

Aurora City Council Meeting Minutes – Regular Session
Aurora City Hall
City Council Chambers
2 W. Pleasant
Aurora, Missouri
Tuesday, April 13, 2021 - 6:30 P.M.

1. CONVENING OF NEW COUNCIL

A. Call to Order - City Clerk

City Clerk, Kimberly Breedlove, called the meeting to order to convene the new council at 6:30 pm.

B. Oath of Office for newly elected City Official's - City Clerk

City Clerk, Kimberly Breedlove, asked Doyle Ferguson and Tony Kennedy to come forward and take the oath of office. Both newly elected council members came forward and took the oath.

C. Election of Mayor - City Clerk

Nominations for Mayor will be taken from the Council at the direction of the City Clerk

Prior to the convening of the new Council, each council member was asked to draw a number. The Council Member who drew the number 1 was allowed to make the first motion or to pass the option to the Council Member drawing the number 2. City Clerk, Kimberly Breedlove, asked Council to reveal the number they drew. Councilwoman Pettit drew the number 1. Councilwoman Pettit made a motion to nominate Dawn Oplinger for mayor. Councilman Ferguson seconded the motion. Motion passed with the following members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy

NAYES: 0

ABSTAIN: 0

D. Election of Chairman Pro -Tem - Mayor

Nominations for Chairman Pro-Tem will be taken from the Council at the Direction of the Mayor

Councilman Ferguson drew the number 2. Councilman Ferguson made a motion to nominate Councilman Lewis for Chairman Pro Tem. Councilwoman Pettit seconded the motion. Motion passed with the following members voting aye:

AYES: Oplinger, Ferguson, Pettit, Kennedy

NAYES: 0

ABSTAIN: Lewis

"The City Council shall at the time of organizing elect one (1) of its members as Mayor and another as Chairman pro tem for a term of one (1) year. In case the members of the City Council, within five (5) days after the time herein fixed for their organization meeting, are unable to agree upon a Mayor or a Chairman pro tem, of such Council, then a Mayor or Chairman pro tem, or both, as the occasion may require, shall be selected from all the members of such Council by lot and a record thereof shall be made upon the journal of the Council."

Aurora City Code, Section 100.030, Organization of City Council

2. NEW BUSINESS

2.II 2020 Audit Presentation By Marshall Decker With Decker & Degood

The presentation of the 2020 Audit was moved up on the agenda to accommodate a timing conflict with Marshall Decker.

Marshall Decker presented the 2020 Audit. Mr. Decker explained the city's operating revenues, operating expenses, cash flow, and the reconciliation of revenues and expenditures.

2.I Council Liaison Appointments

City Council Members are appointed annually to serve on various City and Community Boards within the community. These appointments are made through Resolution.

2.I.i Resolution 2021-1788

A RESOLUTION APPOINTING COUNCIL MEMBERSHIP TO THE PLANNING AND ZONING COMMISSION

City Manager Jon Holmes addressed Council with clarification on the role the Mayor and a Council Liaison have on the Planning and Zoning Commission.

Councilman Ferguson made a motion to appoint Mayor Oplinger to the Planning and Zoning Commission. Councilwoman Pettit seconded the motion. Motion passed with the following members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy

NAYES: 0

ABSTAIN: 0

2.I.ii Resolution 2021-1789

A RESOLUTION OF THE CITY OF AURORA, MISSOURI APPOINTING A REPRESENTATIVE TO THE SOUTHWEST MISSOURI SOLID WASTE MANAGEMENT DISTRICT COUNCIL

Mayor Oplinger made a motion to appoint Councilwoman Pettit to the Southwest Missouri Solid Waste Management District Council. Chairman Pro Tem Lewis seconded the motion. Motion passed with the following members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy

NAYES: 0

ABSTAIN: 0

2.I.iii Resolution 2021-1790

A RESOLUTION OF THE CITY OF AURORA, MISSOURI APPOINTING A REPRESENTATIVE TO THE SOUTHWEST SOLID WASTE MANAGEMENT DISTRICT EXECUTIVE BOARD

Chairman Pro Tem Lewis made a motion to appoint Councilwoman Pettit to the Southwest Missouri Solid Waste Management District Executive Board. Councilman Ferguson seconded the motion. Motion passed with the following members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy

NAYES: 0
ABSTAIN: 0

*2.I.iv Resolution 2021-1791
A RESOLUTION APPOINTING A COUNCIL LIASION TO THE AURORA MUNICIPAL
AIRPORT BOARD*

Chairman Pro Tem Lewis made a motion to appoint Councilman Ferguson to the Aurora Municipal Airport Board. Councilwoman Pettit seconded the motion. Motion passed with the following members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy
NAYES: 0
ABSTAIN: 0

*2.I.v Resolution 2021-1792
A RESOLUTION APPOINTING A COUNCIL LIASION TO THE AURORA PARK
BOARD*

Councilman Ferguson made a motion to appoint Chairman Pro Tem Lewis to the Aurora Park Board. Mayor Oplinger seconded the motion. Motion passed with the following members voting aye:

AYES: Oplinger, Ferguson, Pettit, Kennedy
NAYES: 0
ABSTAIN: Lewis

*2.I.vi Resolution 2021-1793
A RESOLUTION APPOINTING MEMBERSHIP TO THE AURORA MERCY
HOSPITAL BOARD OF TRUSTEES*

Chairman Pro Tem Lewis made a motion to appoint Councilman Kennedy to the Aurora Mercy Hospital Board of Trustees. Councilman Ferguson seconded the motion. Motion passed with the following members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy
NAYES: 0
ABSTAIN: 0

*2.I.vii Resolution 2021-1794
A RESOLUTION APPOINTING A LIAISON TO SERVE ON THE BRIGHT FUTURES
BOARD OF TRUSTEES*

Chairman Pro Tem Lewis made a motion to appoint Mayor Oplinger to the Bright Futures Board of Trustees. Councilman Ferguson seconded the motion. Motion passed with the following members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy
NAYES: 0
ABSTAIN: 0

*2.III Resolution 2021-1795
A RESOLUTION CONFIRMING MEMBERSHIP TO THE PLANNING AND ZONING
COMMISSION*

Community Development Director Carrie Howlett addressed Council regarding a typographical error made on the Resolution appointing Rick Boyer to the Planning and Zoning Commission. The Resolution should have said a four year term instead of a two year term.

Councilman Ferguson made a motion to approve Resolution 2021-1795. Chairman Pro Tem Lewis seconded the motion. Motion passed with the following council members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy
NAYES: 0
ABSTAIN: 0

2.IV Resolution 2021-1796
A RESOLUTION APPOINTING MEMBERSHIP TO THE BOARD OF ZONING ADJUSTMENT

Community Development Director Carrie Howlett addressed Council regarding an application from Justin Cox for appointment to the Board of Zoning Adjustment as an alternate member.

Chairman Pro Tem Lewis made a motion to approve Resolution 2021-1796. Mayor Oplinger seconded the motion. Motion passed with the following council members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy
NAYES: 0
ABSTAIN: 0

2.V Discussion Of Council Procedure Manual

Discussion was held between City Manager Holmes and Council regarding any updates/changes to the Council Procedure Manual and the process or steps that Council should follow with information brought to them by a constituent. It was agreed to schedule a work session to further discuss the Council Procedure Manual.

3. STAFF REPORTS/ORGANIZATIONAL BUSINESS

1. Board Liaison Reports

Nothing at this time.

2. City Manager Report

See full report attached.

4. CLOSED SESSION

Pursuant to RSMo 610.021

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.

Leasing, purchase or sale of real estate by a public governmental body where public

knowledge of the transaction might adversely affect the legal consideration therefor. However, any minutes, vote or public record approving a contract relating to the leasing, purchase or sale of real estate by a public governmental body shall be made public upon execution of the lease, purchase or sale of the real estate;

Councilman Ferguson made a motion to move in to Closed Session at 7:29 p.m.
Councilwoman Pettit seconded the motion. Motion passed with the following council members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy
NAYES: 0
ABSTAIN: 0

Chairman Pro Tem Lewis made a motion to move in to open session at 8:14 p.m.
Councilwoman Pettit seconded the motion. Motion passed with the following council members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy
NAYES: 0
ABSTAIN: 0

5. ADJOURNMENT

Chairman Pro Tem Lewis made a motion to adjourn the meeting at 8:14 p.m. Mayor Oplinger seconded the motion. Motion passed with the following council members voting aye:

AYES: Oplinger, Lewis, Ferguson, Pettit, Kennedy
NAYES: 0
ABSTAIN: 0

APPROVED:

Dawn Oplinger, Mayor

ATTEST:

Kimberly Breedlove, City Clerk

To: Mayor Ferguson & Aurora City Council
From: Jon Holmes, City Manager, City of Aurora
Re: City Manager Report
Date: Tuesday, April 13, 2021

Dept. Items

- **Police**
 - Nothing to report

- **Fire**
 - Working on getting the new Brush Truck completed

- **Street & Cemetery**
 - Paving Prep work starting
 - Mowing has started and keeping staff busy
 - Bid for paving work will be presented at the next meeting
 - Gazebo being completed; extra parking by the veteran's memorial is being added, as well as the landscaping around the gazebo
 - Cemetery is hiring summer staff
 - Paving Prep work is completed in the Cemetery

- **Park**
 - Spring cleanup, preparation and opening of park facilities ongoing
 - Field Trips – Recreation Center Tours – Working on those

- **Stormwater**
 - Nothing to report

- **Wastewater**
 - Working on SRF Application

- **Admin. & Finance**
 - Economic Development Report – see separate update.
 - Working on a RFQ for annual audit services – GFOA recommends that a municipality change auditors every three to four years.
 - Full review of fees ongoing
 - Planning on bringing business license fee to Council for discussion at next meeting
 - Finance Staff attended a fraud prevention/detection webinar
 - New Sewer Averages are going out to customers this month
 - Comprehensive Plan and Park Master Plan schedule and scope of work (who, what, when, etc.) is completed, we are working on scheduling. We will post schedule as soon as we can and get meetings scheduled.
 - Employee Appreciation BBQ – Scheduled for June 11th
 - Council Budget Work for the FY2022 Budget – Planning for Council Budget work session on July 15th.

Human Resources Notes:

- Nothing at this time
- **Community Development**
 - April 22nd: Board of Zoning Adjustment Meeting;
 - April 29th: TIF Commission hearing for Lyla Corner and Silver Maple Estates
 - Schedule (Attached) is set for TIF Projects - Lyla Corner and Silver Maple Estates
 - May 4th: Planning & Zoning Meeting
 - Plans received for construction of Domino's Pizza at 1208 S Elliott; demolition/land disturbance permit issued for site preparation.
 - Plans received for remodels at schools; all projects are moving forward due to passage of school bond
 - Plan review ongoing for Lyla Corners stormwater concerns
 - Inspection completed at Stoops building. Contact from possible new buyer-possible plans to demolish and rebuild manufacturing facility-products unknown at this time

Meetings/Events Attended:

- SMCOG Meeting – March 24th
- Chamber Board Meeting – 24th
- Meeting with MO Historical Preservation Office – 25th
- Inspection of the Metropolitan Bldg. – 29th
- Inspection of the Stoops Bldg. – 30th
- HUD Conference call regarding the Aurora Housing Authority – 31st
- Connell Insurance Meeting – Workers Comp, Liability, and Property Insurance Discussion – 4/1
- SWMO Solid Waste Meeting – 4/13

Upcoming Meetings and Events Attending

- April 22nd – Board of Zoning Adjustment Meeting
- April 28th – Chamber Board Meeting
- April 29th – TIF Commission hearing for Lyla Corner and Silver Maple Estates
- May 4th – Planning & Zoning Meeting

Tentative Upcoming Agenda Items:

- Business License Fee Discussion – 27th

TIF Items – See Attached Schedule

Save the Date ~ MML Events and Conferences

- **Elected Officials Training Conference – June 10th – 11th Columbia.**

This Conference provides a nuts-and-bolts review of the myriad of important issues municipal officials need to be familiar with from Sunshine Law to budgets, from public official liability and conflicts of interest to leadership those are just a few of the topics to be covered. While the Conference focuses on providing the knowledge base that newly elected municipal leaders need to govern effectively, the changes that continually occur in the municipal arena make this a Conference that all officials should attend.

- **MML Annual Conference – September 26th – 29th – St. Louis**

The MML Annual Conference brings together nearly 700 municipal officials from across Missouri for training, networking and the latest tools for local government success.

There are strong sessions for this Conference on a variety of topics local officials face every day. Many sessions apply as credit toward the Municipal Governance Institute, where you can become a Certified Municipal Government Official.



CITY OF AURORA

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Economic/Community Development Updates

April 12, 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.

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.

LIBERTY DEVELOPMENT – 509 E. Church Street

Liberty Utilities is moving forward with their planned development at 509 E. Church Street. Preliminary site clean-up and preparation has begun. Temporary construction traffic has begun for delivery of equipment. Liberty Utilities and construction crews will make efforts to minimize construction traffic when possible.

UPDATE 1 – 10/13: Staff along with members of Council had conference call with Liberty Utilities regarding neighborhood concerns. Liberty will be issuing release of information regarding intended use of College & Rinker entrance. Entrance will be used for emergency situations such as fault in main gate or natural disaster.

UPDATE 2 – 10/27: Liberty Utilities has removed the College & Rinker entrance from construction plans. Dirt work has begun at the site.

UPDATE 3 – 11/20: Concerns regarding rock from the Liberty development entering the roadway on Church Street have been addressed. Contractors have acknowledged the concern and resolved the issue. Construction continues with inspections completed for site and temporary electric.

UPDATE 4 – 12/4: Construction progress is actively continuing.

UPDATE 5 – 1/12: Footing inspections have been completed. Construction, though affected by weather, progresses steadily.

UPDATE 6 – 1/26: Footings and concrete construction continue. Fire Protection Plans for the structure have been reviewed by Staff.

UPDATE 7 – 2/22: Site construction continues including planning for the pouring of concrete that was discussed with Council. Weather has impacted this scheduling.

South Pointe Ridge (Pending)

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.

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.

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.

Majestic Milling Expansion Project

Majestic Milling is a new innovative company that produces and manufactures Organic, Non-GMO, and Antibiotic-Free feeds. They provide wholesale distribution to farms from their feed mill. The Aurora location opened in December of 2019 at 148 W Mill Street and uses an extrusion method to process soybeans. Bi-product from the extrusion process is also sold locally. The facility currently employs approximately three employees. The proposed expansion would cost approximately \$3 million and would provide 15-20 jobs. The City's Economic Development counsel has advised this staff that this expansion of this business may be eligible for Chapter 100 tax abatement.

UPDATE 1 – 3/23: Meeting was held on March 17, 2021 between property owner and City staff to discuss business terms. Initial forms for starting the process have been distributed to property owner.

Domino's Pizza

Plans have been received for construction of a Domino's Pizza at 1208 S Elliott Avenue. Staff is reviewing plans and a Demolition/Land Disturbance permit has been issued to begin cleanup of the site in preparation for construction.

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