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CITY OF HANNIBAL

OFFICIAL PUBLIC HEARING

**Tuesday, November 1, 2022
6:30 p.m.
Council Chambers**

CALL TO ORDER

MIKE MURPHY – BUILDING INSPECTOR
Re: Rezoning, Southeast Corner Intersection of Munger
Lane and Stardust Drive
B – Multiple Family to E-Commercial

PUBLIC COMMENTS

ADJOURNMENT

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CITY OF HANNIBAL

OFFICIAL PUBLIC HEARING

**Tuesday, November 1, 2022
6:45 p.m.
Council Chambers**

CALL TO ORDER

MIKE MURPHY – BUILDING INSPECTOR

**Re: Code Amendment, Revising Chapter 29, Article II – Plat
Approval Procedures, Division 2 – Preliminary Plat, Section
29-56, Subsection 9**

PUBLIC COMMENTS

ADJOURNMENT

City of Hannibal

OFFICIAL COUNCIL AGENDA

**Tuesday November 1, 2022
Council Chambers
7:00 p.m.**

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ROLL CALL

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES

Regularly Scheduled Meeting – October 18, 2022

APPROVAL, PAYROLL AND ACCOUNTS PAYABLE Second Half –October 2022

KATY WELCH – HISTORIC HANNIBAL MARKETING COUNCIL

Re: Request, Street Closures – Living Windows/Babes in Toyland

Saturday, December 10, 2022 – 3:0 p.m. – 8:00 p.m.

JASON KRIGBAUM – HEARTLAND AUTO & TOWING

Re: Request, Street Closures – Hannibal Veterans Parade

Saturday, November 5, 2022 – 10:00 a.m. – 12:00 p.m.

APRIL AZOTEA – 323 N. MAIN STREET

Re: Update of Parking Spots

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JAMES R. HARK - MAYOR

Re: Recommendation of Reappointment

POLICE AND FIREMEN RETIREMENT FUND

- *John Dean – reappointment for a term to expire December 2025*

LISA PECK – CITY MANAGER

Re: Update, Downtown Parking Lease Survey

ANGELICA ZERBONIA – CITY CLERK

Re: Approval, Destruction of Documents

Exhibit A12

MEGAN RAPP – DIRECTOR, HVCB

Re: Bid Award Approval, 2023 Visitors Guide Printing

Poole Communications - \$40,921

MIKE MURPHY – BUILDING INSPECTOR

Re: Code Amendment, Revising Chapter 29, Article II – Plat Approval Procedures, Division 2 – Preliminary Plat, Section 29-56, Subsection 9
(Bill No. 22-030, to follow)

Re: Final Plat Approval, Vista Way Subdivision

Koontz Properties, LLC

(Bill No. 22-031)

Re: Rezoning, Southeast Corner Intersection of Munger Lane and Stardust Drive

B – Multiple Family to E-Commercial

(Bill No. 22-032, to follow)

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BILL NO. 22-028

AN ORDINANCE REVISING CHAPTER 2 - ADMINISTRATION, ARTICLE III. – CITY COUNCIL, DIVISION 2 RULES AND ORDER OF BUSINESS; OF THE REVISED ORDINANCES OF THE CITY OF HANNIBAL TO MAKE SPECIFIC PROVISIONS FOR PUBLIC COMMENT

Second and Final Reading

BILL NO. 22-029

AN ORDINANCE OF THE CITY OF HANNIBAL REVISING CHAPTER 3, ALCOHOLIC BEVERAGES, DIVISION I, SECTION 3- 90, CATERERS LICENSURE REQUIREMENT

Second and Final Reading

BILL NO. 22-030

AN ORDINANCE OF THE CITY OF HANNIBAL REVISING CHAPTER 29 - SUBDIVISIONS, ARTICLE II. –PLAT APPROVAL, DIVISION 2 PRELIMINARY PLAT, OF THE REVISED ORDINANCES OF THE CITY OF HANNIBAL BY REVOKING SECTION 29-56 - CONTENTS, AND ENACTING A NEW SECTION 29-56 IN ITS PLACE

First Reading

BILL NO. 22-031

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**AN ORDINANCE OF THE CITY OF HANNIBAL
APPROVING AND ACCEPTING THE FINAL PLAT OF
THE VISTA WAY SUBDIVISION, A SUBDIVISION BEING
PART OF LOT 5 IN THE HOUCK ADDITION SECOND
REVISION, LYING IN PART OF THE LOTS 1 THRU 10 IN
HOUCK ADDITION LYING IN PART OF THE EAST
HALF OF SECITON 24, TOWNSHIP 57 NORTH, RANGE 5
WEST OF THE FIFTH PRINCIPAL MERIDIAN,
MARION COUNTY, MISSOURI**

First Reading

BILL NO. 22-032

**AN ORDINANCE OF THE CITY OF HANNIBAL
REZONING A TRACT OF LAND BEING PART OF LOT 5 IN THE
HOUCK ADDITION SECOND REVISION, LYING IN PART OF
LOTS 1 THRU 10 IN HOUCK ADDITION LYING IN PART OF THE
EAST HALF OF SECTION 24, TOWNSHIP 57 NORTH, RANGE 5
WEST OF THE FIFTH MERIDIAN, IN THE CITY OF HANNIBAL,
MARION COUNTY, MISSOURI FROM B-MULTIPLE FAMILY TO
E-COMMERCIAL ZONING DISTRICT AND AMENDING THE
CITY'S ZONING MAP ACCORDING**

First Reading

**CLOSED SESSION
*In Accordance with RSMo. 610.021 (1)***

ADJOURNMENT

Notice of Public Hearing

The City Council of Hannibal will conduct a public hearing on Tuesday, November 1, 2022, at 6:30 p.m. at City Hall in the Council Chambers-2nd floor, 320 Broadway, Hannibal, MO to review a petition to rezone the property located at the southeast corner of the intersection of Munger Lane and Stardust Drive. This request is to rezone from B – Multiple Family to E-Commercial.

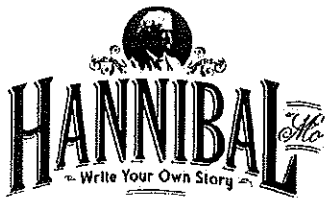
Notice of Public Hearing

Notice is given that the City Council will hold a public hearing at 6:45 p.m. on November 1, 2022 at City Hall in the Council Chambers, 320 Broadway - 2nd Floor, Hannibal, MO, to receive public comments on the proposed changes:

Code Amendment Revising Chapter 29 Article II – Plat Approval Procedures Section 29-56, Contents - Subsection 9

A copy of the proposed amendments can be obtained from the Department of Public Works office, 1st floor of City Hall.

The public is encouraged to attend and voice questions, comments, or concerns related to the proposed changes.



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 1st & 3rd Tuesdays of each month)
Deadline for Submission: Wednesday, Prior to Council Meeting

Today's Date: 10/20/22 Date you wish to be placed on Agenda: Nov. 1, 2022
Your Organization: HHMC Special Event: Living Windows/ Babes in Toyland Parade
Date(s) of Event: 12/10/22 Requested Times (from-to): 3:00pm - 8:00pm
Description of Activity: 4pm - Babes in Toyland Parade - children's walking parade down Main St. 5-8pm Living Windows on Main St. Closure needed for Main Street only, no side streets, from Broadway to North, and 1 block of Hill St. from Main St. to Alley.
Primary Contact Person(s): Katy Welch Home Phone: cell
Work Phone: 573-221-1017 Cell Phone: 573-719-0252 E-mail: jawajivehannibal@gmail.com
Assistance Needed (location, etc.): Police assistance clearing cars at 3:00pm. Barricades placed at intersections. Police escort down Main St. for Babes in Toyland Parade

DEPARTMENTAL COMMENTS

Police: This is only going to need one officer to assist with leading the parade at their request for about one hour. Dept. Cost: _____
-Lieutenant Grote
Fire: No issues 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

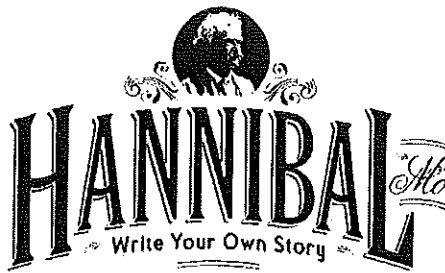
Parks: Parks has no objections. Dept. Cost: 0
-Andy Dorian

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

Tourism: Always glad to have these events bringing people to Hannibal. Dept. Cost: 0
-Megan Rapp

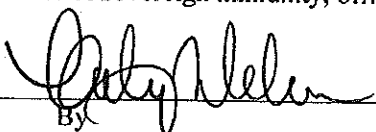
Administration: Must clean up trash. Approval, upon certificate of Dept. Cost: 0
insurance received. -Angelica Zerbonia

STAFF RECOMMENDS: Approval upon insurance received Atty. Clerk
Atty. Clerk



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.


By _____

HHMC President

Title

10/21/22

Date

ACTIVITY	PROCESS
<input type="checkbox"/> Business License	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"/> Alcohol	<ol style="list-style-type: none"> 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"/> Retail Vendors	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 http://dor.mo.gov
<input type="checkbox"/> Food Vendors	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"/> Parade or other run / walk event	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"/> Security	(Must Provide Own) Method of Security
<input type="checkbox"/> Waste Removal / Recycling	Responsibility of Event Holder
<input type="checkbox"/> Port-A-Potties	Not supplied by City
<input type="checkbox"/> Barricades	Available through Street Department 573-221-0134

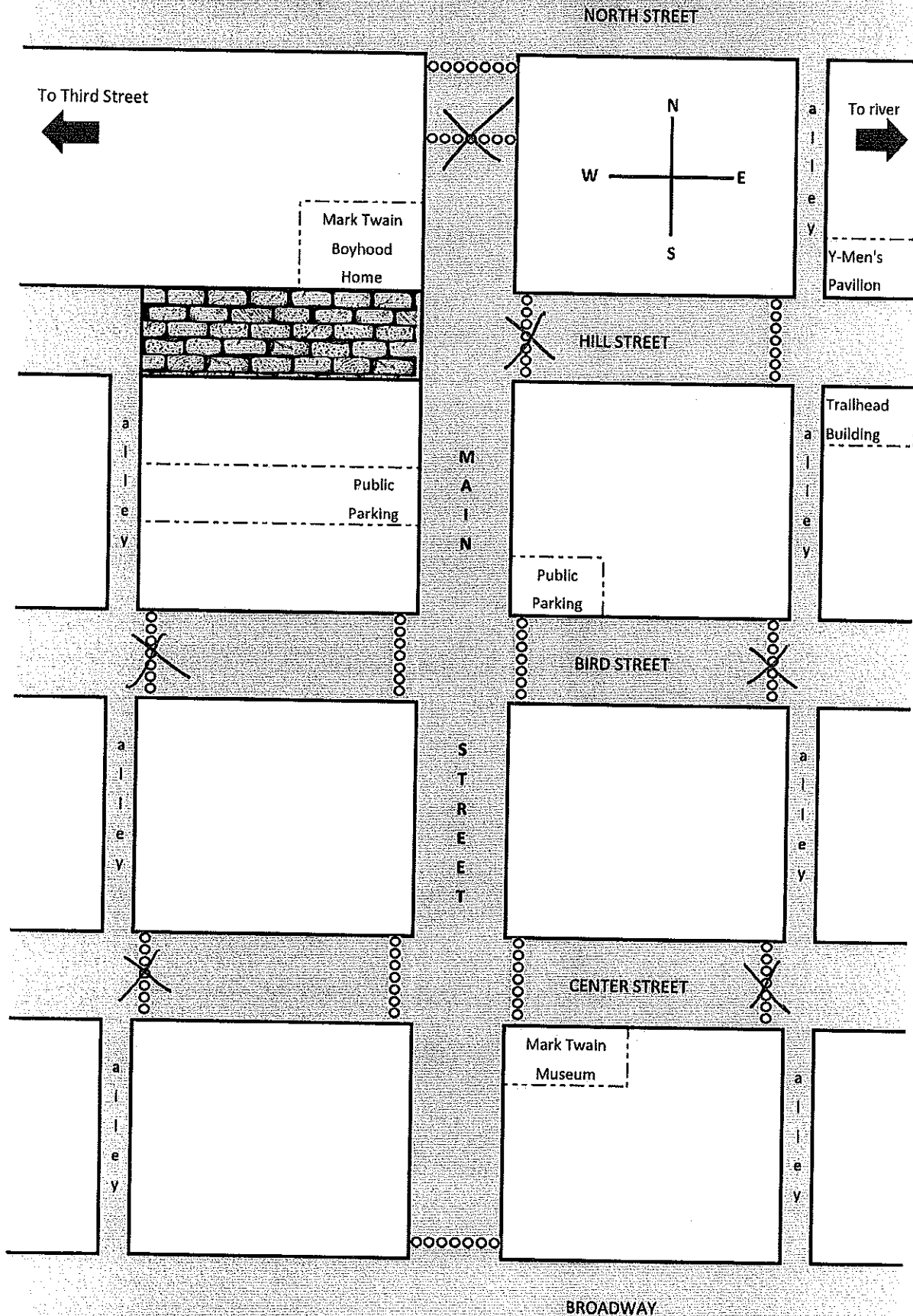
****All special events; etc. must contact the Hannibal Fire Department for appropriate permits****

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

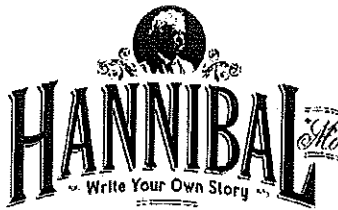
* The parade is a Children's walking parade that is led by Santa and starts at the Santa House & goes to Broadway. The parade does not go outside the street closure request. It starts at 4:00pm and is over before 4:30pm.

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 Windows/ Date of Event 12/10/22
Babes in Toyland Walking Parade
Location/Address/Facility Name Main Street from Broadway to North St.

Expected Number of Attendees: 1,000+

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: Katy Welch

Cell Phone: 573-719-0252

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 thoroughways.
4. Crowd control will be managed by:
☒ Staff or ☐ On-site Security

V. CONTACT INFORMATION

Primary Contact: Katy Welch Cell Phone: 573-719-0252
Secondary Contact: McKenzie Disselhorst Cell Phone: 573-239-2251

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 1st & 3rd Tuesdays of each month)

Deadline for Submission: Wednesday, Prior to Council Meeting

Today's Date: Oct 24, 2022 Date you wish to be placed on Agenda: November 1, 2022

Your Organization: Heartland Towing Special Event: Hannibal Veterans Parade

Date(s) of Event: Nov 5, 2022 Requested Times (from-to): 10am - Noon

Description of Activity: Parade honoring Veterans Day, lineup at Saw-a-lot at 10am starting at 11am, both lanes of Broadway from Maple Ave to main, LEFT on North Main and ending at North Street

Primary Contact Person(s): Jason Krighbaum Home Phone: _____

Work Phone: 573-221-5856 Cell Phone: 573-795-0782 E-mail: office@heartlandtowing.com

Assistance Needed (location, etc.): Police at Major intersections, barricades at minor, lead & follow escort, Fire Dept. Reserve at Staging area in event of any medical/emergencies which may arise.

DEPARTMENTAL COMMENTS

Police: This would take eight officers to man at \$45.00/hr. The rest of the intersections would be covered by barricades. Dept. Cost: \$360.00
-Lieutenant Grote

Fire: No issues 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 comment from Tourism except we are always proud to
honor our veterans.

Dept. Cost: 0

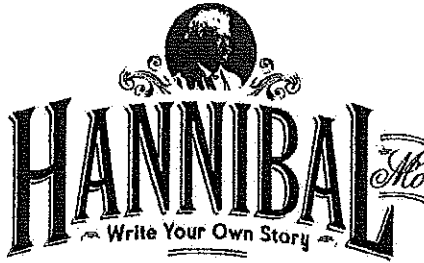
-Megan Rapp

Administration: Approval upon certificate of insurance received.

Dept. Cost: 0

-Angelica Zerbonia

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



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.

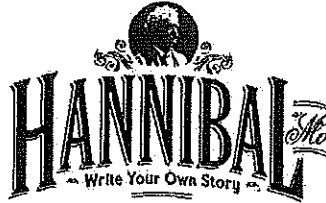
By

Title

Owner- Heartland Towing

Date

10-24-22



CITY OF HANNIBAL

Special Event Safety Plan

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

I. GENERAL

Event Name Veterans Parade Date of Event Nov 5, 22
Location/Address/Facility Name Broadway & Maple to Main, LEFT
on N Main to North
Expected Number of Attendees: 50

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: Jason Krigbaum
Cell Phone: 795-0782

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

Monrovia County Ambulance - John Nemes
jnemes@mcadems.com 795-2013

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 thoroughways.
4. Crowd control will be managed by:
☒ Staff or ☐ On-site Security

V. CONTACT INFORMATION

Primary Contact: Jason Krigbaum Cell Phone: 795-0782
Secondary Contact: Dylan Krigbaum Cell Phone: 629-9701

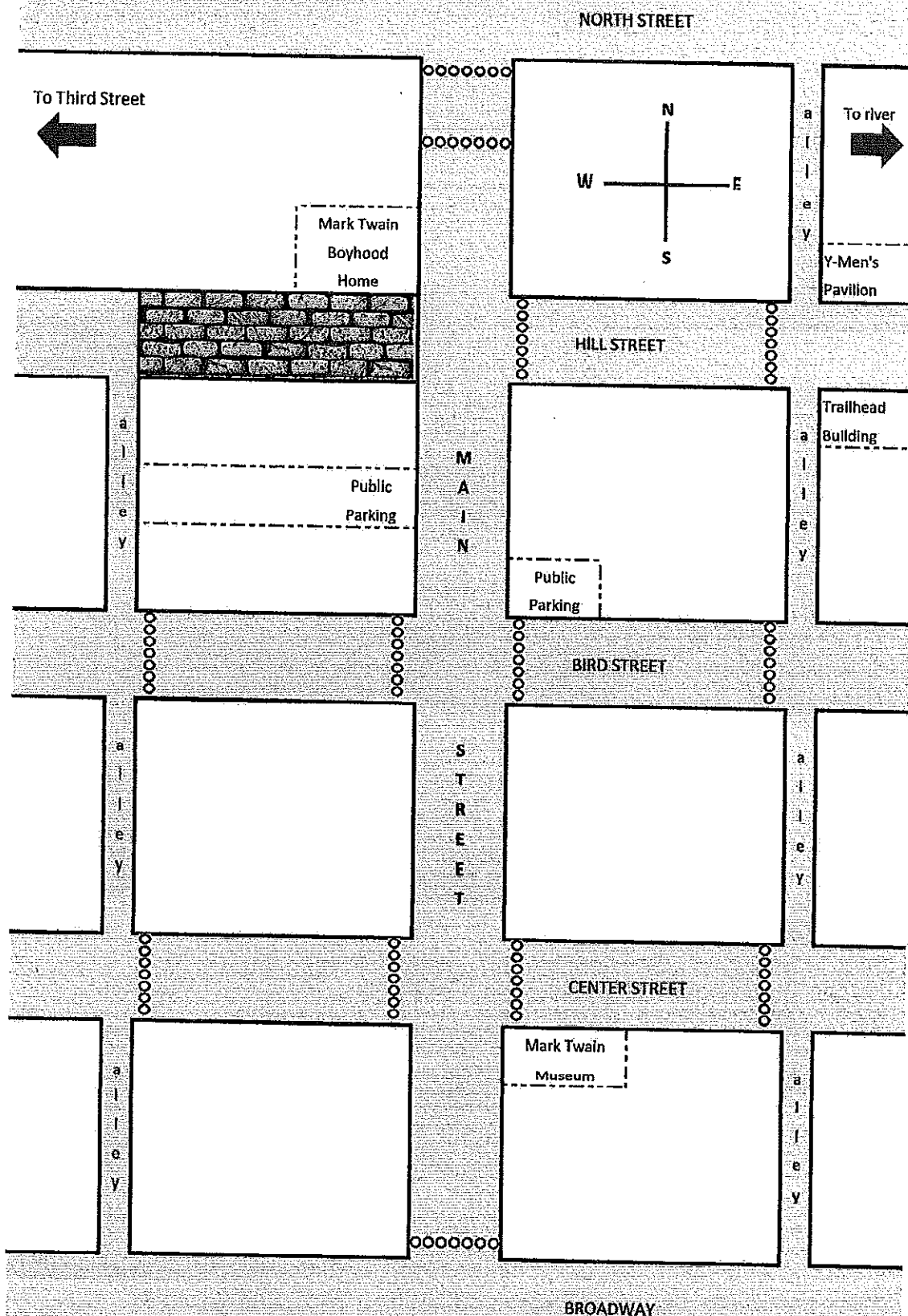
Dial 911 in case of emergency

VI. EVENT AREA MAP (attach next page)

HISTORIC DISTRICT - PROPOSED STREET CLOSURES (Bollard Placement)

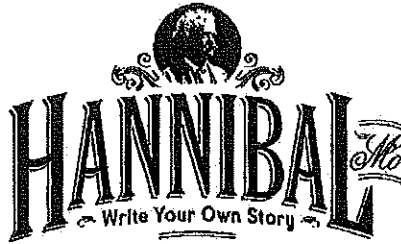
n/A

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

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: 10-24-22
Date you wish to be placed on Agenda: November 1, 2022
Name: Jason Krigbaum
Address: 2642 MARKET, Hannibal, MO
Phone Number: 573-221-5856
Subject Matter: Request to close certain streets
for Veterans Parade on Nov 5, 2022

10-24-22
Date

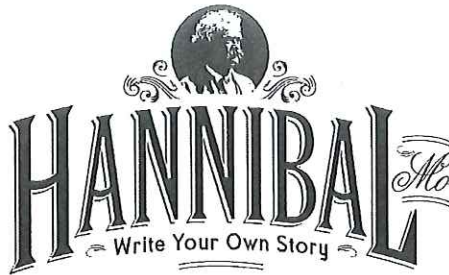

Speaker's Signature

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

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: 10-27-22

Date you wish to be placed on Agenda: 11-1-22

Name: April Azotea

Address: 323 N Main St

Phone Number: 217-316-0004

Subject Matter: update on parking lot
spots

10-27-22
Date

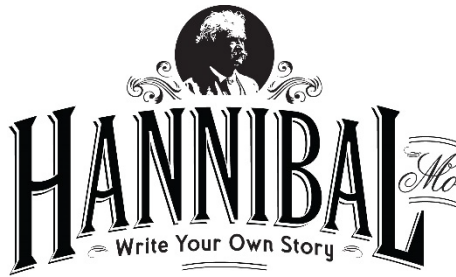
April Azotea
Speaker's Signature

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. 10.27.2022 @ 2:42 BKR



MEMORANDUM

To: City Council

From: James Hark - Mayor

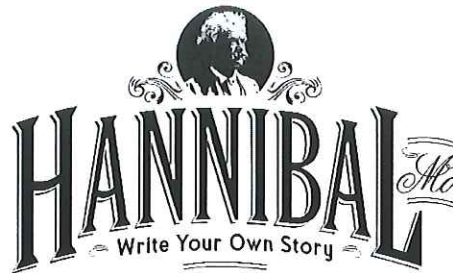
Re: Police and Firemen's Retirement Board Reappointment – J. Dean

Date: October 18, 2022

I am recommending John Dean for a reappointment to the Police and Firemen's Retirement Board, for a three-year term to expire December 2025.


According to Board Secretary, Angel Zerbonia, John has served on the Board since 2018, and his knowledge of the P&F Retirement Fund both as a recipient and volunteer Board member is of great value.

The approval of this appointment will be slated for the November 15th Council meeting, with a recommendation during the November 1st meeting.



MEMORANDUM

TO: MAYOR HARK
CITY COUNCIL MEMBERS

FROM: ANGELICA N. ZERBONIA, MRCC, CMO
City Clerk 

DATE: November 1, 2022

SUBJECT: DESTRUCTION OF RECORDS

The Missouri Secretary of State oversees document retention in Missouri's political subdivisions. According to the Missouri Records Retention Manual published by that office, certain records need only be retained for limited periods of time, at which point they can be destroyed.

The Clerk's Office has identified documents eligible for destruction, in accordance with the Missouri Secretary of State, Records Retention Schedule. The list of documents requested to be destroyed is attached to this memo as *Exhibit A12*.

As required; the minutes of the meeting authorizing the destruction, along with *Exhibit A12*, will serve as the permanent record, in accordance with the practice outlined by the Secretary of State's office.

Following Council approval, staff will oversee the shredding and disposition of the records. Your consideration and approval is appreciated.

Records Destruction Request

Documents to be Destroyed (Exhibit A-12)	Date Ranges
Absence Sheets	2016
City Attorney Applications and File Correspondence	2007
W-2's	2015
P&F 1099's	2010-2013
Quarterly Payroll Taxes 941's	2011, 2015
Self Insurance Fund Reporting-Clerks files (Duplicate reporting)	2014-2018
Employment Eligibility Verification (I-9's), Summer Pool	2018-2019
Anthem Dental Statements	2013
EBTB Agenda and Minutes (Duplicate file copies)	2016-2017
Refuse Collection Bids	1997
Wage Survey	2007 and 2017
Misc. Communication from City Attorney-Clerk Files (copies)	1985-1992
Closed Business Applications, renewals, supporting documents, and Business License	2018-2020
Employment Application, testing docs, interview questions, and schedule	2016-2017
Self Insurance Monthly Finance Reports-Clerk File (duplicate)	2016-2017
Police and Fire Retirement Monthly Reports-Clerk File (duplicate)	7/2014-6/2020
Police and Fire Retirement Agenda/Minutes-Clerk File (duplicate)	2009-2013
Certificate of Insurance (provided to entities)	2001-2015
City Manager Report and Council Chambers Schedule (Clerk File)	2/2006-12/2006
Server Upgrade Proposal	4/10/2012
I-9's Resigned, terminated, and temporary employees	2018-2020
Request for Information and corresponding documents	2015-2018



MEMORANDUM

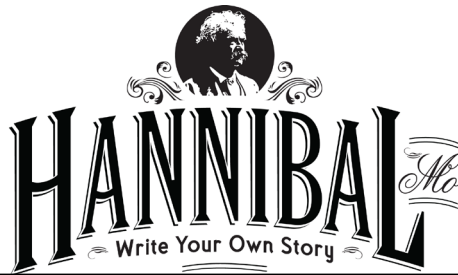
TO: Mayor James Hark and Members of City Council
CC: Lisa Peck, City Manager
FROM: Megan Rapp, Director of Conventions & Tourism
DATE: October 27, 2022
REGARDS: Bid Approval – 2023 Hannibal Visitors Guide Printing

2023 OFFICIAL HANNIBAL VISITORS GUIDE - PRINTING

A legal notice was placed in the Hannibal Courier-Post and an RFP was sent to vendors requesting the information for the 2023 Hannibal Visitor Guide printing. We requested pricing for both 100,000 and 125,000 copies.

Bids were opened on October 24, 2022, by the city clerk. Two bids were received. McDaniels Marketing bid \$42,700 for 100,000 copies and \$49,958 for 125,000 copies. Poole Communications bid \$40,921 for 100,000 copies and \$49,527 for 125,000 copies. The low bidder was verified by the city clerk's office and does have a Hannibal business license.

HCVB Staff recommends the bid be awarded to Poole Communications in the amount of \$40,921 for printing 100,000 copies of the 2023 Hannibal Visitors Guide.



To: Planning & Zoning Commissioners and City Council

From: Mike Murphy – Building Inspector

Re: Code Amendment – Chapter 29, Article II

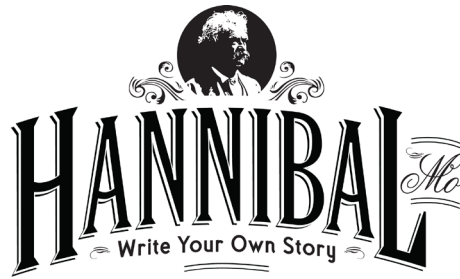
Date: October 24, 2022

Planning and Zoning Commission held their public hearing on Thursday, October 20, 2022, with Council holding their public hearing on Tuesday, November 1, 2022. This is to amend Chapter 29, Article II – Plat Approval Procedures, Section 29-56, Subsection 9.

The proposed amendment would allow the review of the proposed street names be made by the Marion County 911 District, and the Ralls County 911 District, for duplication or unreasonable similarity to such prior existing street names, with the final determination of permissibility to be made by the city engineer or their designee.

The Department of Public Works recommends the first reading of the Ordinance approving the amendment to Chapter 29, Article II, Section 29-56, Subsection 9.





MEMORANDUM

To: Mayor and City Council

From: Mike Murphy – Building Inspector

Re: Final Plat Approval – Vista Way Subdivision

Date: October 24, 2022

On October 20, 2022, Four Points Land Surveying, representing Koontz Properties, LLC., came before The Planning and Zoning Commission to present the Final Plat of the Vista Way Subdivision. This will be a residential subdivision, located on Stardust Drive. The property is zoned B-Multiple Family, which allows for multifamily units.

This approximate 11.11 acres of land will entail approximately 12 multifamily units.

The Planning and Zoning Commission approved the Final Plat of the Vista Way Subdivision on October 20, 2022 and recommended favorably.

The Department of Public Works recommends the first reading of the Ordinance approving the Final Plat of the Vista Way Subdivision from Koontz Properties, LLC. and Four Points Land Surveying & Engineering, INC.



MEMORANDUM

To: Mayor and City Council

From: Mike Murphy – Building Inspector

Re: Rezoning of Lot 2 in Vista Way Subdivision

Date: October 24, 2022

An application was received from Shelby Terrill to rezone property located at the Southwest corner of Stardust Drive and Munger Lane. He is requesting to rezone the property from B-Multiple Family to E-Commercial for a coffee shop and a small office building.



The current zoning was for residential units only and did not allow for commercial business. This request was reviewed by the Planning & Zoning Commission at the October 20th P&Z meeting, the Commission unanimously approved the rezoning and recommended it be sent to City Council for final approval.

The Department of Public Works recommends the first reading of the Ordinance approving the rezoning of the property located at the Southwest corner of Stardust Drive and Munger Lane.