



**CITY OF GRAIN VALLEY**  
**BOARD OF ALDERMEN MEETING MINUTES**  
 Regular Session

**02/11/2019**  
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**ITEM I: CALL TO ORDER**

- The Board of Aldermen of the City of Grain Valley, Missouri, met in Regular Session on February 11, 2019 at 7:01 p.m. in the Council Chambers located at Grain Valley City Hall
- The meeting was called to order by Mayor Todd

**ITEM II: ROLL CALL**

- City Clerk Theresa Osenbaugh called roll
- *Present: Bamman, Headley, Stratton, Totton, West*
- *Absent:*

**-QUORUM PRESENT-**

**ITEM III: INVOCATION**

- Invocation was given by Derek Steinmuller

**ITEM IV: PLEDGE OF ALLEGIANCE**

- The Pledge of Allegiance was led by Conner Merritt, Boy Scouts of America

**ITEM V: APPROVAL OF AGENDA**

- City Administrator Hunt requested that the agenda be amended, moving the second read of B19-04 to Item XII, before the Elected Official Oath of Office
- *Alderman Headley made a Motion to move the second read of B19-04 to Item XII, before the Elected Official Oath of Office*
- *The Motion was Seconded by Alderman Stratton*
- *Motion to move the second read of B19-04 to Item XII, before the Elected Official Oath of Office was voted on with the following voice vote:*
  - *Aye: Bamman, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Motion Approved: 5-0-**

**ITEM VI: PROCLAMATIONS**

- None

**ITEM VII: CITIZEN PARTICIPATION**

- None

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ryan Hunt  
 Assistant City Administrator Ken Murphy  
 City Clerk Theresa Osenbaugh  
 Community Development Director Rick Arroyo  
 Finance Director Cathy Bowden  
 Chief of Police James Beale  
 Parks and Recreation Director Shannon Davies



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**ITEM VIII: CONSENT AGENDA**

- January 28, 2019 – Board of Aldermen Regular Meeting Minutes
- January 2019 – Court Report
- February 11, 2019 – Accounts Payable
- *Alderman West made a Motion to Approve the Consent Agenda*
- *The Motion was Seconded by Alderman Totton*
  - No Discussion
- *Motion to Approve the Consent Agenda was voted on with the following voice vote:*
  - *Aye: Bamman, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-MOTION APPROVED: 5-0-**

**ITEM IX: PREVIOUS BUSINESS**

- None

**ITEM X: NEW BUSINESS**

- None

**ITEM XI: PRESENTATIONS**

- None

**ITEM XII: ORDINANCES**

**Bill No. B19-04:** An Ordinance Amending Section 505.011 of the Code of Ordinances of the City of Grain Valley, Missouri, Pertaining to Definitions Permitting Towers, Related Tower Structures, and Equipment for Wireless Communications in the Right-Of-Way

City Administrator Ryan Hunt read **Bill No. B19-04** for its second reading by title only

- *Alderman Totton moved to accept second reading of Bill No. B19-04 making it Ordinance #2457*
- *The Motion was Seconded by Alderman Headley*
  - Code of Ordinances is being updated to reflect state statute
- *Bill No. B19-04 was voted upon with the following voice vote:*
  - *Aye: Bamman, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ryan Hunt  
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**-Bill No. B19-04 BECAME ORDINANCE #2457: 5-0-**

**-MAYOR TODD CALLED FOR A RECESS AT 7:07PM; THE REGULAR MEETING WAS  
 CONTINUED AT 7:27PM-**

**ITEM XIII: ELECTED OFFICIAL OATH OF OFFICE**

- City Clerk Theresa Osenbaugh administered the Oath of Office to the Shea Bass, Alderman Ward III

**ITEM XIV: ORDINANCES**

**Bill No. B19-05:** An Ordinance by the Board of Aldermen of the City of Grain Valley, Missouri Authorizing the City Administrator to Amend the 2019 Budget to Allocate Funding from the General Fund Reserves for the Planning and Design of a Municipal Complex

City Administrator Ryan Hunt read **Bill No. B19-05** for its first reading by title only

- *Alderman West moved to accept the first reading of Bill No. B19-05 bringing it back for a second reading by title only*
- *The Motion was Seconded by Alderman Bamman*
  - Staff have been working to select an architectural firm for planning a possible municipal complex; in order to complete the process additional money needs to be transferred from reserves into the project line item; \$200,000 from reserves will be transferred from the \$2.7 million in reserves; there are no concerns that this will have a negative impact on the reserve accounts
  - Alderman Bamman asked for the total budget for design fees; approximate budget is \$380,000; this transfer will cover costs for the engagement of a Construction Manger At Risk as well
- *Bill No. B19-05 was voted upon with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Bill No. B19-05 Approved for a Second Reading: 6-0-**

ELECTED OFFICIALS PRESENT	ELECTED OFFICIALS ABSENT	STAFF OFFICIALS PRESENT
Mayor Mike Todd		City Administrator Ryan Hunt
Alderman Chris Bamman		Assistant City Administrator Ken Murphy
Alderman Shea Bass		City Clerk Theresa Osenbaugh
Alderman Bob Headley		Community Development Director Rick Arroyo
Alderman Jayci Stratton		Finance Director Cathy Bowden
Alderman Nancy Totton		Chief of Police James Beale
Alderman Yolanda West		Parks and Recreation Director Shannon Davies



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**Bill No. B19-05:** An Ordinance by the Board of Aldermen of the City of Grain Valley, Missouri Authorizing the City Administrator to Amend the 2019 Budget to Allocate Funding from the General Fund Reserves for the Planning and Design of a Municipal Complex

City Administrator Ryan Hunt read **Bill No. B19-05** for its second reading by title only

- *Alderman West moved to accept second reading of Bill No. B19-05 making it Ordinance #2458*
- *The Motion was Seconded by Alderman Bamman*
  - None
- *Bill No. B19-05 was voted upon with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Bill No. B19-05 BECAME ORDINANCE #2458: 6-0-**

**ITEM XV: RESOLUTIONS**

**Resolution No. R19-04:** A Resolution by the Board of Aldermen of the City of Grain Valley Authorizing the City Administrator to Purchase a 2019 Chevrolet Colorado Work Truck for Use by the Codes Enforcement Officer

- City Administrator Ryan Hunt read **Resolution No. R19-04** by title only
- *Alderman Totton moved to accept Resolution No. R19-04 as read*
- *The Motion was Seconded by Alderman Headley*
  - *Vehicle is replacing a 2005 vehicle that has been pushed back on the VERP; item is budgeted in the current fiscal year budget*
- *Resolution No. R19-04 was voted upon with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Resolution No. R19-04 Approved: 6-0-**

**Resolution No. R19-05:** A Resolution by the Board of Aldermen of the City of Grain Valley Authorizing the City Administrator to Purchase a 2019 Ford F-150 for the Engineering Inspector

- City Administrator Ryan Hunt read **Resolution No. R19-05** by title only
- *Alderman Totton moved to accept Resolution No. R19-05 as read*
- *The Motion was Seconded by Alderman Stratton*

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ryan Hunt  
 Assistant City Administrator Ken Murphy  
 City Clerk Theresa Osenbaugh  
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- *Vehicle is budgeted in the current fiscal year budget and the vehicle came in approximately \$1,000 below budget*
- *Community Development Director Arroyo noted that this is a new vehicle; this position is currently using a Taurus to conduct inspections which is not ideal; Alderman Headley asked what would be done with the current vehicles; the Taurus is actually a Directors vehicle so it will be retained and the Codes Enforcement vehicle being replaced will be put up for auction*
- *Resolution No. R19-05 was voted upon with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Resolution No. R19-05 Approved: 6-0-**

**Resolution No. R19-06:** A Resolution by the Board of Aldermen of the City of Grain Valley, Missouri Authorizing the City Administrator to Apply for Grant Funding Through the Recreational Trails Program (RTP) for the Grain Valley Trail System

- City Administrator Ryan Hunt read **Resolution No. R19-06** by title only
- *Alderman Stratton moved to accept Resolution No. R19-06 as read*
- *The Motion was Seconded by Alderman Totton*
  - Grant funds would be used for additional trails on the Trails Master Plan; grant is an 80/20 match and the trail is a capital project; if grant is received the money would not need to be expended as budgeted
  - Parks and Recreation Director Davies shared that the proposed trail is in the Master Plan and is a connector trail; parts of the trail have been completed-from Duncan to Persimmon Drive and in the new addition of Rosewood; there is a gap in the trail from Persimmon Drive to Hedgewood Drive and this project connects the trails; grant is federally funded and state administered; money is budgeted for the project but this would offset the City's costs
- *Resolution No. R19-06 was voted upon with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Resolution No. R19-06 Approved: 6-0-**

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ryan Hunt  
 Assistant City Administrator Ken Murphy  
 City Clerk Theresa Osenbaugh  
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**Resolution No. R19-07:** A Resolution by the Board of Aldermen of the City of Grain Valley, Missouri Authorizing the City Administrator to Purchase Twenty-Four (24) Picnic Tables for the Grain Valley Park System

- City Administrator Ryan Hunt read **Resolution No. R19-07** by title only
- *Alderman Stratton moved to accept Resolution No. R19-07 as read*
- *The Motion was Seconded by Alderman Bamman*
  - Picnic tables are being replaced due to the age of the existing tables
- *Resolution No. R19-07 was voted upon with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Resolution No. R19-07 Approved: 6-0-**

**Resolution No. R19-08:** A Resolution by the Board of Aldermen of the City of Grain Valley, Missouri Authorizing the City Administrator to Purchase a 2-Flume Pool Slide for the Grain Valley Aquatic Center

- City Administrator Ryan Hunt read **Resolution No. R19-08** by title only
- *Alderman Stratton moved to accept Resolution No. R19-08 as read*
- *The Motion was Seconded by Alderman Headley*
  - Parks and Recreation Davies shared that the existing 2 flume slide was installed in 2002; maintenance costs have been increasing and some components are failing but many of the pieces are no longer fabricated; slide can be moved to a new facility if needed; nearly identical to the existing unit
- *Resolution No. R19-08 was voted upon with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Resolution No. R19-08 Approved: 6-0-**

**Resolution No. R19-09:** A Resolution by the Board of Aldermen of the City of Grain Valley, Missouri Authorizing the City Administrator to Purchase Water Meters for the 2019 Meter Replacement Program

- City Administrator Ryan Hunt read **Resolution No. R19-09** by title only
- *Alderman Totton moved to accept Resolution No. R19-09 as read*
- *The Motion was Seconded by Alderman Bamman*

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
Alderman Chris Bamman  
Alderman Shea Bass  
Alderman Bob Headley  
Alderman Jayci Stratton  
Alderman Nancy Totton  
Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ryan Hunt  
Assistant City Administrator Ken Murphy  
City Clerk Theresa Osenbaugh  
Community Development Director Rick Arroyo  
Finance Director Cathy Bowden  
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- Alderman Totton asked how many meters would be replaced; meters are replaced every 15 years; this resolution is for 374 meter replacements
- *Resolution No. R19-09 was voted upon with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Resolution No. R19-09 Approved: 6-0-**

**Resolution No. R19-10:** A Resolution by the Board of Aldermen of the City of Grain Valley, Missouri Authorizing the City Administrator to Enter Into an Agreement with Sapp Design Associates, Architects P.C. for Architectural Services Related to Planning and Design of a Municipal Complex

- City Administrator Ryan Hunt read **Resolution No. R19-10** by title only
- *Alderman Bamman moved to accept Resolution No. R19-10 as read*
- *The Motion was Seconded by Alderman Headley*
  - RFQ process was held to solicit an architectural firm for the property; \$380,000 was the negotiated price for the engagement of the firm
  - Assistant City Administrator Murphy shared that the RFQ was issued in September, 2017; 6 responses were received and reviewed by staff; 3 were selected for interviews; each finalist was given a tour of the site prior to the interview process
  - Michael Sapp and Doug Stockman provided a presentation to the Board of Aldermen regarding the project
    - Alderman Bamman asked for more information regarding goals; sustainable design alternatives and building codes followed already have those designed into it; firm is Lead Certified on different projects but the City would be the one directing that process
    - Alderman Bamman asked if the contract was an AIA document for owners and architects; document is an AIA document with a construction manager as an addition; there are edits in the contract including anything colored in red are filled in areas
    - Alderman Bamman asked for more information about the level of engagement from all consultants through construction to ensure quality assurance and quality control; protocol is that all consultants follow the project through the cycle and at a minimum of one year through occupancy
    - Alderman Headley asked for more information on the firms experience

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ryan Hunt  
 Assistant City Administrator Ken Murphy  
 City Clerk Theresa Osenbaugh  
 Community Development Director Rick Arroyo  
 Finance Director Cathy Bowden  
 Chief of Police James Beale  
 Parks and Recreation Director Shannon Davies



when a community, even after engagement, doesn't agree at ballot time to move forward; in 31 years this has happened one time; protocols being utilized have stop and start points so a pulse on the community's thoughts is maintained

- Alderman Headley asked how much involvement of the City staff and leadership time will be needed; as much time as the City can give is always welcomed but the request for involvement will be reasonable; City Administrator Hunt noted that there will be a lead project manager who will be very involved with the project
- Alderman Stratton asked if workshops are the only way the community will be involved and shared concerns about those who wouldn't participate in that format; online protocols for engagement will be used including mind mixer
- City Administrator Hunt shared that there were two groups that included Mr. Barr in their presentation and Sapp utilized Mr. Barr in an impressive way; Mr. Barr will be a check and balance point to see if what the City is designing is feasible and sustainable
- City Administrator Hunt felt comfortable that this firm also works with Midcontinent Public Library; Sapp helped the City with the process for engaging the library in considering the site; several staff members listened to the presentations and individually ranked the firms and Sapp came out on top
- *Resolution No. R19-10 was voted upon with the following voice vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-Resolution No. R19-10 Approved: 6-0-**

**ITEM XVI: CITY ATTORNEY REPORT**

- Mr. Joe Lauber introduced himself to the Board of Aldermen; Mr. Lauber has been the City's Economic Development Council and Lauber Municipal will be serving as the City's Interim Attorney; Lauber Municipal provides City Attorney services for 34 cities in Missouri, prosecutor services for 6 cities and special counsel for two dozen cities; City Administrator Hunt will be providing the Board of Aldermen with the firm profile; Mr. Lauber will be sharing the role for Board of Aldermen meetings with another attorney

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ryan Hunt  
 Assistant City Administrator Ken Murphy  
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**ITEM XVII: CITY ADMINISTRATOR & STAFF REPORTS**

- City Administrator Ryan Hunt
  - City representatives enjoyed their time at the Grain Valley Assistance Council trivia event
  - Received several compliments on the treatment and response to the storm; thanked Community Development Director Arroyo for the hard work of the Public Works Department
  - Thanked Community Development Director Arroyo for his time with the City as this is his last Board Meeting before moving accepting a position with another municipality
- Assistant City Administrator Ken Murphy
  - None
- Parks & Recreation Direction Shannon Davies
  - Registration for Youth Baseball and Softball is open
- Community Development Director Rick Arroyo
  - Provided a report on the Winter Storm from the past week; 40 tons of material were used; delivery of material is expected on Wednesday
- Finance Director Cathy Bowden
  - Residents have multiple options online to pay their water bill now, in addition to traditional methods of payment; residents can print their own water bills and see consumption history online as well
- Chief of Police James Beale
  - None
- City Clerk Theresa Osenbaugh
  - The Board of Aldermen Incentive workshop has been rescheduled for March 21st; meeting dates are now February 21<sup>st</sup>, March 7<sup>th</sup>, and March 21<sup>st</sup>

**ITEM XVIII: BOARD OF ALDERMEN REPORTS & COMMENTS**

- Alderman Chris Bamman
  - None
- Alderman Bob Headley
  - Congratulated Mr. Arroyo on his new role
- Alderman Jacyi Stratton
  - Welcomed Alderman Bass to the Board of Aldermen
  - Complimented Mr. Arroyo on the handling of the winter weather events; thanked him for his work at the City

ELECTED OFFICIALS PRESENT	ELECTED OFFICIALS ABSENT	STAFF OFFICIALS PRESENT
Mayor Mike Todd		City Administrator Ryan Hunt
Alderman Chris Bamman		Assistant City Administrator Ken Murphy
Alderman Shea Bass		City Clerk Theresa Osenbaugh
Alderman Bob Headley		Community Development Director Rick Arroyo
Alderman Jacyi Stratton		Finance Director Cathy Bowden
Alderman Nancy Totton		Chief of Police James Beale
Alderman Yolanda West		Parks and Recreation Director Shannon Davies



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- Alderman Nancy Totton
  - Welcomed Alderman Bass to the Board of Aldermen
  - Shared sentiments to Mr. Arroyo
- Alderman Bass
  - Shared that he looks forward to working with the Board of Aldermen
- Alderman Yolanda West
  - Wished Mr. Arroyo luck

**ITEM XIX: MAYOR REPORT**

- Mayor Mike Todd
  - Welcomed Alderman Bass
  - Thanked Mr. Arroyo for his time with the City and wished him luck in the future

**ITEM XX: EXECUTIVE SESSION**

- Mayor Todd stated a need to hold an Executive Session for Legal Actions, Causes of Action of Litigation Pursuant to Section 610.021 (1) RSMo. 1998, as Amended, Hiring, and Individually Identifiable Personnel Records, Personnel Records, Performance Ratings or Records Pertaining to Employees or Applicants for Employment, Pursuant to Section 610.021 (13) RSMo 1998, as Amended
- *Alderman Headley moved to close the Regular Meeting for items related to Section 610.021 (1) and Section 610.021 (13), RSMo. 1998, As Amended*
- *The motion was seconded by Alderman Stratton*
  - No Discussion
- *The motion was voted on with the following roll call vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**-MOTION CARRIED: 6-0-**

**-THE REGULAR MEETING CLOSED AT 8:34PM-**

- *Alderman West moved to open the Regular Meeting*
- *The motion was seconded by Alderman Totton*
  - No Discussion
- *The motion was voted on with the following roll call vote:*
  - *Aye: Bamman, Bass, Headley, Stratton, Totton, West*
  - *Nay: None*
  - *Abstain: None*

**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ryan Hunt  
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**-MOTION CARRIED: 6-0-**

**-THE REGULAR MEETING OPENED AT 10:19 PM**

- City Administrator Hunt shared that Mr. Murphy, Ms. Osenbaugh and himself will be attending the Missouri Municipal League Legislative Conference this week in Jefferson City

**ITEM XXI: ADJOURNMENT**

- The meeting adjourned at 10:20 P.M.

Minutes submitted by:

\_\_\_\_\_  
 Theresa Osenbaugh  
*City Clerk*

\_\_\_\_\_  
 Date

Minutes approved by:

\_\_\_\_\_  
 Mike Todd  
*Mayor*

\_\_\_\_\_  
 Date

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**ELECTED OFFICIALS PRESENT**

Mayor Mike Todd  
 Alderman Chris Bamman  
 Alderman Shea Bass  
 Alderman Bob Headley  
 Alderman Jayci Stratton  
 Alderman Nancy Totton  
 Alderman Yolanda West

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

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 Finance Director Cathy Bowden  
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