

**REGULAR MEETING OF WASHINGTON, MISSOURI CITY COUNCIL**  
**March 7, 2016 – 7:00 P.M.**

- | <b><u>1. INTRODUCTORY ITEMS:</u></b>   | <b><u>SUGGESTED</u></b>     | <b><u>COUNCIL ACTION:</u></b> |
|--|-----------------------------|-------------------------------|
| Roll Call /Pledge of Allegiance  |                             |                               |
| Approval of the Minutes from the February 16, 2016 Council Meeting   | Need Motion/Mayor           | Memo                          |
| <b><u>Approval and Adjustment of Agenda including Consent Agenda:</u></b>  |                             |                               |
| a. Payments greater than \$40,000  | Need Motion/Mayor           | Memo                          |
| b. Lewis, Rice LLC invoice for January 2016 services   |                             |                               |
| <b><u>2. PRIORITY ITEMS:</u></b>   |                             |                               |
| <b><u>Mayor’s Presentations, Appointments &amp; Re-Appointments:</u></b>   |                             |                               |
| a. PACE Board Appointments   | Accept/Approve/Mayor        | Memo                          |
| b. Police Department Promotion   | Accept/Approve/Mayor        | Memo                          |
| c. Police Department Appointment – Reserve Officer   | Accept/Approve/Mayor        | Memo                          |
| <b><u>3. PUBLIC HEARINGS:</u></b>  |                             |                               |
| <b><u>CITIZENS DISCUSSIONS:</u></b>  |                             |                               |
| <b><u>4. UNFINISHED BUSINESS:</u></b>  |                             |                               |
| <b><u>5. REPORT OF DEPARTMENT HEADS:</u></b>   |                             |                               |
| a. Distinguished Budget Presentation Award   | Accept Into Minutes         | Memo                          |
| b. Missouri Highway & Traffic Safety Division Traffic Grants   | Accept Into Minutes/Approve | Memo                          |
| <b><u>6. ORDINANCES/RESOLUTIONS:</u></b>   |                             |                               |
| a. An ordinance authorizing and directing the execution of a Temporary Site License Agreement by and between the City of Washington, Missouri and New Cingular Wireless PCS, L.L.C.                          | Read &Int/Read&Vote/Mayor   |                               |
| b. An ordinance accepting the bid from New System Janitorial & Maintenance Supplies and to approve the purchase of a Tomcat Magnum Edge Scrubber, Batteries and Charger by the City of Washington, Missouri. | Read &Int/Read&Vote/Mayor   | Memo                          |

- c. An ordinance accepting the bid from Bobcat of St. Louis and to approve the purchase of a Bobcat-Toolcat 5600 G-Series and attachments by the City of Washington, Missouri. Read &Int/Read&Vote/Mayor Memo
- d. An ordinance authorizing and directing the City of Washington to enter into a contract agreement with Professional Touch Painting & Decorating, Inc.
- e. An ordinance establishing salaries for the Mayor and Members of the City Council. Read &Int/Read&Vote/Mayor Memo
- f. An ordinance establishing the salary of the City Attorney. Read &Int/Read&Vote/Mayor
- g. An ordinance establishing the salary of the Municipal Judge. Read &Int/Read&Vote/Mayor
- h. A resolution supporting the Emerald Ash Borer Management Plan in the City of Washington, Missouri. Read &Int/Vote/Mayor

**7. COMMISSION, COMMITTEE AND BOARD REPORTS:**

**8. MAYOR’S REPORT:**

a.

**9. CITY ADMINISTRATOR’S REPORT:**

- a. Access Request – Proposed Monitoring Well Installation & Groundwater Sampling Accept Into Minutes/Approve Memo
- b. Vehicle Allowance Policy Accept Into Minutes/Approve Memo

**10. CITY ATTORNEY’S REPORT:**

- a. Public vote on whether or not to hold a closed meeting to discuss personnel, legal and real estate matters pursuant to Section 610.021 RSMo (2000). Roll Call Vote

**11. INFORMATION:**

- a. East Central College Foundation letter
- b. E-Cycle Collection Event

**12. ADJOURNMENT:**

NOTICE: COPIES OF THE PROPOSED ORDINANCES ON THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION PRIOR TO THE TIME THE BILL IS UNDER CONSIDERATION BY THE CITY COUNCIL.

POSTED BY MARY TRENTMANN, CITY CLERK MARCH 3, 2016

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL  
CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI  
MONDAY, FEBRUARY 16, 2016**

**INTRODUCTORY ITEMS:**

The Regular Meeting of the City of Washington, Missouri, City Council was held on Monday, February 16, 2016, at 7:00 p.m. in the Council Chamber. Mayor Sandy Lucy opened the meeting with roll call and Pledge of Allegiance.

<b>Mayor:</b>	Sandy Lucy	Present
<b>Council Members: Ward I</b>	Steve Sullentrup	Present
	Walter Meyer	Present
<b>Ward II</b>	Jeff Mohesky	Present
	Mark Hidritch	Present
<b>Ward III</b>	Jeff Patke	Present
	Greg Skornia	Absent
<b>Ward IV</b>	Josh Brinker	Present
	Joe Holtmeier	Present
<b>Also Present:</b>		
City Attorney		Mark Piontek
City Administrator		James Briggs
Assistant City Administrator/ Public Works Director		Brian Boehmer
Police Chief		Ed Menefee
City Engineer		John Nilges
Economic Development Director		Darren Lamb
City Planner		Sal Maniaci
Executive Secretary		Katrien Vanderheyden

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the City Clerk. Each ordinance is read a minimum of twice by title, unless otherwise noted.

**Approval of Minutes:**

\* Approval of the Minutes from the February 1, 2016 Council Meeting

A motion to accept the minutes as presented was made by Councilmember Patke, seconded by Councilmember Brinker, passed without dissent.

**Approval and Adjustment of Agenda including Consent Agenda:**

\* Payments of over \$40,000 (+): Bank of New York Trust Co. \$162,953.75 Debt Service/interest for COP Series 2010, due April 1, 2016; Bank of Washington \$103,819.59 Downtown TIF – RPA #1 2015 PILOT payment (88.14%); Rhine River Development LLC \$43,524.02 Rhine River TIF RPA #2 2015 PILOT (80%); Rhine River Development LLC \$4,406.97 2014 EAT – Franklin County & WAAD (80%); Rhine River Development LLC \$10,167.36 2015 EAT – City (80%)

\* Change Order & Final Pay Request – N.B. West Contracting – 2015 Asphalt Overlay Program

A motion to accept and approve the agenda including the consent agenda accordingly was made by Councilmember Holtmeier, seconded by Councilmember Hidritch, passed without dissent.

**PRIORITY ITEMS:**

**Mayor’s Presentations, Appointments & Re-Appointments**

\* Police Department Reappointments:

February 3, 2016

To The City Council

City of Washington

Washington, Missouri

Dear Council Members:

I herewith submit for your approval the following for reappointment:

NAME	APPOINTED	TERM EXPIRES
Betsey Schulze Patrol Officer	March 1, 2016	March 1, 2017
Andrew Melton Patrol Officer	March 3, 2016	March 3, 2017
Rene Patrick Morin Patrol Officer	March 19, 2016	March 19, 2017

Respectfully submitted,

Sandy Lucy

Mayor

MT:

A motion to accept and approve the Reappointments was made by Councilmember Hidritch, seconded by Councilmember Patke, passed without dissent.

\* Police Department Appointment:

February 3, 2016

To The City Council

City of Washington

Washington, Missouri

Dear Council Members:

I herewith submit for your approval the following for appointment to the Police Department for a six month probationary term:

NAME	APPOINTED	TERM EXPIRES
Sandra L. Sherbno Patrol Officer	February 17, 2016	August 17, 2016

Respectfully submitted,

Sandy Lucy

Mayor

MT:

A motion to accept and approve the Appointment was made by Councilmember Sullentrup, seconded by Councilmember Hidritch, passed without dissent.

\* Police Department Promotion:

February 9, 2016

City Council Members

City of Washington

Washington, Missouri

Dear Council Members:

I herewith submit for your approval the promotion of Lt. James Armstrong to Captain/Assistant Chief of Police of the Washington Police Department effective immediately.

Respectfully submitted,

Sandy Lucy

Mayor

MT:

A motion to accept and approve the Promotion was made by Councilmember Patke, seconded by Councilmember Hidritch, passed without dissent.

### **PUBLIC HEARINGS**

\* None

### **CITIZENS DISCUSSIONS**

\* None

### **UNFINISHED BUSINESS**

\* None

### **REPORT OF DEPARTMENT HEADS**

\* Delinquent Tax Lists for Real Estate and Personal Property as of December 31, 2015:

February 16, 2016

Honorable Mayor and City Council

City of Washington

405 Jefferson Street

Washington, MO 63090

Honorable Mayor and City Council:

I hereby submit the Delinquent Tax Lists for Real Estate and Personal Property Taxes, per Section 170.210 of the City Code. This report is provided by Franklin County and shows the Delinquent Taxes owed to the City of Washington and Washington Public Library as of December 31, 2015.

Respectfully submitted,

Mary J. Sprung, CPA

Finance Manager/City Collector

This report came from the County about delinquent taxes from previous years.

Most delinquent taxes get collected when driver's licenses are renewed.

Councilman Patke wants to know if there can be something done to collect those taxes, like not issuing a business license or building permit.

Mark Piontek explains that there is currently nothing in the code to withhold a business license for this.

Jim Briggs explains that he thinks that liquor licenses have the requirement of paid taxes. Unsure if this is for real estate and personal property taxes or just for sales taxes.

Mark Piontek will look into this and tying it onto applications for business licenses.

A motion to accept and approve the Delinquent Tax Lists for Real Estate and Personal Property and to have Mark Piontek look into how to collect back taxes into the minutes was made by Councilmember Patke, seconded by Councilmember Brinker, passed without dissent.

\* Jefferson Street Bridge Closure Update:

Message signs were put up and will stay there for the duration of the project. Preferred detour routes are on the website. Those could change during the project. Bridge will close February 22, 2016.

**ORDINANCES/RESOLUTIONS**

**Bill No. 16-11480, Ordinance No. 16-11490, an ordinance authorizing and directing the execution of a contract by and between the City of Washington, Missouri and Downtown Washington, Inc.**

The ordinance was introduced by Councilmember Holtmeier.

Initial payment to Downtown Washington was \$5,000; payment was gradually increased to \$15,000 per year. An ordinance is needed to do this.

They send reports to Jim Briggs on a regular basis.

Councilman Sullentrup would like to see the budget.

Bridgette Kelch talks about previous and upcoming grant work that they do for the City. Writing grants for the Historical Preservation Commission. The survey for the International Shoe District, residential area was just approved. Waiting for City staff to decide to use either a consultant or in-house staff.

After a brief discussion, the ordinance was read a second time and approved on the following vote; Hidritch-aye, Holtmeier-aye, Meyer-aye, Patke-aye, Brinker-aye, Mohesky-aye, Sullentrup-aye, Skornia-absent.

Washington will be hosting the 2016 Main Street Conference. It will be held July 26-28, 2016. This will be first time that the conference is held in a smaller community.

**TABLED, a resolution authorizing the City to apply for funding through the East-West Gateway Council of Governments to provide for a Front Street Pedestrian/ADA Improvements Project, in the City of Washington, Franklin County, Missouri.**

A motion to table the Resolution was made by Councilmember Patke, seconded by Councilmember Holtmeier, passed without dissent.

Looking into doing improvements on the crosswalks and intersections that are in bad shape on Front Street. Also looking at putting power lines underground on Front Street, staff would like for that to be part of the project. This would not be covered by the grant.

Full cost estimates were not ready, so a special meeting will need to be held in order to getting the paperwork done prior to the deadline of March 3, 2016. Special meeting will be right before the Admin/Operations meeting on February 29, 2016.

Councilman Sullentrup would also like for staff to consider putting a parking lot by the Riverfront Trail.

Councilman Holtmeier mentions that America in Bloom is also looking at enhancing that parking lot.

John Nilges explains that this grant can be done next year if the deadline is not met this year.

### **COMMISSION, COMMITTEE AND BOARD REPORTS**

\* **Riverbend Estates Development Plan:**

*February 9, 2016*

*Honorable Mayor and City Council*

*City of Washington*

*Washington, Missouri*

*RE: File No. 16-0202 – Riverbend Estates Development Plan*

*Dear Mayor and Council Members:*

*At the regular meeting of the Planning & Zoning Commission, held on Monday, February 8<sup>th</sup>, 2016, the Commission reviewed and recommends tabling the above item.*

*Sincerely,*

*Thomas R. Holdmeier*

*Chairman*

A motion to table the Development Plan into the minutes was made by Councilmember Brinker, seconded by Councilmember Hidritch, passed without dissent.

\* **Rhine River Preliminary Plat Approval – Phase III:**

*February 9, 2016*

*Honorable Mayor and City Council*

*City of Washington*

*Washington, Missouri*

*RE: File No. 16-0101 – Rhine River Preliminary Plat Approval for Phase III of the Rhine River Development*

*Dear Mayor and Councilmembers:*

*At the regular meeting of the Planning & Zoning Commission, held on Monday, February 8<sup>th</sup>, 2016, the Commission reviewed and recommends approval of the above mentioned plat approval.*

*Sincerely,*

*Thomas R. Holdmeier*

*Chairman*

A motion to accept the Preliminary Plat into the minutes was made by Councilmember Sullentrup, seconded by Councilmember Hidritch, passed without dissent.

### **Bill No. 16-11481, Ordinance No. 16-11491, an ordinance approving the Final Plat of Rhine River Development, Phase III in the City of Washington, Franklin County, Missouri.**

The ordinance was introduced by Councilmember Patke.

With no further discussion, the ordinance was read a second time and approved on the following vote; Hidritch-aye, Holtmeier-aye, Meyer-aye, Patke-aye, Brinker-aye, Moheky-aye, Sullentrup-aye, Skornia-absent.

### **MAYOR'S REPORT**

\* **Marbach Trip – May 5-11, 2016:**

Sister City is celebrating their 25<sup>th</sup> Anniversary. Marbach is hosting a big celebration in honor of this from May 5 through May 11.

- \* List of suggested PACE Board members was handed out. Jim Briggs explains the PACE program briefly.

**CITY ADMINISTRATOR'S REPORT**

- \* No cinders have been used yet this winter. This is easier for homeowners but it is also more expensive to use just salt. The winter has been fairly mild so far.
- \* Will be going out for bids for the demolishing of the old Jim's Heating building.
- \* Councilman Holtmeier noticed that there are no City (Police) vehicles parked on the leased parking lot. Staff will look into this and will also look into making the Library parking lot an employee only one.
- \* Met with FEMA about the recent flooding. They were impressed with how little problems Washington had with it. Talked about the buyout properties after the flooding in the 90s. Showed them around the neighborhood and what we are working on. They may do a story on Washington about this.
- \* Councilman Hidritch was made aware of the fact that the calendar on the City website does not have the Council or other meetings on it. This will be looked into.  
He also would like for staff to look into the regulations for drones. The Mayor and Chief Menefee discussed drones last week. Chief Menefee explains that he went to some training about on drone regulations. Any ordinance about drone regulations is controlled by FAA regulations because they control the airways.  
He will give a presentation on this at the Admin/Operations meeting.

**CITY ATTORNEY'S REPORT**

- \* None

**ADJOURNMENT**

With no further business to discuss, a motion to adjourn was made at 8:00 p.m. by Councilmember Mohesky, seconded by Councilmember Patke, passed without dissent.

Adopted: \_\_\_\_\_

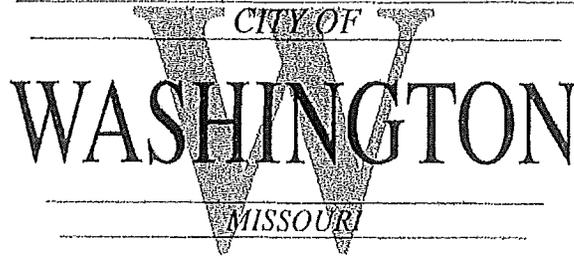
Attest: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
President of City Council

Passed: \_\_\_\_\_

Attest: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor of Washington, Missouri



March 7, 2016

Honorable Mayor and City Council:

Re: Purchases of \$40,000 or more

I request your approval for payment of the following:

United Health Care	\$130,000.00	Estimated April Health Insurance premium
LAGERS	\$ 60,000.00	Estimated March wage benefits
Ameren UE	\$100,000.00	Estimated February energy usage
UMB Bank, NA. Trust	\$ 97,100.00	Estimated March debt service payment Sewer Revenue Bonds—2007B
Modern Auto	\$ 43,423.00	2016 Chevrolet 3500-Parks
Hydro-Kinetic Corp	\$ 43,084.00	Chlorine & PH monitoring systems
Wash PC	\$ 43,361.00	Hardware to convert to ITI software-Police Dept laptops in car, towers, etc

Invoices are attached for items other than payroll related, monthly utility, and monthly debt service payments.  
Thank you for your consideration.

Respectfully submitted,

A handwritten signature in black ink that reads 'Mary J. Sprung'.

Mary J. Sprung, CPA  
Finance Manager

# HYDRO-KINETICS CORPORATION

FAX: (314) 645-1861  
5741 Manchester Avenue  
St. Louis, MO 63110

## INVOICE

DATE 2/2/2016  
INVOICE # 8377

**BILL TO**  
CITY OF WASHINGTON  
405 JEFFERSON  
WASHINGTON, MO 63090  
ATTN: GENE

**SHIP TO**  
City of Washington  
4 Chamber Drive  
Washington, MO 63090  
Attn: Kevin Quaethem

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.
	Net 30	JWC	2/2/2016	BEST WAY	FACTORY

QTY	ITEM CODE	DESCRIPTION
9	990105-FR...	P/N ProMinent DACA Free Chlorine Monitor Panels.  (Shipped to City 9/1/2015) S/N 2015179002  (Shipped to City 1/29/2016) S/N 2015263864 S/N 2015263865 S/N 2015263866 S/N 2015263867 S/N 2015263868 S/N 2015263869 S/N 2015263870 S/N 2015263871
1	506258	P/N 506258; Buffer Solution, pH 7, 1000 mL
1	506260	P/N 506260; Buffer Solution, pH 10, 1000 mL

Thank you for your business. Please remit to above address. **Total** \$36,967.00

WE COLLECT SALES TAX ON MISSOURI SALES ONLY. IF SALES TAX ARE SHOWN ON THIS INVOICE THEY MUST BE PAID OR A TAX EXEMPT CERTIFICATE MUST BE FORWARDED TO OUR OFFICE.

Hydro-Kinetics accepts Discover, Visa & MasterCard for your purchasing needs.

# HYDRO-KINETICS CORPORATION

FAX: (314) 645-1861  
5741 Manchester Avenue  
St. Louis, MO 63110

## INVOICE

DATE 2/9/2016

INVOICE # 8390

### BILL TO

CITY OF WASHINGTON  
405 JEFFERSON  
WASHINGTON, MO 63090  
ATTN: GENE

### SHIP TO

City of Washington  
4 Chamber Drive  
Washington, MO 63090  
Attn: Kevin Quaethem

P.O. NUMBER

TERMS

REP

SHIP

VIA

F.O.B.

Proposal 15-E4083, Rev 1

Net 30

JWC

2/5/2016

BEST WAY

FACTORY

QTY	ITEM CODE	DESCRIPTION
9	01-30072	P/N 01-30072; Peabody Engineering 70 Gallon Gemini Double Wall Containment Tanks
9	02-31801	P/N 02-31801; 3/8" OD PPL Tube Fittings on Rigid 1/4" PVC Suction Pipe with PVDF Foot Valve and 2" Top Plug (to be installed in 2" Spinweld Fitting)
1	Shipping & ...	Shipping & Handling Charges Peabody tanks per Hydro-Kinetics Proposal 15-E4083, Rev 1; dated 10/7/2015

Thank you for your business. Please remit to above address.

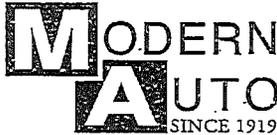
**Total**

\$6,117.00

WE COLLECT SALES TAX ON MISSOURI SALES ONLY. IF SALES TAX ARE SHOWN ON THIS INVOICE THEY MUST BE PAID OR A TAX EXEMPT CERTIFICATE MUST BE FORWARDED TO OUR OFFICE.

*Hydro-Kinetics accepts Discover, Visa & MasterCard for your purchasing needs.*

VEHICLE INVOICE



6224 Highway 100  
 Washington, Missouri 63090  
 Ph. 636-239-6777  
 Fax: 636-239-0664  
 www.modernautoco.com

20454

CUST# 1510  
 DEAL# 19829  
 DATE: 02/22/2016

HOME PH: (636)390-1033  
 SALES PERSON HOUSE

SOLD TO: CITY OF WASHINGTON  
 ADDRESS: 405 JEFFERSON STREET  
 WASHINGTON MO 63090

STOCK# CT3987

YEAR	MAKE	NEW OR USED	STOCK NUMBER	MODEL OR SERIES	VEHICLE IDENTIFICATION NO.	KEY NUMBER
2016	CHEVROLET TRUCK	NEW	CT3987	3500 SILVERADO	16B3KYCG46Z178373	V1108

OPTIONAL EQUIPMENT AND ACCESSORIES

REMOTE KEYLESS ENTRY, INCL:  
 REMOTE LOCKING TAILGATE  
 BLACK TRAILERING MIRRORS W/  
 PWR GLASS, MAN FOLD/EXT, HEAT,  
 TURN SIGNAL, LED RR GUIDANCE  
 LAMPS, LED AMBER LIGHTS, AND  
 I/S REARVIEW AUTO-DIM MIRROR  
 (REPLACES STD/OPT MIRRORS)  
 POWER WINDOWS  
 DRIVER EXPRESS UP AND DOWN  
 PASSENGER EXPRESS DOWN  
 POWER FEED FOR BACKUP AND  
 ROOF EMERGENCY LIGHT  
 ALTERNATOR, 220 AMP  
 FORWARD LAMP WIRING HARNESS  
 PROVISIONS-ROOF MOUNTED LAMP  
 UNDERBODY SHIELDS  
 DELETES PICKUP BOX,  
 TAILGATE LOCKING  
 REAR BUMPER, SPARE TIRE  
 AND TRAILERING EQUIPMENT  
 50-STATE EMISSIONS  
 GVW RATING - 10,700 LBS  
 VORTEC 6.0L V8 SFI GAS ENGINE  
 6-SPEED AUTOMATIC TRANSMISSION  
 LIMITED WARRANTY EXPLAINED

*Thank You!!  
 Matt Feltham*

SELLING PRICE	43348.00
ADMIN FEE	75.00
SALES TAX	N/A
LICENSE AND TITLE	
TOTAL CASH PRICE	43423.00
FINANCING	N/A
INSURANCE	N/A
TOTAL TIME PRICE	43423.00
SETTLEMENT:	
DEPOSIT	N/A
CASH ON DELIVERY	43423.00
TRADE-IN \$	N/A
LESS LIEN \$	N/A
PAYMENTS:	
N/A AT \$	N/A
1 AT \$	N/A
TOTAL	43423.00

LIEN

MADA SERVICES CORP. / M-CI-208507



902 E. 6th Street  
Washington, MO 63090

Invoice

Date	Invoice #
2/3/2016	CC3039

Bill To
City Of Washington 405 Jefferson St. Washington, MO 63090

P.O. No	Terms	Due Date
	Net 30	3/4/2016

Item	Description	Qty	Rate	Amount
Computer	HP PRODESK 400 G3 MT, INTEL CORE I5-6500 3.2G 6M, 500GB HDD 7200 SATA, DVD+/-RW, 4GB DDR3L- W10P6 \ W7Pro 64-BIT, 3-3-3 Year Warranty	8	639.00	5,112.00
Computer Part	Memory Upgrade to 8gb total	8	45.00	360.00
Hardware	HP Business P232 23" LED LCD Monitor - 16:9 - 5 ms - 1920 x 1080 - 16.7 Million Colors - 250 Nit - 5,000,000:1 - Full HD - VGA - DisplayPort - 30 W	8	159.00	1,272.00
Computer	HP EliteBook 850 G2 15.6" Touchscreen Notebook - Intel Core i5 i5-5200U Dual-core (2 Core) 2.20 GHz - 8 GB DDR3L SDRAM RAM - 180 GB SSD	12	1,449.00	17,388.00
Miscellaneous	HP Care Pack Hardware Support with Accidental Damage Protection - 3 Year	15	189.00	2,835.00
Computer Part	HP CM03XL Long Life Notebook Battery	12	130.00	1,560.00
Miscellaneous	Mobile Hotspot compatible by default, if SIM card LTE adapter is required - AT&T Beam - AirCard 340U	12	89.00	1,068.00
Hardware	LAPTOP VEHICLE SYSTEM Chevrolet Impala Police Package (2006-2015) - Made in America	10	390.00	3,900.00
Hardware	LAPTOP VEHICLE SYSTEM Ford Police Interceptor Utility (2013-2016) - Made in America	3	343.00	1,029.00
Hardware	LAPTOP VEHICLE SYSTEM Dodge Charger Police Car (2006-2010) - Made in America	1	323.00	323.00
Hardware	GlobalSat BU-353-S4 USB GPS Receiver (Black)	12	59.00	708.00
Block Time - One ...	Installation into designated vehicle	14	250.00	3,500.00
Computer	HP EliteBook 850 G2 15.6" Notebook - Intel Core i5 i5-5200U Dual-core (2 Core) 2.20 GHz - 8 GB DDR3L SDRAM RAM - 256 GB SSD	3	1,269.00	3,807.00
Hardware	Brother P-touch QL-500 Thermal Transfer Printer - Monochrome - Label Print - 3 in/s Mono - 300 x 300 dpi - USB	1	59.00	59.00
Hardware	Wasp WWS800 Freedom Bar Code Reader - Wireless - CCD	1	440.00	440.00
<b>Subtotal</b>				\$43,361.00
<b>Sales Tax (0.0%)</b>				\$0.00
<b>Total</b>				\$43,361.00
<b>Phone #</b>	<b>E-mail</b>	<b>Web</b>	<b>Payments/Credits</b>	
636-432-1330	accounting@washpc.com	www.washpc.com	\$0.00	
<b>Balance Due</b>				\$43,361.00

636.239.7747 (direct)  
636.239.8450 (fax)  
www.lewisrice.com

# LEWIS RICE LLC

Attorneys at Law

1200 Jefferson  
P.O. Box 1040  
Washington, Missouri 63090

## MEMORANDUM

**TO:** Mary Trentmann  
Administrative Secretary

**FROM:** Janice Meyer  
Secretary for Mark C. Piontek

**DATE:** February 19, 2016

**SUBJECT:** Legal Services Rendered through January 31, 2016 for the City of Washington

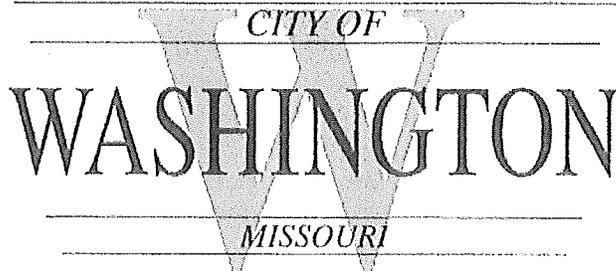
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*Total Bill*.....\$4,885.50

**Breakdown of Matters:**

700014.13025	General Counsel	3,655.50
700014.57122	Melton Machine	90.00
700014.62216	Jonathan W. Julius	135.00
700014.64969	Benny Rodriguez	375.00
700014.64971	Ann Owens	630.00
	<b>TOTAL</b>	<b>\$4,885.50</b>

Established 1909



February 25, 2016

To The City Council  
City of Washington  
Washington, Missouri

Dear Council Members:

I herewith submit for your approval the following for appointment to the Property Assessed Clean Energy (PACE) Board:

Luke Meyer – 2 yr. term expiring March 2018

Shawn Gorden – 3 yr. term expiring March 2019

Patricia Bleckman – 3 yr. term expiring March 2019

Steve Strubberg – 4 yr. term expiring March 2020

Bridgette Kelch – 4 yr. term expiring March 2020

(Bios attached.)

Respectfully submitted,

A handwritten signature in cursive script that reads 'Sandy'.

Sandy Lucy  
Mayor

MKT:

Attachments

405 JEFFERSON STREET  
WASHINGTON, MO 63090

Luke Meyer is a 2004 graduate of Saint Francis Borgia and went on to study at Saint Louis University where he earned his degree in Accounting. Luke is a Vice President with Citizens Bank and has worked there for the past 4 years. He currently serves on the local YMCA board and is an assistant basketball coach at Borgia High School. Luke also recently joined the board of directors for the United Way. He resides in Washington with his wife Jill and two children, Emmett and Hazel.

Shawn Gorden -

Graduated from Kansas State University in Mechanical Engineering in 1997.

Moved to Washington in 1998

Field Service Engineer for Clemco Industries 1999-2010

Technical Support Manager for Broad Ocean Motor testing lab 2010 - Present

Downtown Washington Art Fair and Winefest committee 2003-2012

Washington Lions Club since 2012, current Board member and Scholarship Committee

Installed Geothermal HVAC in 2009 and 9kW photovoltaic system in 2013

Patricia (Monroig) Bleckman is a graduate of the University of Missouri – Columbia where she earned a Bachelor of Journalism, and a Bachelor of Arts in Graphic Design. The majority of her career has been based in Washington. Bleckman spent 14 years at Sporlan Valve/Parker Hannifin, before leaving in 2010 to join KE2 Therm Solutions, a Washington based start-up.

Bleckman has been a resident of Washington since 1978. She has volunteered with various local organizations throughout the years including participating with the Washington High School Athletic Association, serving on the March of Dimes committee, and most recently becoming involved with the Washington Wellness Committee.

## STEVEN R. STRUBBERG

### *Education*

University of Kansas, Lawrence KS  
Bachelor of Architecture, 1992

#### Studies included:

Design Studios, History of Architecture, Architectural Theory, Building Technology, Strength of Materials and Statics, Urban Planning, Urban Design Studio, Site Design & Planning, Mechanical/Electrical Systems

### *Previous Affiliations*

Washington Historic Preservation Commission  
Downtown Washington, Inc., Design Committee  
Habitat for Humanity

### *Professional History*

R.L. Praprotnik & Associates, Architects 1992-1994 Intern Architect	St. Louis, MO
Horn Architects, AIA 1994-2012 Project Manager	Washington, MO
HS2 Architects (dba Horn Architects) 2013-present Owner/Principal	Washington, MO

Steve's professional career has included involvement in every aspect of the practice of architecture from Pre-Design through Construction completion. His experience has included presentations to Architectural Review Boards and Planning and Zoning Commissions in numerous municipalities.

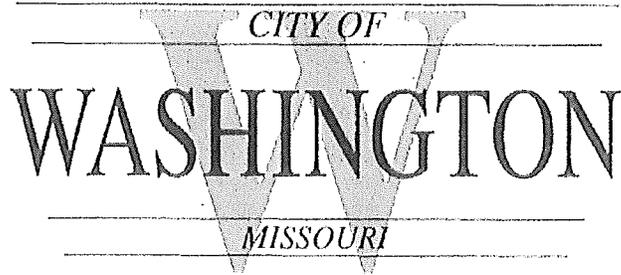
His professional experience covers a broad and diversified base of projects including commercial, retail, municipal, civic, industrial, educational, religious, residential, multi-family, and historic preservation.

In addition to numerous new construction projects, he has substantial experience with renovation and additions to several historic structures including numerous listed on the national register.

Project experience has included numerous projects applying for historic tax credits and award winning design solutions.

Steve is also the Account Executive (contact person) with the St. Louis Archdiocese, in which Horn Architects has been retained on a continual basis to provide Architectural Services.

Bridgette Kelch has a BS in Historic Preservation and been working for Downtown Washington, Inc. since 2001. She became a Certified Main Street Manager since 2006 and has a true calling for promoting economic development through historic preservation. She is also one of the seven founding members of Missouri Main Street Connection, the state-wide Main Street non-profit. Her strengths include board and committee development, community initiated development, business development, fundraising strategies, design, promotions, grant writing and large multi-day special events. Bridgette has presented and spoken at multiple National Main Street Conferences, the National Preservation Conference in Spokane, numerous Missouri Main Street Conferences and Trainings, and has presented and consulted on the Four Point Approach in Florida, Missouri, Michigan, Oregon and Oklahoma.



February 29, 2016

To The City Council  
City of Washington  
Washington, Missouri

Dear Council Members:

I herewith submit for your approval the promotion of Officer Joe Renkemeyer to Sergeant effective immediately.

Respectfully submitted,

A handwritten signature in cursive script that reads 'Sandy'.

Sandy Lucy  
Mayor

MT:

405 JEFFERSON STREET  
WASHINGTON, MO 63091

2b



# WASHINGTON POLICE DEPARTMENT

301 JEFFERSON STREET  
WASHINGTON, MO. 63090



*Chief of Police, Edward Menefee, DSN 221*

636-390-1062 office

636-390-2455 fax

[emenefee@ci.washington.mo.us](mailto:emenefee@ci.washington.mo.us)

DATE: February 29, 2016

TO: Mayor Sandy Lucy

SUBJECT: Promotion of Officer Joseph Renkemeyer to Sergeant

Honorable Mayor,

With the recent promotions in the upper command of the police department a sergeant's position also became open. I reviewed the Washington Police Department promotions policy for the Sergeant position and took note of the minimum requirements needed for the position.

Capt. Jim Armstrong and I reviewed personnel files of all police officers and developed a list of those eligible for promotion to sergeant. A notice was sent to each eligible officer. Of those officers eligible to apply for the position only four officers applied; Officer Mike Wissbaum, Officer Casey Hill, Officer Mike Grissom and Officer Joe Renkemeyer.

The Command Staff then went through a selection process to choose the next sergeant. Each officer's qualifications, performance, training, commendations and discipline were reviewed.

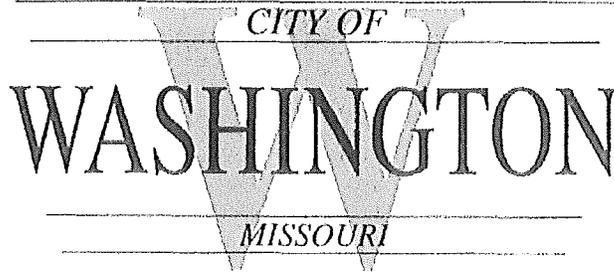
After a review and interview of each candidate, the Command Staff chose Officer Joseph Renkemeyer to be promoted to sergeant in the Washington Police Department.

Officer Joe Renkemeyer is an outstanding representative of the Washington Police Department. He is well respected by all the officers of the Department. His leadership style, work ethic and service mindedness will fit well as a leader in the Department. He has been a professional and reliable officer and I would expect nothing less from him as a supervisor.

I respectfully recommend Officer Joseph Renkemeyer be promoted to the position of Sergeant within the Washington Police Department.

Respectfully,

Handwritten signature of Chief Edward Menefee in cursive script.  
Chief Edward Menefee



February 29, 2016

To The City Council  
City of Washington  
Washington, Missouri

Dear Council Members:

I herewith submit for your approval the following for appointment:

<u>NAME</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>
Dan Contarini Reserve Officer	March 8, 2016	March 8, 2017

Respectfully submitted,

A handwritten signature in cursive script that reads "Sandy".

Sandy Lucy  
Mayor

MT:

405 JEFFERSON STREET  
WASHINGTON, MO 63090



# WASHINGTON POLICE DEPARTMENT

301 JEFFERSON STREET  
WASHINGTON, MO. 63090



*Chief of Police Edward Menefee, DSN 221*

636-390-1062 office

636-390-2455 fax

[emenefee@ci.washington.mo.us](mailto:emenefee@ci.washington.mo.us)

DATE: February 29, 2016

TO: Mayor Sandy Lucy

SUBJECT: Reserve Officer

Honorable Mayor:

I respectfully request that the following individual be appointed to the Washington Police Department as a Reserve Officer:

NAME	TERM BEGINS	TERM ENDS
DAN CONTARINI	March 8, 2016	March 7, 2017

Dan Contarini worked for the City of Washington Police Department from July, 1985 to July, 2004. He retired with honor from the Washington Police Department with the rank of lieutenant. He then worked for a short time as a reserve officer with the Department. Even though retired from Washington Police Department he continued his career in law enforcement and security services. Currently he is retired from the Desoto Police Department.

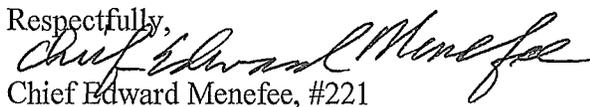
Since full retirement Dan Contarini attended a Chaplaincy Course conducted by the International Conference of Police Chaplains to be a police chaplain. He then received certification with the Meramec Chaplaincy Coalition to serve as a part time Law Enforcement Chaplain.

In addition to being a Reserve Officer with the Washington Police Department, Dan Contarini would also serve as our Department Chaplain and liaison with the Meramec Chaplaincy Coalition.

Dan Contarini is a seasoned and very competent police officer. The Department would benefit from his experience and his new found calling in the chaplaincy.

Thank you for your consideration.

Respectfully,

  
Chief Edward Menefee, #221



**Government Finance Officers Association**  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

February 5, 2016

Mary J. Sprung, CPA  
Finance Manager  
City of Washington  
405 Jefferson Street  
Washington, MO 63090

Dear Ms. Sprung:

A Panel of independent reviewers has completed its examination of your budget document. We are pleased to inform you that the panel has voted to award your budget document the Distinguished Budget Presentation Award for the current fiscal period. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

The Distinguished Budget Presentation Award is valid for one year. To continue your participation in the program, it will be necessary to submit your next annual budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption. Enclosed is an application form to facilitate a timely submission. This form should be submitted with four copies of your budget accompanied by the appropriate fee.

Each program participant is provided with confidential comments and suggestions for possible improvements to the budget document. Your comments are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next budget.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. Enclosed is a Certificate of Recognition for Budget Preparation for:

**Mary J. Sprung, CPA, Finance Manager**

Continuing participants will find a certificate and brass medallion enclosed with these results. First-time recipients will receive an award plaque that will be mailed separately and should arrive within eight to ten weeks. Enclosed is a camera-ready reproduction of the award for inclusion in your next budget. If you reproduce the camera-ready in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria.

The following standardized text should be used:

Washington, DC Office  
1301 Pennsylvania Avenue, N.W., Suite 309 • Washington, DC 20004 • 202.393.8020 • fax: 202.393.0780  
www.gfoa.org



Government Finance Officers Association  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

Marv J. Sprung, CPA

February 5, 2016

Page 2

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Washington, Missouri** for its annual budget for the fiscal year beginning **October 1, 2015**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A press release is enclosed.

The Government Finance Officers Association encourages you to make arrangements for a formal presentation of the award. If you would like the award presented by a member of your state or provincial finance officers association, we can provide the name of a contact person for that group.

We appreciate your participation in this program and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients (with hyperlinks) can be found on GFOA's website at [www.gfoa.org](http://www.gfoa.org). If we can be of further assistance, please contact the Technical Services Center.

Sincerely,

A handwritten signature in black ink that reads "Stephen J. Gauthier". The signature is written in a cursive style with a large, stylized 'S' and 'G'.

Stephen J. Gauthier, Director  
Technical Services Center

Enclosure



Government Finance Officers Association  
 203 North LaSalle Street, Suite 2700  
 Chicago, Illinois 60601-1210  
 312.977.9700 fax: 312.977.4806

February 5, 2016

**PRESS RELEASE**

For Further Information Contact  
 Stephen J. Gauthier (312) 977-9700

\*\*\*\*\*

Chicago--The Government Finance Officers Association of the United States and Canada (GFOA) is pleased to announce that **City of Washington, Missouri** has received the GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to **Mary J. Sprung, CPA, Finance Manager**

For budgets beginning in 2014, 1,491 participants received the Award. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

The Government Finance Officers Association is a major professional association servicing the needs of 18,300 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington D.C. The GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.

Washington, DC Office  
 1301 Pennsylvania Avenue, N.W., Suite 309 • Washington, DC 20004 • 202.393.8020 • fax: 202.393.0780  
 www.gfoa.org



**WASHINGTON POLICE DEPARTMENT**  
**301 JEFFERSON STREET**  
**WASHINGTON, MO. 63090**



*Chief of Police Edward Menefee, DSN 221*

636-390-1062 office

636-390-2455 fax

[emenefee@ci.washington.mo.us](mailto:emenefee@ci.washington.mo.us)

02-16-16

To: Washington City Council  
 From: Chief Edward Menefee  
 Re: Traffic Grants from Missouri Highway and Traffic Safety Division

Honorable Councilmen,

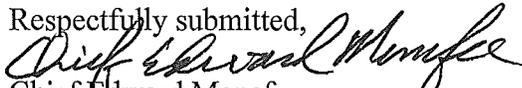
Attached is a letter from Traffic Officer Mike Grissom. The Department is requesting to apply for several traffic grants through the Missouri Traffic and Highway Safety Division:

Hazardous Moving Violation Enforcement-	
Enforcement	\$9,750.00
Stalker Radar Unit (50/50)	\$1,530.15
Sobriety Checkpoints	\$9,750.00
Youth Alcohol Enforcement	\$6,500.00
Mobile Ticketing Printers and Printing Supplies	\$5,811.00
 Total Funding Received	 \$33,341.15

All the grants are 100% funded by the state, except the Stalker Radar Unit Grant is a 50/50 grant. The City would have to cover half the cost of the radar unit; \$1,530.15.

I respectfully request the City Council approve moving forward with seeking the grants.

In all likelihood the grants will be approved; as they have been over the past several years. An approval form, signed by the City Council, would then need to be submitted to receive the funding from the state.

Respectfully submitted,  
  
 Chief Edward Menefee

CC: Mayor Sandy Lucy  
 Jim Briggs, City Administrator  
 Brian Boehmer, Asst. City Administrator



CITY OF  
WASHINGTON  
MISSOURI

February 15, 2016

Chief,

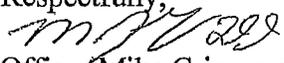
Attached are the preliminary traffic grant applications for the 2016/2017 budget year. You will see that I completed the normal Hazardous Moving, DWI Checkpoint, and Youth Alcohol applications. In addition to the usual grants, I have also completed a general data grant requesting funding to purchase the additional six mobile ticketing printers that we require to outfit all of our patrol vehicles. All of the manpower and equipment that I have requested above is 100% funded with no matching funds from The City of Washington.

In addition to the above, I have also requested one new Stalker Radar Unit under our Hazardous Moving Application. This is a 50/50 match request with the total cost of the new radar unit being \$3,060.30 on state bid pricing. If this item is approved, it will be required that The City of Washington match the requested amount to purchase the equipment. The cost to The City of Washington will be \$1,530.15.

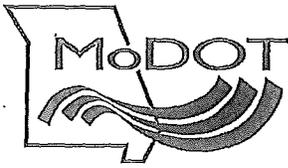
I have included the City Council approval form, which is to be signed prior to us receiving any grant funding.

Please let me know if you have any questions.

Respectfully,

  
Officer Mike Grissom #299

POLICE DEPARTMENT  
301 JEFFERSON STREET  
WASHINGTON, MO 63090



### CITY COUNCIL AUTHORIZATION

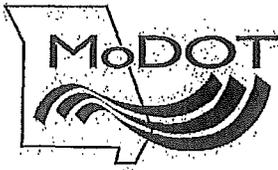
On \_\_\_\_\_, 20\_\_ the Council of \_\_\_\_\_  
\_\_\_\_\_ held a meeting and discussed the City's participation  
in Missouri's Highway Safety Program.

It is agreed by the Council that the City of \_\_\_\_\_  
will participate in Missouri's Highway Safety Program.

It is further agreed by the Council that the Chief of Police will investigate the  
financial assistance available under the Missouri Highway Safety Program for  
Traffic Enforcement and report back to the Council his/her recommendations.  
When funding through the Highway Safety Division is no longer available, the  
local government entity agrees to make a dedicated attempt to continue support  
for this traffic safety effort.

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Mayor



**Traffic and Highway Safety Division  
TRAFFIC ENFORCEMENT APPLICATION  
October 01, 2016 through September 30, 2017**

Traffic and Highway Safety Division  
P.O. Box 270  
830 MoDOT Drive  
Jefferson City, MO 65102  
1-800-800-2358 or 573-751-4161

(Application due by March 01, 2016)

<b>Agency:</b>	Washington Police Dept.	<b>Agency ORI#:</b>	MO0360800
<b>Address:</b>	301 Jefferson St.	<b>Federal Tax ID#:</b>	436003962
		<b>DUNS #:</b>	129919627
<b>City:</b>	Washington	<b>State:</b> MO	<b>Zip:</b> 63090-2633
		<b>County:</b>	Franklin
<b>Phone:</b>	636-390-1050	<b>Fax:</b>	636-239-7694
<b>Contact:</b>	Officer Mike Grissom	<b>Email:</b>	mgrissom@ci.washington.mo.us
<b>Jurisdiction:</b>	Rural	<b>Jurisdiction Population:</b>	12,282
<b>Targeted Population:</b>	Aggressive Drivers		

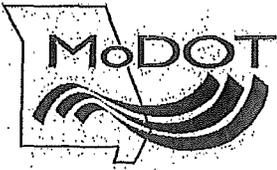
**Project activity for which your agency is requesting funding:**  
  
Hazardous Moving Violation

<b>Project Title:</b>	Hazardous Moving Violation Enforcement	<b>Requested Amount:</b>	\$11,280.15
<b>Brief Description:</b>	Hazardous Moving Violation Enforcement		

Ed Menefee  
\_\_\_\_\_  
Authorizing Official

\_\_\_\_\_  
Authorizing Official Signature

Chief  
\_\_\_\_\_  
Authorizing Official Title



**Traffic and Highway Safety Division  
GENERAL APPLICATION  
October 01, 2016 through September 30, 2017**

Traffic and Highway Safety Division  
P.O. Box 270  
830 MoDOT Drive  
Jefferson City, MO 65102  
1-800-800-2358 or 573-751-4161

(Application due by March 01, 2016)

<b>Agency:</b>	Washington Police Dept.	<b>Agency ORI#:</b>	MO0360800
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		<b>DUNS #:</b>	129919627
<b>City:</b>	Washington	<b>State:</b> MO	<b>Zip:</b> 63090-2633
			<b>County:</b> Franklin
<b>Phone:</b>	636-390-1050	<b>Fax:</b>	636-239-7694
<b>Contact:</b>	Officer Mike Grissom	<b>Email:</b>	mgrissom@ci.washington.mo.us
<b>Jurisdiction:</b>	Rural	<b>Jurisdiction Population:</b>	12,282
<b>Targeted Population:</b>	Aggressive Drivers		

**Project activity for which your agency is requesting funding:**

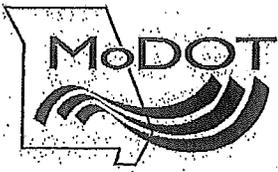
Data Projects

<b>Project Title:</b>	Mobile Ticketing Printers	<b>Requested Amount:</b>	\$5,118.00
<b>Brief Description:</b>	Printers/Supplies		

\_\_\_\_\_  
Ed Menefee  
Authorizing Official

\_\_\_\_\_  
Authorizing Official Signature

\_\_\_\_\_  
Chief  
Authorizing Official Title



**Traffic and Highway Safety Division  
TRAFFIC ENFORCEMENT APPLICATION  
October 01, 2016 through September 30, 2017**

Traffic and Highway Safety Division  
P.O. Box 270  
830 MoDOT Drive  
Jefferson City, MO 65102  
1-800-800-2358 or 573-751-4161

(Application due by March 01, 2016)

<b>Agency:</b>	Washington Police Dept.	<b>Agency ORI#:</b>	MO0360800
<b>Address:</b>	301 Jefferson St.	<b>Federal Tax ID#:</b>	436003962
		<b>DUNS #:</b>	129919627
<b>City:</b>	Washington	<b>State:</b> MO	<b>Zip:</b> 63090-2633
		<b>County:</b>	Franklin
<b>Phone:</b>	636-390-1050	<b>Fax:</b>	636-239-7694
<b>Contact:</b>	Officer Mike Grissom	<b>Email:</b>	mgrissom@ci.washington.mo.us
<b>Jurisdiction:</b>	Rural	<b>Jurisdiction Population:</b>	12,282
<b>Targeted Population:</b>	Impaired Drivers		

**Project activity for which your agency is requesting funding:**

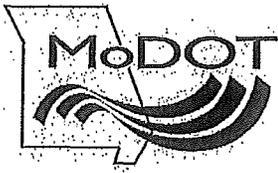
Sobriety Checkpoint

<b>Project Title:</b>	Sobriety Checkpoint	<b>Requested Amount:</b>	\$9,750.00
<b>Brief Description:</b>	DWI Checkpoint		

\_\_\_\_\_  
Ed Menefee  
Authorizing Official

\_\_\_\_\_  
Authorizing Official Signature

\_\_\_\_\_  
Chief  
Authorizing Official Title



**Traffic and Highway Safety Division  
TRAFFIC ENFORCEMENT APPLICATION  
October 01, 2016 through September 30, 2017**

Traffic and Highway Safety Division  
P.O. Box 270  
830 MoDOT Drive  
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		<b>Zip:</b>	63090-2633
		<b>County:</b>	Franklin
<b>Phone:</b>	636-390-1050	<b>Fax:</b>	636-239-7694
<b>Contact:</b>	Officer Mike Grissom	<b>Email:</b>	mgrissom@ci.washington.mo.us
<b>Jurisdiction:</b>	Rural	<b>Jurisdiction Population:</b>	12,282
<b>Targeted Population:</b>	Youth		

**Project activity for which your agency is requesting funding:**

Youth Alcohol

<b>Project Title:</b>	Youth Alcohol Enforcement	<b>Requested Amount:</b>	\$6,500.00
<b>Brief Description:</b>	Youth Alcohol Enforcement		

\_\_\_\_\_  
Ed Menefee  
Authorizing Official

\_\_\_\_\_  
Authorizing Official Signature

\_\_\_\_\_  
Chief  
Authorizing Official Title

BILL NO. \_\_\_\_\_ INTRODUCED BY COUNCILMAN \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING AND DIRECTING THE EXECUTION OF A TEMPORARY SITE LICENSE AGREEMENT BY AND BETWEEN THE CITY OF WASHINGTON, MISSOURI AND NEW CINGULAR WIRELESS PCS, L.L.C.

BE IT ORDAINED by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The Mayor is hereby authorized and directed to execute a Temporary Site License Agreement by and between the City of Washington, Missouri and New Cingular Wireless PCS, L.L.C., a copy of which is marked Exhibit I and is attached hereto and incorporated herein by reference, and such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance, for and on behalf of and as the act and deed of the City. The City Clerk is hereby authorized and directed to attest to and affix the seal of the City to the said Agreement and such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance.

SECTION 2: The City shall, and the officials, agents and employees of the City are hereby authorized and directed to, take such further action, and execute and deliver such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Mayor of Washington, Missouri

**EXHIBIT I**

**TEMPORARY SITE LICENSE**

**LICENSOR:** City of Washington, MO  
c/o Sandy Lucy, Mayor  
405 Jefferson St., Washington, MO 63090

**LICENSEE:** New Cingular Wireless PCS, LLC and its affiliates

**TERM:** June 1, 2016 through August 30, 2016  
as may be extended pursuant to this License.

**LICENSE FEE:** \$500.00 per month (prorated for any partial month)

**COMMENCEMENT DATE:** Upon execution of this agreement

**LICENSED SITE:** Bernie E Hillerman Park  
1194 North Park Drive  
Washington, MO 63090  
(see Site Plan – Attachment A – for location in Park)

**1. License of Site.** During the Term hereof, Licensor hereby licenses a certain portion of Licensor's property (the "**Property**") at the Licensed Site and grants to Licensee the right to install, operate and maintain at Licensee's expense and risk, temporary communications transmitting and receiving equipment, including (without limitation) antennas, poles, masts, transmission line(s), vehicles and accessories (collectively, the "**Equipment**") at the Licensed Site. Licensee shall at all times have the unrestricted right to enter or leave the Licensed Site with full and complete access to its Equipment on a 24-hour, seven (7) day per week basis. At its discretion, Licensee may take at its expense measures and precautions necessary to protect the Equipment

**2. License Fee.** Within thirty (30) days after the date of this License, Licensee shall pay Licensor the License Fee for the first full month of the Term plus, if the Term shall commence on a date other than the first day of a month, the prorated License Fee due for such initial partial month. The License Fee for each subsequent month shall be due and payable in full by not later than the first day of that month.

**3. Extension of Term.** At the sole discretion of Licensee, Licensee may extend the Term for additional periods of 1 month each upon the same terms and conditions by providing Licensor with written notice prior to the end of the Term. If Licensee remains in possession of the Licensed Site after the expiration of this License, then Licensee will be deemed to be occupying the Licensed Premises on a month-to-month basis. Notwithstanding anything contained herein to the contrary, Licensee shall not be permitted to extend the Term beyond October 31, 2016.

**4. Removal of Equipment and Site Condition.** Except as set forth herein, Licensee takes the Licensed Site as it finds it and Licensor shall have no responsibility for its condition or any damage suffered by Licensee or any other person due to such condition. Unless otherwise mutually agreed by the parties, Licensee shall remove all of the Equipment prior to the end of the Term, and any extensions thereof, and shall leave the Licensed Site in substantially the same condition that existed as of the date of this License, ordinary wear and tear and occurrences for which Licensee is not responsible hereunder, excepted.

**5. Indemnification; No Consequential or Indirect Damages.** Licensee shall indemnify and hold Licensor harmless against any liability or loss from personal injury or property damage resulting from or arising out of the use or occupancy of the Property by Licensee or its employees or agents, provided, however, Licensee shall have no obligation to indemnify or hold harmless against any such liabilities and losses as may be due to or caused by the acts or omissions of Licensor or its employees or agents. Licensor shall indemnify and hold Licensee harmless against any liability or loss from personal injury or property damage resulting from or arising out of (1) the use or occupancy of the Property by Licensor or its employees or agents or (2) contamination of the Property subsurface or structures with hazardous substances; provided, however, Licensor shall have no obligation to indemnify or hold harmless against any such liabilities and losses as may be due to or caused by the acts or omissions of Licensee or its employees or agents. Except for the indemnity obligations set forth in this Agreement, and otherwise notwithstanding anything to the contrary in this Agreement, Licensor and Licensee each waives any claims that each may have against the other with respect to consequential, incidental or special damages, however caused, based on any theory of liability.

**6. Operation of Equipment.** Licensee will install, operate and maintain its Equipment in accordance with applicable laws and regulations so as not to cause interference (as that term is defined in the rules and regulations of the Federal Communications Commission), with any radio or television transmitting or receiving equipment whether or not such equipment is located on the Licensed Site. In the event that Licensee's Equipment causes interference with other radio or television transmissions, Licensee will promptly take all reasonable steps necessary to correct and eliminate the same. If Licensee is unable to eliminate the interference within a reasonable period of time, Licensee agrees to remove the Equipment from the Licensed Site and this License shall be terminated.

**7. Assignment.** Licensee shall have the right to assign this License to any present or future affiliate of Licensee, without securing the consent of Licensor and may grant to any such assignee the same rights and privileges Licensee enjoys under this License.

**8. Electrical Service/Telephone Service.** Licensee agrees, at Licensee's sole cost and expense, to pay for the electric service and fees needed for the operation of Licensee's equipment. Licensor agrees to grant the electric utility company any necessary permission, including temporary easement, for the electric line and meter installation, should the electric utility company require written permission or temporary easement. Licensee will be allowed to leave the Facility Compound in place at the end of the Term unless other directed to remove by the Licensor in writing.

**9. Damage to License Site.** If the License Site or any portion thereof is damaged for any reason so as to render the License Site unusable for Licensee's intended purpose, the License Fee shall abate for such period as the License Site is unusable. In addition, Licensee may at its option, else to terminate this Agreement.

**10. Notices.** Any notice or demand required or permitted to be given or made hereunder shall be deemed given when received. Notices may be sent by messenger delivery, overnight delivery, or by certified mail in a sealed envelope, postage prepaid,

addressed in the case of Licensor to:

James A Briggs or Brian N. Boehmer  
405 Jefferson St.  
Washington, MO 63090

and addressed in the case of Licensee, to:

By U.S. Postal Service or Overnight Courier  
AT&T Network Real Estate Administration  
Re: 10127250  
Suite 13-F West Tower  
575 Morosgo Drive  
Atlanta, GA 30324

With a copy to:

By U.S. Postal Service or Overnight Courier  
AT&T Legal Department- Network  
Attn: Network Counsel  
Re: 10127250  
208 S. Akard Street  
Dallas, Texas 75202-4206

**11. Waiver.** Failure or delay on the part of Licensor or Licensee to exercise any right, power or privilege hereunder shall not operate as a waiver thereof.

**12. Prior Negotiations.** This License constitutes the entire agreement of the parties hereto with respect to the subject matter hereof and shall supersede all prior offers, negotiations and agreements.

**13. Amendment.** No revision of this contract shall be valid unless made in writing and signed by duly authorized officers or representatives of Licensee and Licensor.

**14. Licensor's Representations.** Licensor represents and warrants that it owns or otherwise controls the Licensed Site during the Term of this License and that Licensor has full authority to execute and deliver this License.

**15. Governing Law.** This Agreement shall be construed and governed in accordance with the laws of the State in which the Licensed Site is located.

**IN WITNESS WHEREOF**, the parties have executed this License as of the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**LICENSOR:**

**City of Washington, Missouri**

By: \_\_\_\_\_

Name: Sandy Lucy

Title: Mayor

**LICENSEE:**

**New Cingular Wireless PCS, LLC**  
**By: AT&T Mobility Corporation**  
Its Manager

By: \_\_\_\_\_  
Name: Michael Bridwell  
Title: Area Manager Construction and Engineering





BILL NO. \_\_\_\_\_ INTRODUCED BY COUNCILMAN \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE ACCEPTING THE BID FROM NEW  
SYSTEM JANITORIAL & MAINTENANCE SUPPLIES AND  
TO APPROVE THE PURCHASE OF A TOMCAT MAGNUM  
EDGE SCRUBBER, BATTERIES AND CHARGER  
BY THE CITY OF WASHINGTON, MISSOURI.

Be It Ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The City of Washington, Missouri, is hereby authorized to execute all necessary purchase orders and contracts with New System Janitorial & Maintenance Supplies, 4120 Rider Trail North, Earth City, Missouri in an amount totaling Eight Thousand Six Hundred Ninety-Three Dollars and No Cents (\$8,693.00) for the purchase of a Tomcat Magnum Edge Scrubber, Batteries and Charger.

A copy of said sales contract is attached hereto and marked as "Exhibit A".

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: This ordinance shall take effect and be in full force from and after it's passage and approval.

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk President of City Council

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk Mayor Washington, Missouri

**Exhibit A**

**SALES CONTRACT**

This Sales Contract, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between This Sales Contract, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between New System Janitorial & Maintenance Supplies herein referred to as "Seller", and the City of Washington, MO., a municipal corporation hereinafter referred to as "City".

WITNESSETH: Whereas, Seller was the best low bid received for furnishing of one (1) Tomcat Magnum Edge Scrubber, Batteries and Charger equipped as stated in the bid document.

NOW THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

Seller agrees to provide to the City with one (1) Tomcat Magnum Edge Scrubber, Batteries and Charger in the manner set forth in the contract documents, for payment in the total sum of Eight Thousand Six Hundred Ninety-Three Dollars and No Cents, (\$8,693.00).

The contract documents shall consist of the following:

- A. This Contract
- B. Signed copy of Ordinance
- C. General Specification and Bid

This contract, together with the other documents enumerated in this paragraph, forms the contract between the parties.

These documents are as fully a part of the contract as if attached hereto or repeated herein.

This agreement shall be construed or determined according to the laws of the State of Missouri.

IN TESTIMONY WHEREOF, Seller has hereunto set its hand, and the City of Washington executes this contract the day and year first written.

SELLER:

CITY:

BY: \_\_\_\_\_  
Company Representative

BY: \_\_\_\_\_  
Mayor – Washington, MO

ATTEST: \_\_\_\_\_  
City Clerk

CITY OF  
**WASHINGTON**  
MISSOURI

February 16, 2016

Honorable Mayor and City Council  
City of Washington  
405 Jefferson Street  
Washington, MO 63090

RE: Bid Recommendation – Floor Scrubber

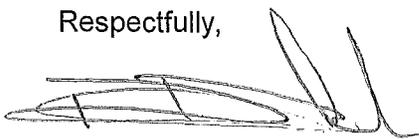
Honorable Mayor and City Council,

As you may be aware, before making a determination that a particular piece of equipment needs to be added, staff will review and analyze our operations to determine the current need for a particular piece of equipment. In doing so, it was determined that a Floor Scrubbing machine was required to assist in the ongoing maintenance of floors throughout the parks and recreation system and was identified within the 2015-2016 budget in the amount of \$8,000.00.

The Department solicited bids and only had one (1) company respond by or on the deadline and agreed to provide the floor scrubber as specified in the Bid Documents. **Accordingly, Staff recommends that Council consider New System's Bid in the amount of \$8,693.00, which is over the budgeted amount of \$8,000.00 from what was approved in the 2015-2016 Parks and Recreation Budget. However, the department has realized savings in the amount of \$693.00 in the same account from previous purchase recommendations, which could be applied towards this purchase.**

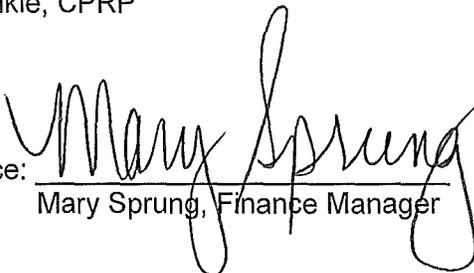
As always, if you have any questions, concerns or would like additional information, please feel free to contact me prior to the Meeting.

Respectfully,



Darren Dunkle, CPRP

Concurrence:



Mary Sprung, Finance Manager

**BID FORM**

**TO: THE CITY OF WASHINGTON PARKS & RECREATION DEPARTMENT  
"FLOOR SCRUBBER SEALED BID ENCLOSED"**

405 Jefferson Street  
Washington, MO 63090  
Phone (636) 390-1080

The undersigned, having carefully examined the specifications, hereby proposes to furnish all materials required for the performance and completion of said Specification for the following bid.

The City is requesting a unit price bid for the Equipment that has been specified.

Bid *Exact TomCAT Brand & Model as specified below*

Description	Product ID	Unit Price	Total
TomCat Magnum Edge Scrubber	TC-253-28TE	\$ 7,565. <sup>00</sup>	\$ 7,565. <sup>00</sup>
MagNum AGM Batteries and Charger.	TC-253-014	\$ 1,128. <sup>00</sup>	\$ 1,128. <sup>00</sup>
Delivery ( <i>No charge</i> )	<i>N/A</i>	\$ 0	\$ 0

TOTAL BASE BID *Eight Thousand Six Hundred & Ninetythree Dollars*  
(\$ 8,693.00)

By submitting this Bid, the Bidder agrees to waive any claim it has or may have against the City and their respective employees, arising out of or in connection with the administration, evaluation or recommendation of any Bid(s).

**Addenda**

The undersigned Bidder acknowledges the following Addenda. If there are no Addenda write "None" in the Addenda No. space provided:

Addenda No: *None* dated *2/04/16* pages *N/A*

Addenda No: *None* dated *2/04/16* pages *N/A*

Bid submitted by:

Company: NEW SYSTEM

Name: Steve Stillwell

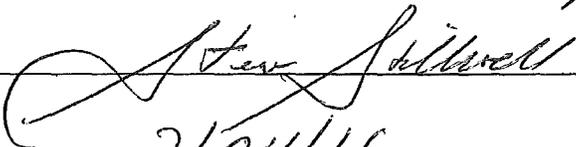
Title: SALES REPRESENTATIVE

Address: 4120 Rider Trail North

City, State: EARTH CITY, MO. 63045

Phone Number: (314) 574-0095

E-mail: SStillwell@newsystemonline.com

Signature: 

Date: 2/04/16

**FLOOR SCRUBBER  
BID TABULATION**

VENDOR	SCRUBBER	BATTERIES	TOTAL PRICE
New System	\$7,565.00	\$1,128.00	\$8,693.00
All-Pro Supply	No Bid	No Bid	No Bid
Royal Paper	No Bid	No Bid	No Bid
Rob Ward's Company Store	No Bid	No Bid	No Bid
Hillyard Janitorial	No Bid	No Bid	No Bid
Chemco	No Bid	No Bid	No Bid
Jan-Pro Cleaning Systems	No Bid	No Bid	No Bid

NOTE: Some Vendors did not bid due to the fact that they did not carry this type of product or they could not meet the technical specifications.

**THE CITY INTENDS TO AWARD THE BID TO THE MOST RESPONSIVE,  
RESPONSIBLE BIDDER SUBMITTING THE LOWEST BEST BID. THE CITY  
RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, AND TO WAIVE ANY  
IRREGULARITIES IN THE BEST INTEREST OF THE CITY.**

BILL NO. \_\_\_\_\_ INTRODUCED BY COUNCILMAN \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE ACCEPTING THE BID FROM BOBCAT OF ST. LOUIS AND TO APPROVE THE PURCHASE OF A BOBCAT – TOOLCAT 5600 G-SERIES AND ATTACHMENTS BY THE CITY OF WASHINGTON, MISSOURI.

Be It Ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The City of Washington, Missouri, is hereby authorized to execute all necessary purchase orders and contracts with Bobcat of St. Louis, Valley Park, Missouri in an amount totaling Fifty-Eight Thousand Dollars and No Cents (\$58,000.00) for the purchase of a Bobcat – Toolcat 5600 G-Series and attachments.

A copy of said sales contract is attached hereto and marked as “Exhibit A”.

SECTION 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: This ordinance shall take effect and be in full force from and after it’s passage and approval.

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk President of City Council

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk Mayor Washington, Missouri

**Exhibit A**

**SALES CONTRACT**

This Sales Contract, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between Bobcat of St. Louis herein referred to as "Seller", and the City of Washington, MO., a municipal corporation hereinafter referred to as "City".

WITNESSETH: Whereas, Seller was the best low bid received for furnishing of one (1) Bobcat - Toolcat 5600 G-Series and attachments equipped as stated in the bid document.

NOW THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

Seller agrees to provide to the City with one (1) Bobcat - Toolcat 5600 G-Series and attachments in the manner set forth in the contract documents, for payment in the total sum of Fifty-Eight Thousand Dollars and No Cents, (\$58,000.00), which includes the trade-in of a 2006 Bobcat - Toolcat in the amount of Eighteen Thousand Five Hundred Dollars and No Cents, (\$18,500.00).

The contract documents shall consist of the following:

- A. This Contract
- B. Signed copy of Ordinance
- C. General Specification and Bid

This contract, together with the other documents enumerated in this paragraph, forms the contract between the parties.

These documents are as fully a part of the contract as if attached hereto or repeated herein.

This agreement shall be construed or determined according to the laws of the State of Missouri.

IN TESTIMONY WHEREOF, Seller has hereunto set its hand, and the City of Washington executes this contract the day and year first written.

SELLER:

CITY:

BY: \_\_\_\_\_  
Company Representative

BY: \_\_\_\_\_  
Mayor – Washington, MO

ATTEST: \_\_\_\_\_  
City Clerk

CITY OF  
**WASHINGTON**  
MISSOURI

February 5, 2016

Honorable Mayor and City Council  
City of Washington  
405 Jefferson Street  
Washington, MO 63090

RE: Recommendation – Use of State Bid for the purchase of a Bobcat - Toolcat 5600 G-Series

Honorable Mayor and City Council,

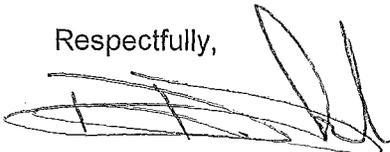
As you may be aware, before making a determination that a particular piece of equipment needs to be replaced, staff will annually review and analyze the equipment to determine the current condition and the need for replacement. In doing so, it was determined that the 2006 Bobcat - Toolcat was past its estimated life/replacement cycle and was beginning to have maintenance issues. As such, the Parks and Recreation Department identified the need to replace the Bobcat - Toolcat in the 2015-2016 budget in the amount of \$58,000.00.

In analyzing our replacement needs, it was determined that the Department needed a Bobcat - Toolcat that would not only perform the same types of duties as our current Bobcat - Toolcat, but would also be able to handle new work requirements and attachments. As such, the Department decided that a 2016 Bobcat - Toolcat 5600 G-Series and attachments would best meet the maintenance needs of the Department at this time. As such, Staff researched several interlocal contracts for cooperative purchases and found that the State of Missouri – State Contract with Bobcat would give the City the best pricing, as we would be able to realize a savings of \$20,708.03 off the list price, as well as receive an additional \$18,500.00 credit for the trade-in for the 2006 Toolcat.

**Accordingly, the Parks Commission supports Staff's recommendation the use of the Missouri State Bid with Bobcat for the purchase of a Bobcat - Toolcat 5600 G-Series and attachments as specified in the Bid in the amount of \$58,000.00, which is what was identified in the 2015-2016 Budget.**

As always, if you have any questions, concerns or would like additional information, please feel free to contact me prior to the Meeting.

Respectfully,

  
Darren Dunkle, CPRP  
Director of Parks and Recreation

Concurrence:

  
Mary Sprung, Finance Manager

Bobcat of St. Louis, Valley Park, MO  
 401 WEST OUTER RD  
 VALLEY PARK MO 63088-2031  
 Phone: (636) 225-2900  
 Fax: (636) 225-8866

Quotation Number: 23661D023967

Date: 2016-02-04 08:56:07

Ship to	Bobcat Specialist
City of Washington 1220 South lake Shore Dr Washington, MO 63090 Phone: (636) 390-1080	John Mullinax Phone: 636-225-2900 Fax: 636-225-4344 Cellular: 314-486-2615 E Mail: jmullinax@bobcatofstl.com

Description	Part No	Qty	Price Ea.	Total
<b>Toolcat 5600 G-Series</b>	M1221	1	\$51,653.00	\$51,653.00
Adjustable Vinyl Seats	Hydraulic Dump Box			
All-Wheel Steer	Instrumentation:			
Automatically Activated Glow Plugs	• Hourmeter, Job Hours, Speedometer,			
Auxiliary Hydraulics	• Tachometer, Fuel Guage, Engine			
• Variable Flow with dual direction detent	• Temperature Gauge, and Warning Lights			
Beverage Holders	Joystick, Manually Controlled with Lift Arm Float			
Bob-Tach	Lift Arm Support			
Boom Float	Parking Brake, automatic			
Cargo Box Support	Power Steering with Tilt Steering Wheel			
Cruise Control	Radiator Screen			
Deluxe Operator Canopy includes:	Rear Reciever Hitch			
• Front Window, Rear Window ,	Seat Belts, Shoulder Harness			
• Front Wipers, and Electrical Power Port	Spark Arrestor Muffler			
Lower Engine Guard	Suspension, 4-wheel independent			
Limited Slip Transaxle	Tires: 27 x 10.5-15 (8 ply), Lug Tread			
Engine and Hydraulic Monitor with Shutdown	Toolcat Interlock Control System (TICS)			
Front Work Lights	Two-Speed Transmission			
Full-time Four-Wheel Drive	Warranty: 1 Year, Unlimited Hours			
Horsepower Management				
• Roll Over Protective Structure (ROPS) . Meets Requirements of SAE-J1040 & ISO 3471				
• Falling Object Protective Structure (FOPS) . Meets Requirements of SAE-J1043 & ISO3449, Level I				
Dome Light				
Deluxe Road Package	M1221-P01-C01	1	\$2,211.00	\$2,211.00
Backup Alarm	Side Mirrors			
Turn Signals	Horn			
Flashers	Lower Engine Guard			
Tail Lights	Rear Work Lights			
Brake Lights	Headlights			
Rear View Mirror				
Cab Enclosure with Heater & Air Conditioning	M1221-R02-C03	1	\$4,632.00	\$4,632.00
High Flow Package	M1221-R03-C02	1	\$1,447.00	\$1,447.00
29 X 12.5 Turf Tires	M1221-R05-C05	1	\$655.00	\$655.00
Keyless Ignition	M1221-R06-C02	1	\$305.00	\$305.00
Heavy Duty Battery	M1221-R07-C02	1	\$81.00	\$81.00
Attachment Control	M1221-R08-C02	1	\$190.00	\$190.00
Power Bob-Tach	M1221-R12-C02	1	\$999.00	\$999.00
Radio Option	M1221-R15-C02	1	\$444.00	\$444.00
Traction Control	M1221-R16-C02	1	\$495.00	\$495.00
Engine Block Heater	M1221-A01-C02	1	\$108.00	\$108.00
Interior Trim	M1221-A01-C05	1	\$195.00	\$195.00

Floorboard Riser	7139070	1	\$704.49	\$704.49
Strobe Light	6815259	1	\$277.64	\$277.64
Suspension Seat Kit	7137285	1	\$1,226.90	\$1,226.90
			<b>Total for this Machine</b>	<b>\$65,624.03</b>

Description	Part No	Qty	Price Ea.	Total
Rotary Tiller, 76 in.	7102125	1	\$5,878.00	\$5,878.00
80" Vibratory Roller W/Smooth Drum	7165400	1	\$10,756.00	\$10,756.00
			<b>Total for these items</b>	<b>\$16,634.00</b>

Description	Part No	Qty	Price Ea.	Total
Cyclone KB4 Skid Mount Blower	BT-CKB4S	1	\$6,500.00	\$6,500.00
Cyclone Trailer for Skid Mount KB4	1613-D	1	\$1,400.00	\$1,400.00
Nursery Jaw	NJ2	1	\$4,250.00	\$4,250.00
Danuser Intimidator	12200	1	\$2,800.00	\$2,800.00

Total of Items Quoted		<b>\$97,208.03</b>
Trade-in	2006 Bobcat Toolcat	<b>(\$18,500.00)</b>
Discount	Bobcat of St Louis	<b>(\$20,708.03)</b>
Quote Total - US dollars		<b>\$58,000.00</b>

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes. Customer must exercise his purchase option within 30 days from quote date.

**Customer Acceptance:** Purchase Order: \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**Print:** \_\_\_\_\_ **Sign:** \_\_\_\_\_ **Date:** \_\_\_\_\_

BILL NO. \_\_\_\_\_

INTRODUCED BY: \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY OF WASHINGTON TO ENTER INTO A CONTRACT AGREEMENT WITH PROFESSIONAL TOUCH PAINTING & DECORATING, INC.

Be It Ordained by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The City of Washington, Missouri is hereby authorized and directed to enter into a Contract Agreement with PROFESSIONAL TOUCH PAINTING & DECORATING, INC. for the Exterior Painting of the Train Depot. A copy of said contract agreement is attached and marked as Exhibit "A" and incorporated herein by reference.

SECTION 2: The Mayor and City Clerk are hereby authorized to execute said Sales Contract and to do all things necessary by the terms of said Contract Agreement.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance shall take effect and be in full force from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor of Washington, Missouri

**Exhibit A**

**CONTRACT AGREEMENT**

**THIS AGREEMENT**, made and entered into this 7th day of March, 2016 by and between the **CITY OF WASHINGTON, MO**, party of the first part, hereinafter termed the "City" and Professional Touch Painting & Decorating, Inc. as part of the second part, hereinafter termed in this agreement, the "Contractor" for the completing the work per bid documents, specifications and herein specified for the Exterior Painting of the Train Depot Project.

**WITNESSETH:**

**WHEREAS**, the City has caused to be prepared specifications and other contract documents for the work herein described, and has approved and adopted these contract documents and has invited proposals for the furnishing of labor and equipment, for and in connection with, the construction of improvements in accordance with the terms of this contract, and,

**WHEREAS**, the Contractor, in response to the invitation/public notice, submitted, to the City, in the manner and at the time specified, a proposal in accordance with the terms of the contract, and

**WHEREAS**, the City has opened, examined and canvassed the proposals submitted, and as a result of such canvass, has determined and declared the Contractor to be the lowest and/or best bidder for constructing said improvements, and has duly awarded to the said Contractor contract therefore, for the sums named in the proposals attached to and made a part of this contract:

**NOW THEREFORE, THIS AGREEMENT WITNESSETH**, that the parties to these present, in consideration of the compensation to be paid to the Contractor, and of the mutual agreements herein contained, have agreed to thereby agree the City for itself, and its successors and the Contractor of itself, or themselves, its, their successors and assigns, or their executors and administrators, as follows:

**ARTICLE I.** That the Contractor will furnish at his own cost and expense all labor, tools, equipment, materials, and necessary documentation required to complete in a good first class and workmanlike manner, the work as designated, described and required by the specifications and proposals for construction of the improvement, all in accordance with the specifications and other specified documents, all of which form the contract, and are as fully a part thereof as if repeated verbatim herein; all work to be done under the direct supervision, and to the entire satisfaction of the City.

**ARTICLE II** Specifically, the Contractor shall comply in all respects with the Anti-Discrimination Provisions.

**ARTICLE III** That the Contractor shall be held to comply with all requirements of the Prevailing Wage Law of the State of Missouri, and shall forfeit as a penalty to the state, county, city, town district or other political subdivision on whose behalf the contract is made or awarded, ten dollars (\$10.00) for each workman employed, for each calendar day, or portion thereof, such workman is paid less than the said stipulated rates for any work done under this contractor, by him or by any subcontractor under him (see attached "Prevailing Wage Determination, Annual Wage Order No. 22 issued March 2015" – all updates included in specifications packet).

**ARTICLE IV** That the contractor shall supply a complete list of any and all subcontractor(s) to be used, and a signed and dated contract between the contractor and the subcontractor indicating the total dollar amount of the subcontractor's contract. Before any subcontractor can begin work on the project, whether originally subcontracted prior to the start of the project or subcontracted after the project has begun all provisions of this article must be complied with.

**ARTICLE V** The Contractor covenants that they will indemnify and hold harmless the City of Washington from any loss, damage, cost charges or expenses, whether to persons or property, to which the City of Washington may have been put by reason or any action, neglect, omission or default on the part of the Contractor.

**ARTICLE VI.** That the City will pay the contractor for the performance of this Contract and the Contractor will accept in full compensation therefore the sum Eighteen Thousand Five Hundred Seventy Four Dollars (\$ 18,574.00)for all work covered by and designated in the proposal.

IN WITNESS WHEREOF, the parties have made and executed this Agreement the day and year first above written.

\_\_\_\_\_  
Signature of Mayor

\_\_\_\_\_  
Signature of Contractor

\_\_\_\_\_  
Signature of City Clerk

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



March 1, 2016

Honorable Mayor and City Council  
405 Jefferson Street  
Washington, MO 63090

Subject: Exterior Painting Train Depot

Dear Honorable Mayor and Councilmembers:

Staff solicited bids publicly for the exterior painting of the Train Depot. Five bids were requested by contractors. All bids were due by March 1, 2016 at 10 am. One bid was received:

Professional Touch	\$18,574.00
Quality Taping & Painting	No Bid
Rio Contractors	No Bid
Lee Gelhar	No Bid
R& L Painting	No Bid

Staff recommends acceptance of the proposal from Professional Touch in the amount of \$18,574.00.

I will be available to answer any of your questions that you may have.

Respectfully,

A handwritten signature in cursive script, appearing to read 'Brian N. Boehmer', is written over a light blue horizontal line.

Brian N. Boehmer  
Assistant City Administrator

405 JEFFERSON STREET  
WASHINGTON, MO 63090

BILL NO. \_\_\_\_\_ INTRODUCED BY COUNCILMAN \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE ESTABLISHING SALARIES FOR THE MAYOR AND MEMBERS OF THE CITY COUNCIL

BE IT ORDAINED by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The salary of the Mayor is hereby set at \$18,000.00 per year.

SECTION 2: The salary of a councilman is hereby set at \$10,000.00 per year.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

Passed: \_\_\_\_\_

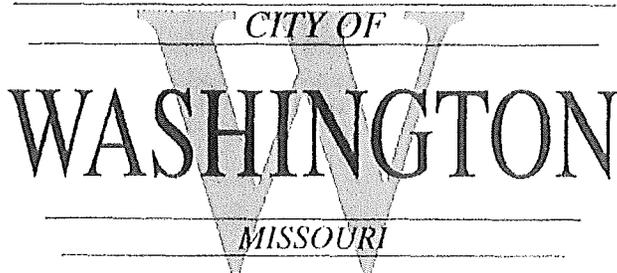
ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri



March 3, 2016

Honorable Mayor and City Council  
405 Jefferson Street  
Washington, MO 63090

Dear Honorable Mayor and Councilmembers:

Attached are three (3) ordinances set the salaries for Mayor & City Council, City Attorney and Municipal Judge. The last change was in 2004.

The proposed increases are as follows:

Mayor:	\$12,000.00 to \$18,000.00 per year
Council:	\$6,000.00 to \$10,000.00 per year
City Attorney:	\$9,600.00 to \$15,000.00 per year
Judge:	\$9,600.00 to \$15,000.00 per year

If approved, the new salaries will go into effect for the individuals elected in April 2016. The increase for the remaining councilmembers will go into effect April 2017 and the Mayor's in April 2018.

Respectfully,

A handwritten signature in cursive script that reads "James A. Briggs".

James A. Briggs  
City Administrator

405 JEFFERSON STREET  
WASHINGTON, MO 63090

BILL NO. \_\_\_\_\_ INTRODUCED BY COUNCILMAN \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE ESTABLISHING THE SALARY FOR THE CITY ATTORNEY

BE IT ORDAINED by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The salary of the City Attorney is hereby set at \$15,000.00 per year.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri

BILL NO. \_\_\_\_\_ INTRODUCED BY COUNCILMAN \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE ESTABLISHING THE SALARY FOR THE MUNICIPAL JUDGE

BE IT ORDAINED by the Council of the City of Washington, Missouri, as follows:

SECTION 1: The salary of the Municipal Judge is hereby set at \$15,000.00 per year.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4: This ordinance shall be in full force and effect from and after its passage and approval.

Passed: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
President of City Council

Approved: \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri

RESOLUTION NO. \_\_\_\_\_ INTRODUCED BY: \_\_\_\_\_

A RESOLUTION SUPPORTING THE EMERALD ASH BORER  
MANAGEMENT PLAN IN THE CITY OF WASHINGTON, MISSOURI

WHEREAS, the City desires to maintain a current Emerald Ash Borer Management Plan to provide an effective, responsible and financially viable approach to managing the spread of the Emerald Ash Borer; and

WHEREAS, the plan is an inclusive step by step process to reach a preferred future, providing employee and citizen empowerment and buy-in, and allowing the City to focus and partner its resources most effectively in addressing the key critical issues impacting the success and future; and

WHEREAS, the plan addresses the issues and problems that face the City now, as well as in the near future and provides recommendations to address those issues. Staff has the responsibility to guide the City in a direction of maximum service to its constituents, providing responsible urban forestry, timely leadership, and a commitment to encourage dialogue with citizens of the community. The plan provides a framework for effective, responsible urban forestry services that works with the community to make the City of Washington a better place to live, work and play; and

WHEREAS, the plan is a living document that will require an annual review of work accomplished and outcomes achieved. At a minimum, it is recommended that a thorough review and assessment of the plan be conducted every year, so that necessary updated and/or changes can be administered to reflect the current conditions, goals, objectives, trends, needs, finances, staffing and recommendations; and

WHEREAS, the Urban Forestry Council has reviewed and unanimously support approval and adoption of the Emerald Ash Borer Management Plan as a strategic and forward-looking document;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Washington, Missouri as follows:

The City Council hereby approves and adopts the City of Washington Emerald Ash Borer Management Plan. A copy of which is hereby attached hereto and marked Exhibit A and incorporated herein by reference.

This resolution passed ordinance shall be in full force and effect from and after its passage and approval.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by the City Council of the City of Washington, Missouri.

ATTEST: \_\_\_\_\_

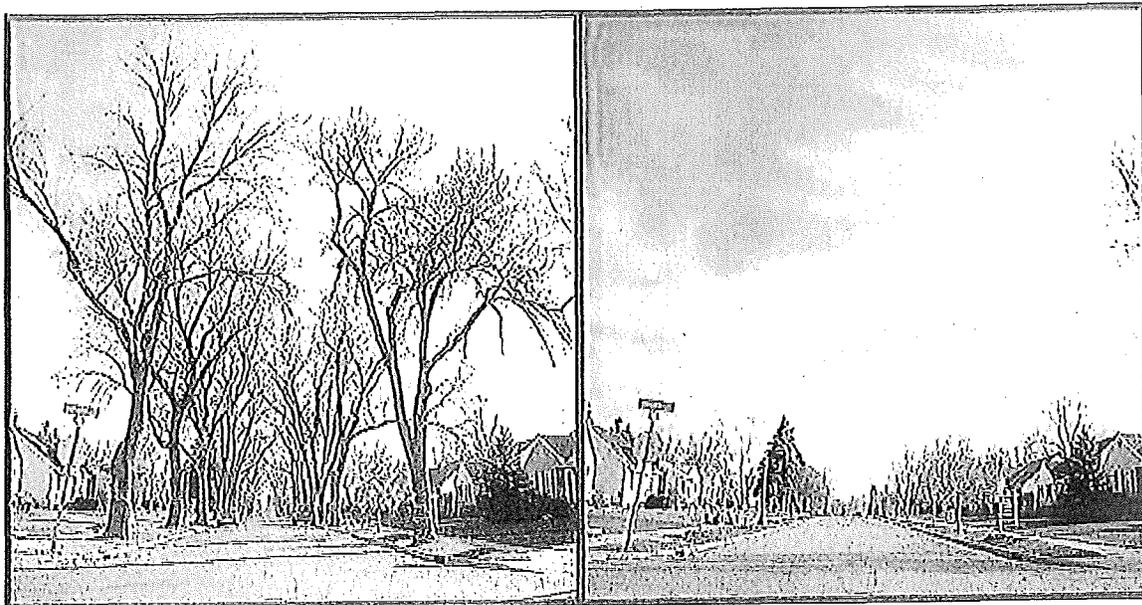
\_\_\_\_\_  
President of City Council

(seal)

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
Mayor of Washington, Missouri

**THE CITY OF  
WASHINGTON, MISSOURI  
EMERALD ASH BORER  
MANAGEMENT PLAN**



**A PLAN DEVELOPED TO PRIORITIZE RECOMMENDATIONS  
FOR THE COST-EFFECTIVE MANAGEMENT OF ASH TREES**

**PRESENTED BY**

**Darren Dunkle, CPRP  
Director of Parks and Recreation  
Community Forestry Manager**

# Emerald Ash Borer Management Plan

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## TABLE OF CONTENTS

Acknowledgements .....	2
Executive Summary .....	3
Introduction .....	5
Roles and Responsibilities .....	8
Impacts of EAB .....	10
Management Plan Elements .....	13
Management Plan Options .....	18
Financial Considerations .....	20
Preparedness Plan .....	22
Plan Implementation .....	24
Conclusions .....	25
References .....	26

**This Management Plan has been assembled from information sources and authorities believed to be reliable and accurate. The intention of this document is to provide a structure for addressing problems and important issues associated with the Emerald Ash Borer. Planning allows the City to meet the future with a plan that emphasizes the most important issues facing the City and to focus on recommendations that address those issues.**

**This document currently reflects the latest information available, from sources public and private, representing the collective wisdom of experienced authorities, professionals, and technical advisors. No liability whatsoever will be borne by the author for technical exactitude or appropriateness of the included information, for errors or inaccuracies, nor for situations resulting from the use or misuse of any information contained herein.**

# Emerald Ash Borer Management Plan

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## ACKNOWLEDGEMENTS

### Parks and Recreation Commission

Debbie Toedebusch, President  
Sparky Stuckenschneider, Vice President  
Tessie Steffens  
Bob Kloeppe  
Bill Kackley  
Karen Maniaci  
Chantell Unnerstall  
Dan Cassette  
Mike Huber  
Dave Wehmeyer

### Urban Forestry Council

Mike Smith, Chair  
John Steffens  
Bill Davit  
Jim Jackson  
Franz Mayer  
Josh Kresse  
Peggy King  
April Murdoch

### Parks and Recreation Department

Darren Dunkle, Parks and Recreation Director/  
Community Forestry Manager  
Josh Wargo, Parks Horticulturalist/Arborist  
Chad Owens, Parks Maintenance Foreman

# Emerald Ash Borer Management Plan

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## CHAPTER 1 - EXECUTIVE SUMMARY

The landscape of Washington includes many woodlot areas, parks, open/natural areas and street trees. The urban tree canopy established within these areas is an essential component of the City's Urban Forest. Ash trees are an important native tree species within the Urban Forest that grow quickly and thrive in Washington.

Washington currently faces a threat to its public and private ash tree resource. An invasive and exotic pest known as the **Emerald Ash Borer (EAB)** has infested many ash trees within areas of St. Louis County and, so far, is responsible for the death of millions of ash trees in the USA and Canada. It is generally acknowledged as the single most destructive forest pest that has entered North America.

In accordance with the 2007 Tree Inventory conducted by the Davey Tree Company of nine of the City parks, the City of Washington has an estimated 108 ash trees located within the City's parks and open space areas. In total, ash trees represents about 9% of the City's total tree canopy and ash trees have also been a popular choice for planting in many private property landscapes within the City.

EAB was first discovered in the United States in Michigan in 2002 and is believed to have been transported to the United States from Asia on wooden shipping crates approximately five years prior to its discovery. EAB has continued to slowly spread from state to state most often through human activities like transporting infested Ash fire wood or Ash logs.

Within the past year, EAB was confirmed in the City of St. Louis, Lake St. Louis and in St. Louis County (near Creve Coeur/Maryland Heights). This puts the confirmed outbreaks within 50 miles of Washington. The spread of EAB in the Greater St. Louis Area is estimated to grow 15-20 miles per year, and although it has not been detected in Washington, it is predicted to be found in 2016 or 2017. In all probability it is likely here already but at low population levels that are presently undetected through pheromone traps and branch sampling detection methods.

The City of Washington is fortunate to be able to learn from other municipalities strategies, plans and accomplishments, together with a greater understanding of EAB itself. The lessons learned from other municipalities and the Missouri Department of Conservation, support a proactive approach for the management of EAB. EAB populations increase exponentially over time and accordingly, a proactive plan is recommended which will ensure selective ash tree protection; preserving environmental benefits and supporting public safety through a combination of monitoring, treatment, removals and replacement strategies.

## Emerald Ash Borer Management Plan

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The proposed *Emerald Ash Borer Management Plan* that will guide the City over the next 10 years includes:

- Inventory, Monitoring and Assessment;
- Treatments;
- Tree Removals;
- Tree Planting;
- Wood Waste Disposal; and
- Public Education and Communication.

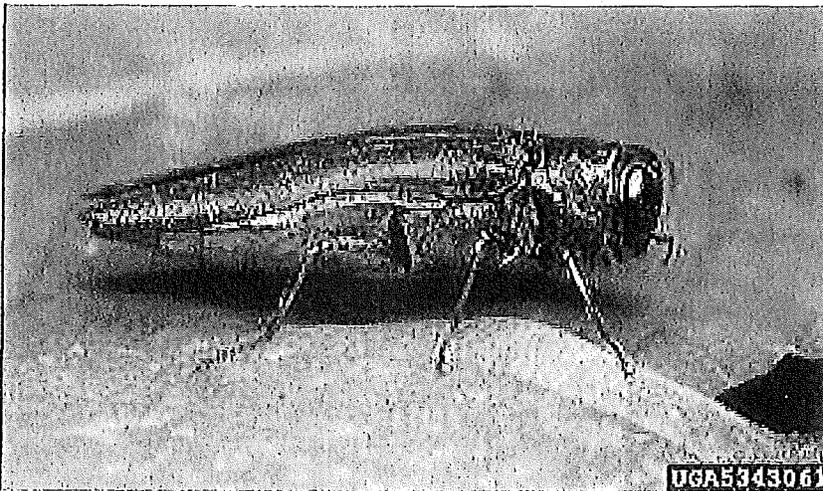


# Emerald Ash Borer Management Plan

## CHAPTER 2 - INTRODUCTION

Ash trees are a significant component of Washington's urban forest on both public and private lands. The publicly-owned urban forest occurs in parks and within public open space areas. Privately-owned trees are located on residential properties, institutional and commercial properties, and in privately held woodlots that are not under the control of the City. Private tree maintenance is the responsibility of the property owner, although the City provides forestry-related information to residents.

The City of Washington has approximately 108 ash trees located within the City's parks and open spaces. There currently isn't any information available to the amount of ash trees located on private property. Ash trees are an important native tree species and a major component of woodlots, hedges and fence lines, and often grow along stream banks and disturbed areas. Ash, as a species represent up to 9% of the publicly owned tree canopy cover within the urban forest of Washington.



EAB is a non-native invasive insect with no natural predators that attacks and kills healthy ash trees. This places all *true* ash species at risk. EAB was first discovered in the United States in Michigan in 2002 and despite substantial research and control

efforts continues to spread throughout the United States and Canada. It is now known that one of the principal mechanisms of the rapid spread of EAB is through the movement and transport of infested wood material, particularly firewood. Efforts to control or eradicate the pest have not been effective and the only option that remains at this time is to manage the impact of an EAB infestation. The impact of EAB on the health and biodiversity of Washington's forested landscape is highly significant.

The threat to the longevity of ash trees in the Washington landscape has been recognized for a number of years, and, for this reason, the City has not planted any new ash trees.

Ash trees along with many other species provide significant benefits to the City of Washington. These benefits include the provision of oxygen, improvements in air

## Emerald Ash Borer Management Plan

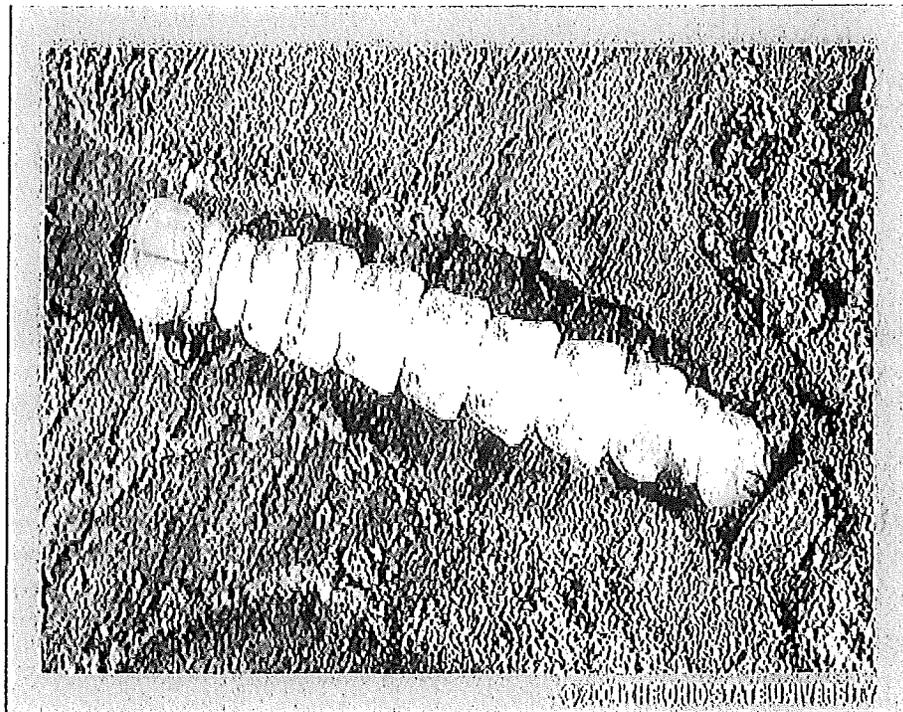
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quality, conservation of water, prevention of soil erosion, provision of food and shelter for wildlife and moderation of the extremes of climate. Trees also increase property values and significantly for the community, contribute to the quality of life in a neighborhood. Ash trees are an extremely important component of the urban forest in that they are one of the principal large-stature, long-lived species conferring proportionally greater benefits than many other species in our urban forest. In addition to this, ash has a high tolerance of salt, poor soils and other urban stresses which makes its use invaluable in the urban forest, particularly for planting in large right-of-way areas.

With the potential for a large scale loss of ash trees, Washington will need to consider carefully the aesthetic and environmental benefits of the ash tree component of the urban forest and determine how best to manage and compensate for the predicted losses due to EAB. As we move through the initial outbreaks of EAB, replanting the ash Component of the City's urban forest with alternative species of trees will be critical to maintaining canopy cover and the many environmental, social and economic benefits that trees give to our community.

### **Biology**

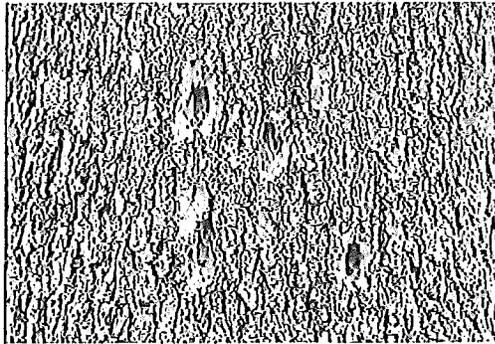
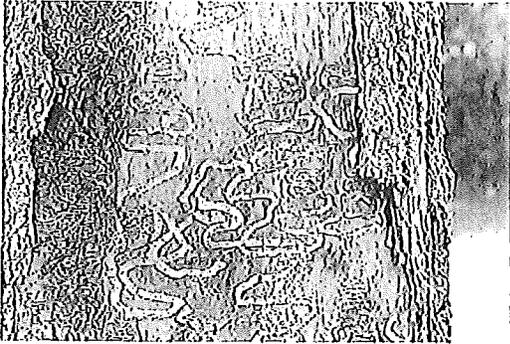
EAB belongs to a group of metallic, wood-boring beetles commonly found in Asia. The adults lay individual eggs distributed on the bark of the ash tree and the larvae bore through the bark and feed on the inner (vascular) tissues below, thereby disrupting the tree's ability to transport water and nutrients. Larvae spend approximately one season beneath the bark creating tremendous amounts of damage to the tree.



# Emerald Ash Borer Management Plan

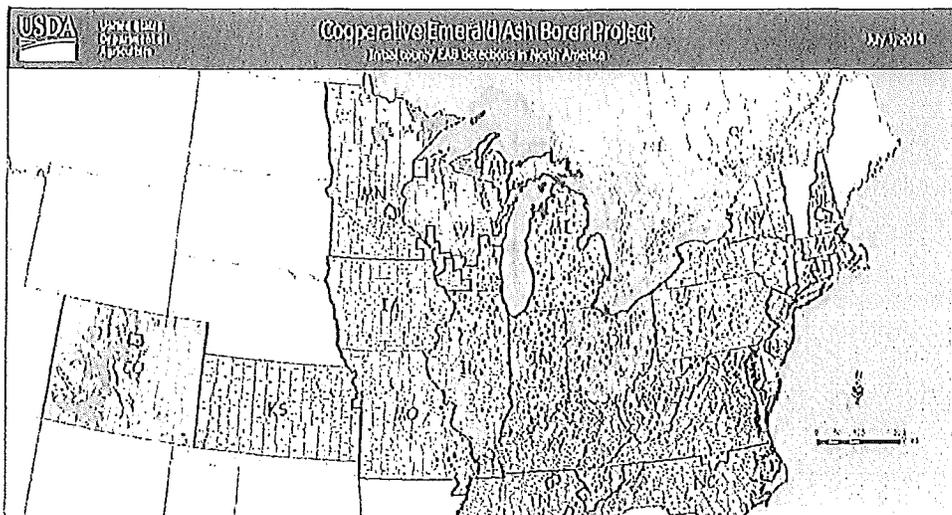
## Mortality

Based on EAB infestations in other municipalities in the United States and scientific research it is known that EAB populations increase exponentially over a 5-10 year period. Tree mortality rate is slow in the first 2-3 years with an exponential increase in years 4-8; gradually leveling off as the ash population decreases.



## EAB Regulation

There are currently 15 states that are impacted by EAB, and quarantines have been imposed in the entire state of Illinois, Indiana, Ohio and West Virginia, and for portions of Kentucky, Maryland, Michigan, Minnesota, Missouri, New York, Pennsylvania, Virginia, Wyoming, to limit unlawful spread of EAB by limiting the movement of infested ash wood, ash wood products and ash nursery stock through human activities to other states. Additionally, state regulatory agencies have established intrastate quarantines where EAB has been found.



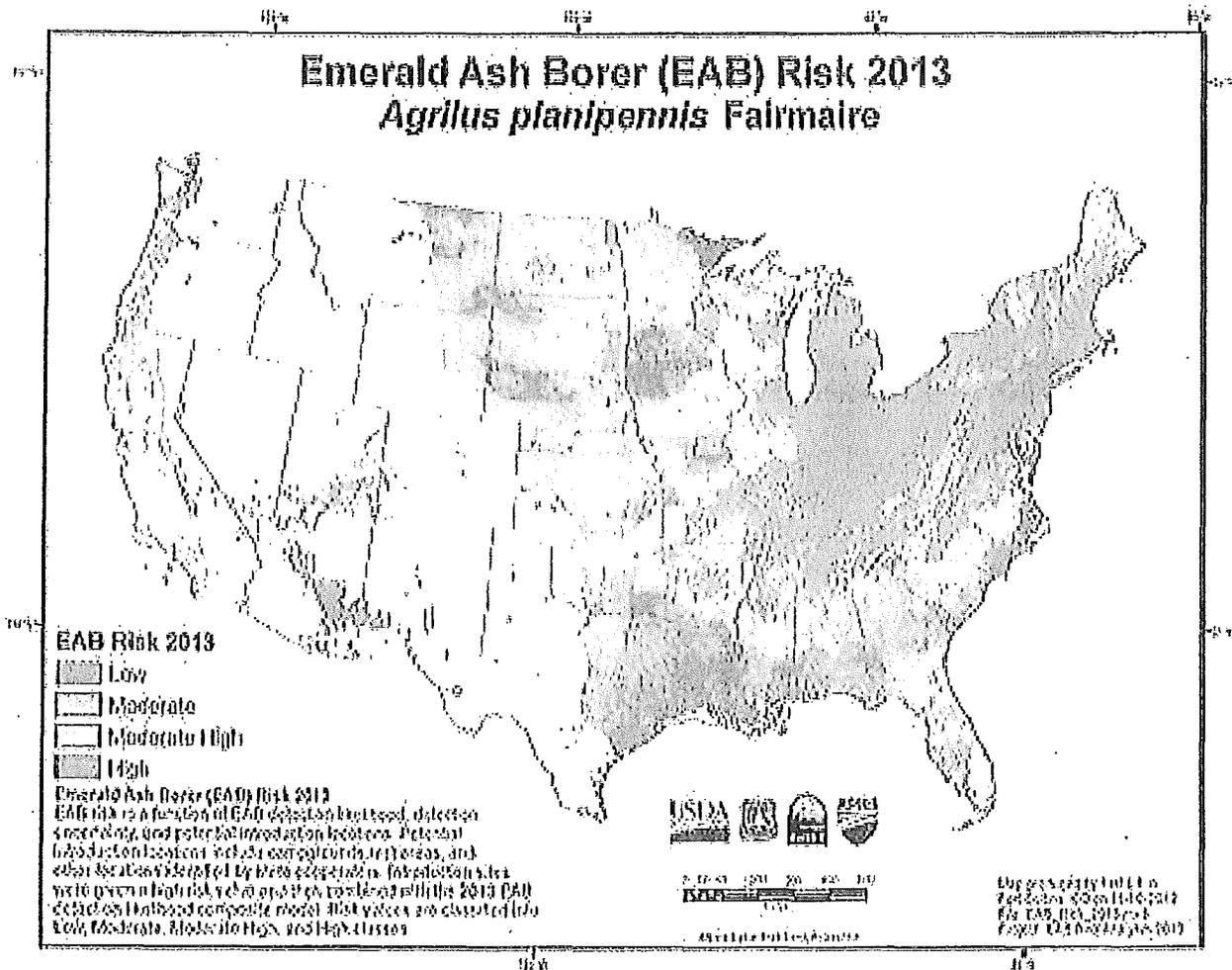
# Emerald Ash Borer Management Plan

## CHAPTER 3 - ROLES AND RESPONSIBILITIES

All levels of government, as well as private property owners, play a role in the management of EAB as detailed below:

### United States Department of Agriculture

The United States Department of Agriculture (USDA) quarantine restricts the interstate (across state borders) movement of regulated articles that originate within the quarantine area. The USDA limits unlawful spread of EAB by limiting the movement of infested ash wood, ash wood products and ash nursery stock through human activities to other states.



## Emerald Ash Borer Management Plan

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### State of Missouri Quarantine

The State of Missouri quarantine limits the movement of regulated articles, such as ash logs and hardwood firewood, from quarantined areas of Missouri. These regulations are intended to prevent the artificial spread of EAB through regulatory oversight.

### City of Washington

The City of Washington's Department of Parks and Recreation shall have exclusive custody and control of, and responsibility for, the street trees on the streets of Washington; trees located in parks; rights-of-way and open spaces; and other public lands and shall make rules and regulations regarding the planting, setting out, removal, maintenance, protection and care of said trees as are necessary. The department may grant permission to individuals, groups or firms to perform such services either voluntarily or by contract. In addition, the department shall itself or by contract, provide maintenance for all trees whether abutting private or public property, including but not limited to, trimming, pruning and spraying. The department shall be responsible for taking appropriate action to eliminate dangerous conditions caused by dead, dying, dangerous or diseased trees whether abutting private or public property.

### Private Property Owners

Property owners are responsible for trees on their property which includes maintenance, treatment and removal. However, under City Ordinance Section 215.100 B, - G. and H., the Community Forestry Manager is authorized and empowered to inspect any vegetation upon any property whether public or private within the City and to conduct such tests and surveys and take such samples of vegetation as may be necessary or desirable to determine if any disease or other communicable disease or epidemic insect infestation exists. Tests may also be made to determine if trees are structurally deficient and are capable of causing major property damage to private or public property.

Where such inspection, test, or survey reveals the existence of disease or other communicable disease capable of causing an epidemic spread or epidemic insect infestation or imminent structural hazard, the City shall give written notice to the owner of the premises upon which the same are located of the condition(s) that exists and the correction(s) required.

# Emerald Ash Borer Management Plan

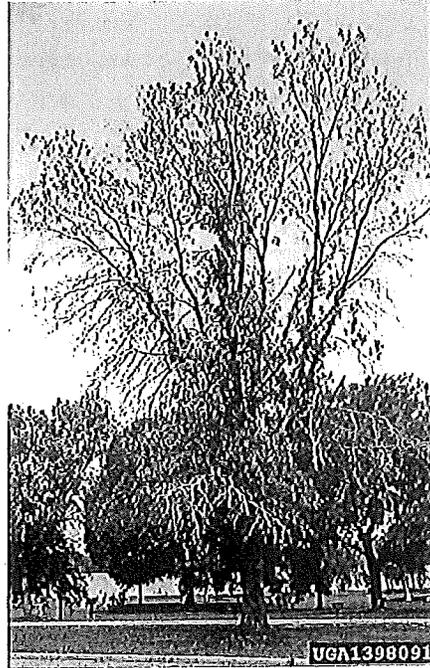
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## CHAPTER 4 - IMPACTS OF EAB

Trees are a major component of the Urban Forest and, consequently, widespread loss of ash trees in urban forests and residential landscapes will have devastating economic, environmental and social impacts. These impacts include the costs for implementing a management plan, the loss of tree canopy and the indirect costs associated with the environmental and social value of trees.

The urban tree canopy is an important asset that requires care, preservation, and maintenance. Invasive species like EAB threaten the health of our forests and tree canopy. Retaining and maintaining the existing tree canopy maintains property values, has a positive impact on tourism and improves the quality of life within urban environments.

EAB can have a devastating impact that the loss of trees can have on a community. In some cases, it may be necessary to remove all of the dead trees changing completely, and for at least 20 years, the character of a street, park, neighborhood, or community.



### Environmental Impacts

All trees are beneficial to the environment:

- Trees influence thermal comfort, energy use, and air quality by providing shade, transpiring moisture, and reducing wind speeds.
- Trees improve air quality by lowering air temperatures and removing air pollutants through their leaves.
- Trees can effect climate change by directing storing carbon within their tissues and by reducing carbon emissions from power plants through lowered building energy use.
- Trees improve water quality and reduce the need for costly storm water treatment by intercepting and retaining or slowing the flows of precipitation.
- Trees and other plants help remediate soils at landfills and other contaminated sites by absorbing, transforming, and containing a number of contaminants.

By losing the ash species, there will be many negative effects associated with a reduced tree canopy.

# Emerald Ash Borer Management Plan

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## Economic Impacts

Trees in the urban environment increase property values and have important commercial benefits including tourism.

One study estimates EAB will cause an economic impact between \$0.5 and \$1 billion over the next 30 years on trees in municipalities. These numbers do not take into consideration recognized tree benefits such as increased property values, energy savings, carbon sequestration and pollution and runoff reduction gained with maintaining the existing tree canopy.

To date there is no state or federal funding for the costs associated with EAB treatments, ash tree removals or replanting. It is estimated that the overall economic impact of EAB will be in the range of \$30-40 billion dollars.

## Social Impact

The social impacts of EAB can be measured primarily in the loss of benefits and aesthetics to the local community. Impacts will be greater in some areas as clusters, groups and individual trees die within a short period of time and are removed. Property values will decline as areas become denuded of trees and are perceived as less desirable places to live.



There are known decreases in quality of life and increase in crime with fewer trees in a community and in a recent observational study, tree loss from the spread of EAB was associated with increased mortality related to cardiovascular and lower-respiratory systems.

Recognized tree benefits, such as carbon absorption and storage, air filtering, cooling and shading, storm water interception and increases in property values for the ash tree component of the urban forest are calculable. Using the national tree benefit calculator, the approximate annual benefit derived from each 14 inch ash tree in the rights-of-way (street tree) is approximately \$138 per year, where a park tree of the same size contributes approximately \$110 in benefits per year.

# Emerald Ash Borer Management Plan

## Research

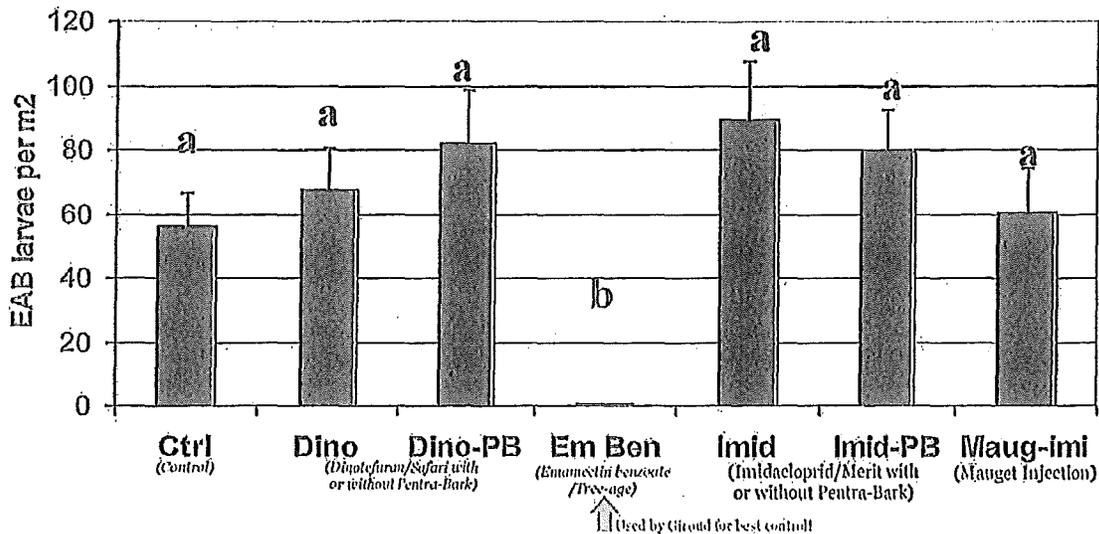
For the past few years' research has continued into a variety of chemical and biological treatments to assist in controlling EAB. Multiple brands such as Tree-age are available, but the following are listed by their active ingredients:

- a. Homeowners – Two products are available to homeowners: Imidacloprid and Dinotefuran.
- b. Tree Care Professionals – Four products are available to licensed professional tree care professionals: Emamectin benzoate, Azadirachtin, Imidacloprid, and Dinotefuran.

Chemicals such as Tree-age are labeled to provide two years of protection against EAB from a single application.

## Emerald Ash Borer Found in Ash Trees After Tree-age Injection? *Almost ZERO!*

Research Proves Tree-age Is Most Effective Control for Emerald Ash Borer\*



\*StCullough, et al. 2011. Journal of Economic Entomology 10 (1):599-1612 (Deb McCullough, PhD and Professor Depts. of Entomology and Forestry at Michigan State University)

# Emerald Ash Borer Management Plan

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## CHAPTER 5 - MANAGEMENT PLAN ELEMENTS

The City of Washington needs to develop an effective, responsible and financially viable approach to managing the spread of EAB. The development of any such plan should be directed by the following guiding principles:

- Ensure Public Safety and Minimize Liability
- Mitigate the Loss of Significant High Value Ash Trees
- Maintain the City's Tree Canopy
- Provide Public Education and Awareness

A detailed EAB Management Plan should be structured to preserve the City's urban tree canopy, slow down the spread of EAB where possible and allow for the preservation of high value trees in order to allow more time for improved and/or other control measures to be introduced in the future.

The goal of an effective and efficient EAB Management Plan should include the following elements:

- Inventory, Monitoring and Assessment
- Treatment of Significant High Value Trees
- Tree and Stump Removal
- Tree Replacement (with a different species of tree)
- Wood Waste Disposal
- Public Education and Communication

### Inventory, Monitoring and Assessment

The first and most important step in preparing for EAB is to determine the potential risk to our urban forest resource. A tree inventory is crucial to effectively managing EAB. Without an inventory of publicly-owned ash trees in the rights-of-way, public parks, open spaces, woodlots and forested areas, we will not know their location, distribution, size and condition. Without this information we will not know the City's potential risk exposure or be able to strategically manage the EAB outbreak.

The work done to date involves a tree inventory conducted in 2007 by the Davey Tree Company of nine City parks, which is a minimal sampling of ash trees in parks and on public property. It is highly recommended that the City commission another tree inventory survey, so that we would have accurate information about the public trees that make up the urban forest within Washington. If funds are not available to conduct a complete inventory of all trees, an ash tree only inventory should be conducted at a minimum.

## Emerald Ash Borer Management Plan

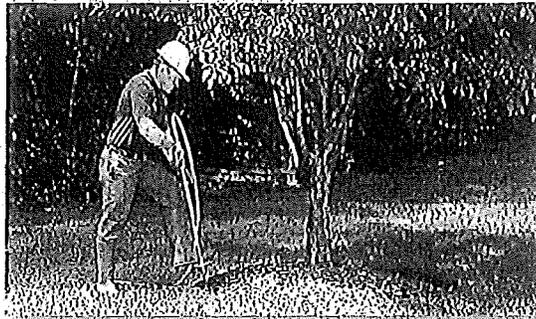
Another significant activity of this element is to undertake regular assessment and review of information gathered from monitoring, branch sampling, trapping and tree inventory to validate and amend further management actions.

Branch sampling involves the collection of branch samples within the ash canopy and examination by removal of the bark. Once the bark is removed, EAB feeding galleries can be seen. Any larvae found would be sent away for identification/confirmation. This is a cost-effective early-warning detection system to identify and monitor the EAB infestation. Knowing the progress of the infestation will assist in strategically managing EAB.

### Treatment

High value and/or significant ash trees can become eligible (contingent on available funding) to receive injections of Tree-age (or other approved pesticide/insecticide treatments as available) for protection against EAB. Treatment will usually focus on high profile specimen trees in parks or where there is a large ash tree population and therefore greater impact with their decline. Treated ash trees require ongoing treatment every two years until the threat of EAB has passed or alternative controls are available.

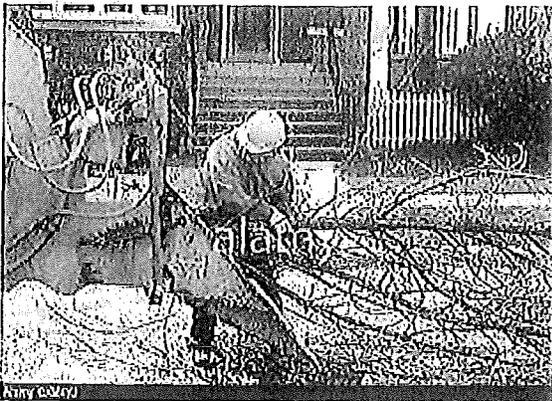
### Treatment Options for Emerald Ash Borer



LOWAS STATE UNIVERSITY  
HARRISBURG, PA 17103

Dr. Mark Shour

### Tree Removal



Based on the degree of infestation and health, ash trees need to be removed to limit hazardous conditions and minimize the safety risk associated with dead and declining trees. Ash wood is brittle by nature requiring removals to be carried out within a short period of time after tree death.

The removal of decaying and/or dead ash trees in parks and open spaces is proposed to be done on a risk management basis. Those trees in parks and open spaces that

## Emerald Ash Borer Management Plan

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are adjacent to public areas will be the first to be removed once they show decay or have died. Ash trees that are far away from human activity are proposed to be left to fall on their own.

### Tree Replacement and Planting

To maintain the current numbers of trees, the replacement of ash trees (with a different species of tree) will be needed on a one-for-one basis, as occurs with removal at present. It may be possible to replace the canopy from lost ash trees more quickly and efficiently by utilizing and promoting the growth of existing non-ash species through strategic forestry management practices. These practices will include identifying and promoting the growth of desirable existing young and medium-sized trees (that are not ash species) within or adjacent groupings of ash trees. This has the advantage of promoting naturally-seeded and established trees. Resources will be required to maintain these areas in order to select and promote the growth of these desirable species, primarily by removing invasive plants and other competition. All of the EAB management options presented further on in this report assume implementation of these forestry management practices and thereby propose no wholesale replanting of lost trees in parks and open spaces.



Notwithstanding the above, it is likely that to sustain the present urban tree canopy, additional tree planting initiatives within parks and open spaces may also be required. However, the placement and species composition of any new planting will again require data from an inventory of all tree species in order to be in accord with strategic objectives of the Forestry Management Plan. It should be borne in mind that it can take upwards of 30 years for a newly planted tree to begin providing maximum benefits to the urban forest.

Replacement trees on public-property will be planted by the Parks and Recreation Department, volunteers, or by a qualified contractor depending on available resources and decided by the Director of Parks and Recreation Director/Community Forestry Manager. The following chart is a sample of species that could be used to replace Ash trees. Location, spacing, and site conditions will be considered by the Director of Parks and Recreation Director/Community Forestry Manager.

## Emerald Ash Borer Management Plan

Common Name	Scientific Name	Variety
Red Maple	<i>Acer rubum</i>	Red Point, Red Sunset, Autumn Flame, October Glory
Sugar Maple	<i>Acer saccharum</i>	Green Mountain, Legacy, Bonfire, Caddo
Hedge Maple	<i>Acer Campestre</i>	Queen Elizabeth
Black Maple	<i>Acer nigrum</i>	Greencolumn
American Elm	<i>Ulmus Americana</i>	New Harmony, Valley Forge, Jefferson, Princeton
Ginkgo	<i>Ginkgo biloba</i>	Magyar, Autumn Gold, Lakeview, Golden Colenade
Northern Red Oak	<i>Quercus rubra</i>	
Red Oak	<i>Acer x freemanii</i>	Jeffersred, Autumn Blaze
Swamp White Oak	<i>Quercus bicolor</i>	
Scarlet Oak	<i>Quercus coccinea</i>	
Shumard Oak	<i>Quercus shumardii</i>	
Black Oak	<i>Quercus veluntina</i>	
Chinkapin Oak	<i>Quercus muehlenbergii</i>	
Willow Oak	<i>Quercus phellos</i>	
Baldcypress	<i>Taxodium distichum</i>	Shawnee Brave, Green Whisper
Japanese Zelkova	<i>Zelkova serrata</i>	Green Vase
Tulip Tree	<i>Liriodendron tulipifera</i>	Emerald City
Black Gum	<i>Nyssa sylvatica</i>	Firestarter, David Odum, Wild Fire, Afterburner
American Basswood	<i>Tilia Americana</i>	Redmond Linden, Legend
Amur Cork	<i>Phellodendron amurense</i>	Macho
Katsura	<i>Cercidiphyllum japonicum</i>	
London Planetree	<i>Plantanus occidentalis</i>	Bloodgood, Columbia, Liberty
Osage – Orange	<i>Malclura pamiifera</i>	White Shield, Wichita

### Wood Utilization and Waste Disposal

EAB infestation will result in a significant increase in the need for wood waste disposal option for public and private properties. Consideration should be given to the increased needs of residents by ensuring that there are disposal options available.

Residents and contractors can drop off yard waste materials at the Recycling Center. Loads delivered to the Recycling Center may be subject to waste disposal charges. As part of the EAB management plan, staff will investigate possible use of the wood waste as a commodity.

The majority of trees removed as a result of EAB will be "Amenity" trees, which are planted, pruned and maintained for their visual appearance rather than grown for

# Emerald Ash Borer Management Plan

lumber production. Because these trees are often retained into a stage of decline they usually have areas of rot, decay and/or dead wood and are often poorly shaped for sawmill processing. It is likely that the primary use for the ash tree removals that arise from EAB will be as firewood. However, logging potential will also be reviewed as EAB takes effect throughout the City.

Wood waste that is not suitable for firewood can be ground into mulch using tub grinders that create a variety of mulch textures or material that can be added to other organics to create compost. The grinding and composting processes would destroy any EAB larvae under the bark of waste material.

## Public Education and Communication

A program of public education and outreach is an essential part of the EAB management plan. A substantially higher number of ash trees are likely to exist in private than public ownership and their management during the EAB outbreak will impact upon the strategy employed by the City.

Use of local media and communication tools such as social media and the City's website will be used to keep the public informed, particularly in high risk areas. The City should also provide information using the growing number of leaflets and brochures available from sources such as the Missouri Department of Conservation. It is assumed that a greater effort of education and communications will be required in the earlier years with progressively less expense for this element occurring over time.

### EMERALD ASH BORER



**Scientific name:**  
Agrilus planipennis

**Appearance:**  
Bright green, measuring 7.5 to 13.5 millimeters long

**Place of origin:**  
China, Korea, Japan

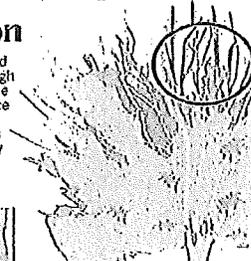
**What they do:**  
The bug's larvae feed in the tissues under the bark eventually killing the tree.

THE BLADE

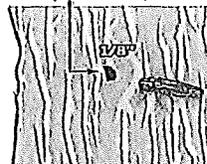
### Symptoms of infestation

Emerald ash borer attacks and kills all species of ash. Although stressed trees are always more prone to borer attack, evidence from Michigan suggests that healthy, well-maintained trees also are attacked and killed by this beetle, state officials say.

Thinning crown on tree



D-shaped holes on bark



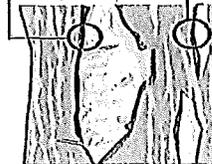
New growth on trunk



S-shaped tunnels beneath bark



Split bark / bark chipped off by woodpecker



Source: Wisconsin Emerald Ash Borer Program

Journal Sentinel

# Emerald Ash Borer Management Plan

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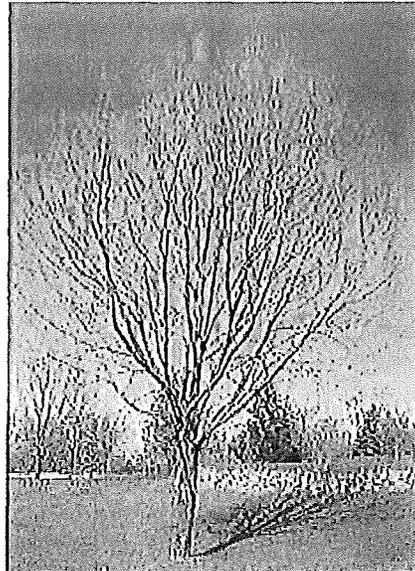
## CHAPTER 6 - MANAGEMENT PLAN OPTIONS

A number of options are available when considering the development of an EAB Management Plan. Five such options are presented below. These options look at the extremes (do-nothing, try to save all trees) as well as hybrid scenarios.

Regardless of the option(s) selected, almost all elements of the management plan discussed are required. Full scale Monitoring & Assessment (including an inventory), together with Public Education and Communication must form integral parts of any Management Plan. Treatment, Removal, Replacement and Disposal will all vary according to the Management Plan option selected.

### Option 1: Do Nothing

In essence, this option allows nature to take its course without any intervention on the part of the City. The exponential nature of the tree losses would concentrate the work load of removal and waste disposal over a very short, unrealistic, period of time as it relates to labor and equipment availability. City staff would have to ignore all of their existing workload, and still would not be able to keep up with the removals needed when the highest number of tree losses occurs.



### Option 2: Selective Removal

Infested and other distressed or hazardous ash trees are a haven for the EAB and can promote the spread of the insect to other healthy trees; therefore these ash trees on public property must be removed.

### Option 3: Selective Treatment

This option seeks to preserve a significant proportion of ash trees by targeting treatments on high value and/or significant ash trees (contingent on available funding) to receive injections of Tree-age (or other approved pesticide/insecticide treatments as available) for protection against EAB. Treatment will usually focus on high profile specimen trees in parks or where there is a large ash tree population and therefore greater impact with their decline. Treated ash trees require ongoing treatment every two years over a ten-year time period until the threat of EAB has passed or alternative controls are available.

## Emerald Ash Borer Management Plan

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This option utilizes treatment as a tool to preserve the best quality trees and assist in managing the outbreak through staged removals, while adopting the longer-term view of gradually transitioning ash trees from the urban forest.

### Option 4: Monitor

Healthy ash trees that are not showing signs of distress or infestation are a positive part of the urban forest. These trees shall be monitored and assessed on an ongoing basis and will remain until they are no longer healthy or infested, and then will be removed. This will help slow the loss of tree canopy.

### Option 5: Total Removal

Infested and other distressed or hazardous ash trees are a haven for the EAB and can promote the spread of the insect to other healthy trees; therefore these ash trees on public property must be removed first; the remaining ash trees shall be monitored and assessed on an ongoing basis, and followed by staged removals of all ash trees on public property based on overall condition over a ten- year period. This will help slow the loss of tree canopy.



# Emerald Ash Borer Management Plan

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## CHAPTER 7 - FINANCIAL CONSIDERATIONS

### Cost/Benefit Analysis

It is accepted that trees provide significant social, ecological and economic value to the community and that these values exceed the life cycle cost of planting, maintenance and ultimately, removal. The National Tree Calculator (<http://www.treebenefits.com/calculator/>) allows a monetary value to be generated for individual trees based on the functional benefits, such as Stormwater management, pollutant removal, energy conservation and increased property values. For instance, a 20 inch diameter white ash tree located in a park setting has been calculated to provide \$121.00 of benefits annually.

It is certain that the EAB is coming to Washington and that the catastrophic destruction of our ash tree population is going to cost society financially as well as result in lost functions and economic benefits.

### Removal/Disposal

Determining tree removal costs will likely be one of the first priorities. This can be accomplished by using information collected during the tree inventory and through tree removal estimates and bids. From the inventory, we should have an actual or estimated total number of ash trees. Likewise, we should be able to determine an average size (diameter) for all trees from the inventory. Combining this information with an estimated removal cost for the average size tree in your community, you can estimate the total removal cost for ash trees on public property.

**Example:** Total number of ash trees in Washington: 108  
Average diameter of ash trees in Washington: 16"  
Estimated removal cost for 16" tree in Washington: \$625  
**Anytown's estimated total ash removal cost:**  
**\$625 x 108 trees = \$67,500**

Local disposal cost should also be estimated as part of total tree removal cost.

### Replacement

Create a cost estimate for replanting trees that have been or will be removed due to EAB. From the inventory, we should have an actual or estimated total number of ash trees. Likewise, we should be able to determine an average size (2" caliper) for all trees to be replaced. Combining this information with an estimated replacement cost for the

## Emerald Ash Borer Management Plan

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average size tree in your community, you can estimate the total replacement cost for ash trees on public property.

**Example:** Total number of ash trees in Washington: 108  
Caliper of ash trees in Washington: 2"  
Estimated replacement cost for 2" tree in Washington: \$275  
**Washington's estimated total ash replacement cost:**  
 $\$275 \times 108 \text{ trees} = \$29,700$

### Treatment

It has been estimated that the unit price cost for treatment with insecticides would be \$11/diameter inch and would be increased by 2% per year, per treatment, for five treatments over a ten-year period. The insecticide, Emamectin benzoate, has been shown to be effective for at least two years, so treatment can be performed every other year. Because the EAB population dynamics are unknown, the cost of treatment may continue after the estimated ten-year period.

**Example:** Total number of ash trees in Washington: 108  
Average diameter of ash trees in Washington: 16"  
Estimated treatment cost for 16" tree in Washington: \$11/inch  
**Washington's estimated total ash treatment cost:**  
 $\$11/\text{in.} \times 16" = \$176 \times 108 \text{ trees} = \$19,008 \times 5 = \$95,040$

### Summary

The cost estimates at this time are based solely on best professional judgment on the information that is available to staff at this time. A more accurate analysis would need to be performed following the completion of a tree inventory of ash trees within the developed parks. Data generated from an inventory would allow staff to better estimate funding necessary to implement the EAB Management Plan for Washington.

# Emerald Ash Borer Management Plan

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## CHAPTER 8 – PREPAREDNESS PLAN

### Plan Goals

The difficulty in identifying management objectives is finding a balance between tree removal and treatment. The ideal would be to treat all ash trees, since this would retain the greatest ecological and social benefits; however, this is not a fiscal possibility. A realistic goal for this plan should result in identifying the ash trees that have the potential to strike a target, and then prioritizing both the high value trees to retain and the potentially hazardous trees to remove. Overall, compared to the entire population of ash trees within the City, a relatively small number of trees will ultimately be selected for removal or treatment.

### Recommendation

- I. It is highly recommended that the City commission another tree inventory survey, so that we would have accurate information about the public trees that make up the urban forest within Washington. If funds are not available to conduct a complete inventory of all trees, an ash tree only inventory should be conducted at a minimum.
  
- II. In order to prevent the development of hazard trees and to preserve a portion of the native ash tree resource, the City should adopt a balanced or "selective" management approach. This approach should allow for the preservation of many of the high value trees that provide significant landscape amenities, while preemptively removing lower quality trees that will eventually pose a hazard to the public.
  1. A large number of trees located in forested non-use area of parks, those trees that will never become a hazard to the public, will neither be removed nor treated, and will be allowed to die and decay in place. Dead standing trees or "snags" are important to cavity nesting and bark gleaning birds, and as they decay they contribute to soil enrichment.
  
  2. Ash trees that will be prioritized for initial removal will be those that are unhealthy and/or defective. Defective trees will be ash trees that are leaning or trees with cracks, splits, butt rot, cavities and/or poor form. These trees are not worth saving as they are likely to die or fall in the foreseeable future from causes other than EAB. Unhealthy trees will be those infested with EAB and/or with greater than 30% canopy decline. Obvious hazard trees will also be removed regardless of species.

## Emerald Ash Borer Management Plan

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3. Healthy individual ash trees located in both developed parks and other public properties will be monitored and assessed on an ongoing basis and will remain until they are no longer healthy or infested, and then will be removed. This will help slow the loss of tree canopy.
4. Healthy individual high value and/or significant ash trees (contingent on available funding) shall receive injections of Tree-age (or other approved pesticide/insecticide treatments as available) for protection against EAB.

Treatment should only focus on high profile specimen trees in parks or where there is a large ash tree population and therefore greater impact with their decline.

Note that in some cases, the City may elect to treat certain trees that will be too costly or too dangerous to remove.

- III. It is highly recommended that the City replant to replace trees to "jump start" the restoration of the forest canopy. Replanting along streets and in developed areas of parks shall utilize the diversity of non-host species as provided herein.



TOWN OF BOSTON BEFORE AND AFTER EMERALD ASH BORER  
DAMAGE: JULY 2000      DAMAGE: AUGUST 2000

# Emerald Ash Borer Management Plan

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## CHAPTER 9 – PLAN IMPLEMENTATION

Implementation of the EAB management plan should commence in 2016 with an informal survey and analysis of ash trees by staff. At the same time branch sampling, trapping and public education and outreach would commence. EAB is expected to be found either during 2016 or 2017 using these detection methods.

In 2016/2017, a formal inventory of all trees should be conducted. Using data from the inventory, a re-appraisal of numbers and therefore costs can be undertaken together with a review of strategy and operational planning. With the benefit of inventory data, prioritized removals of low grade, poorly structures and dead or dying trees (presenting the highest potential risk) would be carried out. The replanting program would be phased in with the existing tree replacement program.

Replanting in parks would be determinant upon inventory data that would investigate options such as promoting natural regeneration or other species and/or promoting the growth of existing non-ash species through good management practices. This strategy has the potential to quickly replace lost canopy and leaf area and thus an inventory of all species becomes a fundamental component of the entire EAB management plan.

In subsequent years through 2026 the plan continues with removals prioritized and guided by public safety and operational efficiencies. Review of the plan throughout implementation, particularly following inventory, is essential to ensure the best use of in-house and contracted resources and any potential return from removed trees. Replanting species, sizes, number and location will be guided by the inventory of all tree species to reduce costs and optimize canopy replacement and sustainability.



# Emerald Ash Borer Management Plan

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## CHAPTER 10 – CONCLUSIONS

The City of Washington is a responsible steward of its urban forest and plays a key role in maintaining the City's tree canopy through maintenance, planting, removal, and pest management programs for publicly-owned trees. The urban tree canopy is an important component of the urban forest.

Facing a complete loss of ash trees as a result of EAB, the City of Washington will need to consider carefully the value of the urban tree canopy and determine how best to manage and compensate for the loss due to EAB.

As previously stated there are a number of options available when considering the development of an EAB Management Plan. However, it is staff's recommendation that the best approach would be an approach that would include a middle ground where a combination of treatments, removals and replanting are used to manage the short and longer-term effects of EAB. Treatments target and retain the healthy individual high value and/or significant ash trees, preserving their benefits and allowing staged removals of poor quality, undesirable, smaller and dead and dying trees. The removal and replanting of poor quality ash trees with a different species allows the transition of much of the ash tree component from the urban forest and reduces future treatment commitment. Without the benefit of a full inventory, the location, size, condition and distribution of ash trees cannot be known and the EAB outbreak cannot be managed strategically.

This report is based upon sample data from the 2007 Parks Inventory, which has produced only limited information on the number of trees, sizes, and condition, and has not provided a tree picture of the geographic distribution or density of ash trees throughout the City. The estimation of the quantity and quality of the ash tree component of the urban forest has many shortcomings such as:

- Estimates of the total number of ash trees may impact significantly on costs;
- We do not know the location of all ash trees and thus our potential risk exposure;
- Sampling does not allow grading of trees both suitable and unsuitable for treatment;
- Groupings and location of trees will impact significantly on removal costs; and
- Location and setting of trees will impact the need and/or the desirability for removal and replacement.

As data becomes available from inventory, monitoring and assessment this will allow us to refine the costs and the strategic implementation of the chosen option, producing greater efficiencies.

# Emerald Ash Borer Management Plan

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## REFERENCES

United States Department of Agriculture

Missouri Department of Conservation

University of Missouri Extension

Iowa Department of Agriculture and Land Stewardship

Iowa Department of Natural Resources

University of Illinois Extension

University of Purdue

Pennsylvania Department of Conservation and Natural Resources

Pennsylvania Community Forests

Michigan Department of Natural Resources

Michigan Department of Agriculture

City of Lenexa, Kansas

City of Leawood, Kansas

City of Peterborough, Canada

Canadian Forest Service

Natural Resources Canada

Arborist News – December 2014



March 1, 2016

Honorable Mayor and City Council  
405 Jefferson Street  
Washington, MO 63090

Re: Access Request for Proposed Monitoring Well Installation & Groundwater Sampling at the Waste Water Treatment Facility

Honorable Mayor & Councilmembers,

I respectfully ask authorization for approval of an access request for proposed monitoring of the well installation and groundwater sampling at the waste water treatment plant.

The tentative date for starting field activities is March 7, 2016 through March 9, 2016.

It is recommended that City Council approves this access request.

Respectfully,

A handwritten signature in cursive script, appearing to read 'James A. Briggs', is written over the typed name.

James A. Briggs  
City Administrator

405 JEFFERSON STREET  
WASHINGTON, MO 63090

February 18, 2016

Mr. James A. Briggs, City Administrator  
City of Washington  
405 Jefferson St.  
Washington, MO 63090

Re: Access Request for Proposed Monitoring Well Installation & Groundwater Sampling at  
the Waste Water Treatment Facility, Washington, MO

2009 E. McCarty St.  
Suite 2  
Jefferson City, MO 65101

voice: 573.636.9454  
fax: 573.761.4200

1350 E. Kingsley St.  
Suite E  
Springfield, MO 65804  
voice: 417.886.9200  
fax: 417.886.9876

[www.mecpc.com](http://www.mecpc.com)

Dear Mr. Briggs:

Midwest Environmental Consultants (MEC) has been contracted to complete an assessment of a petroleum release from the aboveground storage tanks (ASTs) that were operated by Riechers Oil of Washington, Missouri. The petroleum release was recently discovered in soil samples collected at the former Riechers Oil facility located at 5117 Old Highway 100 in Washington, Missouri.

To complete the environmental assessment related to the former ASTs and any associated petroleum release(s), MEC will need to install one (1) shallow soil boring not located on the property and convert the boring to a flush-mounted monitoring well. The proposed monitoring well would be installed east of the former Riechers Oil facility on the Waste Water Treatment Facility property. Once installed and on a quarterly basis, collect water samples to evaluate environmental conditions related to the ASTs release. The Missouri Department of Natural Resources (MDNR) has directed the owners of the former Riechers Oil to complete the assessment. Specifically, MDNR has requested the evaluation of property where the ASTs were located, and also that we evaluate the surrounding downgradient properties. In October 2015, MEC completed the initial investigation on the former Riechers Oil property. The investigation indicated petroleum impacts to the soil and groundwater at the site and appears to extend to the south of Old Highway 100 and potentially, east of Kingsford Drive. The proposed MEC investigation will attempt to determine the extent of the petroleum impacts, and will also evaluate potential remedial (cleanup) options to address the petroleum impacts, if necessary.

MEC requests access to your property for the purpose of drilling one (1) boring to be converted into a monitoring well, collecting soil samples and on a quarterly basis, the collection of groundwater samples from the monitoring well. After well installation, the area will be returned to as much as possible, the original conditions. Please find an attached map showing the proposed location for the one (1) monitoring well, to be installed on the Waste Water Treatment Facility property. In addition, please find attached a drawing of the typical flush mounted monitoring well diagram. This type of completion would allow vehicular traffic, mowing, etc. The data from soil samples, combined with groundwater data from proposed monitoring wells should provide reasonable data on the concentrations of petroleum constituents on respective

properties, to allow MEC to assess the level of risk posed by the petroleum plume, and evaluate possible remedial options, if appropriate. There will be no cost to you for any of the proposed activities.

Upon your approval of this property access agreement, MEC and their contractors will schedule a date to mobilize to the site to install the monitoring wells and to collect the necessary water samples. The tentative date for starting field activities for this investigation is March 7, 2016 through March 9, 2016. As mentioned, MEC will also need to periodically access your property (approximately every three months) to collect additional water samples. Once the MDNR provides a "Closure Letter" for this site, all the monitoring wells installed for this investigation will be pulled in accordance to State regulations.

If you agree to allow access to your property for the described activities, please sign and date below where indicated, and return a copy to MEC in the stamped envelope provided. I would also request that if you do not wish to allow access to your property, please sign and date where indicated and return a copy to MEC.

If you have questions regarding this request, please contact me at (573) 636-9454, or at (573) 418-0839 after business hours. Thank you in advance for your time and cooperation.

Sincerely,

**Midwest Environmental Consultants**



Richard J. Elgin, P.G.  
Geologist/Project Manager

Accept Signature: \_\_\_\_\_

Telephone: \_\_\_\_\_

Date: \_\_\_\_\_

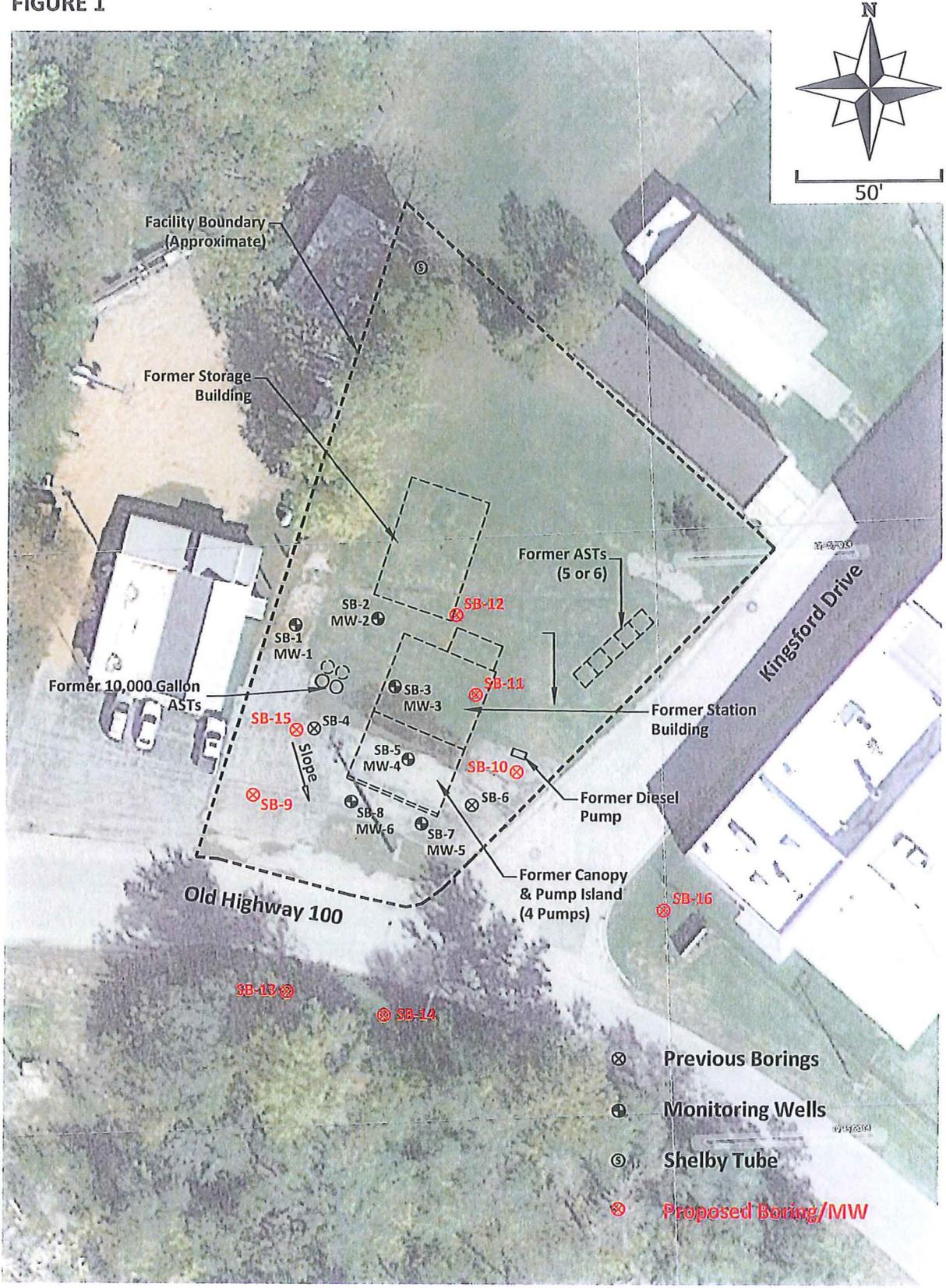
Decline Signature: \_\_\_\_\_

Telephone: \_\_\_\_\_

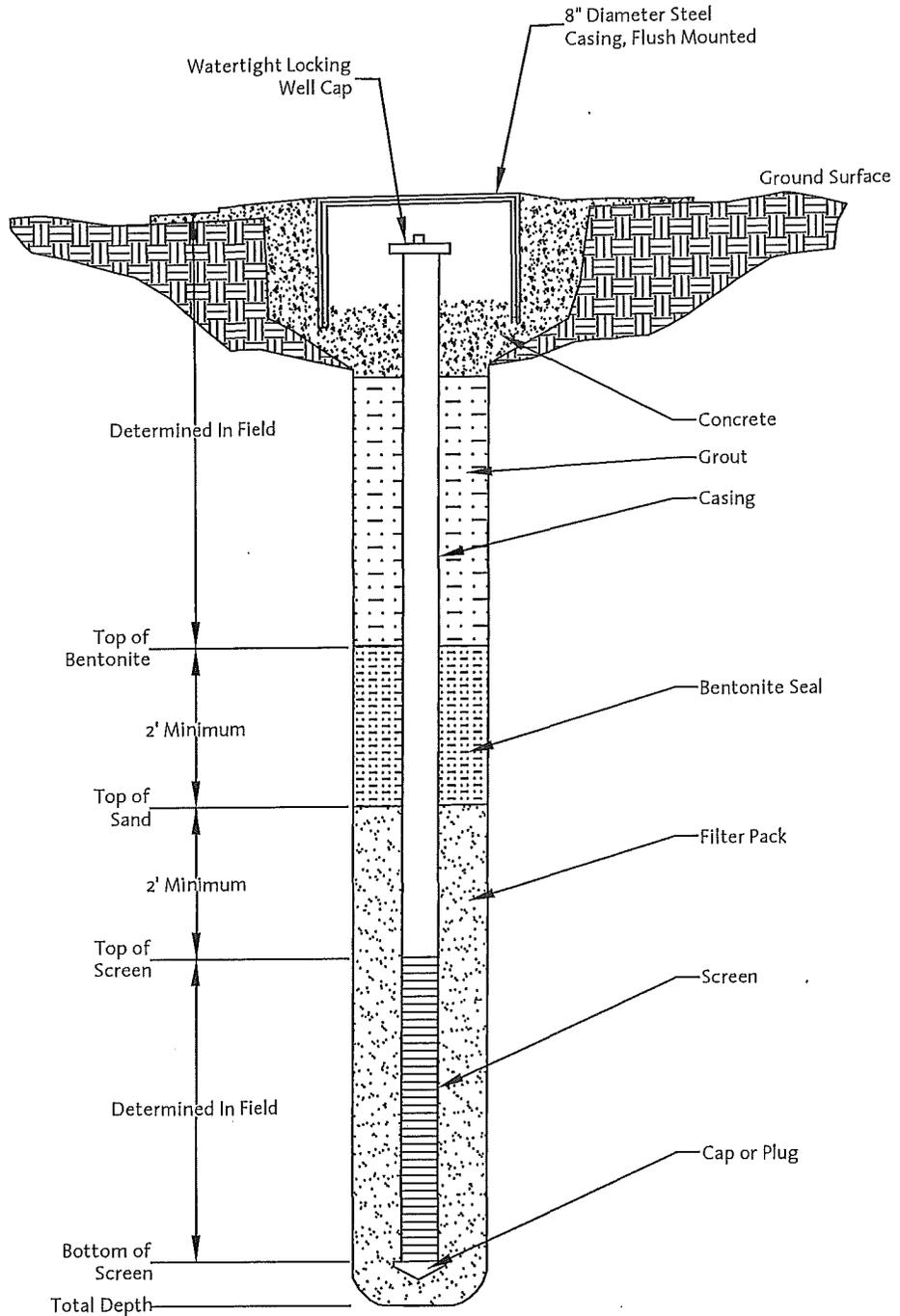
Date: \_\_\_\_\_

Enclosures

**FIGURE 1**



Schematic Diagram of Groundwater Monitoring Well





March 2, 2016

Honorable Mayor & City Council Members  
City of Washington  
Washington, Missouri

RE: Vehicle Allowance Policy

Dear Mayor and City Council;

The Finance Manger recently questioned the City provided vehicle allowance for the Economic Development Coordinator, Assistant City Administrator and the City Administrator. This policy began with David Bell City Administrator from 1979 to 1985 and was continued when I took office as the City Administrator. A vehicle allowance instead of a city vehicle was provided in 1986 to Dick Oldenburg and to the Assistant City Administrator in 1994.

I conducted a questionnaire through the St. Louis Area City Managers Association (copy attached) regarding vehicle allowances, city provided vehicles or mileage reimbursement for use of personal vehicles.

Twenty-seven (27) cities responded, of which 13 provide a vehicle allowance (ranging from \$200 to \$650 per month) with an average at \$400 per month. Ten (10) cities provide a vehicle of which seven (7) allow the vehicle to be used for personal use. Three (3) provide a city vehicle for city use only. One (1) of the cities is currently negotiating with their Administrator for either additional compensation or a vehicle allowance.

For a City provided vehicle it is estimated to cost between \$280 and \$290 considering the capital recovery for the vehicle cost, fuel, tires replacement, and insurance and routine oil changes (this does not include major repairs). This is based on a 5 /10 year replacement program. Mileage reimbursement will range between \$270 based on 6,000 mile per year to \$337.50 for 7,500 miles per year at the current IRS allowance of 54¢ per mile.

I did speak with Tammy Alsop with Hochschild Bloom & Co., our auditor and their only concern or issue is that there is not a formal written policy for vehicle use (either allowance or city provided).

I do not believe there is a significant cost saving between vehicle allowances, city provided vehicle or mileage reimbursement and I do not believe there is an egregious abuse of city provided vehicles.

405 JEFFERSON STREET  
WASHINGTON, MO 63090

Therefore I recommend the following policy:

1. Continue providing the vehicle allowance as has been approved over the past 20+ years
2. Develop a written policy for mileage reimbursement and personal use of city vehicles to include the following:
  - a. Vehicle Allowance be reported as income on the W-2's
  - b. Mileage reimbursement for employees who are provided a vehicle allowance is available for business trips outside a 100 mile radius of the City.
  - c. Department Supervisors allowed to take vehicle home must report to HR the personal use of said vehicle (which is considered a taxable benefit).
  - d. Mileage reimbursement must be approved in advance by the supervisor. When available a City vehicle should be used to travel for mail runs, bank runs, etc. and mandatory training.

Respectfully submitted,



James A. Briggs  
City Administrator

Attachments

City	Vehicle Allowance	Mileage	City Provided Vehicle for personal use		comments
			Yes	No	
Frontenac	\$350				
Sullivan		√		√	mileage if city vehicle is not available and mileage reimbursement outside the city.
Wildwood		√			per IRS rate
Lake St. Louis	\$200				
Hazelwood			√		can be use with 100 mile radius for personal use
Maplewood			√		personal use (local) no vacation
St. Peters	√			√	allowance or city provided requires mayor approval
Festus	\$350				plus mileage outside Metro Area (Jeff, St. Louis, Franklin Co.)
Creve Coeur	\$550				
Columbia IL				√	Looking to lease a "pool" vehicle for (CA, CDD & CE)
O'Fallon IL	\$350				
Town & Country	\$500				prior to 2016 city provided vehicl
Arnold	\$200				
Maryland Heights		√	√		reimburses city for a prorated share of vehicle and fuel
Crystal City	\$350				mileage for use outside the county
Shrewsbury		√			at irs rate
Shiloh IL		√			for business use of personal vehicle
Crestwood					none negotiated salary bump and additional vacation in lue of vehicle
Webster Groves			√		per employment agreement
Chesterfield			√		
O'Fallon MO			√		responsible for all gas, pay taxes for use outside of St. County
Ellisville	√	√			pay for fuel when used for personal use
Brentwood	\$500				has not requested mileage reimbursement in 2+ years
Wentsville			√		pays taxes at end of year for personal use
Clayton	\$650				
Mascoutah IL	\$450				
Olivette	<u>\$350</u>				
Average	\$400				
Count	13	3	7	3	

**CITY COST  
for  
EMPLOYER PROVIDED VEHICLE**

2016 Ford Taurus	State contract price	\$20,580
2011 Ford Taurus	Trade-in	\$10,400
2006 Ford Taurus	Trade-in	\$2,200

Est. Gas Mileage		20	MPG	City
miles per year	7500			

		<b>5 yrs</b>	<b>10 yrs</b>
2% cost recovery factor		0.21216	0.11133
Annual Cost		\$ 2,160	\$ 2,046
annual oil change	(\$35 x 4)	\$ 140	\$ 140
Fuel	\$1.45 per gal	\$ 544	\$ 544
Tires	\$400 per set	\$ 80	\$ 80
Insurance		<u>\$ 550</u>	<u>\$ 550</u>
		\$ 3,474	\$ 3,360

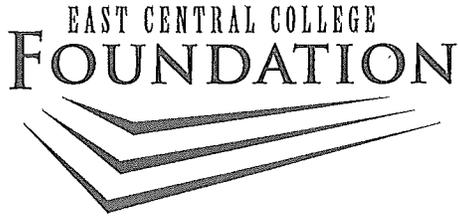
monthly	\$ 289	\$ 280
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Does not include misc. repairs

mileage reimbursement rate: \$0.54/mile \$337.50

Note: Source--- State contract for vehicle price and Blue Book value for trade-in

City Administrator	\$325 per month
Assistant City Administrator	\$300 per month
Economic Development Coordinator	\$300 per month



February 8, 2016

Mayor Sandy Lucy  
City of Washington  
405 Jefferson St  
Washington, MO 63090-2607

Dear Mayor Lucy,

On behalf of East Central College Foundation I would like to thank you for the recent donation of \$250.00, check number 43340, to Friends of the Foundation\* in support of our scholarship program. Your decision to give our students the opportunity for success will change lives.

Scholarships truly make a difference. It has been shown that a scholarship is more than financial support; it is a life affirming gift. It is someone whispering in your ear 'you can do this, I believe in you.' Every dollar given to the Foundation helps strengthen our communities and enhances the lives of our students forever. This year we have awarded more than \$180,000 in scholarships to our students. We could not do it without you.

Robert Collier said, 'Success is the sum of small efforts repeated day in and day out.'

Sincerely,

Shannon M. Grus  
Executive Director

\* In keeping with IRS regulations, the amount of your gift less the cost of \$48.00 per person who attends the event is tax deductible.

- OFFICERS**  
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 Janet Hoven  
*Vice President*  
 Tony Kreutz  
*Secretary*  
 Roger Archibald  
*Treasurer*  
 Chris Boone  
*Director-at-Large*  
 Donald E. Kappelmann  
*Director-at-Large*  
 Jon Bauer  
*Ex-Officio*  
 Jim Perry  
*Ex-Officio*

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636.584.6505

**FOUNDATION ASSISTANT**  
Angie Siebert  
636.584.6506

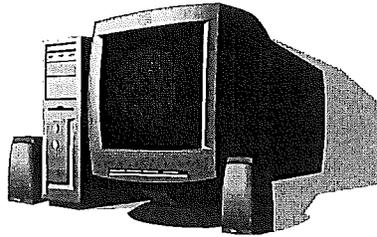
P.O. Box 387  
Union, Missouri 63084  
636.584.6506 P  
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WHAT THE COLLEGE IS BUILT ON

www.eccfoundation.org  
A Not for Profit Organization

**CITY OF WASHINGTON & AMVAC**  
(AMERICAN MILITARY VETERANS ASSISTANCE CORPORATION)

**E-CYCLE COLLECTION EVENT**



**Event Date & Time:**

**Saturday - April 16, 2016 / 8:00 a.m. - 1:00 p.m.**  
**(Rain or Shine)**

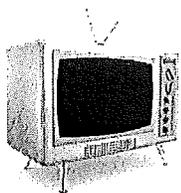
The drop-off event will be held at the Fairgrounds Swine Pavilion. The entrance into the event will be off of Veterans Drive at the south gate going into the Fairgrounds, then exit out of the north Fairground gate onto North Park Drive.

**Acceptable Items:**

Computers & components, Office Equipment, Communication Equipment, Electronic Equipment, Microwaves, Toaster Ovens, Phones Vacuum Cleaners, (basically anything that has a cord).



**Don't forget to RECYCLE your CELL PHONES!!!!**



**CHARGES FOR  
TV'S & MONITORS**

**\$15.00 FOR CRT TV'S**

**\$10.00 FOR CRT MONITORS**

**NO CHARGES FOR FLAT SCREENS**



For more information contact Pam at 636-390-1032.