

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

City Council meetings will be videotaped to be shown live on the City of Hannibal YouTube page.

Although the meeting will be shown live, residents will also be able to watch the meeting on the YouTube page after the meeting.

The instructions to watch the meetings online follow:

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

## ***CITY OF HANNIBAL***

### ***OFFICIAL PUBLIC HEARING***

**Tuesday, August 20, 2024**

**6:45 p.m.**

**Council Chambers**

### **CALL TO ORDER**

**BIANCA QUINN – FINANCE DIRECTOR**

**Re: 2024 Ad Valorem Property Tax Levy**

### **PUBLIC COMMENTS**

### **ADJOURNMENT**

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

**Tuesday, August 20, 2024  
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 Council Meeting – August 6, 2024**

**APPROVAL OF PAYROLL AND CLAIMS  
First Half- August 2024**

**PUBLIC COMMENTS  
3 Minutes/ Sign Up Required**

**BRANT & DENNIS DOOLEY – 4<sup>TH</sup> ANNUAL JAYCEES CAR SHOW**

**Re: Street closures**

**Saturday, September 7, 2024, from 6:00 a.m. until 6:00 p.m.**

**MICHAEL GAINES – HANNIBAL FOLKLIFE FESTIVAL**

**Re: Street Closures, Use of City Property, Sale of Alcohol, Trash Pick-up, &  
Use of Fire Extinguishers**

**Saturday, October 19<sup>th</sup> 10:00 until 5:00 & Sunday, October 20<sup>th</sup> 10:00 until 4:00**

**ANNA LEMON & SETH WADE – STRINGS TO MEND**

**Re: Use of City Property**

**Thursday, September 5, 2024, 4:00 p.m. until 8:00 p.m.**

**BARRY LOUDERMAN –MAYOR**

**Approval of Re-Appointment**

Hannibal Convention and Visitors Bureau

**Joy McPike – re-appointment for a term to expire September 2029**

**Re: Presentation of Proclamation to Hannibal Tree Board**

**LISA PECK– CITY MANAGER**

**Re: Updating Employee Guide to Success – Travel Reimbursements**

*(Resolution No.2514-24, to follow, for approval)*

**Re: Updating Employee Guide to Success – Steel Toe Boots**

*(Resolution No.2515-24, to follow, for approval)*

**ANDY DORIAN – DIRECTOR of CENTRAL SERVICES**

**Re: Winter Salt Bid Approval – Lomax Trucking**

**Re: Sodalis Entrance Master Plan Agreement**  
*(Resolution No.2516-24, to follow, for approval)*

**BIANCIA QUINN– FINANCIAL DIRECTOR**  
**Re: 2024 Ad Valorem Property Tax Levy**  
*(Bill No.24-021, to follow, for an emergency reading)*

**JACOB NACKE – POLICE CHIEF**  
**Re: Approval of Emergency Repair to Police Parking Lot**  
**Re: Approval of Sub Award Agreement, Missouri Safety Center**

**BILL NO. 24-020**

**AN ORDINANCE OF THE CITY OF HANNIBAL VACATING A  
UNDEVELOPED TRACT OF LAND KNOWN AS GRAPE STREET,  
TYRONE STREET AND EDWARDS STREET, WHICH IS PART OF  
BLOCKS 4, 8, AND 9, TOWNES ADDITION, BLOCK 6, WARDLAWS  
ADDITION, AND MUDD’S SUBDIVISION, CITY OF HANNIBAL,  
MARION COUNTY, MISSOURI**

**Second & Final Reading**

**BILL NO. 24-021**

**AN ORDINANCE OF THE CITY OF HANNIBAL FIXING AND  
ADOPTING THE RATE OF TAXATION FOR THE YEAR OF 2024  
AND LEVYING TAXES THEREFORE**

**Emergency Reading**

**RESOLUTION NO. 2514-24**

**A RESOLUTION AMENDING THE CITY OF HANNIBAL'S  
PERSONNEL MANUAL KNOWN AS THE *EMPLOYEE GUIDE TO  
SUCCESS, SECTION III. PAY AND BENEFITS, REIMBURSEMENT  
EXPENSES AND TRAVEL***

**RESOLUTION NO. 2515-24**

**A RESOLUTION AMENDING THE CITY OF HANNIBAL'S  
PERSONNEL MANUAL KNOWN AS THE *EMPLOYEE GUIDE TO  
SUCCESS, SECTION V. WORK ENVIRONMENT FOR SUCCESS,  
STEEL TOE BOOT POLICY***

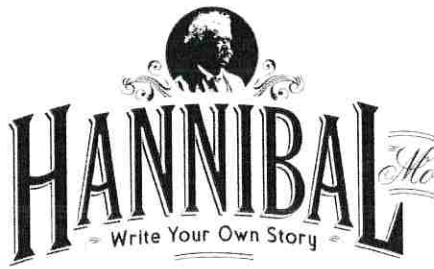
**RESOLUTION NO. 2516-24**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A  
\$12,000 ENGINEERING/ARCHITECTURAL SERVICE  
AGREEMENT BETWEEN THE CITY OF HANNIBAL AND  
PLANNING DESIGN STUDIO FOR THE DEVELOPMENT OF A  
PARK MASTER PLAN FOR THE ENTRANCE TO THE SODALIS  
NATURE PRESERVE.**

**CLOSED SESSION**

*In Accordance with RSMo 610.021 (1), (2) & (12)*





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## MEMORANDUM

**TO:** Mayor Louderman and City Council Members

**FROM:** Bianca Quinn, Finance Director

**DATE:** August 13, 2024

**SUBJECT:** 2024 Ad Valorem Property Tax Levy

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The Marion and Ralls County Assessors have provided notice of the 2024 aggregate assessed values to the City and the Missouri State Auditor. The State Auditor's review of submitted data determined the 2024 tax rate ceiling for the City's taxing entities will remain unchanged:

Taxing Entity	2023	2024
General Fund	0.7590	0.7590
Library	0.2854	0.2854
Police & Fire Retirement	0.1334	0.1334
<b>TOTAL</b>	<b>\$1.1778</b>	<b>\$1.1778</b>

The Ad Valorem Property Tax rate is based on every \$100.00 dollars of assessed values for both real and personal property taxes. The above table indicates of the \$1.1778 total, the General Fund receives approximately 75 cents of every \$100 of assessed value; with 28 cents going to the Library and 13 cents going to the Police and Fire Retirement Pension fund.

The State adjusts the rates to allow for inflation and increases in assessed values and depreciation. Any additional tax revenue to the City would solely occur from new construction and improvements. The following summary provides the assessed values for 2024:

Hannibal - Marion & Ralls

## 2024 Aggregate Assessed Valuation

Class	Marion	Ralls	Total
Residential Real Estate	114,285,690	1,023,620	115,309,310
Agricultural Real Estate	102,840	1,270	104,110
Commercial Real Estate	60,315,680	16,238,980	76,554,660
Personal Property	51,212,412	16,927,230	68,139,642
Loc. Assess RR & Util R.E.	123,450	0	123,450
Loc. Assess RR & Util Per. Prop.	41,630	0	41,630
State Assess RR & Util R.E.	2,931,226	463,713	3,394,939
State Assess RR & Util Per. Prop.	1,230,701	167,013	1,397,714
<b>Total</b>	<b>230,243,629</b>	<b>34,821,826</b>	<b>265,065,455</b>
Total Attributed to New Constr. & Improvements R.E. (included above)	960,900	3,720	964,620

### SUMMARY 2024

Real Property (all sources above)	177,758,886	17,727,583	195,486,469
Personal Property (all sources above)	52,484,743	17,094,243	69,578,986
<b>Total 2024</b>	<b>230,243,629</b>	<b>34,821,826</b>	<b>265,065,455</b>

### PRIOR YEAR (2023)

Real Estate Property	175,258,186	17,374,881	192,633,067
Personal Property	48,861,509	18,192,139	67,053,648
<b>Total 2023</b>	<b>224,119,695</b>	<b>35,567,020</b>	<b>259,686,715</b>

Increase in 2024 from 2023

**\$5,378,740**

Due to time constraints and as allowed for in section 2.20 of the City Charter, an emergency reading to the Ordinance is requested. This will allow for the pro formas to be completed and sent to both the Marion and Ralls County Clerks by the end of August deadline.



**Return to:**  
Office of the City Clerk  
Attn: Britta Dooley  
320 Broadway Hannibal, MO 63401  
Ph. (573) 221-0111 ext. 221  
Email to: bdooley@hannibal-mo.gov

### 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: 08/05/2024 Date you wish to be placed on Agenda: 08/20/2024

Your Organization: Hannibal Jaycees Special Event: 4th Annual Jaycees Car Show

Date(s) of Event: September 7th, 2024 Requested Times (from-to): 6am - 6pm

Description of Activity: A non for profit Car Show with all donations this year going to Gumi Camp USA. Last year we were able to give a donation of about \$1200 to Folds of Honor. People will have a chance to bring out their cars, trucks, & motorcycles park, hang out, visit with other car owners, & have a chance to be judged to win trophies & money.

Primary Contact Person(s): Brant & Dennis Dooley Cell Phone: Brant (573) 822-5499

Work Phone: Dennis (573) 231-6528 E-mail: brantdooley@gmail.com

Assistance Needed (location, etc.): We are requesting to have temporary barricades to block off the road in front of Tanyard Gardens as in the previous 3 years. However, this year the barricade at the Viaduct & Lyon is already in place, but in the case it were to be moved before then for some reason we are requesting it be closed as well as a barricade at Lyon and Main Street.

#### DEPARTMENTAL COMMENTS (office Use)

Police: I don't see any issues. We will patrol it as normal with already on duty Dept. Cost: 0  
officers. -Lieutenant Wilt

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

BPW: The HBPW has no issues. Dept. Cost: 0  
-D. Gordon



**Building Inspector:** No comments or concerns. **Dept. Cost:** 0

-B. Inspector's Office

**Parks:** Parks has no objections. **Dept. Cost:** 0

-A. Dorian

**Streets:** Streets has no objections. **Dept. Cost:** 0

-A. Dorian

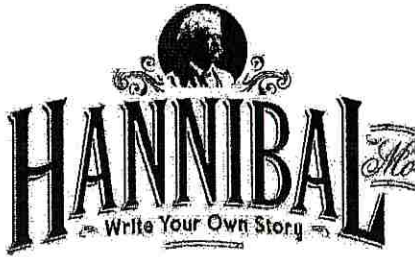
**Tourism:** No concerns. **Dept. Cost:** 0

-T. O'Cheltree

**Administration:** All documents on file in the Clerk's Office. **Dept. Cost:** 0

-City Clerk's Office

**STAFF RECOMMENDS:**



## 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.

*Brant Dooley*

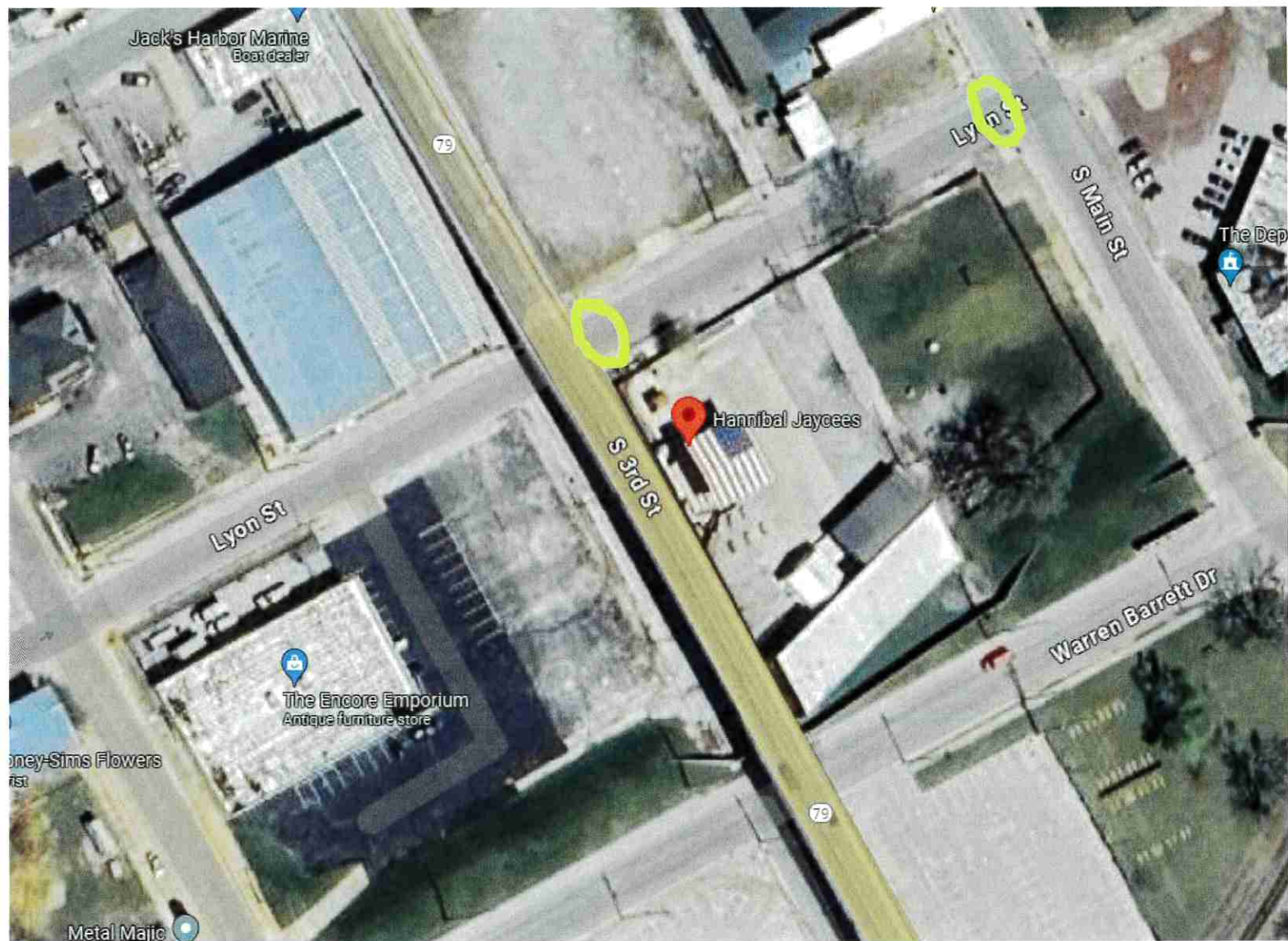
By

Car Show Chairman

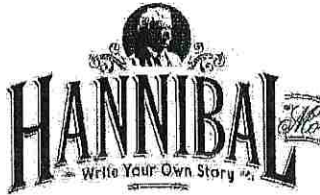
08/05/2024

Title

Date







# CITY OF HANNIBAL

## Special Event Safety Plan

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

### I. GENERAL

Event Name Jaycees 4th Annual Car Show Date of Event September 7, 2024  
Location/Address/Facility Name Tanyard Garden's - Jaycees Lot  
320 S. 3rd St. Hannibal Mo. 63401  
Expected Number of Attendees: 300-500?

### 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: Brant Dooley

Cell Phone: (573) 822-5499

## 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 Brant Dooley (573) 822-5499  
Dennis Dooley(573)231-6528

## 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

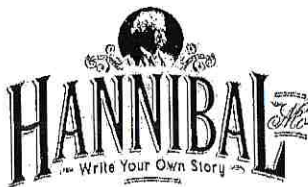
#### G. Emergency Vehicle Access

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: Brant Dooley, Chairman Cell Phone: (573)822-5499  
Secondary Contact: Dennis Dooley, Co-Chairman Cell Phone: (573)231-6528

*Dial 911 in case of emergency*



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Email to: bdooley@hannibal-mo.gov

### 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: 1 Aug 24 Date you wish to be placed on Agenda: 8/20/24  
Your Organization: Hannibal Arts Council Special Event: Hannibal Folklife Festival  
Date(s) of Event: Oct 19-20, 2024 Requested Times (from-to): Festival Times  
10-5 Sat 10-4 Sun  
Description of Activity: Annual festival in Downtown Hannibal  
to include arts/crafts, performers, food vendors, sale of  
drinks (including HAC alcohol sales + wine/whiskey tastings), kids area.  
Primary Contact Person(s): Michael Gaines Cell Phone: 573-795-2247  
Work Phone: 523-221-6545 E-mail: michaelg@hannibalarts.com  
Assistance Needed (location, etc.): Street closures, use of city-owned  
property (Bird/Main parking lot, etc), approval of sale of  
alcohol on city-owned property, street closures starting  
10/18 @ 5pm, emptying city trash cans on Thurs/Frie Mon/Tues,  
bollards/barricades, temp fire extinguishers @ intersections, temp  
electric

DEPARTMENTAL COMMENTS (office Use)

Police: No concerns with the current plan. Dept. Cost: 0

-Lieutenant Wilt

Fire: We can provide temporary fire extinguishers. Dept. Cost: 0

-Chief Neisen

BPW: The HBPW has no issues. Dept. Cost: 0

-D. Gordon

Building Inspector: No comments or concerns. Dept. Cost: 0

-B. Inspector's Office

Parks: Parks has no objections. Dept. Cost: 0

-A. Dorian

Streets: Streets has no objections. Dept. Cost: 0

-A. Dorian

Tourism: No issues, looking forward to it. Dept. Cost: 0

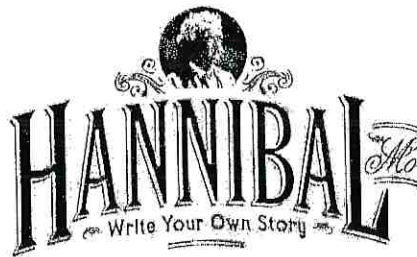
-T. O'Cheltree

Administration: Just need the Certificate of Insurance before the event. Dept. Cost: 0

-Clerk's Office.


STAFF RECOMMENDS:





## 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.

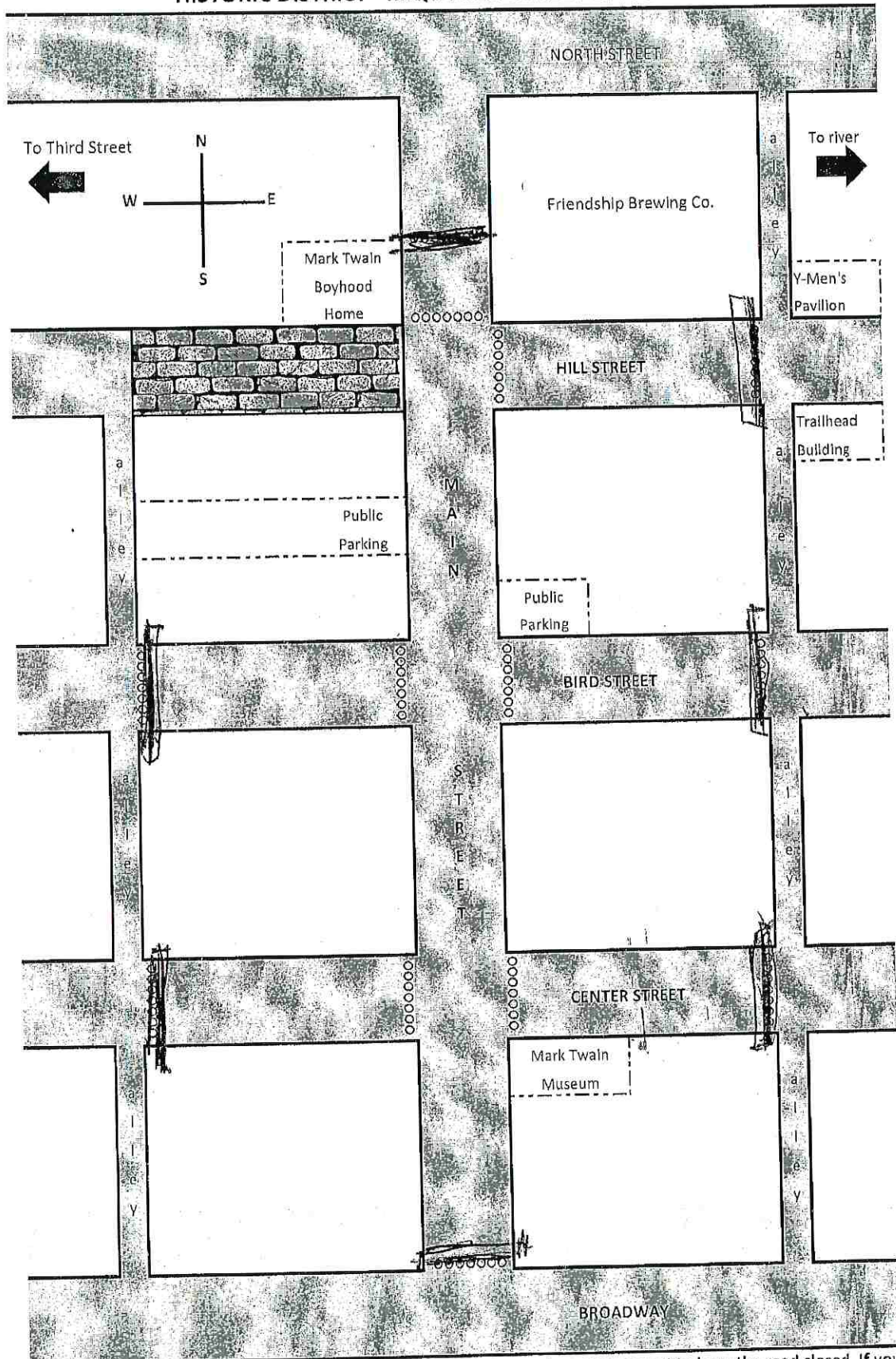
  
By  
Executive Director

Title

8/1/24

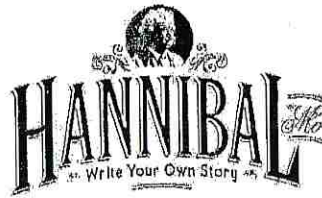
Date

# HISTORIC DISTRICT - REQUESTED STREET CLOSURES



○○○○○○○○ Indicates the optional road closures, ONLY circle those where you request to have the road closed. If you wish to have bollards in place rather than barricades please specify.





# CITY OF HANNIBAL

## Special Event Safety Plan

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

### I. GENERAL

Event Name Hannibal Fall Life Festival Date of Event Oct 19-20, 2024  
Location/Address/Facility Name Main Street, Historic Downtown  
Expected Number of Attendees 20,000 +

### 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: Michael Gaines

Cell Phone: 573-795-2247

## 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

Marion Falls Co Ambulance  
573-221-5510 Marshall Miller

3. Will on-site security be provided?

☒ Yes ☐ No

If yes, contact name and phone

Extra Duty Officers  
Lt Matt Wilt 221-0987

## 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?

limited food with cookers/open flame

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 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

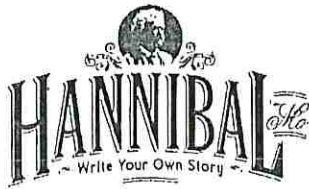
#### V. CONTACT INFORMATION

Primary Contact: Michael Gaines  
Secondary Contact: Brenda Fisher

Cell Phone: 573-795-2247  
Cell Phone: 573-629-7572

*Dial 911 in case of emergency*





Return to:  
Office of the City Clerk  
Attn: Britta Dooley  
320 Broadway Hannibal, MO 63401  
Ph. (573) 221-0111 ext. 221  
Email to: bdooley@hannibal-mo.gov

### 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: 8/6/2024 Date you wish to be placed on Agenda: 8/21/2024

Your Organization: Child Advocacy Center Special Event: Songs to Mend

Date(s) of Event: Sept 5, 2024 Requested Times (from-to): 4-8

Description of Activity: MUSIC from three local musicians on the  
mall area (MUTS) to raise funds for Hannibal Child Advocacy  
Center and EMBRACE

Primary Contact Person(s): Anna Lemon, Seth Wade Cell Phone: 406-71050 (Anna) 822-5115 (Seth)

Work Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Assistance Needed (location, etc.): electrifying hook ups.

Not requesting any street closures.

#### DEPARTMENTAL COMMENTS (office Use)

Police: No concerns from police standpoint. Dept. Cost: 0

-Lieutenant Wilt

Fire: No issue with this event. Dept. Cost: 0

-Chief Neisen

BPW: The HBPW's has no issues. Dept. Cost: 0

Building Inspector: No comments or concerns. Dept. Cost: 0

-B. Inspector's Office

Parks: Parks has no objections. Dept. Cost: 0

-A. Dorian

Streets: Streets has no objections. Dept. Cost: 0

-A. Dorian

Tourism: Looks good. Dept. Cost: 0

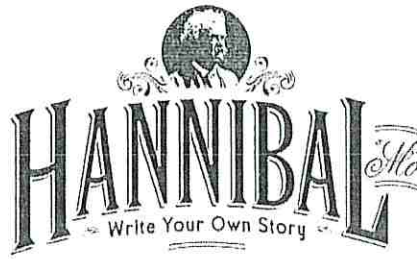
-T. O'Cheltree

Administration: We will need a Certificate of Insurance before the event. Dept. Cost: 0

-Clerk's Office

STAFF RECOMMENDS:





## 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.

Anna Lennon  
By

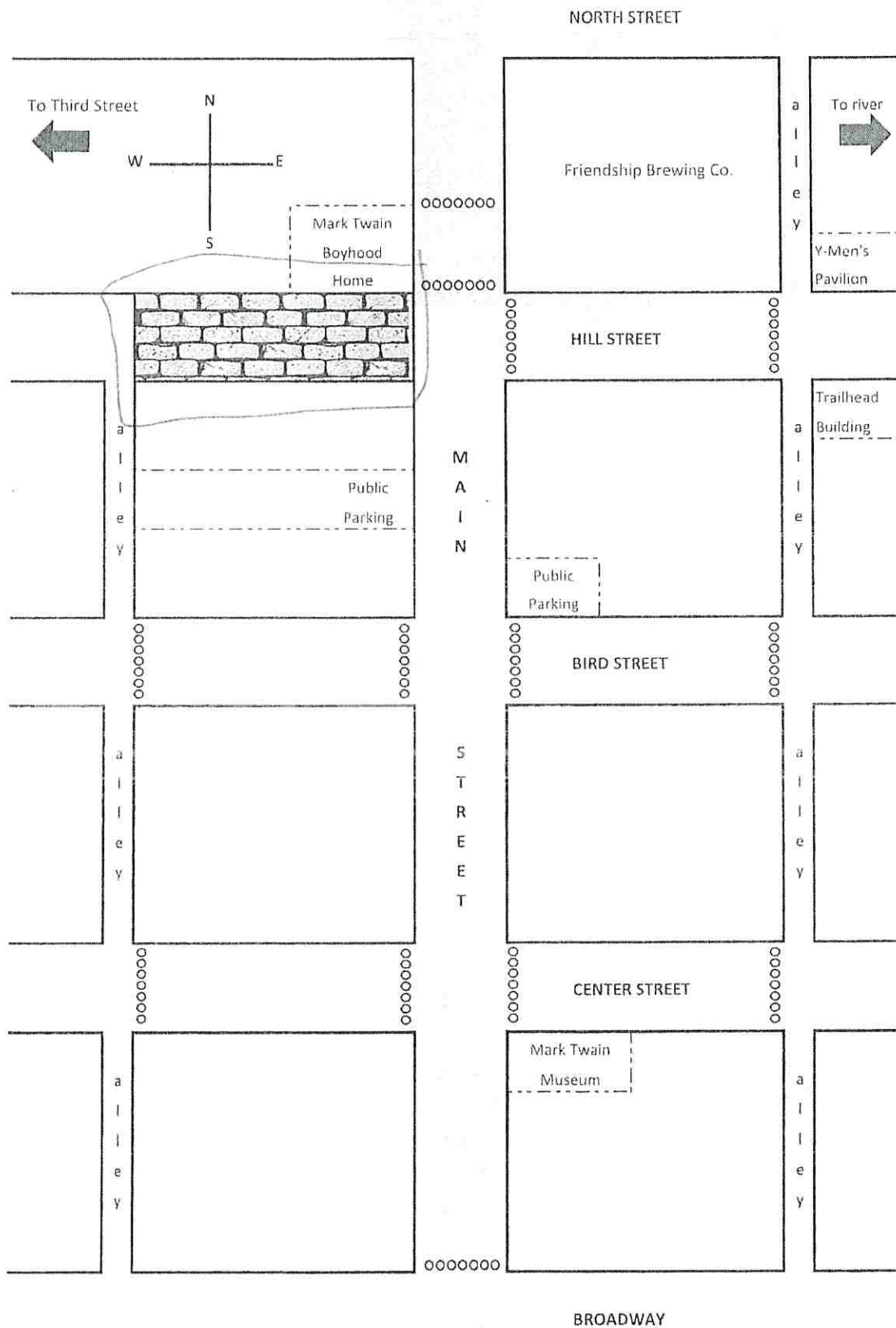
CAC Ambassador

Title

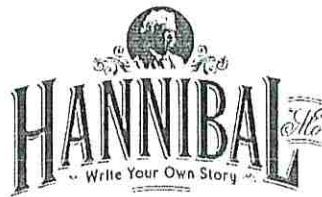
8/6/2024

Date

# HISTORIC DISTRICT - REQUESTED STREET CLOSURES



○○○○○○○ Indicates the optional road closures, ONLY circle those where you request to have the road closed. If you wish to have bollards in place rather than barricades please specify.



# CITY OF HANNIBAL

## Special Event Safety Plan

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

### I. GENERAL

Event Name Strings to Mend Date of Event 9/5/2024  
Location/Address/Facility Name Downtown Mall area (Music Under the Stars)  
Expected Number of Attendees: 100

### 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: Anna Lemon

Cell Phone: 573-406-7650

## 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: Anna Lemon

Cell Phone: 573-406-7650

Secondary Contact: Seth Wade

Cell Phone: 573-822-5115

*Dial 911 in case of emergency*



RE: August 20 agenda.

Mary Lynne Richards <MLRichards@hannibal-mo.gov>

Wed 8/14/2024 8:07 AM

To: Melissa Cogdal <MCogdal@hannibal-mo.gov>

Cc: Andy Dorian <ADorian@hannibal-mo.gov>

 1 attachments (18 KB)

treecityproc.docx;

Melissa

The mayor said he wanted it to be presented at City Council.

From: Melissa Cogdal <MCogdal@hannibal-mo.gov>

Sent: Tuesday, August 13, 2024 1:09 PM

To: Mary Lynne Richards <MLRichards@hannibal-mo.gov>

Cc: Andy Dorian <ADorian@hannibal-mo.gov>

Subject: August 20 agenda

Mary Lynn,

You had told me you would have an item for the agenda. I wasn't sure if it was this agenda or a future one. Just a reminder that cut off for agenda items for the 20<sup>th</sup> is Wednesday August 14, end of day.

You will want to submit a memo or the Mayor depending on who will be presenting, as well as the Proclamation which would need to be signed by the Mayor and myself.

Just wanted to check in with you,

Melissa

**Melissa Cogdal**

*City Clerk*

*City of Hannibal, Missouri*

*320 Broadway, Hannibal, MO 63401*

*Ph: 573-227-0117 ext 209*

*Fax 573-227-8191*

[mcogdal@hannibal-mo.gov](mailto:mcogdal@hannibal-mo.gov)

## CITY OF HANNIBAL PROCLAMATION

**WHEREAS,** the city of Hannibal is celebrating its 25th year to earn the Tree City USA designation. and

**WHEREAS,** Hannibal achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamations; and

**WHEREAS,** the Hannibal Tree Board not only meets but exceeds the requirements of Tree City USA by promoting planting new trees in Hannibal's public spaces, Helping maintain trees in our public spaces, working with the Hannibal Board of Public Works, street and parks departments to encourage planting native species, recognizing a Tree of the Month and educating the public and city government about the value of trees to our neighborhoods and city, and

**WHEREAS,** it is estimated that more than 1,000 trees have been planted in Hannibal due to the persistence of the Hannibal Tree Board, and

**WHEREAS,** and the Tree Board works in conjunction with community members who want to memorialize their loved ones by purchasing trees, local businesses such as BASF who help fund reforestation to celebrate their time in Hannibal and Missouri Department of Conservation who often grants the Tree Board money, equipment and expertise to further their goal of urban forest management, and

**WHEREAS,** the members of the Tree Board are currently Kristy Trevathan, Paul Ewert, Susan Welker, Paul Miller, Harry Graves and David Vance,

**NOW, THEREFORE,** I, Barry Louderman, Mayor of Hannibal, and on behalf of our governing body and the citizens of Hannibal, do hereby this Proclamation to the Hannibal Tree Board for dedicated service to the city of Hannibal and its treescape and hereby urge all citizens to plant trees to promote the well-being of this and future generations.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused to be affixed the Official Seal of the City of Hannibal, Missouri, on this twentieth day of July, 2024.

---

Barry Louderman, Mayor

**ATTEST:**

---

Mary Lynne Richards, Hannibal Parks & Recreation

**RESOLUTION NO. 2514-24**

**A RESOLUTION AMENDING THE CITY OF HANNIBAL'S PERSONNEL MANUAL KNOWN AS THE *EMPLOYEE GUIDE TO SUCCESS*, SECTION III. PAY AND BENEFITS, REIMBURSEMENT EXPENSES AND TRAVEL**

**WHEREAS**, the meal reimbursement rate for work related travel is currently \$35 per day, and

**WHEREAS**, the current GSA rates for Missouri are between \$59-64 per day, depending on location, and

**WHEREAS**, the council wishes to update the Reimbursable Expenses and Travel section of the Employee Guide to Success to incorporate current GSA limits on lodging, meals and other allowable travel expenses, follow a per diem system, and introduce new forms for travel use into the Employee Guide to Success under Section III Pay and Benefits, Travel Expenses for permanent and quick reference by employees and departments.

**NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL, MISSOURI:**

**SECTION ONE:** The Employee Guide to Success is hereby amended to incorporate the attached policy, as approved by the City Council on August 20, 2024.

**SECTION TWO:** This Resolution shall become effective immediately upon its adoption.

**ADOPTED this 20<sup>th</sup> day of August, 2024.**

**APPROVED this 20<sup>th</sup> day of August, 2024.**

\_\_\_\_\_  
**Barry Louderman, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Melissa Cogdal, City Clerk**

**RESOLUTION NO. 2515-24**

**A RESOLUTION AMENDING THE CITY OF HANNIBAL'S PERSONNEL MANUAL KNOWN AS THE *EMPLOYEE GUIDE TO SUCCESS, SECTION V. WORK ENVIRONMENT FOR SUCCESS, STEEL TOE BOOT POLICY***

**WHEREAS**, the current Steel Toe Boot Policy reimburses Public Works and Park and Recreation department employees \$75 per year, and

**WHEREAS**, steel toe boots are required safety equipment for these workers, and

**WHEREAS**, the council wishes to update the policy to reflect the current cost of the required safety equipment.

**NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL, MISSOURI:**

**SECTION ONE:** The Employee Guide to Success is hereby amended to incorporate the new policy below, as approved by the City Council on August 20, 2024.

**Steel Toe Boot Policy**

To help ensure personnel safety for Public Works and Parks & Recreation Departments, steel-toe boots are required to be worn. The City of Hannibal, if funds are available, will reimburse all full-time employees of those departments up to \$150.00 per fiscal year to help offset the cost of this requirement. Department heads will assist in reimbursement procedures.

**SECTION TWO:** This Resolution shall become effective immediately upon its adoption.

**ADOPTED this 20<sup>th</sup> day of August, 2024.**

**APPROVED this 20<sup>th</sup> day of August, 2024.**

---

**Barry Louderman, Mayor**

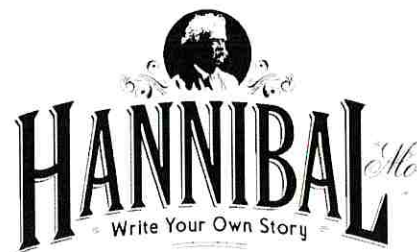
**ATTEST:**

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**Melissa Cogdal, City Clerk**



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



---

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

FROM: Andrew Dorian

DATE: 8/9/2024

RE: Winter Salt Bid Acceptance

The Hannibal Street Department recently went out for bid for the purchase and delivery of salt for winter applications. A few weeks ago we accepted bids from two other companies but since that time an additional local company expressed interest in bidding so we decided to re-bid.

The re-bid resulted in one bidder, Lomax Trucking Services, Inc, with a bid of \$89/ton.

The Street Department would like to accept that bid in addition to the two previous bids we accepted before.

This would give us the following companies to pick from for salt purchase with the first option being the low bid of Lomax Trucking.

- Compass Minerals, \$101.92/ton
- Cargill, Inc., \$103.42/ton
- Lomax Trucking Services, Inc, \$89/ton

**BID SCHEDULE**

(NOTE: Bids shall include any applicable taxes or fees.)

ITEM	UNIT	UNIT PRICE DELIVERED
Snow Removal Salt	Ton	\$ <u>89.00</u>

Indicate approximate delivery time by your firm upon receipt of order from the City:

10 days

Indicate telephone number to be called for placing orders:

573-221-3084

BY: Lomax Trucking Service Inc  
Company Name

Paula Brown

Signature

Paula Brown / President / Owner

Typed Name & Title

Seal if by corporation:

3825 Hwy MM, Hannibal, MO 63401

Address

573-221-3084      8/7/24

Telephone

Date

ATTEST:

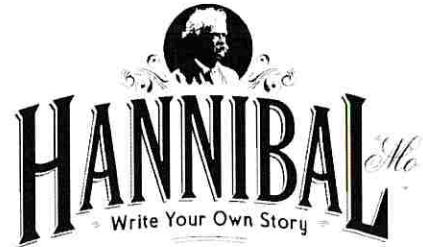


Signature

8-7-24

Date

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



---

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

FROM: Andrew Dorian

DATE: 8/14/2024

RE: Sodalís Nature Preserve Park Entrance Master Plan Agreement

The Hannibal Parks and Recreation Department and Planning & Design Studios are working on a Master Plan for the further development of the parking lot and park entrance at the Sodalís Nature Preserve. So far, the Parks Department has installed a new shelter and restroom as well as a parking lot at the entrance to preserve.

The next phase of the project will consist of working with Planning & Design Studio to create a plan to enhance the look of the park by adding new signage, native plantings and recreational components. The finished plan will give the Park Board a vision and cost estimate for future projects at the preserve allowing us to write grants to try and secure funding.

Attached to the memo is the contract with Planning & Design Studio detailing the steps they will take to develop the plan with the Parks Department.

The Parks Department recommends that the City Council authorize the Mayor to sign an engineering/architectural service agreement with Planning Design Studio for the lump sum not to exceed amount of (\$12,000) for the develop of the Sodalís Nature Preserve Park Entrance Master Plan.

## Master Planning Services Agreement

**Project:** Sodalís Nature Preserve Entrance Master Plan

**Client:** City of Hannibal, Missouri

**Client Contact:** **Andrew Dorian, Director of Central Services**  
320 Broadway  
Hannibal, MO 63401  
[adorian@hannibal-mo.gov](mailto:adorian@hannibal-mo.gov)  
573-221-0154

**Design Consultant:** **PLANNING DESIGN STUDIO (PDS)**  
2816 Sutton Boulevard, Suite 1  
Saint Louis, Missouri 63143  
  
L. Andrew Franke, Principal  
[andrewfranke@planningdesignstudio.com](mailto:andrewfranke@planningdesignstudio.com)  
(O) 314-241-3600  
(D) 314-328-5238

---

### I. SCOPE OF SERVICES

The objective of the professional services to be provided by Planning Design Studio (PDS) to the City of Hannibal (City) will be the preparation of a Master Plan for the entrance area at Sodalís Nature Preserve as shown on Attachment A. Sodalís Nature Preserve is located at 819 Ely Street. The intent of the master plan is to create a framework for future implementation of improvements at the main entrance to the Nature Preserve. The master plan may include, but is not limited to, landscape design, hardscape improvements and signage.

Our team will complete the following services to develop the master plan.

- A. Base Mapping: Base mapping for this project will be prepared utilizing available mapping/survey information from either the City of Hannibal or readily available no cost digital mapping. The mapping scale will be appropriate to fit on a 22" x 34" sheet size for presentations and 11" x 17" half size.



- B. Visioning & Alternative Concept Plans: The project team will develop two plan alternatives for soliciting input relative to the Master Plan that will reflect the proposed improvements at the nature preserve entrance.
- C. Review with City: The two concepts will be reviewed via a virtual meeting with City staff to solicit input and confirm the concepts meet the City's expectations and requirements for the desired improvements at the entrance area. City Park Master Plan. The concepts will be revised and/or refined into a preferred Preliminary Master Plan. This will include:
  - a. Site master plan annotated with notes regarding proposed uses and facilities.
  - b. Supporting graphics illustrating through precedent images and/or sketches proposed master plan elements.
  - c. Summary description of the master plan.
- D. Review with City: The Preliminary Master Plan will be reviewed with City staff via a virtual meeting to solicit input and confirm that the proposed Preliminary Plan meets the City's expectations and requirements.
- E. Revise/Refine & Finalize Plan: Based on the direction received, the project team will revise/refine the materials into the Final Master Plan which will include the site master plan (Color Rendering), support graphics, planning level development cost estimate, and any phasing options. The Final Master Plan will be submitted to the City in PDF format.
- F. Deliverables: The master plan process will conclude with the submittal of the final master plan document which will consist of the following:
  - a. A color master plan drawing showing the general overall layout of the proposed entrance improvements, precedent images and sketches showing examples for the intended improvements, an order of magnitude cost estimate and if necessary, a phasing plan will be provided in digital format.

## **II. SCHEDULE**

PDS will commence work on the Project within receipt of signed agreement and notice to proceed issued by the City of Hannibal. The master plan will be completed in 45 days from notice to proceed.

## **III. COMPENSATION**

PDS will complete the Scope of Services described above on a Lump Sum fee basis, for **\$12,000.00.**

The Lump Sum Fee above represents labor, overhead and profit. Reimbursable Expenses include other direct costs of any additional items required or requested by the City of Hannibal, such as travel mileage, printings/plots and other items are in addition to the above amount and total **\$250.00**.

Payment shall be made monthly upon submission of a proper invoice in an amount equal to the percentage of work completed in the preceding month plus Reimbursable Expenses incurred. All invoices shall be due and payable within thirty (30) calendar days.

#### **IV. TERMS AND CONDITIONS**

The parties agree as follows:

1. PDS's Responsibilities. PDS will perform the tasks identified in the Scope of Services above in accordance with the standards customarily provided by an experienced and competent professional planning design organization rendering these type services.
2. Client's Responsibilities. The Client will pay PDS upon submittal of written invoices.
3. Termination. The City or PDS may terminate this CONTRACT at any time by written notice to the other party. The City shall pay for all work completed at the time of termination.
4. Ownership of Documents. Related documents created hereunder shall be and become the property of the City.
5. Governing Law. This CONTRACT shall be governed by and construed in accordance with the laws of the State of Missouri.

**V. ACCEPTANCE**

The following authorized representatives of the City of Hannibal, Missouri and Planning Design Studio, hereby submit this proposal for Professional Services.

**Planning Design Studio**



Signature

**L. Andrew Franke**

Typed Name

Principal

Title

July 22, 2024

Date

City of Hannibal, Missouri

Signature

Typed Name

Title

Date





Attachment A - Sodalis Nature Preserve  
Entrance Area Improvements Master Plan  
Project Area



**RESOLUTION NO. 2516-24**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A \$12,000  
ENGINEERING/ARCHITECTURAL SERVICE AGREEMENT BETWEEN THE  
CITY OF HANNIBAL AND PLANNING DESIGN STUDIO FOR THE  
DEVELOPMENT OF A PARK MASTER PLAN FOR THE ENTRANCE TO THE  
SODALIS NATURE PRESERVE .**

**WHEREAS, The Hannibal Parks and Recreation Department and Planning Design Studio have been working together to develop a master plan for the entrance to the Sodalis Nature Preserve, and**

**WHEREAS, Planning Design Studio has submitted a \$12,000 lump sum not to exceed agreement for the development of the plan and,**

**WHEREAS, The plan will provide us with overall concepts and cost estimates for future projects, and**

**NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL  
MISSOURI**

**SECTION ONE:** That the Mayor is hereby authorized to execute an engineering/architectural service agreement between the City of Hannibal and Planning Design Studio for a lump sum not to exceed amount of \$12,000.00 for the development of a Park Master Plan for the entrance to the Sodalis Nature Preserve.

**SECTION TWO:** This Resolution shall become effective immediately upon its adoption and approval.

**ADOPTED THIS 20<sup>th</sup> DAY OF AUGUST, 2024.**

**APPROVED THIS 20<sup>th</sup> DAY OF AUGUST, 2024.**

---

**Barry Louderman, Mayor**

**ATTEST:**

---

**Melissa Cogdal, City Clerk**



---

## MEMORANDUM

**TO:** Mayor Louderman and City Council Members

**FROM:** Bianca Quinn, Finance Director

**DATE:** August 13, 2024

**SUBJECT:** 2024 Ad Valorem Property Tax Levy

---

The Marion and Ralls County Assessors have provided notice of the 2024 aggregate assessed values to the City and the Missouri State Auditor. The State Auditor's review of submitted data determined the 2024 tax rate ceiling for the City's taxing entities will remain unchanged:

<b>Taxing Entity</b>	<b>2023</b>	<b>2024</b>
General Fund	0.7590	0.7590
Library	0.2854	0.2854
Police & Fire Retirement	0.1334	0.1334
<b>TOTAL</b>	<b>\$1.1778</b>	<b>\$1.1778</b>

The Ad Valorem Property Tax rate is based on every \$100.00 dollars of assessed values for both real and personal property taxes. The above table indicates of the \$1.1778 total, the General Fund receives approximately 75 cents of every \$100 of assessed value; with 28 cents going to the Library and 13 cents going to the Police and Fire Retirement Pension fund.

The State adjusts the rates to allow for inflation and increases in assessed values and depreciation. Any additional tax revenue to the City would solely occur from new construction and improvements. The following summary provides the assessed values for 2024:

Hannibal - Marion & Ralls

## 2024 Aggregate Assessed Valuation

Class	Marion	Ralls	Total
Residential Real Estate	114,285,690	1,023,620	115,309,310
Agricultural Real Estate	102,840	1,270	104,110
Commercial Real Estate	60,315,680	16,238,980	76,554,660
Personal Property	51,212,412	16,927,230	68,139,642
Loc. Assess RR & Util R.E.	123,450	0	123,450
Loc. Assess RR & Util Per. Prop.	41,630	0	41,630
State Assess RR & Util R.E.	2,931,226	463,713	3,394,939
State Assess RR & Util Per. Prop.	1,230,701	167,013	1,397,714
<b>Total</b>	<b>230,243,629</b>	<b>34,821,826</b>	<b>265,065,455</b>
Total Attributed to New Constr. & Improvements R.E. (included above)	960,900	3,720	964,620

### SUMMARY 2024

Real Property (all sources above)	177,758,886	17,727,583	195,486,469
Personal Property (all sources above)	52,484,743	17,094,243	69,578,986
<b>Total 2024</b>	<b>230,243,629</b>	<b>34,821,826</b>	<b>265,065,455</b>

### PRIOR YEAR (2023)

Real Estate Property	175,258,186	17,374,881	192,633,067
Personal Property	48,861,509	18,192,139	67,053,648
<b>Total 2023</b>	<b>224,119,695</b>	<b>35,567,020</b>	<b>259,686,715</b>

Increase in 2024 from 2023

**\$5,378,740**

Due to time constraints and as allowed for in section 2.20 of the City Charter, an emergency reading to the Ordinance is requested. This will allow for the pro formas to be completed and sent to both the Marion and Ralls County Clerks by the end of August deadline.



**BILL NO. 24-021**

**ORDINANCE NO.**

**EMERGENCY READING: 08.20.2024**

**AN ORDINANCE OF THE CITY OF HANNIBAL FIXING AND ADOPTING  
THE RATE OF TAXATION FOR THE YEAR OF 2024 AND LEVYING TAXES  
THEREFORE**

**WHEREAS**, the City of Hannibal annually sets and affixes the ad valorem rate of taxation to be levied upon all real property and tangible personal property located within the City of Hannibal, Counties of Marion and Ralls, State of Missouri, subject to taxation, and

**WHEREAS**, based on the Missouri State Auditor's Office determination, the maximum taxation rate allowable per \$100 of assessed valuation has been computed to be:

➤ <b>General Fund</b>	<b>\$0.7590</b>
➤ <b>Hannibal Free Public Library</b>	<b>\$0.2854</b>
➤ <b>Police &amp; Firemen's Retirement Fund</b>	<b>\$0.1334</b>

**for a combined total of** **\$1.1778**

**NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF  
HANNIBAL, MISSOURI:**

**SECTION ONE:** That the following general, special and annual municipal taxes are hereby levied for the year 2024, and upon all real property and tangible personal property within the Counties of Marion and Ralls, State of Missouri, subject to taxation, to-wit:

**FIRST:** A tax for general municipal purpose of .7590/100 dollars (\$0.7590) on the One Hundred Dollars (\$100.00) valuation, as authorized by Article 10, Section 11, Constitution of the State of Missouri, and Section 94.340 Revised Statutes of Missouri, 1978.

**SECOND:** A Special Tax for the purpose and benefit of the Hannibal Free Public Library of said City of .2854/100 dollars (\$0.2854) on the One Hundred Dollars (\$100.00) valuation, voted by the majority vote of the citizens of the City of Hannibal on June 9, 1964, in pursuance of Section 182.140 as amended, Revised Statutes of Missouri, 1978, as amended at the General Election April 4, 1989 which a \$0.30 special tax was approved.

**THIRD:** A Special Tax for the purpose and benefit of the Policemen's and Firemen's Retirement (Pension) Fund of the City of Hannibal .1334/100 (\$.1334) on the One Hundred Dollars (\$100.00) valuation as authorized at the General



Election of the City of Hannibal, May 6, 1947, as amended at the General  
Election of the City of Hannibal, May 1, 1956.

**SECTION TWO:** All ordinances or parts of ordinances in conflict herewith are  
hereby repealed.

**SECTION THREE:** This ordinance shall be effective immediately upon its adoption  
and approval.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Barry Louderman, Mayor

**ATTEST:**

\_\_\_\_\_  
Melissa Cogdal, City Clerk



## Hannibal Police Department

**Jacob Nacke, Chief of Police**

777 Broadway, P O Box 793

Hannibal, MO 63401

Chief's Office (573) 221-7111  
Police Department (573) 221-0987  
Department Fax (573) 221-3966  
Confidential Fax (573) 406-1535  
E-mail [chief@hannibalpd.com](mailto:chief@hannibalpd.com)

August 14, 2024

Dear Mayor Louderman and Council Members,

In 2023, we experienced a failure of a storm sewer under the east parking lot of the Police Department. The storm sewer was constructed with hand laid stone which the top portion failed causing a partial collapse and hole to develop in the parking lot and driving lane. We were able to secure assistance from the Hannibal Board of Public Works who were able to visualize the tunnel and cover the hold with a steel plate. For safety reasons the parking lot and driving lane have been closed to prevent further damage. I sought grant funding for this repair through an ARPA Capital Improvement Grant and learned last month that we were denied funding for the project.

In July of 2024, a sinking area of pavement was located in the east parking lot which eventually opened up into a void closer to the municipal parking lot formerly the Commerce Bank lot. This was inspected by the Hannibal Board of Public Works and Mark Bross of Klinger and Associates. Bross recommended further closure of the parking lot and another steel plate was placed over the new hole,

Bleigh Construction provided an estimate to Klinger and Associates for repairs to the parking lot. The breakdown to follow:


2023 Area \$15,311

2024 Area \$13,400

The total repair cost for the project would be \$28,711 and the earliest start date would be September 16<sup>th</sup>, 2024 with a five day timeline for completion.

I am requesting the council approve the emergency repair as runoff into these areas could be causing more erosion and pose greater issues the longer we wait. The areas affected are limiting access to our building in the event of a fire, and encroaches upon parking needed for the municipal court proceedings. I request for funds to be used from the infrastructure fund to make these emergency repairs.

Thank You,



Jacob Nacke  
Chief of Police

*"Evil is powerless if the good are unafraid." – President Ronald Reagan*



# bleigh

Construction Company

SINCE 1950

August 9, 2024  
Klingner and Associates

Ref: Parking Lot Repair

Mr. Bross,

## 2023 Area

Bleigh Construction Company estimates the costs for the temporary repairs for the Hannibal Police Department "sinkhole" repairs to be Fifteen Thousand Three Hundred Dollars (\$15,311):

Sawcut and remove and area of asphalt approximately 10'x10' to expose the "sinkhole". Place plywood thru the sinkhole opening and provide support (from above) in order to install a concrete "plug" into the archway top. Subsequently place 10'x10x13" Mat Slab with 2-Layers of #5 Epoxy Coated Reinforcing placed 15" O.C.E.W. overtop the "plug" to transfer the vertical load to the existing roadway base.

## 2024 Area

Bleigh Construction Company estimates the costs for the temporary repairs for the Hannibal Police Department "sinkhole" repairs to be Thirteen Thousand Four Hundred Dollars (\$13,400):

Sawcut and remove and area of asphalt approximately 8'x8' to expose the "sinkhole". Place plywood thru the sinkhole opening and provide support (from above) in order to install a concrete "plug" into the archway top. Subsequently place 8'x8x13" Mat Slab with 2-Layers of #5 Epoxy Coated Reinforcing placed 15" O.C.E.W. overtop the "plug" to transfer the vertical load to the existing roadway base.

Earliest start date would be September 16, 2024, and estimated duration would be five days.

r/s,

Louis C. Vannatta

Bleigh Construction  
Cell: 573-248-5892  
Fax: 573-221-4331

PO BOX 957 Hannibal, MO 63401 • 573-221-2247 • [bleighconstruction.com](http://bleighconstruction.com)



**Hannibal Police Department**  
**Jacob Nacke, Chief of Police**  
777 Broadway, P O Box 793  
Hannibal, MO 63401

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Police Department (573) 221-0987  
Department Fax (573) 221-3966  
Confidential Fax (573) 406-1535  
E-mail [chief@hannibalpd.com](mailto:chief@hannibalpd.com)

August 14, 2024

Dear Mayor Louderman and Council Members,

The Hannibal Police Department applied for a traffic grant through the Missouri Department of Transportation, which is administered by the UCM Missouri Safety Center. The grant, part of the Drive Sober or Get Pulled Over Campaign, will provide up to \$1,500 in recoupment costs for overtime for driving while intoxicated enforcement during the campaign which ends September 2<sup>nd</sup> 2024.

I am requesting the Council authorize the Mayor to sign the subaward agreement with the Missouri Safety Center for this grant project.

Thank You,


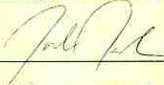
A handwritten signature in black ink, appearing to be "J. Nacke".

Jacob Nacke  
Chief of Police

*"Evil is powerless if the good are unafraid." – President Ronald Reagan*



**University of Central Missouri**  
**Subaward Agreement: Drive Sober or Get Pulled Over DWI Enforcement Campaign**

<b>Pass-Through Entity (PTE):</b> University of Central Missouri – Missouri Safety Center		<b>Subrecipient:</b> Hannibal Police Dept.	
<b>PTE Principal Investigator:</b> Joanne Kurt-Hilditch, Director, Missouri Safety Center		<b>Subrecipient Principal Investigator (PI):</b> Hannibal Police Dept.	
<b>PTE UEI Number:</b> J5HWZ6H6UAK5		<b>Subrecipient UEI Number:</b> FVNXW9DB6LZ3	
<b>PTE FEIN:</b> 44-6000293		<b>Subrecipient FEIN:</b> 43-6001552	
<b>Subaward Number:</b> SAF208-0139	<b>Assistance Listing:</b> 20.607	<b>State Awarding Agency:</b> MO Dept. of Transportation – Highway Safety & Traffic	
<b>PTE State Award No:</b> 24-154-AL-049		<b>Federal Awarding Agency:</b> US Department of Transportation	
<b>Project Title: Enforcement – Drive Sober or Get Pulled Over DWI Campaign</b>			
<b>Subaward Period of Performance:</b> Award Start: 08/16/2024 Award End: 09/02/2024		<b>Subaward Type:</b> Reimbursable	
<b>Signature of Authorized Official of PTE (UCM):</b> 		<b>Signature of Authorized Official of Subrecipient (Agency):</b>	
Printed Name: Sarah Craig	Date: 10/1/23	Printed Name: Barry Louderman	Date:
Title: Director, Sponsored Programs & Research Integrity		Title: Mayor	
UCM Project Address: Missouri Safety Center Attn: Enforcement Coordinator Dockery Building, Suite 112 Warrensburg, MO 64093  Phone: 660-543-4392      Fax: 660-543-4482  <b>Email: msenforcements@ucmo.edu</b>		<b>Signature of Enforcement Administrator of Subrecipient:</b> 	
		Printed Name: Chief Jacob Nacke	Date: 8/14/24
		Agency Address: 777 Broadway Hannibal, MO 63401	
		Agency Phone: 573-221-0987	
		Agency Email: mwilt@hannibalpd.com	
<b>TERMS &amp; CONDITIONS:</b>			
The parties to this contract do mutually agree to the following terms and conditions as outlined in this document and corresponding attachments, including the prime award and any prime award amendments.			
1. <u>Reimbursable Award:</u> The University of Central Missouri (UCM) hereby awards a cost reimbursable contract of up to <b>\$1500</b> to the <b>Hannibal Police Dept.</b> to support officer overtime on the <b>Enforcement – Drive Sober or Get Pulled Over DWI Campaign</b> . In its performance of work under the terms of this agreement, Agency shall be an independent entity and not an employee or agent of UCM.			
2. <u>Certifications:</u> By checking the below certifications, you are agreeing to compliance with certifications outlined in the Primary Award Agreement (Attachment B).			
<input checked="" type="checkbox"/> Our agency certifies that it follows <i>Section XX Drug Free Workplace Act of 1988 (41 U.S.C. 8103)</i> .			
<input checked="" type="checkbox"/> Our agency certifies that it complies with <i>XXXI Certification of Conflict of Interest Conditions</i> .			
<input checked="" type="checkbox"/> Our agency certifies that it complies with the <i>Hatch Act (5 U.S.C. 1501-1508)</i> .			
<input checked="" type="checkbox"/> Our agency certifies that it complies with <i>XXII Certification Regarding Federal &amp; XXIII Restrictions on State Lobbying</i> .			
<input checked="" type="checkbox"/> Our agency certifies that it complies with <i>XXIV Certification Regarding Debarment and Suspension</i> .			
<input checked="" type="checkbox"/> Our agency certifies that it complies with <i>XXVI Prohibition on using grant funds to check for Helmet usage</i> .			

3. Reporting and Monitoring Requirements: All invoicing and reporting will follow the guidelines and restrictions as set out in the attached statement of work. All payments shall be considered provisional and subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Agency. The Agency shall permit monitoring by the State or appropriate federal agency representatives and comply with such reporting procedures as may be established by the State. The Agency shall maintain all related records for three years following the end date of this contract. Record retention is required for purposes of Federal examination and audit. All invoicing and reporting will follow the guidelines and restrictions as set out in the attached statement of work and contract. By signing this form, Agency agrees to abide by the terms set forth in the statement of work.

4. Revisions and Amendments: Matters concerning the technical performance of this agreement, not cost extensions, a request or negotiation of any changes in terms, conditions, or amounts should be directed to the UCM principal investigator, as noted in this contract. Any changes made to this agreement require the written approval of each party's Authorized Official.

5. Indemnification: Each party shall be responsible for damages resulting from the wrongful or negligent acts or omissions of each respective party's employees, agents, and/or representatives for risks, losses, and circumstances occurring during or arising out of the scope of work in this agreement. University of Central Missouri does not waive its sovereign immunity as provided by RSMo Section 537.600, nor did any of the protections afford it as a quasi-public body of the State of Missouri. The University agrees to be responsible hereunder only to the extent that it would otherwise be liable under the provision of RSMo Section 537.600.

6. Non-Supplanting Certification: The agency affirms that the federal funds will not be used to supplement existing funds and will not replace (supplant) funds that have been appropriated for the same purpose. Applicants may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt of federal funds. Only eligible officer overtime will be reimbursable through this contract.

7. Project Description & Total Amount of Federal Pass-Through to PTE:

Through management of the DWI overtime enforcement campaigns, provide targeted law enforcement agencies with the resources to fund full, part-time and reserve officer overtime pay for their DWI enforcement and special mobilization efforts. These resources will be in the form of sub-award grants to law enforcement agencies identified by Missouri's Department of Transportation - Highway Safety Traffic Division (HSTD). The total amount of the Federal pass-through funding to PTE is \$470,526.81.

8. Termination of Agreement for cause: Either party may terminate this agreement with thirty (30) days written notice to the appropriate party's principal investigator. If applicable, the University shall pay Agency for termination costs as allowable under OMB 2 CFR Parts 200 and 1201.

9. Governing law: This Agreement shall be interpreted under and governed by the laws of the State of Missouri.

10. Attachments:

**Attachment A:** Statement of Work and Notice of Eligibility

**Attachment B:** Primary contract between the Missouri Highways and Transportation Commission & University of Central Missouri/Missouri Safety Center. Attachment B is also available electronically, with any amendments, through a [shared folder](#).

**Attachment C:** Certifications and Assurances for Fiscal Year 2024 Highway Safety Grants (Appendix A to Part 1300)





**Attachment A:**  
**Statement of Work and Notice of Eligibility**  
**Drive Sober or Get Pulled Over DWI Enforcement Campaign**

The Highway Safety & Traffic Division – Missouri Department of Transportation (MoDOT) has identified **Hannibal Police Dept.** as eligible to participate in the **Drive Sober or Get Pulled Over DWI Enforcement Campaign**. Those officers conducting Standardized Field Sobriety Testing **MUST** have 24 hours of SFST training to participate in Grant Funded Enforcement efforts. Full-time, part-time and reserve officers are eligible to participate in overtime enforcement campaigns. Part-time and reserve officers must have the same authority as a full-time permanent officer.

Through the University of Central Missouri Subaward Agreement (here after referred to as Subaward Agreement), a maximum reimbursable amount of **\$1500** has been designated for actual officer overtime salary and fringe benefits dedicated to enforcement activities during this enforcement campaign.

Participation in **Drive Sober or Get Pulled Over DWI Enforcement Campaign** requires your agency to:

1. Complete the sections of the University of Central Missouri Subaward Agreement:
  - TWO DIFFERENT (required) signatures. These are typically the Chief, Sheriff or Authorized Official AND the Enforcement Administrator for your agency.
  - Agency Contact Information to include: Address, Phone and Email
2. The TWO signatures on the submitted Subaward Agreement must match the two required signatures on the Overtime Enforcement Manpower Report Form. If the signatures are different a memo must be included with the Overtime Enforcement Manpower Report Form explaining the reason for the difference.
  - Therefore, if the person who signed as the Authorizing Official on the Subaward Agreement also works the enforcement campaign a different authorizing official would need to sign the Overtime Enforcement Manpower Report Form then a memo must be submitted explaining the reason for the difference in signatures between the Subaward Agreement and the Overtime Enforcement Manpower Report Form. The Authorizing Official cannot certify/approve THEIR-OWN hours worked.
3. Return the signed Subaward Agreement no later than August 9, 2024 to **Enforcement Coordinator**:
  - Scan then Email to: [mscenforcements@ucmo.edu](mailto:mscenforcements@ucmo.edu) or
  - Fax to: 660-543-4482 or 660-543-4078
4. Upon receipt of the completed Subaward Agreement, your agency will receive an **email message** from **Enforcement Coordinator** which will include the following enforcement documents:
  - Pre and Post News Release Examples
  - Overtime Enforcement Manpower Report Form
  - Enforcement Reimbursement Check List
  - Highway Safety Campaign Letter to include the On-Line Mobilization Reporting Instructions
5. Upon campaign completion below items must be completed and submitted to the Missouri Safety Center **NO LATER THAN October 4, 2024**. Reports submitted after **October 4, 2024** may **not** be reimbursed:
  - Missouri Safety Center - Overtime Enforcement Manpower Report Form
  - Signatures on Subaward Agreement **MATCH** signatures on Manpower Report, if not, a memo indicating why the signatures are different
  - Copies of the salary earnings or salary verification statement showing that the individual(s) who worked the enforcement received payment. This should be an **agency generated payroll report** to include a check date
  - Online reporting of citations has been submitted to Highway Safety (<https://mobilization.rejis.org/>)

**On behalf of the Missouri Department of Transportation's Highway Safety & Traffic Division and the Missouri Safety Center,  
we appreciate your willingness to assist in making our roadways safer for all.**