



201 North State, Knob Noster MO 65336

Phone: 660-563-2595 Fax: 660-563-5634

BOARD OF ALDERMEN TENTATIVE AGENDA

August 15, 2023 – 6:00pm

The following agenda list items and subjects that will be discussed by the Mayor, Board of Aldermen and City Staff. A period of time, not to exceed sixty (60) minutes will be allotted to residents wishing to address the Board via e-mail. Questions directed to the Board cannot always be answered immediately. Persons wishing to suggest items for the agenda should contact their Aldermen no later than three (3) business days prior to the meeting, with final determination to be made by the Mayor. Otherwise, discussion will be limited to the Mayor, Board of Aldermen and City Staff.

1. CALL TO ORDER – ROLL CALL
2. Approval of the Agenda.
3. Consent Agenda Items.
 - A. Approval of August 1, 2023, Meeting Minutes.
 - B. Appointment of Savannah Lynde to the Board of Parks and Recreation.
4. Review of the Bill List.
5. Communications: Board Members, City Staff, and Committees.
6. City Administrator's Report.
7. ***Virtual Public Participation***
To Join Meeting online: <https://zoom.us/j/5625236966?>
Or Dial: 1(312) 626-6799
Zoom Meeting ID#: 562 523 6966 Passcode#: 452803
Public Participation, in person and wishing to address the Board of Aldermen, will have 3 minutes each. When recognized, please state your name and address. Please note; Questions directed to the Board cannot always be answered immediately.

OLD BUSINESS

8. Consider Mayor's Veto of Bill No. 080123-B: An Ordinance Of The City of Knob Noster, Missouri, To Establish A Procedure To Disclose Potential Conflicts of Interest and Substantial Interests For Certain Municipal Officials and Repeal Ordinance 851.
9. Consider Approval of Bill No. 081523-A: An Ordinance Of The City of Knob Noster, Missouri, To Establish A Procedure To Disclose Potential Conflicts of Interest and Substantial Interests For Certain Municipal Officials and Repeal Ordinance 861.

NEW BUSINESS

10. Public Hearing Property Tax Rates 2023.
11. Consider Approval of Resolution 414: A Resolution of the Board of Aldermen Establishing the Annual Rate of Property Tax for the City of Knob Noster for the Next Twelve Months.
12. Consider Approval of Vacation Buy-back Policy for Knob Noster Employees.
13. Consider Approval of Updated Drug Free Workplace Policy for Knob Noster Employees.
14. Adjournment.

Posted: August 11, 2023, 5:00pm

AN ORDINANCE OF THE CITY OF KNOB NOSTER, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS AND REPEAL ORDINANCE 851

BE IT ENACTED BY THE BOARD OF ALDERMEN OF THE CITY OF KNOB NOSTER, MISSOURI AS FOLLOWS:

SECTION I Declaration of Policy. The proper operation of municipal government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain, and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the city.

SECTION II Conflicts of Interest. The Mayor or any member of the Board of Aldermen, who has a substantial personal or private interest, as defined by state law, in any bill shall disclose on the records of the Board of Aldermen the nature of his/her interest and shall disqualify himself/herself from voting on any matter(s) relating to this interest.

SECTION III Disclosure Reports. Each elected official, the chief administrative officer and the general counsel shall disclose the following information by May 1 if any such transactions were engaged in during the previous calendar year.

- a. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars (\$500.00), if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision; and
- b. The date and the identities of the parties of each transaction known to the person with a total value in excess of five hundred dollars (\$500.00), if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than transfers for no consideration to the political subdivision.
- c. The chief administrative officer shall disclose by May 1 for the previous calendar year the following information:
 - 1) The name and address of each of the employers of such person from whom income of one thousand dollars (\$1,000.00) or more was received during the year covered by the statement;
 - 2) The name and address of each sole proprietorship that he/she owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he/she was a partner or participant; the name and address of each partner or co-participant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted by any closely held corporation or limited partnership in which the person owned ten percent (10%) or more of any class of the outstanding stock or limited partnership units; and the name of any publicly

traded corporation of limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent (2%) or more of any class of outstanding stock; limited partnership units or other equity interests;

- 3) The name and address of each corporation for which such person served in the capacity of a director, officer or receiver.

SECTION IV Filing of Reports. The reports, in the attached format, shall be filed with the city clerk and the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

SECTION V When Filed. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial interest statement in any calendar year;

- a. Each person appointed to office shall file the statement within the thirty (30) days of such appointment or employment;
- b. Every other person required to file a financial interest statement shall file the statement annually not later than May and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any member of the Board of Aldermen may supplement the financial interest statement to report additional interest acquired after December 31 of the covered year until the date of filing of the financial interest statement.

SECTION VI Filing of Ordinance. The City Clerk shall send a certified copy of this ordinance to the Missouri Ethics Commission within ten (10) days of its adoption.

SECTION VII Effective Date. This Ordinance repeals Ordinance 851, shall be in full force and effect from and after the date of this passage and approval and shall remain in effect until amended or repealed by the Board of Aldermen.

Read two times, by title only, passed and approved this 1st day of August, 2023.

GARRET CARTER, Mayor

ATTEST:

AMY M. SCHOUTEN, City Clerk

BILL NO. 081523-A

ORDINANCE NO.

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PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL
INTERESTS FOR CERTAIN MUNICIPAL OFFICIALS AND REPEAL ORDINANCE 861**

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traded corporation of limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent (2%) or more of any class of outstanding stock; limited partnership units or other equity interests;

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Read two times, by title only, passed and approved this 15th day of August, 2023.

GARRET CARTER, Mayor

ATTEST:

AMY M. SCHOUTEN, City Clerk

NOTICE OF PUBLIC HEARING

A public hearing will be held at 6:00pm, Tuesday, August 15, 2023, at City Hall, 201 N. State St, Knob Noster, Missouri, at which time citizens may be heard on the property tax rates set by the City of Knob Noster. The tax rate set shall produce revenues for the budget, which was adopted for the fiscal year beginning January 2023.

Tax rate ceilings are calculated by the State Auditor's Office and take into consideration growth restrictions imposed by reassessment and the Hancock Amendment. Tax rates listed are pre \$100.00 assessed evaluation.

ASSESSED VALUATION

| | <u>2022</u> | <u>2023</u> |
|--------------|--------------------|--------------------|
| Real Estate | \$22,467,531 | \$23,747,428 |
| Personal | \$ 4,794,416 | \$ 5,067,329 |
| Utilities | <u>\$ 277,976</u> | <u>\$ 313,262</u> |
| TOTAL | \$27,539,923 | \$29,128,019 |

AMOUNT OF PROPERTY TAX BUDGETED

| | <u>2022</u> | <u>2023</u> |
|-----------------|--------------------|--------------------|
| General Revenue | \$ 180,000 | \$ 194,594 |
| Fire Revenue | <u>\$ 80,000</u> | <u>\$ 80,454</u> |
| TOTAL | \$ 260,000 | \$ 275,048 |

REVENUE FOR 2022 (NEW CONSTRUCTION):

\$ 10,664

| <u>TAX RATES</u> | | <u>2023</u> | |
|----------------------------|-------------------------|-------------------------|---|
| <u>Per \$100.00</u> | <u>2022</u> | <u>PROPOSED</u> | <u>2023 TAX RATE CEILING</u> |
| G.O. Bond | \$.4841 | \$.2166 | \$.2166 |
| General Revenue | \$.6715 | \$.6715 | \$.6715 |
| Fire Revenue | \$.3000 | \$.3000 | \$.3000 |
| <u>TOTAL</u> | <u>\$ 1.4556</u> | <u>\$ 1.1881</u> | <u>\$1.1881</u> |

Scott Peterson
City Administrator

RESOLUTION 414

A RESOLUTION OF THE BOARD OF ALDERMEN ESTABLISHING THE ANNUAL RATE OF PROPERTY TAX FOR THE CITY OF KNOB NOSTER FOR THE NEXT TWELVE MONTHS

NOW, THEREFORE, BE IT RESOLVED, by the Board of Aldermen of the City of Knob Noster, Missouri, as follows:

That there be and is hereby levied a tax for the City of Knob Noster, Missouri, beginning on January 1, 2023, and continuing through December 31, 2023. The tax shall be as follows:

- a. GENERAL FUND: The sum of sixty-seven and fifteen hundredths cents (\$.6715) per one hundred dollars (\$100.00) of the valuation assessed of all property listed for taxation in said City.
- b. FIRE REVENUE: The sum of thirty cents (\$.3000) per one hundred dollars (\$100.00) of the valuation assessed of all property listed for taxation in said City.
- c. GENERAL OBLIGATION BOND: The sum of twenty-one and sixty-six hundredths cents (\$0.2166) per one hundred dollars (\$100.00) of the valuation assessed of all property listed for taxation in said City.

This Resolution shall be in full force and effect from and after its passage by the Board of Aldermen of Knob Noster, Missouri.

Passed by the Board of Aldermen and approved by the Mayor this 15th day of August, 2023.

GARRET CARTER, Mayor

ATTEST:

AMY M. SCHOUTEN, City Clerk