. Cost _____

Street: No Objections Dept. Cost _____

Tourism: No Comments

Dept. Cost

Administration: Must clean up all trash with
place additional receptacles.

Dept. Cost

Approval upon certificate of insurance *JK*

STAFF RECOMMENDS: Approval upon receipt of invoice

OK by City Clerk

Dates: June 3

June 10

June 17

June 24

July 1

July 8

July 15

July 22

July 29

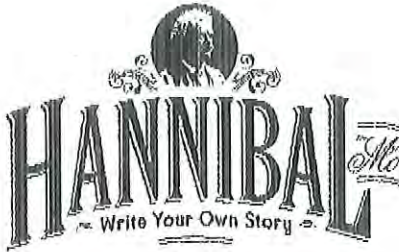
Aug 5

Aug 12

Aug 19

Aug 26

Office of City Clerk



Angelica N. Vance

**City Council Request to Speak
First and Third Tuesday of each Month
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: March 10, 2021
Date you wish to be placed on Agenda: April 1, 2021
Name: Melissa Cummins
Address: 120 N. Main Hannibal, MO 63401
Phone Number: 573-221-9210 extension 404

April 1st

Subject Matter: Music Under the Stars 2021
Thursdays, June - August

3-10-21
Date

Melissa Cummins
Speaker's Signature

**Speakers shall be allowed up to a maximum of a (5) minute presentation.
Speakers shall adhere to the above stated subject matter.**

**"Deadlines subject to change based on holiday schedule, etc", contact the
Clerk's office for official deadline relating the specific meeting.
(573)221.0111, ext. 209**

**City of Hannibal 320 Broadway, Hannibal, MO 63401
P 573.221.0111 F 573.221.8191
www.hannibal-mo.gov**



CITY OF HANNIBAL

Special Event Safety Plan

Questions or Inquiries: Contact Hannibal Fire Department @ 573-221-0657

I. GENERAL

Event Name Music Under the Stars Date of Event June 3 - August 26, 2021
 Location/Address/Facility Name Hill Street, Main to 3rd Street
Hannibal, MO
 Expected Number of Attendees: 250 - 900

II. PURPOSE

- A. This emergency action plan predetermines actions to take before and during the event in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for and those required during an emergency.
- B. Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Fire, Medical Emergencies, Severe Weather, or situations where Law Enforcement is required.

III. ASSUMPTIONS

The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Fire & Rescue, Emergency Medical Services, and Police.

IV. BASIC PLAN

A. EAP Event Representative

The EAP event representative will be identified as the point of contact for all communications regarding the event. This person is identified as:

Primary Contact: Melissa Cummins
 Cell Phone: 573-795-4559

E. Medical Emergencies

- 1. As with any event, there is a potential for injury to the participants. The types of injuries are various and include those that are heat-related as well as traumatic injuries
- 2. Are there limited provisions for on-site Emergency Medical Services at this event?
 Yes No
- 3. Should an incident occur that requires Emergency Medical Services, contact as indicated to this this resource. The caller will have the following information ready: Nature of emergency, precise location and contact person with callback number
 On-site EMS officer or 911 Dispatch

F. Law Enforcement

- 1. Has a need for constant Law Enforcement presence been identified at this event?
 Yes No
- 2. Should an incident occur that requires Law Enforcement, contact as indicated below to request this resource. Have the following information ready: Nature of emergency, precise location and contact person with callback number.
 On-site Security or 911 Dispatch for Law Enforcement

G. Emergency Vehicle Access

- 1. Access to emergency vehicles will be maintained at all times.
- 2. Fire lanes and fire hydrants will not be obstructed.
- 3. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks, or public throughways.
- 4. Crowd control will be managed by:
 Staff or On-site Security

V. CONTACT INFORMATION

Primary Contact: Melissa Cummins

Cell Phone: 573-795-4559

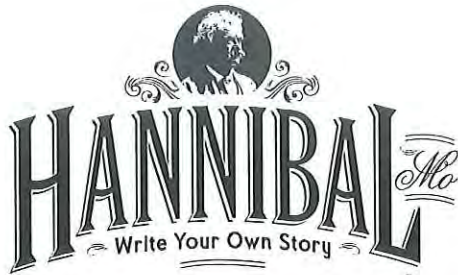
Secondary Contact: James Lundgren

Cell Phone: 507-993-9166

Dial 911 in case of emergency

VI. EVENT AREA MAP (attach next page)

Office of City Clerk



Angelica N. Zerbonia

**City Council Request to Speak
First and Third Tuesday of each Month
Deadline is 4:00 p.m. Thursday prior to City Council Meeting**

Today's Date: 03.30.2021

Date you wish to be placed on Agenda: 04.06.2021


Name: JDM Rupp Brad Kurz -Mark Twain Area Habitat for Humanity

Address: _____

Phone Number: (573) 406-8893

Subject Matter: Request Waiver of Building Permit Fees
250 N. Hawkins - Habitat Home

03.30.2021
Date

see phone to com
Speaker's Signature 

**Speakers shall be allowed up to a maximum of a (5) minute presentation.
Speakers shall adhere to the above stated subject matter.**

**"Deadlines subject to change based on holiday schedule, etc", contact the
Clerk's office for official deadline relating the specific meeting.
(573)221.0111, ext. 209**



March 19, 2021

City of Hannibal
Hannibal City Council
320 Broadway
Hannibal, MO 63401

Re: 2020 Annual Reports

Dear City Council Members:

I apologize for the failure to provide the annual report by the date designated in the agreement, it is noted and will be provided on time in the future.

Restrictions

The pandemic has provided many challenges for 2 Rivers Industries, Inc., just as it has for everyone in the nation and beyond. On August 3rd, we reopened 2 Rivers Industries, Inc. with restrictions as recommended by the OSHA and CDC standards and required by the Department of Elementary and Secondary Education.

These restrictions are as follows and were sent to all media outlets in our area prior to opening and posted on our website.

1. Recycling Drop-Off hours will start at 7:30 a.m. Monday – Friday and will remain open until available hoppers are full or 1:30 p.m.
2. All materials that are dropped off by the community will be required to have a wait time. During the wait time, the materials must sit, untouched by employees, for the recommended time before any employee can sort the materials. All hoppers will be sealed once they are filled and marked with the date and time and removed from the front area of the building.
3. Plastic will NOT be accepted at this time. This will be evaluated on a regular basis and changed as it is safe and feasible to do so.
4. Cardboard will be accepted; however, it must be free of contaminated items (food, plastic, Styrofoam, etc.) and broken down and folded flat. Once flat, the customer can place the cardboard into the designated hopper as specified by 2 Rivers staff. When a hopper is full, the hopper will start its wait time. Cardboard wait time is 24 hours.

2 Rivers Industries, Inc.

659 Clinic Road | Hannibal, MO 63401

Phone: (573) 221-3211 | Fax: (573) 221-1321

Email: mnevels@2riversind.org

Website: www.2riversind.org

5. Paper Products will be accepted; however, it must be free of contaminated items (plastic wrap/bags and other foreign materials). All paper must be dry, no wet paper will be accepted to eliminate mold growth during wait times. Additionally, multiple paper collection containers will be available; mixed paper, magazines/books and office paper will be separated on-site. Paper wait time up to 5 days.
6. Electronics will be accepted, with no restrictions.
7. Metal products will be accepted, separate hoppers will be provided for aluminum cans, steel cans and misc. metals. General metal wait time is 5 days. Aluminum wait time 2-8 hours.
8. Glass, Food Grade only will be accepted. Glass wait time up to 5 days.
9. No non-recyclable materials will be accepted.
10. No items will be placed on the ground, all items must be placed in the appropriate collection container.
11. 2 Rivers staff will be present during collection to provide direction and answer questions. (This has been slightly modified due to weather, however staff does make frequent visits to assist customers.)

Staffing

Of the twenty-four employees that were employed at 2 Rivers Industries, Inc. upon re-opening only seven (7) could return to work, this is because of the regulations established by the homes governing agencies. In the beginning of 2021, two more individuals were allowed to return bringing our current number of employees to nine (9). I have been in contact with the homes of the remaining individuals and all of them are working to plan guidelines that will allow those employees to return to work in the coming months.

Materials Processed

As expected, with the restrictions due to the pandemic, the materials processed have decrease over previous years. A chart by materials is provided below:

	August 3 to December 31 (in Tons)		
	2019	2020	% Decrease from 2019
Cardboard	98.23	60.641	38.27%
Mixed Paper	37.985	27.08	28.71%
Shredded Paper	8.329	2.502	69.96%
Plastic #1	10.5255	0	100.00%
Plastic #2	9.657	0	100.00%
Plastic - Natural	2.1275	0	100.00%
Plastic 3-7	2.948	0	100.00%
Misc. Metal	5.5355	8.5995	-55.35%
Glass*		14.106	

Total	175.3375	112.9285	35.59%
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*Glass totals are for all of 2020 and include January and February of 2021

Please Note: Weights are only recorded after the materials have been processed and baled. These numbers do not reflect the amount of materials that are in their wait time for processing or not processed yet.

2021 Holiday Schedules

Below is a list of the 2021 Holiday Schedule. These are dates that 2 Rivers Industries, Inc. will be closed in observation of the applicable holidays.



2021 Holiday Schedule

2 Rivers Industries, Inc will be closed the following days:

Friday, January 1, 2021	New Years Day
Monday, January 18, 2021	Martin Luther King Jr. Day
Monday, February 15, 2021	Washington's Birthday
Monday, May 31, 2021	Memorial Day
Monday, July 5, 2021	Independence Day
Monday, September 6, 2021	Labor Day
Thursday, November 25, 2021	Thanksgiving Day
Friday, November 26, 2021	Day After Thanksgiving
Friday, December 24, 2021	Christmas Eve
Friday, December 31, 2021	New Years Eve

Respectfully Submitted,

Melonie G. Nevels
Executive Director

MEMO

To: Hannibal City Council

From: City Attorney

Re: Proposed Revisions to Animal Control Ordinances

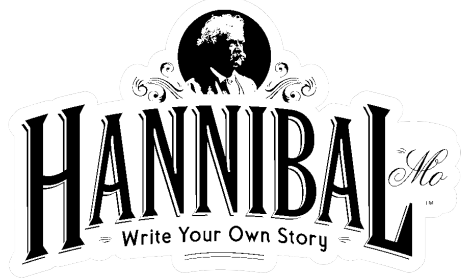
As you know we have been working on a re-haul of the Animal Control Ordinances. I've lost track, but this is either the third or the fourth time we have taken a stab at this.

A good bit of this is more for clarity and modernization. However, there are some areas that are fairly major changes.

1. Revisions and updates to definitions.
2. Clarification of the use of Community Service Officers.
3. Clarification of dangerous animals (non-domestic), not being allowed inside the City limits except under very limited circumstances.
4. New sections on tethering under section 4-72, and housing on 4-73.
5. Including licensing requirements to cover ferrets and pot bellied pigs. I know this may be controversial, but there are multiple examples of both inside the City limits. We need to set out some basic rules, or if not, then start taking action to eliminate both from the City. I suggest that setting out basic rules is the better approach.
6. Clarification of the vaccination rules to better take into account the modern methods of vaccination.
7. Modification of the animal rules to take into account ferrets and pot bellied pigs.
8. Special requirements for pot bellied pigs under section 4-113. These were taken from as I recall City of Columbia's ordinances.

Jfl

Andrew Dorian
Director of Central Services
City of Hannibal
320 Broadway
Hannibal, MO 63401
Ph: 573-221-0154
Email: adorian@hannibal-mo.gov



TO: City Clerk, City Manager, City Council and Mayor

FROM: Andrew Dorian

DATE: 3/22/2021

RE: Ann Dorsey Playground

The Hannibal Parks and Recreation Department has been working on a plan to develop Ann Dorsey Park. We will be installing a new shelter, sidewalks and playground to the site. Prior to Covid we had decided to work with Girl Scout Troop 9012 on this project. The girls came to a Park Board Meeting and made a presentation to the Board about wanting to add more playground equipment. We decided at that meeting to allow the girls to pick the future playground

The Parks Department solicited proposals from multiple playground manufacturing firms. We asked each playground company to send us a proposal for playground equipment for \$50,000 not including installation.

Playgrounds are not typically bid out because manufactures all have their own proprietary equipment. Putting together a true apple to apples bid spec is impossible to do. Request for proposals are the typical way cities select playground equipment.

We sent all the playground options to the Girl Scouts and they had a lengthy discussion at one of their meetings looking over all the different playgrounds. We were able to provide the girls 20 different playground proposals to pick from. In the end they selected a playground from Hutchinson Recreation & Design for approval.

Final Cost is \$50,000 for the equipment plus \$18,250 for installation totaling \$68,250.

The Hannibal Parks & Recreation Department would like to request a bid waiver and approval of the \$68,250 playground & installation from Hutchinson Recreation & Design for new playground equipment at Ann Dorsey Park.

**Anti-Microbial Paint Options
Available at No Extra Cost**

Reverse View

**All New Slides/Climbers
Throughout**

**Multi-Deck Climbing
Circuit**

Boulder Climber

**All-Inclusive
Miracle Museum**

Music Area

Dome Climber

Spinning Seats

Final Colors TBD

This is only a picture actual equipment color and surfacing layout may vary.



**Anne Dorsey Park
Option B**

Hutchinson Recreation & Design
Ph: (800) 848.5616 - www.hutchinson-recreation.com





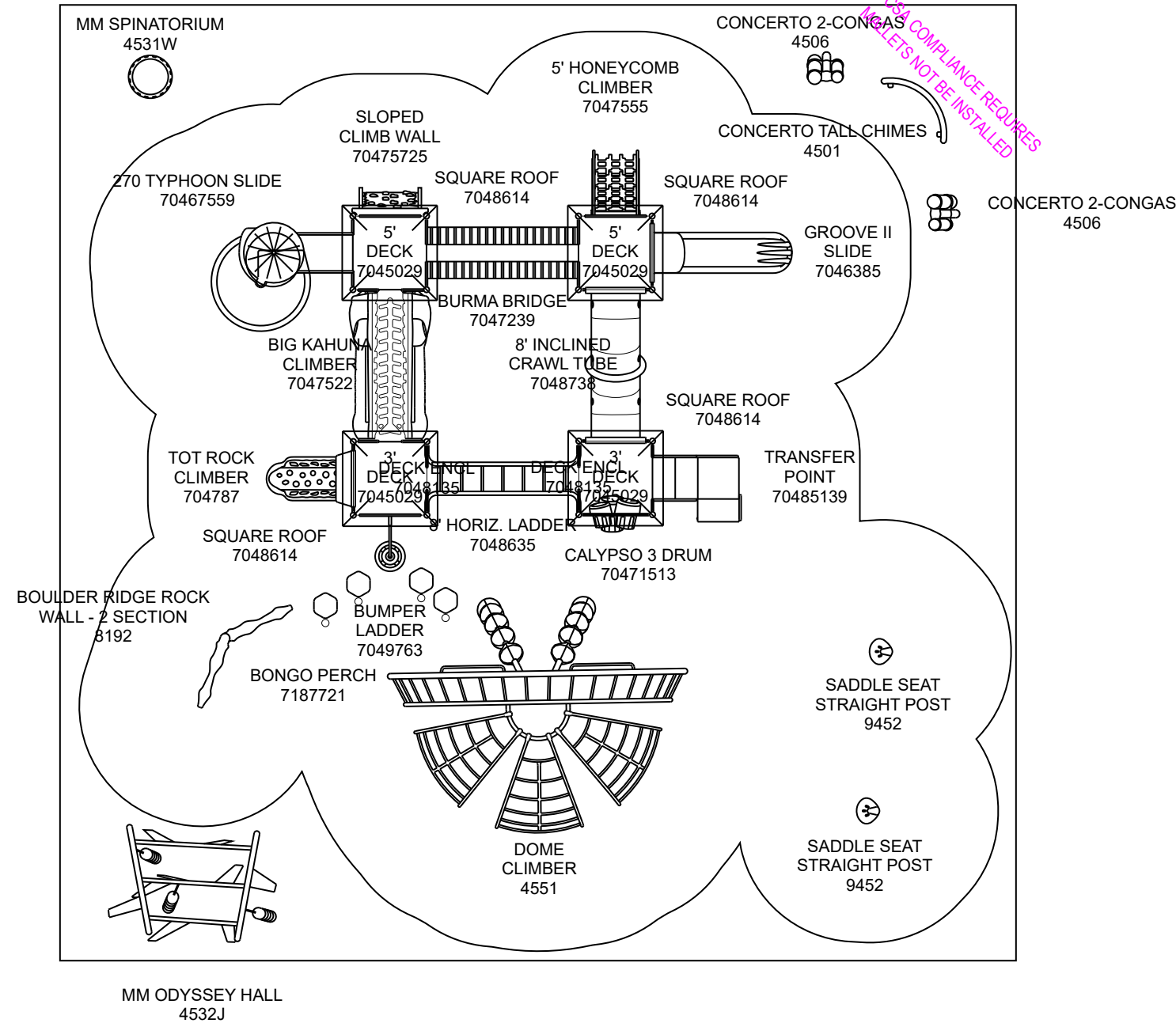






Anne Dorsey Park - Opt B Hannibal, MO

AGE GROUP:	5-12	FOR KIDS AGES	5-12
ELEVATED PLAY ACTIVITIES - TOTAL:	10	REQ'D	5
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY TRANSFER:	10	REQ'D	0
ELEVATED PLAY ACTIVITIES ACCESSIBLE BY RAMP:	0	REQ'D	0
GROUND LEVEL ACTIVITY TYPE:	6	REQ'D	3
GROUND LEVEL QUANTITY:	14	REQ'D	3



CPA COMPLIANCE REQUIRES
MILETS NOT BE INSTALLED



To verify product certification, visit www.ipema.org



HUTCHINSON RECREATION & DESIGN
 1000 EDGEWATER PT STE 101
 LAKE SAINT LOUIS, MO
 PHONE NO: (314) 436-5000
 FAX NO: (314) 332-2877
 GROUND SPACE: 49'-6" x 50'-6"
 PROTECTIVE AREA: 49'-6" x 48'-6"
 DRAWN BY: Brad Hutchinson
 DATE: 2/1/21

R0043_44228365466	
✓	COMPLIES TO ASTM/CPSC
✓	COMPLIES TO ADA

To promote safe and proper equipment use by children. Miracle recommends the installation of either a Miracle safety sign or other appropriate safety signage near each playsystem's main entry point(s) to inform parents and supervisors of the age appropriateness of the playsystem and general rules for safe play.

THE PLAY COMPONENTS IDENTIFIED IN THIS PLAN ARE IPEMA CERTIFIED. THE USE AND LAYOUT OF THESE COMPONENTS CONFORM TO THE REQUIREMENTS OF ASTM F1487.
 AN ENERGY ABSORBING PROTECTIVE SURFACE IS REQUIRED UNDER & AROUND ALL PLAY SYSTEMS



HUTCHINSON RECREATION & DESIGN
 1000 EDGEWATER PT STE 101
 LAKE SAINT LOUIS, MO 63367

BID B

Name/Address		
Hannibal Park Department 320 Broadway Hannibal, MO 63401 Andy Dorian		
Date	Quotation #	REP
03/04/21	11013	CRH

Terms
Net 15

Quantity	Description	Total
	Miracle Playground Delivered Freight. Unload/storage by city	50,000.00T
	Option: Installation of equipment add \$18,250.00. City to have site to dirt base and install surfacing after install complete. Tax Exempt	0.00

The acceptance signature below serves as authorization to order the items quoted & indicates acceptance of the listed prices and payment terms enclosed. Signature will not substitute for a Purchase Order.

Total	\$50,000.00
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Unloading, storage and installation of equipment upon arrival is not included in above pricing unless specifically noted on quote.

Acceptance Signature: _____

Printed Name: _____

Phone: (800) 848.5616

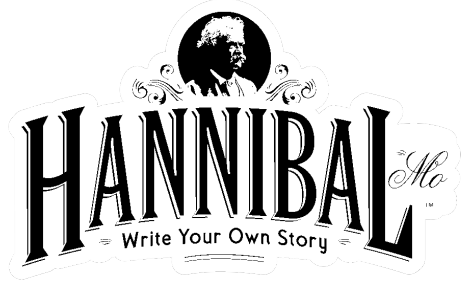
www.hutchinson-recreation.com

Fax: (314) 332.2877

NOTE: Purchase orders & checks for equipment should be made out to Hutchinson Recreation & Design.

Andrew Dorian
Director of Central Services
City of Hannibal
320 Broadway
Hannibal, MO 63401
Ph: 573-221-0154
Email: adorian@hannibal-mo.gov

Fax: 573 221-0707



TO: City Clerk, City Manager, City Council and Mayor

FROM: Andrew Dorian

DATE: 3/11/2021

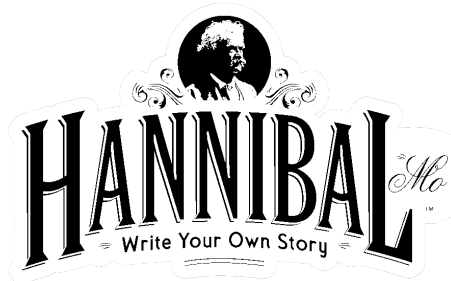
RE: Sodalis Restroom Structure Bid Award

We recently opened bids for the pre- fabricated concrete restroom for the Sodalis Nature Preserve Project. We received 1 bid of \$83,145 submitted by CXT Inc,.

The restroom is similar to the one located in Kiwanis Park. The restroom comes fully constructed and is placed on a pad that will be built by George Lee, Jr Construction.

The Parks Department recommends the low bid of \$83,145 from CXT, Inc for the pre fabricated concrete restroom for the Sodalis Nature Preserve.

Andrew Dorian
Director of Central Services
City of Hannibal
320 Broadway
Hannibal, MO 63401
Ph: 573-221-0154
Email: adorian@hannibal-mo.gov



TO: City Clerk, City Manager, City Council and Mayor

FROM: Andrew Dorian

DATE: 3/22/2021

RE: Airport Business Plan & Highways Commission Aid Agreement

The City of Hannibal and Hannibal Board of Public Works would like to enter into mutual agreements for the development of an Airport Business Plan.

The City of Hannibal will enter into a State Aviation Trust Fund Project Consultant Agreement with Jviation, a Woolpert Company. Jviation is currently the city's airport consulting engineer. As part of the agreement DSG Advisors will act as a subconsultant for Jviation.

The goal of the project is to seek assistance in developing an Airport Business Plan for the Hannibal Regional Airport that will guide strategic economic development at the airport over the next 3-5 years.

The business plan will include.

1. Asset Inventory
2. Gap Analysis
3. Value Proposition
4. Messaging
5. Marketing Outreach.

The objective of this plan is to identify investment opportunities that align with the airport but also compliment the regional economy.

In conjunction with the State Aviation Trust Fund Agreement the City will enter into a Missouri Highways & Transportation Commission Airport Aid Agreement for the funding of the project. The grant is 90% funded by the state and 10% funded by the local entity. The State will pay for \$67,500 of the agreement and the Board of Public Works will pay for \$7,500.

The Department of Public Works and Board of Public Works recommend that the City Council authorize the Mayor to sign a \$75,000 State Aviation Trust Fund Project Consultant Agreement with Jviation, a Woolpert Company for the development of the Airport Business Plan.

The Department of Public Works and Board of Public Works recommend that the City Council authorize the Mayor to sign a \$67,500 Missouri Highways and Transportation Commission Airport Aid Agreement for funding for the airport business plan.



MEMORANDUM

To: Mayor and City Council
From: Edie Graupman DPW Management Assistant
Re: Elden Avenue Street Vacation
Date: March 19, 2021

Debra and Randall Hurt who owns property at 3200 Roosevelt Drive and the neighboring vacant lot addresses as Highway 36 submitted a Street Vacation request to the Planning and Zoning Commission asking for the undeveloped street located between their property to be vacated.

As evidenced in the photo, Debra and Randall's property runs along both sides of the street in question. Debra and Randall were the only needed signature on the application since their property is the only property to touch on all side of the street that is asking to be vacated.



The DPW contacted all departments within the City about the alley vacation. There are no objections from any departments, including the Board of Public Works or Liberty Utilities.

The Planning and Zoning Committee heard this request at their meeting on Thursday, March 18, 2021 and there were no objections for this request. Mark Bross with Klingler and Associates also reviewed the request for the alley vacations prior to the P&Z meeting, he too had no objections.

- In the photo the area in red is the landowner's property
- The area in blue is the street being requested to be vacated



MEMORANDUM

To: Mayor and City Council
From: Edie Graupman, DPW Management Assistant
Re: Selling of 1106 Fulton
Date: March 22, 2021

Cynthia Ditch wishes to purchase 1106 Fulton, a lot that was acquired from the Marion County Trustee Sale. Ms. Ditch owns the neighboring lot at 1108 Fulton so this will be an addition to her property and she will be doing a minor sub of the two lots and building a garage in the future.

A letter report was ran to determine whether liens or other title clouds existed. The report suggests a clean title. The Council stipulated a \$500.00 sale and a Special Warranty Deed that states the following covenants:



COVENANTS AND RESTRICTIONS

Subject however, to the following covenants and restrictions:

1. The property shall be kept maintained in accordance with the requirements of applicable laws and ordinances. The property shall be kept mowed at a minimum to the standards established by ordinance. Any structures on the home shall be maintained in such a manner as to comply with all applicable ordinances, and under no circumstances shall they be allowed to reach the status of a common law public nuisance or a nuisance in violation of Hannibal City Ordinances.
2. The property shall be utilized on in accordance with the laws of the State of Missouri and the zoning ordinances of the City of Hannibal. No unlawful uses shall be allowed.
3. All taxes on the property, including federal, state, county or city shall be kept paid and current at all times.

4. These covenants and restrictions shall touch and concern the land, and shall be binding upon all subsequent title holders.

This Resolution would authorize the Mayor to execute the Transfer of Real Estate and Special Warranty Deed, with the sale price of \$500.00 plus recording fees.



MEMORANDUM

To: Mayor and City Council

From: Edie Graupman, Mgmt. Asst. for the Dept. of Public Works

Re: Acceptance of Donated Property

Date: March 18, 2021

Darold Garner, the property owner of 1906 Chestnut wishes to donate his property to the City.

In February 2021, a fire occurred at this property and extensive damages were sustained to the home that the property owner cannot repair. The City agreed to do the demolition of the home and in lieu of the liens, the City would accept the property as a donation. The City has also received a check from the insurance company to help pay for the expenses incurred for the demolition of the home.



The property owner has signed all the necessary paperwork.



MEMORANDUM

To: City Council

From: Lisa Peck, City Manager

Re: Consideration of 5-Year Capital Imp. Plan 2022-2026

Date: March 19, 2021

On March 18, 2021, the Planning and Zoning Commission received/reviewed the proposed Five-Year Capital Improvement Plan covering years 2022-2026. The Commission unanimously approved the plan, and recommends it be considered for vote by the City Council.



CITY OF HANNIBAL

MEMORANDUM

To: Mayor and City Council

From: Lisa Peck, City Manager

**Re: Ordinance Authorizing Amendment to the May 16, 2008 Agreement with MoDOT
Aviation Relative to Airport Funding**

Date: March 22, 2021

This project is the extension of Lakeside Drive in the Lakeside Business and Technology Park for future development and to provide access to the Hannibal Board of Public Works substation. The estimated eligible cost of the project is \$1,000,000, with the Governor's Cost Share Grant providing \$835,000 of that amount.



MEMORANDUM

TO: Mayor Hark and Members of the City Council
FROM: Karen Burditt, Director of Finance
DATE: April 6, 2021
SUBJECT: 2021/2022 Budget schedule

I propose the following budget schedule for review and approval of the 2022 budget:

Tuesday, May 4 – I will submit the budget to City Council and ask to set budget hearing for Tuesday, June 1.

Wednesday, May 19 – Budget workshop – typically 60-90 minutes

Tuesday, June 1 – Hold public hearing at 6:45; approval of first reading

Tuesday, June 15 – Final reading and approval of 2021 budget

I ask for your approval of this schedule and the Committee of the Whole Council (CWC) budget workshop on Wednesday, May 19 at 5:30 p.m.

Gail Bryant, CTIS
Director



Megan Rapp, CTIS
Assistant Director

MEMORANDUM

DATE: March 29, 2021
TO: Mayor James Hark and Members of City Council
CC: Lisa Peck, City Manager
FROM: Gail Bryant, Director of Conventions & Tourism
REGARDS: Budget Amendment/Staffing Additions

STAFFING ADDITIONS

Due to the 2020 pandemic, we reduced staffing significantly in our FY2021 budget because of the restrictions put on travel. This year, we are already experiencing an increase of visitors and group/convention inquiries. We expect that to continue throughout the year due to the number of vaccinations being administered.

With that, we need to increase staffing levels to serve the visitor demand. We, again, will be open seven days a week, along with staffing the Molly Brown Birthplace and Museum for the season, and now due to a relocation out of the area will need to fill our group sales position.

We would like to request City Council approval to add two staffing positions: one part-time Visitors Center Associate; and one full-time Sales Manager to provide services to the increase in visitation, inquiries and bookings. The job descriptions outline the of duties for each position.

The HCVB requests City Council approval to add two staffing positions to provide adequate services to the increased visitor demand.