

Aurora City Council Minutes
Aurora City Hall City Council Chambers
2 W. Pleasant Aurora, Missouri
Tuesday, December 14, 2021 - 6 P.M.

1. PRAYER AND PLEDGE

Councilman Ferguson led the Council in prayer and the Pledge of Allegiance.

2. ROLL CALL

Mayor Jason Lewis - present
Chairman Pro Tem Dawn Oplinger - present
Councilman Doyle Ferguson - present
Councilwoman Theresa Pettit - present
Councilman Tony Kennedy – present

2.1 CALL TO ORDER

Mayor Lewis called the meeting to order at 6:00 p.m.

3. PUBLIC COMMENT

A citizen desiring to speak on an item not on the agenda may do so at this time. Each citizen is limited to three minutes and the Council will not take action or discuss items at this time. Discussion should be limited to matters of City business and public comment is not permitted in regard to personnel matters or on pending legal matters. Items introduced under "Public Comment" may become agenda items at a later date.

None

4. COUNCIL FORUM

Council Forum provides an opportunity for Council Members to share information with the rest of the Council regarding communications with constituents, meetings attended, request items to be put on the agenda, make requests of staff, or direct questions to staff regarding issues that are not on the agenda.

Chairman Pro Tem Oplinger advised she attended the Christmas Tree lighting at City Hall. She attended and assisted with the Christmas parade which was the largest parade ever. She thanked the Police, Fire and Street Departments for their assistance with the parade.

Councilwoman Pettit advised she attended the Southwest Missouri Solid Waste board meeting.

Councilman Ferguson advised he attended the Create Here meeting and information will be coming forward from that soon.

Councilman Kennedy advised he attended the Christmas parade as well as the Christmas tree lighting at City Hall.

5. CONSENT AGENDA

Items listed on the 'Consent Agenda' are considered routine and shall be enacted by one motion of the City Council with no separate discussion. If separate discussion is

desired by a member of the Council, that item will be removed from the 'Consent Agenda' and placed on the regular agenda as a final item under 'New Business'.

5.I City Council Regular Session Minutes 11/23/2021

5.II November-December 2021 Appropriations

Chairman Pro Tem Oplinger mad a motion to approve the Consent Agenda. Councilman Ferguson seconded the motion. Motion passed with the following Council members voting aye:

AYE: Lewis, Oplinger, Ferguson, Pettit, Kennedy

NAYE:

ABSTAIN:

6. OLD BUSINESS

6.I Second Reading - Bill No. 2021-3243 City Of Aurora FY2022 Annual Budget First Reading of Bill No. 2021-3243 was passed on 11/23/2021

Chairman Pro Tem Oplinger made a motion to approve the Second Reading of Bill No. 2021-3243. Councilwoman Pettit seconded the motion. Motion passed with the following Council members voting aye:

AYE: Lewis, Oplinger, Ferguson, Pettit, Kennedy

NAYE:

ABSTAIN:

7. NEW BUSINESS

7.I Oath Of Office of New City Clerk And New Police Officer

New City Clerk, Kamy Kulow and new Police Officer, Justin Brumble were sworn in by Acting City Clerk, Carrie Howlett.

7.II AFB International Odor Control Discussion

Representatives of AFB International were in attendance to provide an annual update regarding odor control and expansion projects at their Aurora facility.

Ryan O'Callaghan addressed the Council advising that AFB International currently has expansion projects in progress at the Aurora facility totalling an investment of around \$10 million. This expansion includes additions and remodel to the existing facility, a new building on the existing property and odor control measures.

Mr. O'Callaghan further advised that AFB International is aware of the complaints from citizens regarding odor. In 2019, AFB partnered with an odor control consultant and the Missouri Department of Natural Resources. They have been looking at technologies in their other facilities internationally and implementing programs in the local facility for matched odor control results.

The odor control project plan is approved by the Missouri Department of Natural Resources and project implementation is scheduled to be complete in 2022. Modeling shows that this implementation should address the odor concern 100%.

7.III Community Garden Discussion - Hannah Rader

Community Development Director Carrie Howlett addressed Council advising Hannah Rader had a conflict and could not attend the meeting. A written proposal from Hannah has been provided in the agenda. Hannah proposes to construct a community garden on a vacant lot within the City which would grow flowers and vegetables that would be free to citizens in the community. A student in the Aurora FFA Chapter would use the garden as their Supervised Agriculture Experience project and would assist Hannah in the creation and upkeep of the garden. Conversations have begun with Liberty utilities for possibilities installation of lighting and water. Director Howlett recommended use of the city owned lot located at 214 N Windsor for this project. Director Howlett advised a portion of this property is in a floodplain and any construction or changes to the lot would be in line with floodplain regulations.

Council members voiced support of such a project and advised City staff to proceed with working through research of details and plans. Director Howlett advised Council that staff will come back to Council once more information is obtained.

7.IV First Reading Bill No. 2021-3244 City Of Aurora Procurement Policy Amendment

City Manager Jon Holmes addressed Council advising that the changes requested by Council have been implemented in the policy. Changes have been made to the threshold that requires Department Head approval, City Manager approval and City Council approval. The threshold for requirement of written and sealed bids has also been amended.

Councilman Ferguson made a motion to approve the first reading of Bill No. 2021-3244. Chairman Pro Tem Oplinger seconded the motion. Motion passed with the following Council members voting aye:

AYE: Lewis, Oplinger, Ferguson, Pettit, Kennedy
NAYE:
ABSTAIN:

7.V Second Reading - Bill No. 2021-3244 City Of Aurora Procurement Policy Amendment

Councilman Ferguson made a motion to approve the second reading of Bill No. 2021-3244. Councilwoman Pettit seconded the motion. Motion passed with the following Council members voting aye:

AYE: Lewis, Oplinger, Ferguson, Pettit, Kennedy
NAYE:
ABSTAIN:

8. STAFF REPORTS/ORGANIZATIONAL BUSINESS

8.I Board Liaison Reports

See Council Forum

8.II City Manager Report

City Manager Holmes and Community Development Director Carrie Howlett led an informational discussion regarding stormwater in relation to the property being purchased for the possible future Recreation Center.

Full City Manager Report attached.

9. CLOSED SESSION

Pursuant to RSMo 610.021

(1) Legal actions, causes of action or litigation involving public government body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

(3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded. However, any vote on a final decision, when taken by a public governmental body, to hire, fire, promote or discipline an employee of a public governmental body shall be made available with a record of how each member voted to the public within seventy- two hours of the close of the meeting where such action occurs; provided, however, that any employee so affected shall be entitled to prompt notice of such decision during the seventy-two-hour period before such decision is made available to the public. As used in this subdivision, the term "personal information" means information relating to the performance or merit of individual employees;

Councilman Ferguson made a motion to go into Closed Session, time noted 7:08 p.m.. Councilwoman Pettit seconded the motion. Motion passed by roll call vote with all Council members voting aye.

Councilman Ferguson made a motion to come out of Closed Session, time noted 7:32 p.m. Councilman Kennedy seconded the motion. Motion passed by roll call vote with all Council members voting aye.

10. ADJOURNMENT

Chairman Pro Tem Oplinger made a motion to adjourn, time noted 7:32 p.m. Councilman Kennedy seconded the motion. Motion passed with the following Council members voting aye:

AYE: Lewis, Oplinger, Ferguson, Pettit, Kennedy

NAYE:

ABSTAIN:

APPROVED:

Jason Lewis, Mayor

ATTEST:

Carrie Howlett, Acting City Clerk

To: Mayor Lewis & Aurora City Council
From: Jon Holmes, City Manager, City of Aurora
Re: City Manager Report
Date: Friday, January 7, 2022

Dept. Items

Police

- Shop with a Cop at Wal Mart went well – 32 Kids were taken care of in this effort
- Christmas Parade went very well
- Police and Fire Facility carpet replacement is being scheduled

Fire

- Nothing to report

Street & Cemetery

- Leaf Pickup is wrapping up – that project took a month and a half.
- Brush Pickup is next week. Next one will be the 3rd week on next month.
- Street staff with removing a rock fence at the Locust Street house demolition.
- Beginning prep work for winter storm response – salting/sanding etc.
- Asst. Sexton Position candidate has been selected – Jay Lee begins next week.
- Curbing by the Cemetery Office is completed – That entrance is closed

Park

- Finishing up walkways and sidewalks within Oak Park to address ADA non-compliance issues. Park Staff will be moving to other Parks and begin work on those as well.
- Dog Park fencing is being installed

Stormwater

- Nothing to report

Wastewater

- A Wastewater Certification Training has been scheduled for our Training Room at the Police and Fire Facility.
- Completed a large repair at Jefferson and Elm
- Pressure Testing at Lyla Corners is being completed – Last step needed before it is approved for service
- K&B will be beginning line repair on wastewater lines (Approved Sept. 23rd Meeting) in the next week or so.

Admin. & Finance

- Economic Development Report – see separate update
- Have begun working on bid announcements and Requests for Proposals and Qualifications for FY2022 projects
- Community Development Block Grant (CDBG) Discussions

Human Resources Notes:

- Total Compensation Statement for Employees - we are working on a template for that and intend to provide that to all employees with the last paycheck of the year

Community Development

- 126 W. Locust demo completed – special thanks to Kenny Singer Construction and Doty Trash Services for the donation of services to the City that helped us get this done
- Been contacted by South Point Ridge engineering firm – they are beginning design work
- Comp Plan Committee Meeting – December 16th

Meetings/Events Attended:

- Chamber of Commerce Meeting – November 24th
- SMOG Meeting - December 1st
- Meeting with Silo Farms – December 9th
- SWMO Solid Waste Meeting – December 14th

Upcoming Meetings and Events Attending

- Comp Plan Committee Meeting – December 16th
- * **COUNCIL* Employee Appreciation Luncheon – Dec. 17th**
- **City Offices Closed – December 23rd and 24th City Holidays Observed – Christmas Eve and Christmas Day**
- **City Offices Closed – December 31st - New Year's Day – Observed**
- Park Master Plan Community Meeting – January 18th

Tentative Upcoming Agenda Items:

- Urban Forestry Ordinances – Tree City USA



Economic/Community Development Updates

December 14, 2021

LYLA CORNERS PROJECT – Highway 39 & Highway 60 Intersection

This is a retail development project that is being proposed for the SW Corner of the Highway 39 and Highway 60 Intersection. This is a mixed-use retail development that is proposing a possible convenience store, lots for fast food, an agriculture and home store, and a hotel.

UPDATE 1: Our Economic Development Counsel (Gilmore and Bell) is currently working on the blight study as well as other documentation and work that is required for using the Tax Increment Financing (TIF) program as has been requested by the developer.

UPDATE 2 – 10/13: Construction Plan review from Allgeier, Martin and Associates is complete and received. Awaiting response from the developer's engineers. The required documentation is moving forward regarding blight findings and the development plan being reviewed with the developer's counsel and the City's ED counsel at this time. We are working as diligently as we can on this to get it completed.

UPDATE 3 – 10/27: Final plat received and placed on Planning & Zoning Commission agenda for November 17, 2020. City personnel and developer's engineers discussing composition of Dyer Street in relation to new development.

UPDATE 4 – 11/20: The final plat of Lyla Corners was approved by the Planning & Zoning Commission on Tuesday, November 17, 2020. That final plat will be coming to City Council for approval on Tuesday, November 24, 2020. Dyer Street to the West of Highway 39 will require improvements in order to manage stormwater in the area. Engineers have estimated costs for needed improvements and the City will need to invest in these improvements at the time of development. This will be coming to City Council for discussion.

UPDATE 5 – 12/4: The final plat for Lyla Corners was approved by City Council on Tuesday, November 24, 2020. Second reading of that ordinance will take place December 8, 2020.

UPDATE 6 – 12/17: The second reading of the ordinance approving the final plat of Layla Corners passed on December 8, 2020.

UPDATE 7 – 1/26: Site Improvement Plans for Lyla Corners were received yesterday (01/25). City staff as well as City Engineers will be reviewing in the coming days.

UPDATE 8 – 2/22: Progress continues with review of Site Improvement Plans for this development.

The developer is moving forward with the TIF process; in September preliminary work on the required blight study was completed. The final Blight Study for this project will be completed over the next several weeks in preparation for the review by the Aurora City Council. City staff will be working on the formation of the TIF Commission for this project.

UPDATE 9 – 3/9: The Developer has submitted the finalized TIF plans for this development. The TIF Commission hearing is tentatively scheduled for April 29, 2021.

UPDATE 10 – 3/23: City Engineers have completed Stormwater Review for the Lyla Corners Development and have concerns that the proposed stormwater design will generate increased peak runoff flowrates from the site and will, therefore, increase downstream flooding. City Engineers and City Staff have requested additional information from the developer regarding the site.

UPDATE 11 – 4/12: Developer's engineers have resubmitted Stormwater plans

using new methodology. Plans are being reviewed by City engineers and City Staff; TIF Commission hearing is scheduled for April 29th.

UPDATE 12 – 4/27: Stormwater Improvement requirements outlined by the City have been accepted and Site Improvement Plans will be approved, pending final documentation.

TIF Commission Public Hearing is scheduled on April 29, 2021 at 5:00 p.m.

UPDATE 13 – 5/11: TIF Commission Public Hearing was held on April 29, 2021. The TIF Commission voted to approve the resolution for Lyla Corners Tax Increment Financing Plan.

UPDATE 14 – 5/25: Lyla Corners Tax Increment Financing Plan will be presented to Council tonight, 5/25/2021.

UPDATE 15 – 6/8: Tax Increment Financing Plan was passed by Council at the last meeting. Pre Construction meeting with Contractor scheduled for Wednesday, June 9, 2021.

UPDATE 16 – 6/22: Land disturbance permit has been issued and land clearing has begun.

UPDATE 17 – 10/12: Construction continues steadily with inspections completed for curb and gutter installation, sewer infrastructure and new street cutting.

UPDATE 18 – 11/9: Contractor is coordinating with Blevins Asphalt for paving of streets.

UPDATE 19 – 12/14: Wastewater Department staff is conducting testing of the sewer infrastructure today with the contractor on site.

SILVER MAPLES ESTATES PROJECT – Highway 60 and Business Highway 60 Intersection

This is a retail and residential development project that is being proposed for the NW corner of the Business Highway 60 and Highway 60 Intersection. This is a mixed use retail and residential development. Phase 1 is focusing on the development of a residential neighborhood with approximately 40+ lots for housing. The development also has future plans for retail development that parallels highway 60 on the North side of the highway.

UPDATE 1: Our Economic Development Counsel (Gilmore and Bell) is currently working on the blight study as well as other documentation and work that is required for using the Tax Increment Financing (TIF) program as has been requested by the developer.

UPDATE 2 – 9/22: Staff provided documentation regarding property blight upon request of Gilmore and Bell.

UPDATE 3 – 10/13: Staff received construction plans and drawings. Copies sent to Allgeier, Martin and Associates for review. The required documentation is moving forward regarding blight findings and the development plan being reviewed with the developer's counsel and the City's ED counsel at this time. We are working as diligently as we can on this to get it completed.

UPDATE 4 – 10/27: Staff received City engineer's response to plans. City staff will review recommendations and forward to developer's engineers.

UPDATE 5 – 12/17: Staff awaits submittal of revised plans/final plat from Developer.

UPDATE 6 – 1/12: Staff received Final Plat of Silver Maples development. City Engineers and City staff are currently reviewing the final plat submission and site improvement plans.

UPDATE 7 -1/26: Staff continues to review site improvement plans. The final plat of Silver Maples Estates will be coming to Planning & Zoning as well as City Council for approval in the coming weeks. DNR has approved the sewer extension for this housing development.

UPDATE 8 – 2/9: The final plat for Silver Maples Estates will be presented to the Planning & Zoning Commission at the meeting scheduled for March 2, 2021.

The developer is moving forward with the TIF process; in September preliminary work on the required blight study was completed. The final Blight Study for this project will be completed over the next several weeks in preparation for the review by the Aurora City Council. City staff will be working on the formation of the TIF Commission for this project.

UPDATE 9 – 3/9: The Developer has submitted the finalized TIF plans for this development. The TIF Commission hearing is tentatively scheduled for April 29, 2021.

UPDATE 10 – 3/23: The second reading approving the Final Plat of Silver Maples Estates will come to Council Tuesday, March 23, 2021.

UPDATE 11 – 4/12: TIF Commission Hearing scheduled for April 29, 2021.

UPDATE 12 – 5/11: TIF Commission Public Hearing was held on April 29, 2021. The TIF Commission voted to approve the resolution for Silver Maple Estates Tax Increment Financing Plan.

UPDATE 13 – 5/25: Silver Maple Estates Tax Increment Financing Plan will be presented to Council tonight, 5/25/2021.

UPDATE 14 – 6/8: Tax Increment Financing Plan passed by Council at the last meeting. Pre Construction meeting with Contractor scheduled for Monday, June 14, 2021.

UPDATE 16 – 6/22: Pre Construction meeting held. Land clearing will begin in coming days.

UPDATE 17 – 7/13: Land clearing has begun. A request from the developer has been made for a variance to the setback requirements outlined in City Code regarding the lots on this development. A formal appeal has been made to the Board of Zoning Adjustment. That meeting is scheduled for Thursday, August 19, 2021 at 6:00 p.m.

UPDATE 18 – 8/24: Meeting held August 19, 2021 regarding request for variance to

setbacks. The Board of Zoning Adjustment approved the variance. Developer's engineers will be sending revised documents with adjustments to utility easements. Construction continues on the site.

UPDATE 19 – 10/12: Construction continues steadily with pressure testing of sewer lines and manholes complete.

UPDATE 20 – 12/14: Construction continues with paving partially complete.

South Pointe Ridge

This project is a housing development slated to be located at the corner of Hudson and Prosect streets. Initial Concept is that this development will be a mixed residential that includes single family residential (R-1) homes and multi-family residential (R-3). The initial Phase includes 22 lots with over half of the lots slated for single family residential.

City Staff are working with the developer regarding annexation into the City and the extension of sanitary sewer for this development.

UPDATE 1 – 10/13: Staff will be scheduling a pre-development meeting with developer and utility companies for planning.

UPDATE 2 – 10/27: Pre-Development meeting scheduled for October 29, 2020. City staff as well as representatives from utility companies will be in attendance, along with representatives of developer.

UPDATE 3 – 11/20: Pre-Development meeting was held on October 29, 2020. This was a very successful meeting as representatives from City departments as well as utility companies were present. The round table discussion proved very beneficial for identifying needs for the developer. Discussion is continuing regarding requirements for the official site plan.

UPDATE 4 – 2/9: A representative of the developer has been in contact with City staff this week regarding sewer service and streets for the proposed development. Conversation & work are continuing for site plan presentation.

UPDATE 5 – 4/12: Conversation ongoing regarding site plan and infrastructure plans and requirements.

UPDATE 6 – 6/8: Discussion regarding sewer infrastructure will be coming before Council at an upcoming meeting.

UPDATE 7 – 7/13: Meeting scheduled with the developer for Monday, July 19th at 4:00 p.m. This meeting will be for review and execution of the agreement for the sewer extension as well as the initial application steps for the annexation.

UPDATE 8 – 8/9: Meeting held with developer for execution of sewer extension/annexation documents. Documents are currently being reviewed by developer.

UPDATE 9 – 10/12: Agreement documents for sewer extension and annexation have been executed. Planning & Zoning meeting scheduled for November 2, 2021 to consider annexation and zoning. City engineers are beginning design work.

UPDATE 10 – 11/9: Annexation and zoning considered via Public Hearing by Planning & Zoning Commission on November 2, 2021 with recommendation of approval to Council. Will be on the City Council agenda November 9, 2021.

UPDATE 11 – 12/14: Community Development Director met with Developer's engineer this week to discuss requirements for site plan and procedures for working through that process.

Aurora Marketplace

The Aurora Marketplace is a retail development that is located just South of Wal Mart. This development was developed using the TIF program and approved by the City of Aurora in early 2018. Dollar Tree has been open since the summer of 2018.

UPDATE 1 - 10/13: The second building has been completed and has been vacant since last fall. We have been in contact with the developer and are happy to report that the developer has a retailer lined up and is moving forward with finalizing the contracts. We have not been notified who the new retailer is at this time.

UPDATE 2 – 11/20: Building permit for infill has been issued. This will allow Contractors to finish the inside of the building to suit the coming tenant.

UPDATE 3 – 1/12: Plumbing infill inspection for a portion of the multi-tenant building has been done.

Property owner has made official request for a Minor Subdivision/Lot Split dividing the property into two parcels, each parcel to house one of the existing structures. Public Hearing regarding that request is scheduled for the Planning & Zoning meeting scheduled for Tuesday, January 19, 2021.

UPDATE 4 – 1/26: Minor Subdivision/Lot Split request was approved by Planning & Zoning on January 19, 2021. Request coming to City Council for final approval on January 26, 2021.

UPDATE 5 – 2/9: Staff has received information regarding two different businesses that have possibly committed to use of space in the multi-tenant building. Final building construction and infill are ongoing.

UPDATE 6 – 3/9: Final inspection has been completed at one of the suites within the multi-tenant building and business license has been issued.

UPDATE 7 – 3/23: Building permit for signage at the final suite has been received by Community Development Department and a third business has been identified for occupancy.

UPDATE 8 – 5/11: Sign installation is complete for El Pablano Mexican Grill & Cantina. Building permit for infill to finish the building to specs for said restaurant

has been issued.

UPDATE 9 – 5/25: Infill construction continues.

Riddle Development (Pending)

Property owner of an approximate 10 acre tract of land, located on W Hadley Street, has contacted the Community Development Department regarding development of the property. This is a proposed residential development with a proposal for 20 – 24 single family residential structures. A Pre-Development meeting has been scheduled for February 26, 2021. More updates on this project will be forthcoming as it progresses.

UPDATE 1 – 3/9: Pre-Development meeting was held on February 26, 2021 where representatives from utility companies, City staff and the developer were present. City staff is working to answer initial questions posed by the Developer. Site planning will continue.

UPDATE 2 – 3/23: Developer has made application for rezoning involving this property. Request is scheduled to be heard by the Planning & Zoning Commission meeting scheduled for Tuesday, May 4, 2021.

UPDATE 3 -5/11: Planning & Zoning meeting was held May 4, 2021. Planning & Zoning Commission denied the request for rezoning the topic property from R-1 Single Family Residential to R-2 Two Family Residential. Developer has withdrawn his request and does not wish to appeal to City Council at this time. Conversations with Developer are continuing for engineered Site Plan. Site plan process will include review of site layout, proposed construction, infrastructure, stormwater management, etc.

UPDATE 4 – 5/25: Developer has requested permitting paperwork for Land Disturbance permit. Official application has not yet been received.

Silo Farms

A presentation came to Council in 2020 with explanation of intended renovation of the MFA Silos for an innovative mushroom production facility.

UPDATE 1 – 4/27: Update meeting was held with City Staff on Wednesday, April 21, 2021. Renovations have been slower than planned but still proceeding. The owner hopes to be beginning production in coming months. Tapping to the City sewer main was discussed as well as plans for future needs regarding utilities.

UPDATE 2 – 6/8: Property owner reported damage to equipment from the May 17th flood. Construction postponed approximately 2 weeks for repairs.

UPDATE 3 – 7/13: General construction has restarted and the project continues to move forward.

UPDATE 4 – 12/14: Staff met with Developer on December 9, 2021 for follow-up and to discuss the possibility of utilizing the Missouri PACE Program in relation to energy upgrades at the facility. City Staff is reviewing requirements for this program and identifying needs.

A2Z Glass

Plans have been received and reviewed for the construction of a new commercial building at 1214 S Elliott Avenue. Permit has been issued.

UPDATE 1 – 8/10: Recent meetings have been held between City Staff, Developer and their Contractors. Construction has begun with initial footing inspection completed this week.

UPDATE 2 – 10/12: Construction continues steadily with inspections ongoing.

Proposed Future Developments

October 26, 2021: City staff has held pre-development meetings with two local companies that have intent to expand and develop within the City limits of Aurora. These conversations are in early stages and both developers have requested anonymity as we proceed with initial discussions.

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