

### **3.2.2026**

**Call to Order:** 6:04pm by Greenlee

**Roll call:** In Attendance: Caleb Lewis (July-2025-2029), Courtney Denney Vice Chair (Jan 2023-2027), Donnie Greenlee-Chair (April 2024-2028), Ray Brown (Dec 2022-2026), Rick Gamboa-Sec (April 2024-2028), Sherry Lawrence (Dec-2029), Gary Jackson-(Dec-2022-2026), Mayor Bill Sherman. Also, in attendance City Attorney Mike Talley

**Approve Agenda:** Denney/Brown 8-0

**Approve Prior meeting minutes:** As amended Denney/Lewis 8-0

**Work session: Sign ordinance proposal:** Greenlee spoke with Garmin and came up with a condensed version of the ordinance which includes items we have discussed. This item covers the regulation portion of our discussion. This would be added to 412.040 as the number "7". The city attorney will complete the sign ordinance proposal draft and send it to Greenlee, Denney and Sherman for review prior to final discussion at the next work session and recommendation to the BofA.

Gamboa mentioned that we had a prior discussion about developing a stand-alone Sign Permit Application. A possible template for such application was distributed for discussion. It was recommended to have a place for the "permit fee" and a place for "other required inspection fees" and place for "total." Sherman explained the requirement for "other fees" which could be plumbing, electrical etc. Talley said we should have a place to put the total of "other fees" so the applicant would be aware of what they are.

Sherman recommended to have a place for the "business name" and address.

Denney asked if we could all get a copy prior to the next work session final discussion and recommendation to the BofA. Rick will update and send to all prior to next work session.

Greenlee proposed in 412.020 A, re write the first sentence to say: "No person, firm or corporation shall erect a sign or sign structure of any kind without a permit issued by the City of Duquesne, upon payment of the permit fee plus any required inspection fees (500.060 M).

**Possible rezoning of City Hall:** Talley explained several options. Denney mentioned that the city of Joplin has classified city owned property as "exempt" from zoning. Talley said that was an interesting option. He asked for some time to research that possibility. He thought it might be a logical option. He will review and advise us at the next work session. Denney will get some information sent to Talley from Joplin.

**Review of Final Site plan Review Checklist as amended:** Sherman said he had revised it. Copy shows a revised date of 10.25.25. The city will change the revision date when approved.

“Fences location, height, size, materials and design must be in compliance of the Duquesne City Code” should be added as “I” and all other letter sections following, renumbered.

The phrase “All Construction must conform to City of Duquesne building codes.” Is to be added.

**Planned urban development** Tabled to next meeting.

**Old Business:** None

**New Business:** Sherman would like to call the county clerk and tell them we would like to “opt out” for signs on city hall. This would allow us to prevent people from putting political signs up during the election cycle. There was no objection.

**Other business Deemed necessary:** None

**Schedule next meeting:** 4.6.2026 6PM

**Adjourn:** 7:07pm

Submitted by Rick Gamboa