

*City of Hannibal*  
**OFFICIAL COUNCIL AGENDA**

**Tuesday September 20, 2022**  
**Council Chambers**  
**7:00 p.m.**

Meetings are open to the public, however, if you would like to view the meeting, you may do so using the following instructions:

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- 1. Type in [www.youtube.com](http://www.youtube.com) in the web browser*
- 2. Type in City of Hannibal in the "Search" bar and hit Enter and hit the magnifying glass on the right side of the search bar.*
- 3. Click on "City of Hannibal" or the city of Hannibal crest.*
- 4. During the City Council meeting, there will be a red Thumbnail with the word "Live" on it.*
- 5. Click on the Thumbnail to watch the meeting.*
- 6. The meeting may be viewed on the website in its entirety after the meeting.*

**ROLL CALL**

**CALL TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

*Regularly Scheduled Meeting – August 16, 2022*

**APPROVAL PAYROLL AND ACCOUNTS PAYABLE**  
**First Half –September 2022**

**ANTHONY VIOREL – AVK EVENTS, LLC (dba: The Rialto)**  
**Re: Request, Caterer's License – The Orchard, 2200 Palmyra Road**  
*(Friday, October 14, 2022 – 5:00 p.m. – 10:30 p.m.)*

**MARK MILEWSKI – 909A CHURCH STREET**  
**Re: Eviction**

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**REVEREND HELEN MCFARLAND – SCOTT’S CHAPEL UMC**

**Re: Request, Street Closures – *Block Party***

*(Saturday, September 24, 2022 – 10:00 a.m. – 2:00 p.m.)*

**DEBBIE HIGBEE ROBERTS – HANNIBAL HIGH SCHOOL**

**Re: Request, Street Closures – *Annual Band Day Parade***

*(Tuesday, October 11, 2022 – 3:00 p.m. – 5:00 p.m.)*

**\*\*Rain date: Tuesday, October 18, 2022\*\***

**JACOB GREVING – HANNIBAL HIGH SCHOOL**

**Re: Request, Street Closures – *Annual Homecoming Parade***

*(Wednesday, October 5, 2022 – 5:15 p.m. – 6:45 p.m.)*

**APRIL AZOTEA – LA AZOTEA LOUNGE**

**Re: Request, Partial Parking Lot Closure – *Living Dead Windows***

*(October 28, 2022 at midnight – October 30, 2022 at noon)*

**Re: Parking Spot Lease (2)**

**SARA NORTH – 45 HOLIDAY DRIVE**

**Re: Curb Cuts – Hill and Main Streets**

**JAMES R. HARK - MAYOR**

**Re: Approval of Appointment**

**AIRPORT BOARD**

- *Donald Bastian – appointment for an unexpired term to expire September 2023*

**MEGAN RAPP – DIRECTOR, HCVB**

**Re: Bid Award Approval, 2023 Visitors Guide Design & Layout**

*McDonald Video & Photography - \$5,000*

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**ANDY DORIAN, DIRECTOR – CENTRAL SERVICES**

**Re: Acceptance of Donated Property – Settlement Agreement & Release and General Warranty Deed – 902 Fulton Avenue**

*M. Brent and K. Latrinda Taylor  
(Resolution No. 2429-22, to follow)*

**Re: Sodalis Outdoor Shelter/Nature Education Pavilion – Engineering Services**

*Klingner & Associates - \$19,500  
(Resolution No. 2430-22, to follow)*

**RESOLUTION NO. 2429-22**

**A RESOLUTION OF THE CITY OF HANNIBAL  
AUTHORIZING THE MAYOR TO EXECUTE A  
SETTLEMENT AGREEMENT AND RELEASE AND  
GENERAL WARRANTY DEED FOR THE ACCEPTANCE OF  
DONATED PROPERTY AT 902 FULTON FROM BRENT &  
LATRINDA TAYLOR**

**RESOLUTION NO. 2430-22**

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING  
THE MAYOR TO EXECUTE A \$19,500 ENGINEERING SERVICE  
AGREEMENT BETWEEN THE CITY AND KLINGNER &  
ASSOCIATES FOR THE DESIGN OF AN OUTDOOR  
SHELTER/NATURE EDUCATION PAVILION AT SODALIS  
NATURE PRESERVE**

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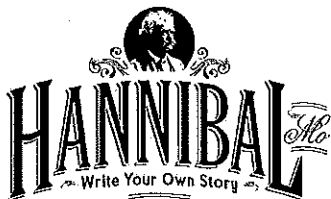
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**BILL NO. 22-025**  
***(as amended)***

**AN ORDINANCE REVISING CHAPTER 32 OF THE  
REVISED ORDINANCES OF THE CITY OF HANNIBAL  
TO ALLOW THE PLACEMENT OF DAYCARES IN ALL  
ZONES IN THE CITY OF HANNIBAL**

***Second and Final Reading***

**ADJOURNMENT**



Return to:  
Office of the City Clerk  
320 Broadway  
Hannibal, MO 63401  
Ph. (573) 221-0111 x221  
Fax (573) 221-8191

### Application for Caterer's License (\$15.00)

Business Name: AVK Events LLC Telephone: 573-231-1776  
DBA Rialto Banquet Hall

Business Address: 601 Broadway Hannibal MO 63401  
(Street) (City) (State) (Zip)

Name of Applicant: A. J. Vione

Current Liquor License Number: 263163 Contact Phone Number: 573-231-1776

#### EVENT CRITERIA:

Date of Event: Friday October 14th, 2022 Time of Event: 5:00 pm 10:30 pm

(License effective for a period not to exceed seventy-two (72) hours, which shall authorize the servicing of Alcoholic beverages for on-premises consumption only.)

Location of Event: The Orchard

(Must have Council approval when location of event is in a zoning district not otherwise permitting the sale of Intoxicating liquor.)

Explanation of Event: Class Reunion @ The Orchard

Signature of Applicant: [Signature] Date: 9-12-22

☐ Zone permitting the sale of intoxicating liquor (to be determined by the Building Inspection Dept.)

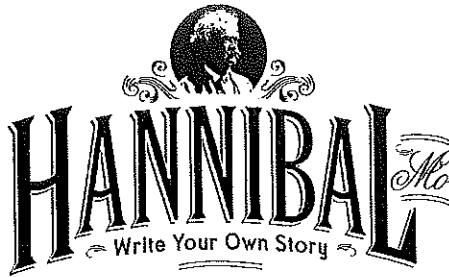
☒ Zone not otherwise permitting the sale of intoxicating liquor.

Building Inspection Approval By: \_\_\_\_\_ Date: \_\_\_\_\_

Approval of Council By: \_\_\_\_\_ Date: \_\_\_\_\_  
(If Applicable)

City Clerk's Office Final Approval By: \_\_\_\_\_ Date: \_\_\_\_\_

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: 1-29-22

Date you wish to be placed on Agenda: 9-20-22

Name: MARK Milewski

Address: 909 Church St #A

Phone Number: 572-501 5574

Subject Matter: Eviction by someone within  
the city.

1-29-22

Date

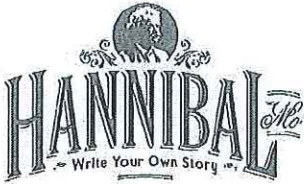
Mark Milewski  
Speaker's Signature

**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**

rec'd. 8.29.2022 Bkd 2:30pm



Return to:  
Office of the City Clerk  
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Hannibal, MO 63401  
Ph. (573) 221-0111  
Fax (573) 221-8191

### SPECIAL EVENT APPLICATION

(Council Meetings are the 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays of each month)

Today's Date: 9/6/22 Date you wish to be placed on Agenda: 9/20/22  
Your Organization: Scott's Chapel UMC Special Event: Block Party  
Date(s) of Event: 9/24/22 Requested Times (from-to): 10:00 am - 2:00 pm  
Description of Activity: food and games for children

Primary Contact Person(s): Linda SPAUN Home Phone: 573-221-3480  
Work Phone: N/A Cell Phone: N/A E-mail: Lspaun@yahoo.com  
Assistance Needed (location, etc.): block off Hope Street from Griffith to Locust

### DEPARTMENTAL COMMENTS

Police: I have been unable to reach the primary contact (Linda Spaun) on this, but it appears it wouldn't need any further action from us. It looks like the street closures would be handled by barricade. Dept. Cost: 0  
-Lieutenant Grote

Fire: No issue with this event. Dept. Cost: 0  
- Ryan Neisen

Public Works: N/A Dept. Cost: 0  
N/A

Building Inspector: Building inspector has no comment. Dept. Cost: 0  
- Mike Murphy

Parks: Parks has no objections. Dept. Cost: 0  
-Andy Dorian

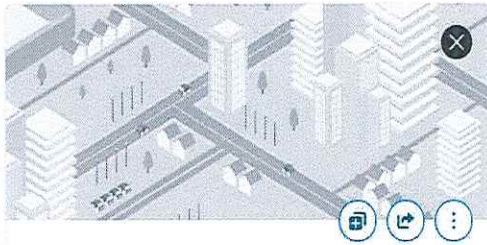
Street: Streets has no objections. Dept. Cost: 0  
-Andy Dorian

Tourism: No comment from Tourism. Dept. Cost: 0  
-Megan Rapp

Administration: Approval, upon receipt of hold harmless and certificate Dept. Cost: 0  
of insurance. -Angelica Zerbonia

STAFF RECOMMENDS: approval- Ang Zerbonia Ukcc, Ohio City Clerk





## Scotts Chapel United Methodist Church

Church/Cathedral

Directions

Nearby

Subscribe

1815 Hope St, Hannibal, MO 63401 • ~1 mi

(573) 221-4600

umc.org

Suggest an edit • Your business? Claim now

Add more information

Add hours

Add photos

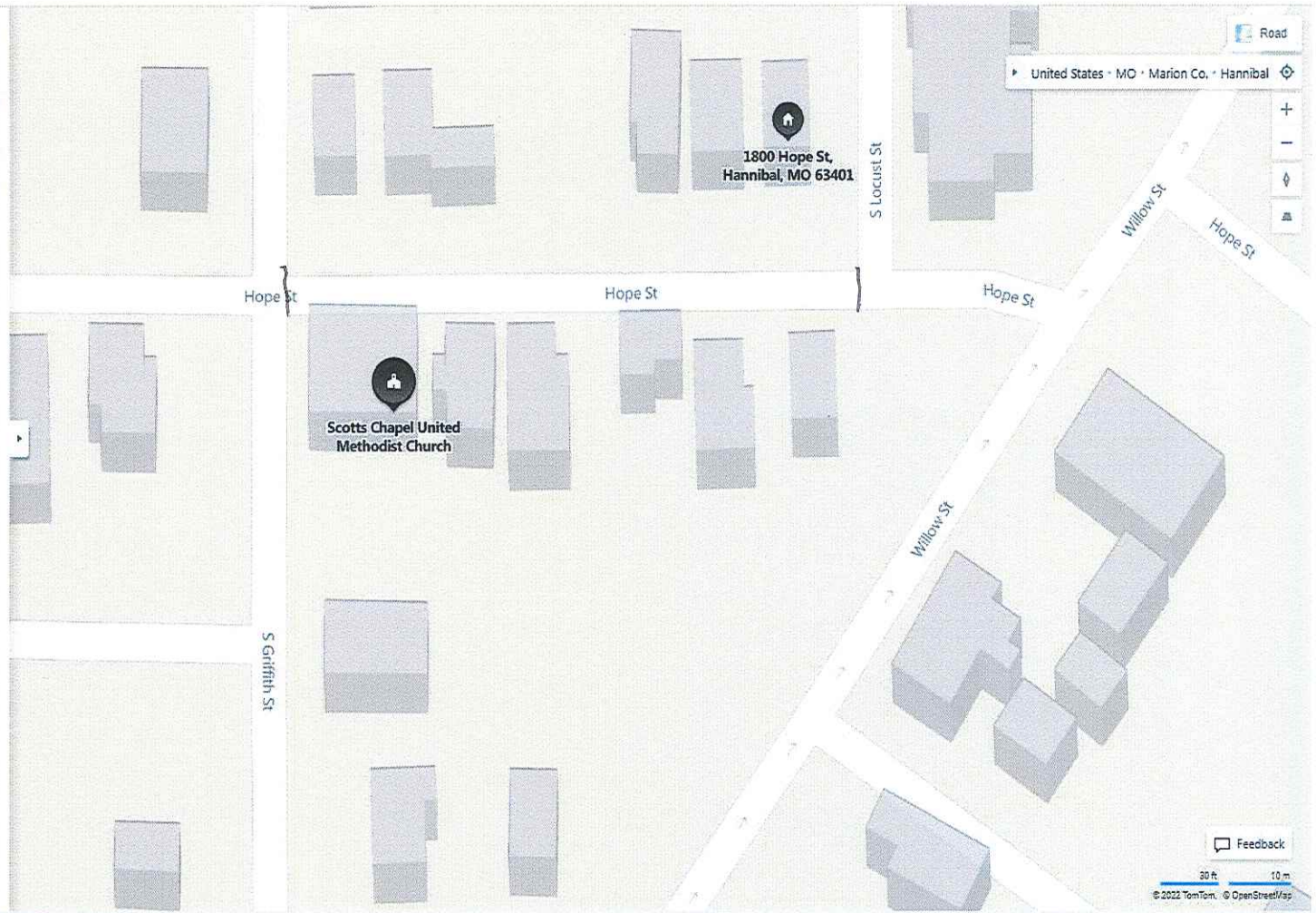
Been here? Tell us about it

Reviews from the web

Chamberofcomm...

4.7/5

6 reviews



Road

United States • MO • Marion Co. • Hannibal



Feedback

30 ft 10 m

© 2022 TomTom. © OpenStreetMap

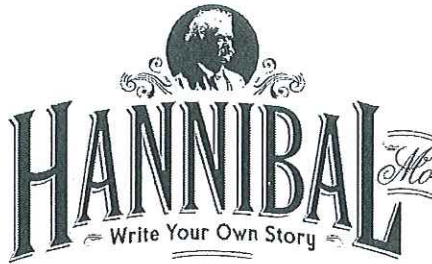
© 2022 Microsoft

ACTIVITY	PROCESS
<input type="checkbox"/> <b>Business License</b>	The business / group promoting and organizing the event for profit must obtain a City of Hannibal Business License. Contact City Hall at 573-221-0111 for more information.
<input type="checkbox"/> <b>Alcohol</b>	1. Review the City of Hannibal, <u>Municipal Code Chapter 3 Alcoholic Beverages</u> . 2. Approval is needed from the City of Hannibal
<input type="checkbox"/> <b>Retail Vendors</b>	If retail sales are being made, vendors are required to collect and report sales tax to Missouri Department of Revenue. Tax Packets may be obtained by calling <b>573-751-3505</b> or by visiting the Business tax Registration Forms at <a href="http://dor.mo.gov">http://dor.mo.gov</a>
<input checked="" type="checkbox"/> <b>Food Vendors</b>	If food is to be served, each food vendor must receive approval from the Marion County Health Department. You may contact them at <b>573-221-1166</b> .
<input type="checkbox"/> <b>Parade or other run / walk event</b>	Special Events that occur on public property, require street closures, or involve outdoor retail sales, first require City Council approval. Parades require you to obtain a permit from the Police Department after Council Approval, but prior to your event. You must contact the Police Department <b>573-221-0987</b> within 10 days of your event to secure the appropriate parade permit.
<input type="checkbox"/> <b>Security</b>	(Must Provide Own) Method of Security
<input type="checkbox"/> <b>Waste Removal / Recycling</b>	Responsibility of Event Holder
<input type="checkbox"/> <b>Port-A-Potties</b>	Not supplied by City
<input checked="" type="checkbox"/> <b>Barricades</b>	Available through Street Department <b>573-221-0134</b>

**\*\*All special events; etc. must contact the Hannibal Fire Department for appropriate permits\*\***

**Administration Building  
2333 Palmyra Road  
(573)221-0651  
Training Officer Kempker**



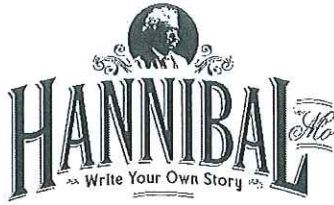


## Hold Harmless and Insurance Requirements

- 1) To the fullest extent permitted by law, Sponsor agrees to indemnify, defend and hold harmless the City of Hannibal, its officers, agents, volunteers, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to, Sponsor's use of City streets, roads, parks, sidewalk or other facilities under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of Sponsor, its officers, agents and volunteers, or anyone directly or indirectly employed or hired by Sponsor or anyone for whose acts Sponsor may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees
- 2) Sponsor shall purchase and maintain the following insurance, at Sponsor's expense: Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence / \$2,000,000 general aggregate written on an occurrence bases.  
Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by Sponsor with a combined single limit of \$1,000,000 minimum.  
Workers Compensation insurance with statutorily limits required by any applicable Federal or state law and Employers Liability insurance with minimum limit of \$1,000,000 per accident.
- 3) All policies of insurance must be on a primary basis, non-contributory with any other insurance and/or self-insurance carried by the City.
- 4) Prior to using City's facilities or infrastructure under this agreement, Sponsor shall furnish the City with certificates of insurance evidencing the required coverage, conditions, and limits required by this agreement, have the City named as an additional insured and provide the appropriate additional insured endorsements.
- 5) No provision of this agreement shall constitute a waiver of the City's right to assert a defense based on the doctrines of sovereign immunity, official immunity, or any other immunity available under law.

Gregory Duccio S.  
By  
Chairman  
Title

9/6/22  
Date



# CITY OF HANNIBAL

## Special Event Safety Plan

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

### I. GENERAL

Event Name Block Party Date of Event 9/24/22  
Location/Address/Facility Name 1800a Block of Hope Street  
Scott's Chapel UMC  
Expected Number of Attendees: 150-200

### 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: Linda SPAUN  
Home Phone: 573-221-3480

## B. Emergency Notification

1. In the event of an emergency, notification of the emergency will be through 911. The caller should have the following information available to give to the 911 dispatcher: nature of the emergency, location and contact person with callback number.

2. Will on-sight EMS be provided?

☐ Yes ☒ No

If yes, contact name and phone \_\_\_\_\_

3. Will on-site security be provided?

☐ Yes ☒ No

If yes, contact name and phone \_\_\_\_\_

## C. Severe Weather

1. Weather forecasts and current conditions will be monitored throughout the entirety of the event.
2. Before the event – If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such and will be responsible to monitor the weather conditions before and during the event.
3. During the event – If severe weather occurs during the event, the EAP event representative or his/her designee will make the notification to those attending the event that a hazardous weather condition exists and direct them to shelter.
4. There are limited provisions for sheltering participants in the event of severe weather.

## D. Fire

1. Has a specific hazard been identified as an increased risk of fire at this event?

☐ Yes ☒ No

If yes, what has been identified? \_\_\_\_\_

2. Selected event staff will be instructed on the safe use of Portable Fire Extinguishers.
3. Any food vendors will be inspected when appropriate by the fire code and must meet permitting requirements.
4. Should an incident occur that requires the Fire Department, **CALL 911**. The caller should have the following information available to give the 911 dispatcher: Nature of the emergency, location, and contact person with a callback number.



#### 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:

Linda SPAUN

Home

Cell Phone: 573-221-3480

Secondary Contact:

Bar. Helen McFarland

Cell Phone:

573-231-2391

*Dial 911 in case of emergency*

#### VI. EVENT AREA MAP (attach next page)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/02/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Church Mutual Insurance Company, S.I. 3000 Schuster Lane P.O. Box 357 Merrill WI 54452	<b>CONTACT NAME:</b> Church Mutual Insurance Company, S.I. <b>PHONE (A/C, No, Ext):</b> 1-800-554-2642 <b>E-MAIL ADDRESS:</b> customerservice@churchmutual.com <b>FAX (A/C, No):</b> 855-264-2329
<b>INSURED</b> SCOTTS CHAPEL UNITED METHODIST CHURCH OF HANNIBAL 1815 HOPE ST HANNIBAL MO 63401-3937	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Church Mutual Insurance Company, S.I. <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
	<b>NAIC #</b> 18767

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

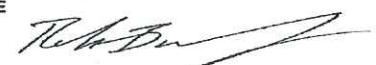
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		0213317 25-384632	07/01/2022	07/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

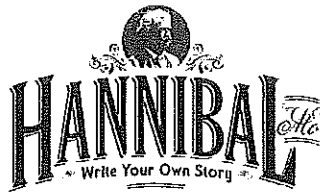
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

In compliance with written contract, agreement or permit requirements, certificate holder is an additional insured under the policy. A267.1

**CERTIFICATE HOLDER****CANCELLATION**

City of Hannibal 320 Broadway  Hannibal MO 63401-4406	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b>  <b>AUTHORIZED REPRESENTATIVE</b> 
--	--

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Return to:  
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320 Broadway  
Hannibal, MO 63401  
Ph. (573) 221-0111  
Fax (573) 221-8191

### SPECIAL EVENT APPLICATION

(Council Meetings are the 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays of each month)  
**Deadline for Submission: Wednesday, Prior to Council Meeting**

Today's Date: 9/12/2022 Date you wish to be placed on Agenda: 9/20/22

Your Organization: Hannibal HS Special Event: Hannibal Band Day

Date(s) of Event: Tues, Oct. 11, 2022 Requested Times (from-to): 3-4:30/5 pm  
\* reschedule Tu, Oct. 18, 2022

Description of Activity: Parade down Broadway - 73rd year for this,  
30 +/- bands (marching only) - may be a band trailer or 2 w/ their  
band.

Primary Contact Person(s): Debbie Higbee Roberts Home Phone: 573-248-1970

Work Phone: 573/221/5840 Cell Phone: 660-341-8405 E-mail: dhigbee@hannibal60.com  
ext. 4155

Assistance Needed (location, etc.): We would need assistance from the police dept. for  
traffic control & closures. Broadway parade straight to the riverfront.

Disassemble past the flags - buses are in the riverfront lots. Parade  
assembles @ Dolany Park up Grand extension. I will need the new street  
Dept. head to call me for **DEPARTMENTAL COMMENTS** parking of buses in riverfront  
Please & Thank you! lots!!

**Police:** This is one of the larger events for us in terms of man power. Assuming the Street Department provides **Dept. Cost:** \$38 hr X 12 = \$912 in man Hours  
the necessary barricades it takes us 12 officers to staff the closures and traffic control points. **-Lieutenant Grote**

**Fire:** No issue with this event. **Dept. Cost:** 0  
**-Ryan Neisen**

**Public Works:** N/A **Dept. Cost:** 0  
**N/A**

**Building Inspector:** I have no comment. **Dept. Cost:** 0  
**-Mike Murphy**



**Parks:** Parks has no objections.

**Dept. Cost:** 0

-Andy Dorian

**Street:** Streets has no objections.

**Dept. Cost:** 0

-Andy Dorian

**Tourism:** We have already been getting calls about when Band Day is happening - always  
glad to see this popular event.

**Dept. Cost:** 0

-Megan Rapp

**Administration:** Approval, upon hold harmless and certificate of insurance.

**Dept. Cost:** 0

-Angelica Zerbonia

**STAFF RECOMMENDS:** Approval upon Certification of insurance and  
hold harmless on file.

*Angelica Zerbonia*  
*City Clerk*



Return to:  
Office of the City Clerk  
320 Broadway  
Hannibal, MO 63401  
Ph. (573) 221-0111  
Fax (573) 221-8191

### SPECIAL EVENT APPLICATION

(Council Meetings are the 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays of each month)  
Deadline for Submission: Wednesday, Prior to Council Meeting

Today's Date: 9/14 Date you wish to be placed on Agenda: 9/20  
Your Organization: Hannibal High School Special Event: Homecoming Parade  
Date(s) of Event: 10/5 Requested Times (from-to): 5:15pm - 6:45pm  
Description of Activity: Homecoming Parade that will include marching band, student floats, and students walking.  
Primary Contact Person(s): Mr. Jacob Greving Home Phone: 573-600-0258  
Work Phone: 573-221-2733 Cell Phone: 573-600-0255 E-mail: jgreving@hannibal66.com  
Assistance Needed (location, etc.): Street Barricades, HPD presence  
Barricades: Broadway + Maple, Broadway + 10<sup>th</sup> - 4<sup>th</sup> St.  
Police: Block Broadway + Grand East Bound traffic @ 5:15pm

### DEPARTMENTAL COMMENTS

Police: The parade will require nine officers for two hours for traffic control. Dept. Cost: \$684.00  
-Lieutenant Grote  
Fire: No issue with this event. Dept. Cost: 0  
-Ryan Neisen  
Public Works: N/A Dept. Cost: 0  
N/A  
Building Inspector: I have no comment. Dept. Cost: 0  
-Mike Murphy

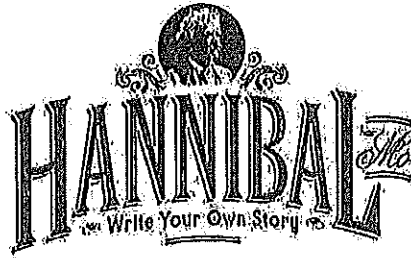
Parks: Parks has no objections. Dept. Cost: 0  
-Andy Dorian

Street: Streets has no objections. Dept. Cost: 0  
-Andy Dorian

Tourism: No comments. Dept. Cost: 0  
-Megan Rapp

Administration: Approval upon receipt of insurance. Dept. Cost: 0  
-Angelica Zerbonia

STAFF RECOMMENDS: Approval upon receipt of insurance  
Angelica Zerbonia UNCA CMU  
City Clerk



Homecoming 2022  
Parade

## Hold Harmless and Insurance Requirements

- 1) To the fullest extent permitted by law, Sponsor agrees to indemnify, defend and hold harmless the City of Hannibal, its officers, agents, volunteers, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to, Sponsor's use of City streets, roads, parks, sidewalk or other facilities under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of Sponsor, its officers, agents and volunteers, or anyone directly or indirectly employed or hired by Sponsor or anyone for whose acts Sponsor may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees.
- 2) Sponsor shall purchase and maintain the following insurance, at Sponsor's expense: Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence / \$2,000,000 general aggregate written on an occurrence basis.  
Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by Sponsor with a combined single limit of \$1,000,000 minimum.  
Workers Compensation Insurance with statutory limits required by any applicable Federal or state law and Employers Liability Insurance with minimum limit of \$1,000,000 per accident.
- 3) All policies of insurance must be on a primary basis, non-contributory with any other insurance and/or self-insurance carried by the City.
- 4) Prior to using City's facilities or infrastructure under this agreement, Sponsor shall furnish the City with certificates of insurance evidencing the required coverage, conditions, and limits required by this agreement, have the City named as an additional insured and provide the appropriate additional insured endorsements.
- 5) No provision of this agreement shall constitute a waiver of the City's right to assert a defense based on the doctrines of sovereign immunity, official immunity, or any other immunity available under law.

*Rich Bailey*  
By  
BUSINESS MAN

Title

9/14/22

Date

ACTIVITY		PROCESS
<input type="checkbox"/>	<b>Business License</b>	The business / group promoting and organizing the event for profit must obtain a City of Hannibal Business License. Contact City Hall at 573-221-0111 for more information.
<input type="checkbox"/>	<b>Alcohol</b>	1. Review the City of Hannibal, <u>Municipal Code Chapter 3 Alcoholic Beverages</u> . 2. Approval is needed from the City of Hannibal
<input type="checkbox"/>	<b>Retail Vendors</b>	If retail sales are being made, vendors are required to collect and report sales tax to Missouri Department of Revenue. Tax Packets may be obtained by calling 573-751-3505 or by visiting the Business tax Registration Forms at <a href="http://dor.mo.gov">http://dor.mo.gov</a>
<input type="checkbox"/>	<b>Food Vendors</b>	If food is to be served, each food vendor must receive approval from the Marion County Health Department. You may contact them at 573-221-1166.
<input checked="" type="checkbox"/>	<b>Parade or other run / walk event</b>	Special Events that occur on public property, require street closures, or involve outdoor retail sales, first require City Council approval. Parades require you to obtain a permit from the Police Department after Council Approval, but prior to your event. You must contact the Police Department 573-221-0987 within 10 days of your event to secure the appropriate parade permit.
<input type="checkbox"/>	<b>Security</b>	(Must Provide Own) Method of Security
<input type="checkbox"/>	<b>Waste Removal / Recycling</b>	Responsibility of Event Holder
<input type="checkbox"/>	<b>Port-A-Potties</b>	Not supplied by City
<input checked="" type="checkbox"/>	<b>Barricades</b>	Available through Street Department 573-221-0134

**\*\*All special events; etc. must contact the Hannibal Fire Department for appropriate permits\*\***

**Administration Building  
2333 Palmyra Road  
(573)221-0651  
Training Officer Kempker**

# Google Maps





# CITY OF HANNIBAL

## Special Event Safety Plan

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

### I. GENERAL

Event Name HHS Homecoming Parade Date of Event 10/5/22  
Location/Address/Facility Name Broadway/Grand travel east to  
Broadway/Grand Main  
Expected Number of Attendees: 200+

### 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: Jacob Greving  
Cell Phone: 573-600-0255

## B. Emergency Notification

1. In the event of an emergency, notification of the emergency will be through 911. The caller should have the following information available to give to the 911 dispatcher: nature of the emergency, location and contact person with callback number.

2. Will on-sight EMS be provided?

☐ Yes ☒ No

If yes, contact name and phone \_\_\_\_\_

3. Will on-site security be provided?

☒ Yes ☐ No

If yes, contact name and phone Joel Combs (HRD) 217-257-3479

## C. Severe Weather

1. Weather forecasts and current conditions will be monitored throughout the entirety of the event.
2. Before the event – If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such and will be responsible to monitor the weather conditions before and during the event.
3. During the event – If severe weather occurs during the event, the EAP event representative or his/her designee will make the notification to those attending the event that a hazardous weather condition exists and direct them to shelter.
4. There are limited provisions for sheltering participants in the event of severe weather.

## D. Fire

1. Has a specific hazard been identified as an increased risk of fire at this event?

☐ Yes ☒ No

If yes, what has been identified? \_\_\_\_\_

2. Selected event staff will be instructed on the safe use of Portable Fire Extinguishers.
3. Any food vendors will be inspected when appropriate by the fire code and must meet permitting requirements.
4. Should an incident occur that requires the Fire Department, **CALL 911**. The caller should have the following information available to give the 911 dispatcher: Nature of the emergency, location, and contact person with a callback number.



**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**

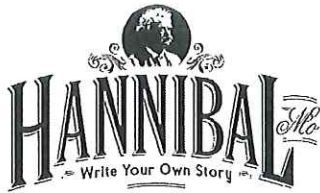
1. Access to emergency vehicles will be maintained at all times.
2. Fire lanes and fire hydrants will not be obstructed.
3. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks, or public thoroughways.
4. Crowd control will be managed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

**V. CONTACT INFORMATION**

Primary Contact: Jacob Greiving Cell Phone: 573-600-0255  
Secondary Contact: Rich Stolley Cell Phone: 573-406-4120

*Dial 911 in case of emergency*

**VI. EVENT AREA MAP (attach next page)**



Return to:  
Office of the City Clerk  
320 Broadway  
Hannibal, MO 63401  
Ph. (573) 221-0111  
Fax (573) 221-8191

### SPECIAL EVENT APPLICATION

(Council Meetings are the 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays of each month)

Today's Date: 9-15-22 Date you wish to be placed on Agenda: 9-20-22  
Your Organization: La Azotea Lounge Special Event: Living Dead Windows  
Date(s) of Event: 10-29-22 Requested Times (from-to): 10/28@midnight - 10/30@noon  
Description of Activity: would like to request to reserve / block off parking spots on left side of my building for kids crafts  
Primary Contact Person(s): April Azotea Home Phone: 217-316-0004  
Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Assistance Needed (location, etc.): 4 barricades and 2 "no parking after midnight" boards / signs

### DEPARTMENTAL COMMENTS

Police: no objection, per J. Triche Dept. Cost: 0  
Fire: no issues with event, per R. Zeisen Dept. Cost: 0  
Public Works: X Dept. Cost: \_\_\_\_\_  
Building Inspector: no comments, per M. Murphy Dept. Cost: 0

9.15.2022-3:19pm  
circled to depts AB

rec'd 09/15/2022  
3:14pm  
AB

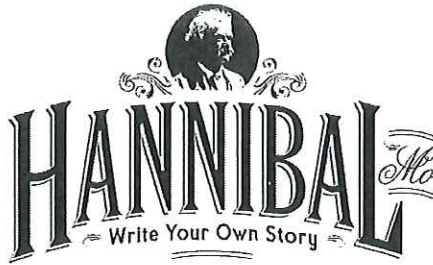
Parks: no objections, per a Dorian Dept. Cost: Q

Street: no objections, per a Dorian Dept. Cost: Q

Tourism: no comment per M. Rapp Dept. Cost: Q

Administration: Approval wpm Receipt of Certificate of Insurance Bethman Dept. Cost: Q

STAFF RECOMMENDS: Approval wpm Receipt of Insurance  
Angela H. Zylber REC'D  
City Clerk



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## Hold Harmless and Insurance Requirements

- 1) To the fullest extent permitted by law, Sponsor agrees to indemnify, defend and hold harmless the City of Hannibal, its officers, agents, volunteers, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to, Sponsor's use of City streets, roads, parks, sidewalk or other facilities under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of Sponsor, its officers, agents and volunteers, or anyone directly or indirectly employed or hired by Sponsor or anyone for whose acts Sponsor may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees
- 2) Sponsor shall purchase and maintain the following insurance, at Sponsor's expense: Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence / \$2,000,000 general aggregate written on an occurrence bases.  
Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by Sponsor with a combined single limit of \$1,000,000 minimum.  
Workers Compensation insurance with statutorily limits required by any applicable Federal or state law and Employers Liability insurance with minimum limit of \$1,000,000 per accident.
- 3) All policies of insurance must be on a primary basis, non-contributory with any other insurance and/or self-insurance carried by the City.
- 4) Prior to using City's facilities or infrastructure under this agreement, Sponsor shall furnish the City with certificates of insurance evidencing the required coverage, conditions, and limits required by this agreement, have the City named as an additional insured and provide the appropriate additional insured endorsements.
- 5) No provision of this agreement shall constitute a waiver of the City's right to assert a defense based on the doctrines of sovereign immunity, official immunity, or any other immunity available under law.

April Azeta  
By

owner

Title

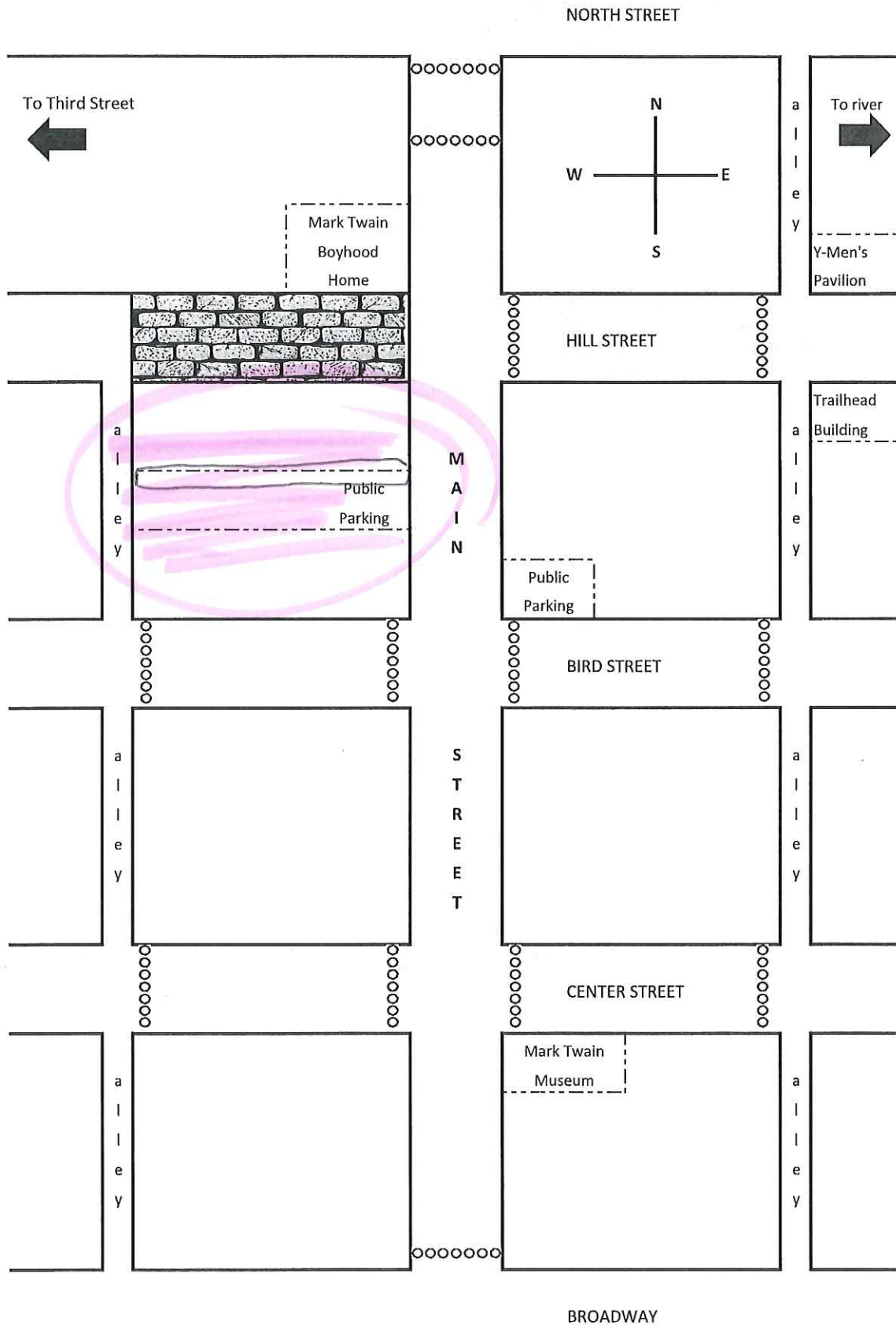
9-15-22

Date

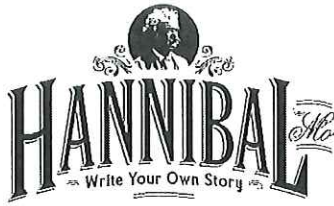


## HISTORIC DISTRICT - PROPOSED STREET CLOSURES (Bollard Placement)

**\*\*The circles represent the bollards; mark with an "X" those you don't wish to have placed.\*\***



For assistance in determining the bollard placement/openings, contact Mike McHargue, Street Supervisor at (573) 822-6950



# CITY OF HANNIBAL

## Special Event Safety Plan

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

### I. GENERAL

Event Name Living Dead Windows Date of Event 10/29/22  
Location/Address/Facility Name 323 N main St

Expected Number of Attendees: not sure

### 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: April Arzotea

Cell Phone: 217-316-0804

## B. Emergency Notification

1. In the event of an emergency, notification of the emergency will be through 911. The caller should have the following information available to give to the 911 dispatcher: nature of the emergency, location and contact person with callback number.

2. Will on-sight EMS be provided?

☐ Yes ☒ No

If yes, contact name and phone \_\_\_\_\_

3. Will on-site security be provided?

☒ Yes ☐ No

If yes, contact name and phone \_\_\_\_\_

## C. Severe Weather

1. Weather forecasts and current conditions will be monitored throughout the entirety of the event.
2. Before the event – If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such and will be responsible to monitor the weather conditions before and during the event.
3. During the event – If severe weather occurs during the event, the EAP event representative or his/her designee will make the notification to those attending the event that a hazardous weather condition exists and direct them to shelter.
4. There are limited provisions for sheltering participants in the event of severe weather.

## D. Fire

1. Has a specific hazard been identified as an increased risk of fire at this event?

☐ Yes ☒ No

If yes, what has been identified? \_\_\_\_\_

2. Selected event staff will be instructed on the safe use of Portable Fire Extinguishers.
3. Any food vendors will be inspected when appropriate by the fire code and must meet permitting requirements.
4. Should an incident occur that requires the Fire Department, **CALL 911**. The caller should have the following information available to give the 911 dispatcher: Nature of the emergency, location, and contact person with a callback number.

#### 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: April Ayotea

Cell Phone: 217-316-0004

Secondary Contact: \_\_\_\_\_

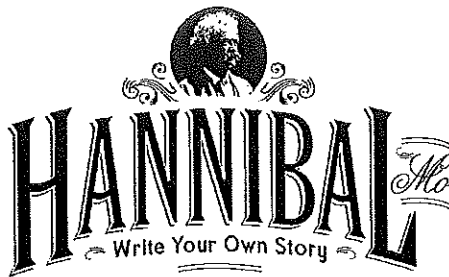
Cell Phone: \_\_\_\_\_

*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: 9-15-22

Date you wish to be placed on Agenda: 9-20-22

Name: April Ayotea

Address: 323 N Main St

Phone Number: 217-316-0004

Subject Matter: lease 2 parking spots

9-15-22  
Date

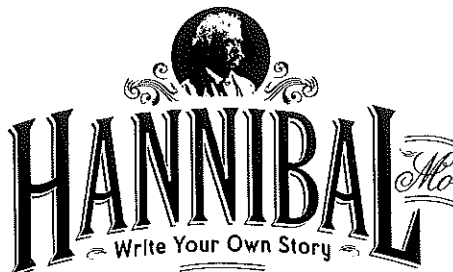
April Ayotea  
Speaker's Signature

**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](http://www.hannibal-mo.gov)**

Office of City Clerk



Angelica N. Zerbonia

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**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: 9/15/22

Date you wish to be placed on Agenda: 9/20/22

Name: Sara A. North

Address: 45 Holiday Drive

Phone Number: 573-221-6278

Subject Matter: Curb cuts at Hill St. and Main St.

If absent it will be due to hospitalization caused by a post surgical infection

9/15/22

**Date**

**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**



## MEMORANDUM

---

TO: Mayor James Hark and Members of City Council  
CC: Lisa Peck, City Manager  
FROM: Megan Rapp, Director of Conventions & Tourism  
DATE: September 13, 2022  
REGARDS: Bid Approval – 2023 Hannibal Visitors Guide Design & Layout

---

### **2023 OFFICIAL HANNIBAL VISITORS GUIDE - DESIGN & LAYOUT**

A legal notice was placed in the Hannibal Courier Post on August 24, 2022, and an RFP was sent to vendors requesting the information for the 2023 Hannibal Visitor Guide layout & design. Bids were opened on September 12 at 10 AM by the city clerk. One bid was submitted by McDonald Video & Photography in the amount of \$5,000.00. The company was verified by the city clerk's office and does have a Hannibal business license. We have worked with this company in year's past and have been well satisfied with their work.

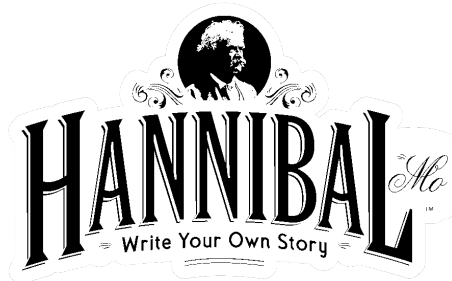
*HCVB recommends the bid be awarded to McDonald Video & Photography in the amount of \$5,000.00 for the layout & design of the 2023 Hannibal Visitors Guide.*

**Andrew Dorian**  
**Director of Central Services**  
**City of Hannibal**  
**320 Broadway**  
**Hannibal, MO 63401**

**Ph: 573-221-0154**

**Fax: 573 221-0707**

**Email: [adorian@hannibal-mo.gov](mailto:adorian@hannibal-mo.gov)**



---

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

FROM: Andrew Dorian

DATE: 9/2/2022

RE: Donation of Property to the City

The property at 902 Fulton is in extreme state of disrepair and has been determined to be a nuisance or dangerous building by the City. The owners of the property, Brent & Latrinda Taylor, have agreed to donate the property to the City of Hannibal. A title search was conducted showing no liens or indebtedness on the property.

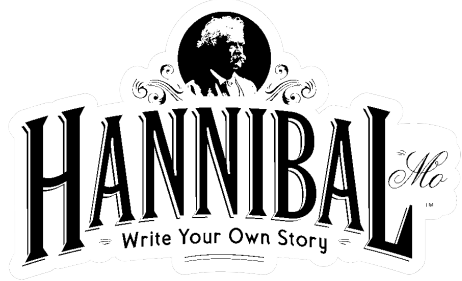
The Department of Public Works recommends the acquisition of 902 Fulton and requests the Council authorize the Mayor to sign the Settlement Agreement and Release as well as the General Warranty Deed.

**Andrew Dorian  
Director of Central Services  
City of Hannibal  
320 Broadway  
Hannibal, MO 63401**

**Ph: 573-221-0154**

**Fax: 573 221-0707**

**Email: [adorian@hannibal-mo.gov](mailto:adorian@hannibal-mo.gov)**



---

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

FROM: Andrew Dorian

DATE: 9/2/22

RE: Sodalis Shelter Engineering Memo

The Hannibal Parks and Recreation Department has been awarded a \$100,000 Land Conservation Partnership Grant for the construction of a 40'x60' Nature Pavilion at the Sodalis Nature Preserve. The pavilion will include electricity, picnic tables and a fireplace. The grant is a 50/50 agreement so the Parks Department will have to spend an additional \$100,000 on the project.

As part of the project, we have selected Klingner & Associates for the Topographical Survey, Site Engineering, Architecture and MEP Engineering. Klingner submitted a lump sum not to exceed amount of \$19,500 for the design of the project.

This project has been budgeted for in the FY 2022-2023 Budget.

**The Parks Department recommends that the City Council authorize the Mayor to sign an engineering service agreement with Klingner & Associates for the lump sum not to exceed amount of \$19,500.**