

Special Council Meeting
March 2, 2026 - 5:00 P.M.
City Hall - 203 Paul St., Pleasant Hill, MO 64080

Present

Mayor: John King

Council Members: Pat Niner, Michelle Newberry, Jackie Emo, and Brenda Dummer

Staff: Kristen Dorman, Nici Wilson, Tommy Wright, Tony Bakken, Jeff Hull, Jodie Wasson, Amy Johnson, Missy Gentry, and Kylie Baker

Public: John Self, Jessica Elliot, Cathy Gilbert

Mayor King called the meeting to order at 5:00 P.M. Jodie Wasson called the roll of officials. A quorum was declared.

Motion was made by CW Newberry, seconded by CW Niner to amend the agenda to include a discussion regarding off premise signs.

Vote as follows: CW Niner aye, CW Mattern aye, CW Emo aye, CW Dummer aye.
Motion carried.

Motion was made by CW Niner, seconded by CW Newberry to approve the amended agenda.

Vote as follows: CW Niner aye, CW Mattern aye, CW Emo aye, CW Dummer aye.
Motion carried.

Items for Consideration

Bill No. 26-10 | Proposed Resolution for FY27 Federal Community Project Funding Application

City Administrator Kristen Dorman presented the application to apply for the community project funding for Federal Fiscal Year 2027. Dorman noted that staff has been working with our engineers based on information presented by Congressman Alford's office to submit our MODNR approved five (5) year infrastructure plan. Our city is in a great position based on the work completed to prepare this plan to put us in a position to be very competitive in this funding request.

Motion was made by CW Niner, seconded by CW Newberry to approve the city's application for consideration of the FY27 Federal Community Project Funding.

Vote as follows: CW Niner aye, CW Mattern aye, CW Emo aye, CW Dummer aye.
Motion carried.

Discussion | Off Premise Signs

Discussion was held regarding the recent sweep of off premise signs out of compliance with city code. It was noted that following a review of the sign locations where signs were removed staff identified some signs that were on private property that were inadvertently removed. Staff has met with those individuals to apologize for the error and return the signs. Further discussion ensued about the code and its impact on the advertisement of local events with off premise signs. Staff will follow up with the City Attorney on clarification on those types of off premise signs. It was noted that the Planning and Zoning Commission spent an extensive amount of time on this section of the code during the UDC review.

Motion was made by CW Niner, seconded by CW Newberry to place a sixty (60) day moratorium of the enforcement of local organizational event temporary off premise signs.

Vote as follows: CW Niner aye, CW Newberry aye, CW Emo aye, CW Dummer aye.
Motion carried.

Adjourn to Work Session

Motion was made by CW Newberry, seconded by CW Dummer to move the meeting to a work session for budget discussion at 5:16 pm.

Vote as follows: CW Niner aye, CW Newberry aye, CW Emo aye, CW Dummer aye.
Motion carried.

City Administrator Kristen Dorman began the presentation for the capital expenditure recommendations for FYE March 31, 2027.

- The ½ Cent Capital Improvement Sales Tax was approved by voters in June 1995
- The revenue generated by this sales tax can only be spent on equipment, vehicle, facility improvements, and capital projects.
 - It cannot be used for personnel, ongoing maintenance, supplies, etc.
- It generates \$483,790 annually and has existing annual expenditures
 - Transfer to Transportation Fund for additional street improvements: \$100,000
 - Transfer to Vehicle Replacement fund: \$180,000
 - Annual IT/Computer Replacement: \$7,500
 - Facility Major Improvements: \$25,000
 - Additionally staff would like to make a recommendation to initiate a \$30,000 transfer each year for an Outdoor Warning Siren Replacement Program until all outdoor sirens are replaced.
- Following these transfers this year, this would leave \$149,474 left to complete the capital requests of each department.
- Dorman explained the process in which staff worked together to identify capital needs through a “Shark Tank” exercise.
- It was further noted that the projected fund balance for this fund for the beginning of FY2027 will be \$272,598.
- Highlights of capital requests completed for the current fiscal year were presented.
- Department directors presented their capital requests during the work session
 - Police Department:
 - AED x3 - \$9,000
 - Ticket Printers - \$4,000
 - Evidence Barcode/Scanner - \$4,000
 - Drone - \$5,000
 - Replacement BWC x3 - \$3,000
 - UTV - \$20,000
 - Parks/Facilities:
 - Bluetooth/Wireless Thermostats - \$3,000
 - Land Leveler (Trail Maintenance Equipment) - \$3,500
 - Pitching Machine - \$3,000
 - Parks Equipment (5 year lease) - \$19,744
 - Brush Hog - \$3,500
 - Salt Dogg Spreader - \$6,731
 - Transportation
 - Replace 2008 F550 - \$30,000 additional to vehicle lease transfer
 - Sidewalks (Carry over from FY26) - \$25,000
 - 4x4 UTV (would receive PD old one if their request is approved) - \$0.00
 - Offset Mower for Skid Loader - \$17,500

- Development Services
 - Plotter Printer (lease) - \$1,500

Dorman then moved to *one-time expenditure requests* using fund balances from each specific fund.

- Capital Improvement Sales Tax Fund: \$160,000 in requests leaving a remaining fund balance of \$112,598.
 - Stormwater Projects - \$30,000
 - Generators (Previously budgeted - carry over) - \$40,000
 - Park Signage (Budgeted in FY 26) - \$50,000
 - Brown's Arm Campsite Improvements (Budgeted in FY 26) - \$15,000
 - Sidewalks - \$25,000
- Transportation Fund: \$423,500 in requests leaving an ending fund balance for FYE27 of \$101,072
 - 1 of 3 year street sign replacement program - \$33,500
 - Sidewalks - \$25,000
 - Additional Overlay (\$550,000 already budgeted for FY27) - \$150,000
 - Additional Microseal (\$50,000 already budgeted for FY27) - \$200,000
 - Engineering Veterans Pkwy - \$15,000
- Water/Sewer Fund: \$16,000 in requests, leaving an ending fund balance of \$533,233
 - Line Locating and Leak Detection Equipment - \$16,000
- General Fund: \$72,000 in requests, leaving an ending fund balance of \$2,312,207
 - Targeted Industry Analysis - \$40,000
 - Housing Study - \$7,000
 - Citizen Survey - \$15,000
 - Strategic Plan - \$10,000

Discussion was held regarding the presented items. It was reiterated that these are one time requests and that the Capital Improvement funds cannot be spent on operational structural imbalances. Council recommendations:

- Split \$241,500 between overlay and microseal
- Spend the \$15,000 on the Veterans Pkwy engineering
- Do \$33,500 of the street signs
- CW Newberry suggested taking the additional sidewalk money off the list
- Keep the Brown's Arm improvements on the list
- Reduce Park Signage to \$25,000 and put the other \$25,000 back in the fund balance
- Discussion was held regarding the need for some funding to facilitate the event of unburying and re-burying the time capsule, set to be opened on July 4, 2026.
- Discussion of additional one-time funds used to enhance the fireworks for the 4th of July display in honor of the America 250th Celebration.

CW Niner left at 6:19 pm to attend the Historic Preservation Commission meeting.

Staff noted that they would take the recommendations from this work session to complete the draft budget for presentation at the March 9, 2026 regular meeting.

There being no further business before the Council in the work session, motion was made by CW Newberry, seconded by CW Dummer to adjourn the meeting.
Vote as follows: CW Newberry aye, CW Emo aye, CW Dummer aye. Motion carried.

Meeting adjourned at 6:42 p.m.

Approved: _____

Mayor John King

ATTEST:

City Clerk Jodie Wasson

DRAFT