

**ADMINISTRATION/OPERATIONS COMMITTEE MEETING
MONDAY MARCH 28, 2016
7:00 P.M.
COUNCIL CHAMBER**

INTRODUCTORY ITEMS:

Roll Call /Pledge of Allegiance

ACTION:

1. APPROVAL OF MINUTES:

a. February 22, 2016 Adm/Field Operations Meeting Motion To Approve

2. REVIEW OF INVOICES:

a. Lewis, Rice LLC Invoice – February 2016 Services Discuss – Send to Council

3. PRESENTATIONS:

a. Urban Forestry Council Plant an Oak Tree – Mike Smith

4. REPORT OF DEPARTMENT HEADS:

a. Communications – Lisa Moffitt

b. Police/Municipal Court/Traffic Committee – Chief Menefee

c. Finance – Mary Sprung

d. Economic Development – Darren Lamb

e. Planning – Sal Maniaci

f. Engineering – John Nilges

g. Building Inspections/Codes – John McCreery

h. Streets & Solid Waste – Jack Brinker

i. Airport/Building & Maintenance – Brian Boehmer

j. Information Technology – Robert Douglas

k. Parks & Recreation/Urban Forestry Council – Darren Dunkle

l. Fire & Emergency Service – Bill Halmich

m. Water & Wastewater – Kevin Quaethem

n. Library – Jackie Hawes

1. 2015 Annual Report

o. H.R. & Loss Control – Mary Trentmann

p. Administration (Tourism/Front Street/Property/Senior Center) – Jim Briggs

1. Grace’s Place Fire Escape Request

Discuss – Send to Council

5. PUBLIC DISCUSSION:

6. UNFINISHED BUSINESS:

7. NEW BUSINESS:

8. EXECUTIVE SESSION:

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

9. ADJOURNMENT:

**MINUTES OF THE
CITY OF WASHINGTON, MISSOURI
ADMINISTRATION/OPERATIONS COMMITTEE
FEBRUARY 22, 2016**

Mayor Lucy opened the meeting with roll call and Pledge of Allegiance at 7:00 p.m.

Present: Sandy Lucy, Steve Sullentrup, Walt Meyer, Jeff Moheky, Mark Hidritch, Jeff Patke, Greg Skornia, Joe Holtmeier, Josh Brinker

Absent: None

Also present: Jim Briggs, Brian Boehmer, Mary Trentmann, Lisa Moffitt, Ed Menefee, Mary Sprung, Darren Lamb, Sal Maniaci, John Nilges, John McCreery, Jack Brinker, Robert Douglas, Darren Dunkle, Bill Halmich, Kevin Quaethem.

Approval of Minutes

* January 25, 2016 Administration/Field Operations Meeting

A motion to approve the minutes as presented was made by Meyer, seconded by Hidritch, passed without dissent.

Review of Invoices

* Lewis, Rice L.L.C. Invoice – January 2016 Services

A motion to forward to full Council for approval was made by Sullentrup, seconded by Brinker, passed without dissent.

Review of Department Heads

Communications:

- * UPS-requesting new bids to reflect the actual load rate.
- * Updating ordinance 05-9745, an alarm ordinance. Proposed changes include the number of free alarms, and the fee schedule.
- * Three new employees in dispatch.

Police/Municipal Court/Traffic Committee:

* Missouri Highway & Traffic Safety Division Traffic Grants:

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

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

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 funding from the state.

Respectfully submitted,

Chief Edward Menefee

CC: Mayor Sandy Lucy

Jim Briggs, City Administrator

Brian Boehmer, Asst. City Administrator

A motion to forward to full Council for approval was made by Hidritch, seconded by Patke, passed without dissent.

- * Discussion of policies regarding drones/model aircraft. Drones are regulated by the FAA. Drone pilots are required to call the airport and share flight information with the airport because of the proximity to the airport.
- * Two new police officers currently in field training.

Finance:

- * January sales tax at 3.5%
- * State compliance requirements are on track for the audit.
- * City of Washington was awarded the Distinguished Budget award for the 7th year in a row.

Economic Development:

- * Project Bus: 30,000 sq. ft. expansion of an existing industry, 50 new jobs, \$17.5 million capital investment.
- * Project Tusk: 30,000- 50,000 sq. ft. expansion, 50 new employees, approx. \$14 million investment and potential block grant for storm water improvements for a retention area.
- * New project: Renovation of an existing structure 60 jobs over a 5 year period. Considering a grant through Department of Economic Development.
- * New project: Interest in a smaller lot at the Heidmann Industrial Park 6,000 sq. ft. new construction.
- * PACE: Public Assessed Clean Energy Board appointments.

Engineering:

* Union Pacific Railroad signal cabin request:

February 16, 2016

Honorable Mayor & City Council

405 Jefferson Street

Washington, MO 63090

Dear Mayor & City Council Members:

On February 2, 2016, the Engineering Department was contacted by a representative with Union Pacific Railroad regarding the possibility of relocating a signal cabin located in the parking lot west of the train depot. If relocation was not possible, they are requesting constructing a locked gate to access the parking lot from their Right-of-Way.

Option 1: Relocation of the Cabin

City of Washington Cost: \$100,000 - \$250,000

The cabin would be removed and reconstructed inside the railroad Right-of-Way.

Option 2: Construction of access gate

City of Washington Cost: \$0

A gate, meeting the specification of the existing fence, would be constructed by Union Pacific Railroad. This gate would be required to be locked at all times by Union Pacific.

Enclosed, please find a photo of the existing signal cabin location and the email with the above request.

After review of the two options, I am recommending approval of Option 2.

Sincerely,

John Nilges, P.E.

City Engineer

Enclosures

A motion to go with Option 2 was made by Patke, seconded by Hidritch, passed without dissent.

- * Jefferson Street Bridge- The closure and use of the detour began today with only minor issues. Demolition of the existing bridge deck was completed.
- * Front Street – ADA compliance for the sidewalk exploring a TAP grant to aid with the costs. The project will be costly due to the need to relocate utilities in the area.

Planning:

- * Zoning Code revision- consolidating the revisions from PGAV after another meeting. The proposed changes will be consolidated into a summary and presented to the Planning & Zoning Commission.
- * Riverbend estates plans are in progress and should be presented to the Planning & Zoning Commission in March.

Building Inspections/Codes:

- * 52 permit for inspections this month.
- * Kay Jewelers coming to Phoenix Center.
- * Occupancy permit inspection has been requested for the former Hodges Badges building.

Streets & Solid Waste:

- * Few small snow falls; clearing work went well.
- * McLaughlin Field- Cost between \$ 10,000- \$12,000 for the storm sewer. This is not in the current budget but, it will come out of the general storm sewer repair budget.
- * The high-lift needs an undercarriage. Have out for bids to replace. Should have a bid recommendation by the next meeting.

Airport/Building & Maintenance:

- * All hangers are leased and there are approximately 9 people on the waiting list.
- * On-going projects: roof repair, upgrade jet fuel tank, doors, and transmitter radio system. All projects are in the budget and should be completed by mid-summer.
- * Camera system all equipment is in place a few configuration issues are being addressed. The location of the server is being rearranged to allow for better use.
- * A bid packet has gone out for the painting of the depot.

Information Technology:

- * Ticketing system is working well. 133 tickets were created and completed since the program began a month ago. The system is provides for better tracking of the system.

Parks & Recreation:

- * Emerald Ash Borer Management Plan: The city is taking a balanced approach to dealing with the Emerald Ash Borer. The trees in the city parks will be monitored and treatment will be recommended for high value trees because of the high cost of the treatment. Trees that are in decline will be removed.

A motion to forward to full Council for approval was made by Patke, seconded by Hidritch, passed without dissent.

- * Bid Recommendation – floor scrubber:

February 16, 2016

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 floor 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

A motion to forward to full Council for approval was made by Hidritch, seconded by Meyer, passed without dissent.

* Bobcat – Toolcat 5600 G-Series purchase recommendation:

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

A motion to forward to full Council for approval was made by Hidritch, seconded by Patke, passed without dissent.

Fire & Emergency Service:

- * Annual Fire Report Analysis- the response times are accurate because of our tracking system is important for the fire department accreditation and the ISO rating.
- * Emergency preparedness annual report- The cooperation with the Library in hosting the Prep-a-thon, and the storm spotter training in the spring. Highlighted the deployment of John McCreery in assisting Pacific with the December Flash Flooding.

Water & Wastewater:

- * Permanent chlorination - the final equipment is being installed and will be completed soon.
- * General maintenance work is on-going.

Library:

- * Absent

H.R. & Loss Control:

- * No report

Administration (Tourism/Front Street/Property/Senior Center):

- * A cross-country fiber-optic cable is being proposed near the Missouri River Bridge, it will require an easement. A specific plan will be submitted.
- * Missouri River Bridge: recommend to not close Missouri Avenue due to trash truck access.
- * Temporary fencing installed around the trailer park property to limit access.
- * Reconvening the Building Code Committee to consider switching from the 2009 book to the 2012 building code book.
- * Power Point Presentation on Strategic Technology Initiatives: Presentation by Brian Boehmer regarding a redundant voice & data system that would create a ring system. This plan has been in the works for approximately 4 years. Initially the program began from the well monitoring system and was enhanced when a cell provider left the area and we acquired the remaining equipment at the Crestview water tower. There are many applications that are still being explored.

Public Discussion

- * None

Unfinished Business

- * None

Executive Session

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) passed at 8:16 p.m. on the following roll call vote; Brinker-aye, Hidritch-aye, Holtmeier-aye, Meyer-aye, Mohesky-nay, Patke-aye, Skornia-aye, Sullentrup-aye.

The regular session reconvened at 8:46 p.m.

Adjournment

With no further business to discuss, a motion to adjourn was made at 8:46 p.m. by Holtmeier, seconded by Brinker, passed without dissent.

MEMORANDUM

TO: Mary Trentmann
Administrative Secretary

FROM: Janice Meyer
Secretary for Mark C. Piontek

DATE: March 7, 2016

SUBJECT: Legal Services Rendered through February 29, 2016 for the City of Washington

Total Bill.....\$5,445.00

Breakdown of Matters:

700014.13025	General Counsel	4,965.00
700014.53902	Valent Aerostructures Chapter 100 Bonds	240.00
700014.63509	Johnny Ray Edwards	240.00
	TOTAL	\$5,445.00

CITY OF

WASHINGTON

MISSOURI

MONTHLY ACTIVITIES REPORT

January 2016

POLICE

INCIDENT REPORTS	252
CITATIONS ISSUED	99
NO-REPORT	569
UNFOUNDED	32
WRITTEN/VERBAL WARNING	413
GONE ON ARRIVAL	16
END CALL	1489
TOTAL	2870

AMBULANCE DISTRICT

EMERGENCY CALLS:	176
ROUTINE TRANSFERS:	79
EMERGENCY TRANSFERS:	3
STAND BY DISTRICT LINE	1
MOVE UP	10
TOTAL # OF AMBULANCE CALLS:	269

FIRE

FIRES, EXPLOSIONS:	5
RESCUE:	12
HAZARDOUS CONDITIONS:	5
SERVICE CALLS:	3
GOOD INTENT CALLS:	11
FALSE CALLS:	0
OTHER:	13
TOTAL # FIRE CALLS	49

911 TRANSFERS	15
OPEN LINE 911 CALLS	57
911 HANG UPS	27
911 CALLS RECEIVED	407
TOTAL 9*1*1 CALLS HANDLED:	506

CITY OF

WASHINGTON

MISSOURI

MONTHLY ACTIVITIES REPORT

February 2016

POLICE

INCIDENT REPORTS	229
CITATIONS ISSUED	68
NO-REPORT	551
UNFOUNDED	16
WRITTEN/VERBAL WARNING	378
GONE ON ARRIVAL	27
END CALL	1767
TOTAL	3036

AMBULANCE DISTRICT

EMERGENCY CALLS:	139
ROUTINE TRANSFERS:	73
EMERGENCY TRANSFERS:	2
STAND BY DISTRICT LINE	0
MOVE UP	7
TOTAL # OF AMBULANCE CALLS:	221

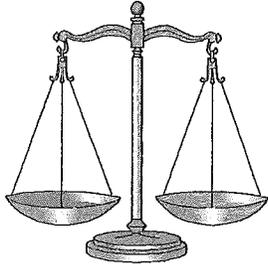
FIRE

FIRES, EXPLOSIONS:	7
RESCUE:	6
HAZARDOUS CONDITIONS:	3
SERVICE CALLS:	4
GOOD INTENT CALLS:	9
FALSE CALLS:	5
OTHER:	0
TOTAL # FIRE CALLS	34

911 TRANSFERS	22
OPEN LINE 911 CALLS	375
911 HANG UPS	25
911 CALLS RECEIVED	62
TOTAL 9*1*1 CALLS HANDLED:	484

PHONE: 636-390-1050
FAX: 636-239-7694

COMMUNICATIONS DIVISION
301 JEFFERSON STREET
WASHINGTON, MO 63090



WASHINGTON MUNICIPAL COURT

TO: Mayor Sandy Lucy
and City Council

FROM: Craig E. Hellmann; Municipal Judge

DATE: February 23, 2016

SUBJECT: Municipal Judge's Report for Month of February , 2016

February 2, 2016

TOTAL \$8,954.95

February 16, 2016

TOTAL \$9,811.50

Respectfully


Craig E. Hellmann
Municipal Judge



CITY OF
WASHINGTON
 MISSOURI

FROM Chief Menefee
 TO: Traffic Commission Members
 SUBJECT: March 4, 2016 Committee Meeting
 DATE: March 4, 2016

The March 4, 2016 Meeting Minutes were approved as written.

MEMBERS PRESENT: Mike Grissom Police Department
 Jack Brinker Street Department
 Steve Sullentrup City Council
 John Nilges Engineering
 Ed. Menefee Police Department
 Bill Halmich Emergency Management
 Walt Meyer City Council
 Joe Holtmeier City Council

MEMBERS ABSENT: Jeff Mohesky City Council

VISITORS: Andrea Lueken Engineering

OLD BUSINESS:

4A 16-01-0004 Request for added room in the right turn lane on Heritage Hills Drive to turn South on MO 47: Andrea Lueken has been in contact with MO-DOT in regards to this matter. She said that MO-DOT believes they may be able to make some minor changes in striping to alleviate the issue. Andrea is still waiting to hear back from MO-DOT. If MO-DOT decides to make some changes to striping, it will not be completed until spring/summer of this year. This item will be left on the agenda for follow up. (OPEN)

POLICE DEPARTMENT
 301 JEFFERSON STREET
 WASHINGTON, MO 63090

NEW BUSINESS:

5A 16-03-0009 Request for "Street Not Through" signage at 10th and Jefferson: This request came as a result of an increase in 10th Street traffic due to the Jefferson Street Bridge closure. Prior to the meeting, engineering had already placed some temporary signage at that location due to construction. The committee agreed that the temporary signage was sufficient for the time being. (CLOSED)

5B 16-03-0010 Request for one added 25mph speed limit sign on Southbound Camp Street: This request came due to speed complaints on Camp Street after the completion of the Camp Street Bridge. The committee discussed the matter and noted that there is currently one 25mph sign on Northbound Camp Street just after Karen Lane. The committee agreed that in order to maintain consistency, one additional sign should be added to Southbound Camp. Mike Grissom will check the area for the most ideal location to place the sign and get with street department for installation. (CLOSED)

5C 16-03-0011 Request for added signage at the intersection of 8th and Madison indicating that Madison Avenue Traffic does not stop: Mike Grissom ran a three year crash history at this intersection and learned that there have been a total of seven crashes there in that time period. In looking at the seven crashes in more detail; all involved vehicles either disobeyed the stop signs on 8th Street all together, or failed to yield to Madison Avenue Traffic after stopping at the signs. The committee agreed to add signage to the current stop sign posts indicating that "Cross Traffic Does Not Stop". Street department will handle installation. (CLOSED)

5D 16-03-0012 Request for "No Parking" signage on 8th Street at New Life Church: This item was received just prior to the meeting. Due to the late notice, not a lot of information was available in regards to the reason for the request. John Nilges will follow up with the church and brief the committee at the next meeting. (OPEN)

5E 16-03-0013 Request for "No Parking" signage on Southbound Jefferson near the intersection of Market for Washington Monument: This request was for "No Parking" on the west side of Jefferson Street for southbound traffic. The committee reviewed the request and agreed to make no changes to the current parking in the area. (CLOSED)

The meeting was adjourned at 09:30 am

The next scheduled meeting will be held on April 1, 2016 at 09:00 a.m. in the Police Department Conference Room.

Respectfully,

Chief Ed Menefee
Washington Police Department

CC:
Each Member
Mary Trentmann

POLICE DEPARTMENT
301 JEFFERSON STREET
WASHINGTON, MO 63090

FINANCE DEPARTMENT – End of Month Report

February 2016

Monthly operations for the Finance Department include:

COLLECTOR'S OFFICE:

- * In this month; **6,711** collection transactions totaling **\$2,024,468.93** were processed through accounting system.
- * **800** customers paid using Credit Cards (184 utility-in person, 570 utility-online, 33 court- online & 13 court-in person) totaling **\$58,054.02**.
- * **797** utility customers paid via Check Free (ACH), totaling **\$41,475.55**.
- * **178** utility customers paid via iPay Solutions (ACH), totaling **\$6,961.20**.
- * **0** Big Driver receipts totaling **\$0.00**. **0** Pool receipts totaling **\$0.00**.
- * **45** utility customers have paid deposits for new or transferred accounts totaling **\$4,800.00**.
- * **21** business licenses were issued/renewed totaling **\$602.00**. **0** liquor licenses was issued/renewed totaling **\$0.00**.
- * Construction escrow deposits collected **\$350.00** *Street excavation deposits collected **\$0.00** *Landlord Security deposits collected **\$0.00**. *Cigarette tax collected totaled **\$4,592.10**.
- * Franklin County tax collections totaled **\$219,364.60**. *Delinquent Taxes City - RE: **\$53,422.67** PP: **\$24,600.00**
- *Delinquent Taxes Library - RE: **\$6,821.62** PP: **\$2,530.79**. * Motor fuel tax revenues totaled **\$43,775.81**.
- *Federal Grants (3) totaling; **\$73,500.66**. *State Grants (0) totaling; **\$0.00**. *FEMA Grants (1) totaling; **\$7,833.01**.

Franchise Fees:

- * Ameren **\$133,962.63**. * AT&T (SWB) franchise fee **\$31,538.80**. *New Cingular Wireless **\$11,543.01** *Laclede Gas **\$26,364.24** *Charter Communications (quarterly) **\$0.00**. * 1% City Sales Tax totaled **\$346,227.45**. *Local Use tax totaled **\$49,544.55**. * Transportation Sales tax totaled **\$173,113.49**. *Capital Improvement Sales Tax totaled **\$173,113.68**.

TREASURER RESPONSIBILITIES:

FINANCIAL OPERATIONS:

* ACCOUNTS PAYABLE –

- Invoice items processed: **847**.
- Checks issued –**431** (this includes **(16)** check runs) for the amount of **\$3,093,855.43**.
- Credit Card Fees (ETS) paid totaled **\$1,154.62** (**\$95.58** for court and **\$1,059.04** for Utilities).
- Postage used this month totaled **\$990.215**.

* GENERAL DUTIES –

- Postings of journals to the General Ledger which were created during transaction processing of utility billing, cash receipts/revenue transactions, accounts receivable, accounts payable and payroll.
- Distribution of approved purchase orders.
- Adjusting entries to correct transaction errors and record monthly allocations.

* PAYROLL-

- Payrolls (**2**) totaling **\$441,289.64**. This includes (**0**) checks and (**285**) direct deposits and related benefit costs. **\$43,393.12** Federal Taxes paid. **\$14,718.00** State Taxes paid. **\$25,697.02** FICA Taxes paid. **\$6,009.81** Medicare Taxes Paid.

* ACCOUNTS RECEIVABLE -

Utilities (Water - Sewer -Trash):

- Billing totals: **\$378,181.41**; Number of invoices (**6,392**) number of gallons billed: **42,107,131**.
- Final billings sent (**82**) totaling **\$2,406.21**. (**118** on the shutoff list, (this involves amounts over \$50) with (**21**) actual shutoffs done.
- Refunds (**89**) totaling **\$2,277.33**. (**2**) Returned checks (NSF), fee collected: **\$50.00**.
- Bank auto draft collections (**745**) totaled **\$39,445.91**. Credit Card draft collections (**79**) totaled **\$3,406.60**. (**1**) Returned Bank auto draft, fees collected: **\$25.00**.

Landfill and Miscellaneous:

- Landfill invoices (**122**) sent totaling **\$74,479.95** including (**2**) leachate invoices totaling **\$4,420.00**. Miscellaneous invoices (**23**) (rent/lease, dispatch services, etc.) totaling **\$31,048.64**. Public Works invoices (**9**) totaling **\$6,022.37**; Parks invoices (**1**) totaling **\$260.00**; Return Checks (**0**) totaling **\$0.00**, fee collected: **\$0.00**.

MANAGEMENT:

- Supervise and assist staff in resolution of problems.
- Monitor cash flow and investments.
- Monitor budget appropriations and authorizations for processing expenditures.
- Make appropriate wire transfers for debt service, payroll and Phoenix Center II CID.
- Monitor all financial accounting processes.
- Monitor utility billing process to insure utility bills are accurate and mailed timely.

MISCELLANEOUS:

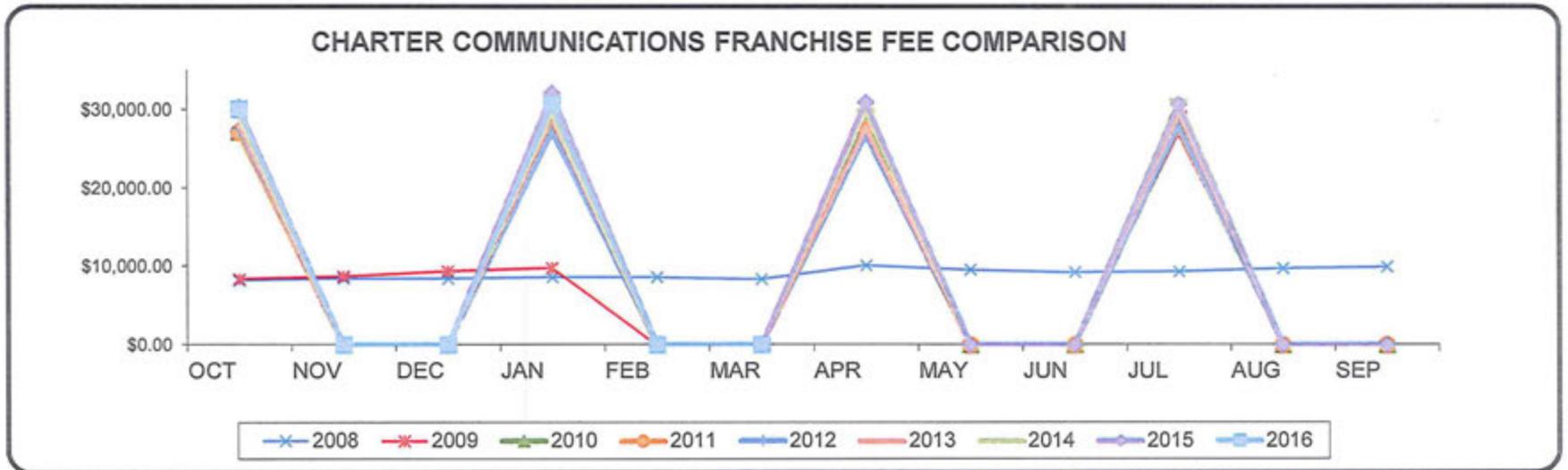
- Process cash receipts for utilities, landfill, permits, various departments and miscellaneous receipts.
- Calculate interest and mail monthly statements for account receivable.
- Prepare various reports on sales tax, franchise fees, and major revenue sources.
- Prepare P.O.'s, process invoices for payment and timely mail checks to vendors.
- Calculate payroll and prepare payroll checks/direct deposits and applicable benefits and deduction reports.
- Working on annual financial statements.

CHARTER COMMUNICATIONS FRANCHISE FEE REPORT

<u>MONTH</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Increase/ Decrease</u>
OCT	\$8,243.50	\$8,409.73	\$27,250.59	\$27,149.48	\$27,675.15	\$28,078.83	\$29,249.86	\$30,329.27	\$30,087.73	-0.8%
NOV	8,437.70	8,743.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
DEC	8,408.77	9,397.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
JAN	8,587.63	9,838.42	28,544.73	28,748.80	27,278.56	28,994.02	29,572.65	32,117.27	30,734.61	-4.3%
FEB	8,590.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
MAR	8,360.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
APR	10,108.19	26,627.07	28,517.24	27,548.32	26,889.68	27,702.13	29,915.13	30,952.64		0
MAY	9,573.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
JUN	9,240.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
JUL	9,328.20	27,237.64	27,772.21	27,824.33	27,955.33	29,722.85	31,128.65	30,709.42		0
AUG	9,737.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
SEP	9,924.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
TOTAL	\$108,539.33	\$90,254.22	\$112,084.77	\$111,270.93	\$109,798.72	\$114,497.83	\$119,866.29	\$124,108.60	\$60,822.34	

1995-Present **\$2,091,074.84**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -2.6%



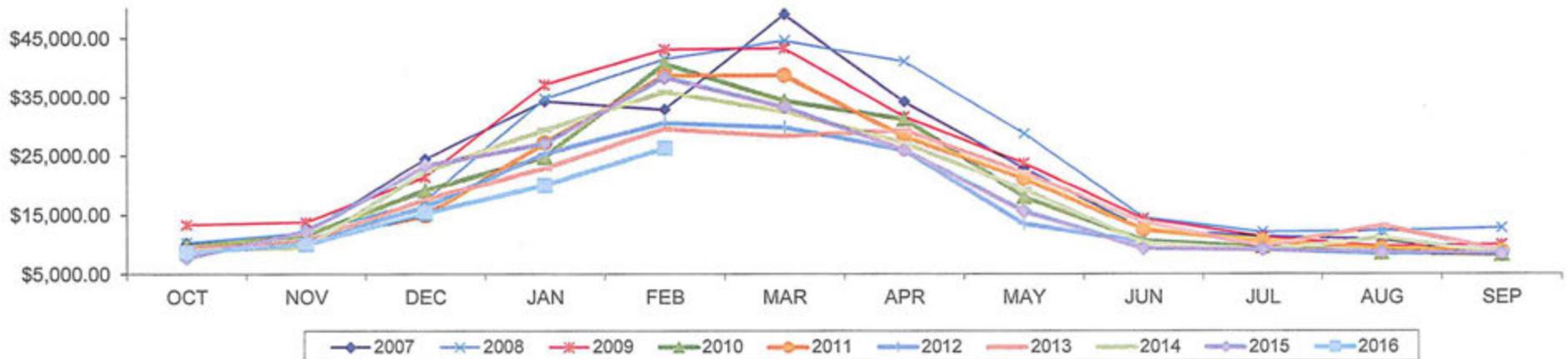
LACLEDE GAS FRANCHISE FEE REPORT

MONTH	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	Increase/ Decrease
OCT	\$10,295.08	\$10,425.11	\$13,408.57	\$9,827.42	\$9,012.87	\$9,259.90	\$9,448.88	\$9,062.72	\$7,912.15	\$8,827.09	11.6%
NOV	12,045.39	12,018.04	13,882.53	11,637.29	10,780.86	10,710.02	10,569.18	9,671.87	12,271.78	10,132.09	-17.4%
DEC	24,526.50	17,508.94	21,528.39	19,214.08	15,018.83	16,406.66	17,697.98	22,483.85	23,357.46	15,391.95	-34.1%
JAN	34,439.05	34,889.07	37,321.05	24,863.26	27,290.28	25,436.86	22,953.48	29,473.09	27,155.50	20,054.25	-26.2%
FEB	33,041.41	41,668.83	43,376.64	40,913.41	38,896.44	30,690.36	29,713.54	36,106.37	38,594.62	26,364.24	-31.7%
MAR	49,233.15	44,802.90	43,588.99	34,553.25	38,984.77	29,962.03	28,525.13	32,770.66	33,524.99		0
APR	34,437.30	41,319.98	31,897.91	31,384.49	28,427.51	26,053.64	29,490.00	27,285.52	26,053.11		0
MAY	22,919.98	28,861.09	23,844.64	18,109.86	21,261.06	13,515.35	22,237.77	19,399.81	15,707.15		0
JUN	12,604.58	14,575.82	14,502.36	10,709.45	12,617.26	10,538.59	14,008.46	10,421.45	9,473.56		0
JUL	11,467.13	12,140.74	11,457.96	9,750.32	10,805.39	9,227.31	9,825.41	9,135.48	9,266.94		0
AUG	10,969.57	12,359.98	9,852.66	8,735.80	9,553.18	8,590.31	13,243.73	11,236.67	8,831.94		0
SEP	8,148.81	12,826.07	10,154.87	8,469.55	9,034.32	8,759.74	9,205.41	8,679.59	8,594.33		0
TOTAL	\$264,127.95	\$283,396.57	\$274,816.57	\$228,168.18	\$231,682.77	\$199,150.77	\$216,918.97	\$225,727.08	\$220,743.53	\$80,769.62	

1995-Present **\$3,648,967.47**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -26.10%

MO NATURAL GAS FRANCHISE FEE COMPARISON

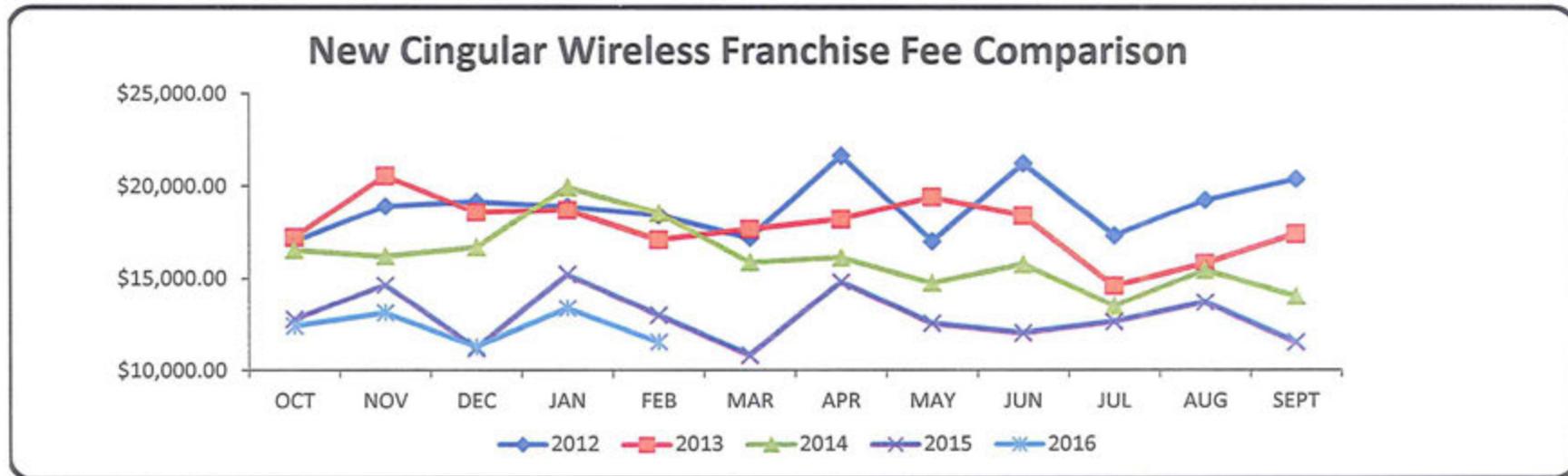


NEW CINGULAR WIRELESS FRANCHISE FEE REPORT

<u>MONTH</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Increase/ Decrease</u>
OCT	\$17,046.41	\$17,257.00	\$16,581.28	\$12,781.29	\$12,423.99	-2.8%
NOV	18,928.26	20,599.82	16,240.07	14,677.75	13,136.75	-10.5%
DEC	19,181.77	18,625.83	16,717.33	11,217.67	11,300.89	0.7%
JAN	18,912.84	18,740.96	19,970.37	15,254.34	13,376.41	-12.3%
FEB	18,447.14	17,141.00	18,569.60	13,009.82	11,543.01	-11.3%
MAR	17,221.07	17,708.96	15,903.27	10,838.40		0
APR	21,663.67	18,245.17	16,154.02	14,841.57		0
MAY	17,033.61	19,454.59	14,774.95	12,562.86		0
JUN	21,252.55	18,445.10	15,804.53	12,039.27		0
JUL	17,356.37	14,644.81	13,495.54	12,657.00		0
AUG	19,263.90	15,863.44	15,495.35	13,712.15		0
SEPT	20,408.73	17,477.95	14,037.11	11,537.42		0
TOTAL	\$209,669.91	\$214,204.63	\$193,743.42	\$155,129.54	\$61,781.05	

2012-PRESENT **\$834,528.55**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -7.71%

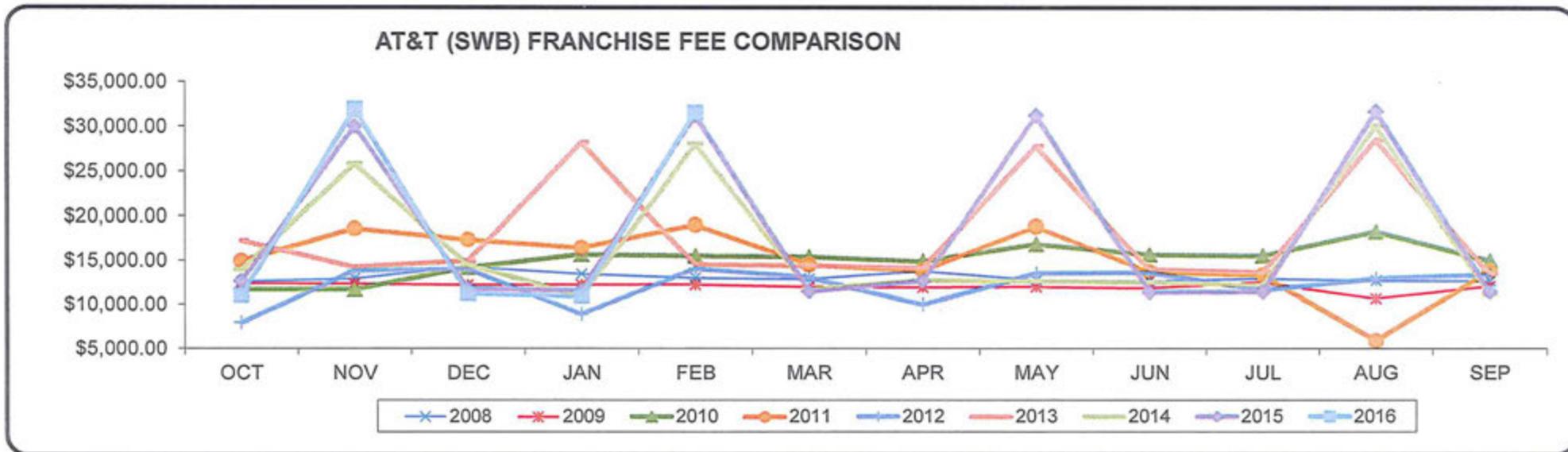


AT +T (SWB) FRANCHISE FEE REPORT

MONTH	2008	2009	2010	2011	2012	2013	2014	2015	2016	Increase/ Decrease
OCT	\$12,610.85	\$12,444.10	\$11,755.89	\$14,992.32	\$7,945.64	\$17,317.49	\$14,031.72	\$12,688.30	\$11,065.92	-12.8%
NOV	12,966.03	12,434.07	11,749.30	18,713.04	13,844.27	14,307.02	25,878.27	30,100.56	31,985.29	6.3%
DEC	14,329.74	12,283.48	14,233.63	17,444.68	14,046.08	15,033.53	14,581.17	11,873.92	11,318.83	-4.7%
JAN	13,497.72	12,321.03	15,729.82	16,530.57	8,936.99	28,235.50	11,018.44	11,684.09	10,993.60	-5.9%
FEB	13,048.16	12,328.77	15,561.00	19,120.02	14,092.11	14,627.59	28,038.99	31,292.91	31,538.80	0.8%
MAR	12,889.09	12,089.23	15,450.81	14,585.83	13,093.01	14,522.40	11,795.51	11,522.69		0
APR	13,786.37	12,048.17	14,935.67	13,935.70	10,030.23	14,228.95	12,779.58	12,690.53		0
MAY	12,778.74	12,103.48	16,878.98	18,925.37	13,537.38	27,796.37	12,694.67	31,239.15		0
JUN	12,680.34	11,958.89	15,714.77	13,800.22	13,624.66	14,055.41	12,583.04	11,443.33		0
JUL	12,963.86	12,634.01	15,585.10	13,441.52	11,693.95	13,764.01	12,308.03	11,499.93		0
AUG	12,764.59	10,795.61	18,325.68	5,992.93	12,955.62	28,529.60	30,099.57	31,710.18		0
SEP	12,697.16	12,200.64	15,009.66	13,899.07	13,404.09	13,585.78	11,264.73	11,532.25		0
TOTAL	\$157,012.65	\$145,641.48	\$180,930.31	\$181,381.27	\$147,204.03	\$216,003.65	\$197,073.72	\$219,277.84	\$96,902.44	

1995-Present **\$3,440,267.49**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -0.76%



**started keeping track of Southwestern Bell Telephone Company Video Service Franchise Fees for Fiscal Year 2012/2013

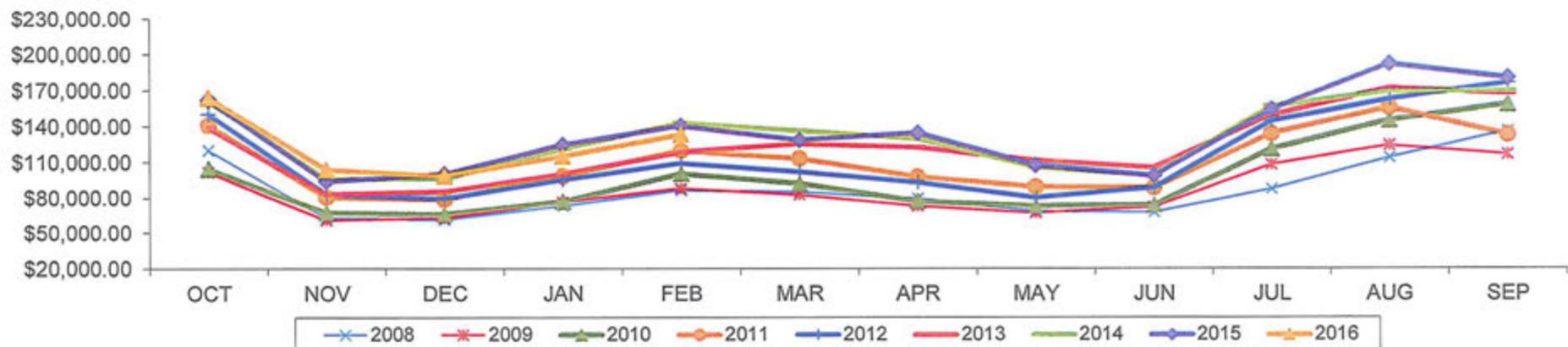
AMEREN U E FRANCHISE FEE REPORT

MONTH	2008	2009	2010	2011	2012	2013	2014	2015	2016	Increase/ Decrease
OCT	\$120,610.00	\$102,485.59	\$105,124.18	\$141,772.88	\$150,832.45	\$139,853.11	\$161,967.65	\$162,777.06	\$164,412.59	1.00%
NOV	63,606.01	61,461.75	68,099.12	81,521.88	83,813.07	83,664.43	96,626.77	94,748.58	104,441.67	10.23%
DEC	61,923.91	63,450.46	66,720.46	79,622.52	80,297.08	86,085.23	97,081.51	100,789.73	99,254.66	-1.52%
JAN	73,807.80	77,513.17	77,697.31	99,051.77	96,116.53	100,829.33	122,046.71	125,423.36	115,792.75	-7.68%
FEB	87,244.33	88,914.17	101,103.43	120,737.15	109,768.12	119,435.62	143,573.59	141,256.13	133,962.63	-5.16%
MAR	85,912.23	83,720.55	93,004.35	114,035.49	102,725.79	126,557.75	137,069.04	129,381.65		0
APR	80,266.50	74,092.92	77,963.05	98,742.13	93,960.78	123,507.13	130,783.22	135,281.52		0
MAY	69,419.96	68,136.59	73,810.83	90,234.96	80,909.43	112,412.77	106,620.25	108,246.36		0
JUN	68,322.83	73,246.19	74,807.15	89,594.24	89,399.83	106,609.87	99,944.03	99,528.70		0
JUL	88,380.71	109,112.06	121,965.39	135,102.51	145,252.08	150,598.14	157,653.27	155,164.70		0
AUG	114,710.39	125,584.43	146,100.14	157,273.41	163,516.90	173,075.38	170,137.38	193,194.92		0
SEP	137,110.04	118,050.37	159,661.51	134,516.80	177,192.06	168,964.30	170,627.43	181,662.41		0
TOTAL	\$1,051,314.71	\$1,045,768.25	\$1,166,056.92	\$1,342,205.74	\$1,373,784.12	\$1,491,593.06	\$1,594,130.85	\$1,627,455.12	\$617,864.30	

1995-Present **\$22,242,864.23**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -1.14%

AMEREN FRANCHISE FEE COMPARISON



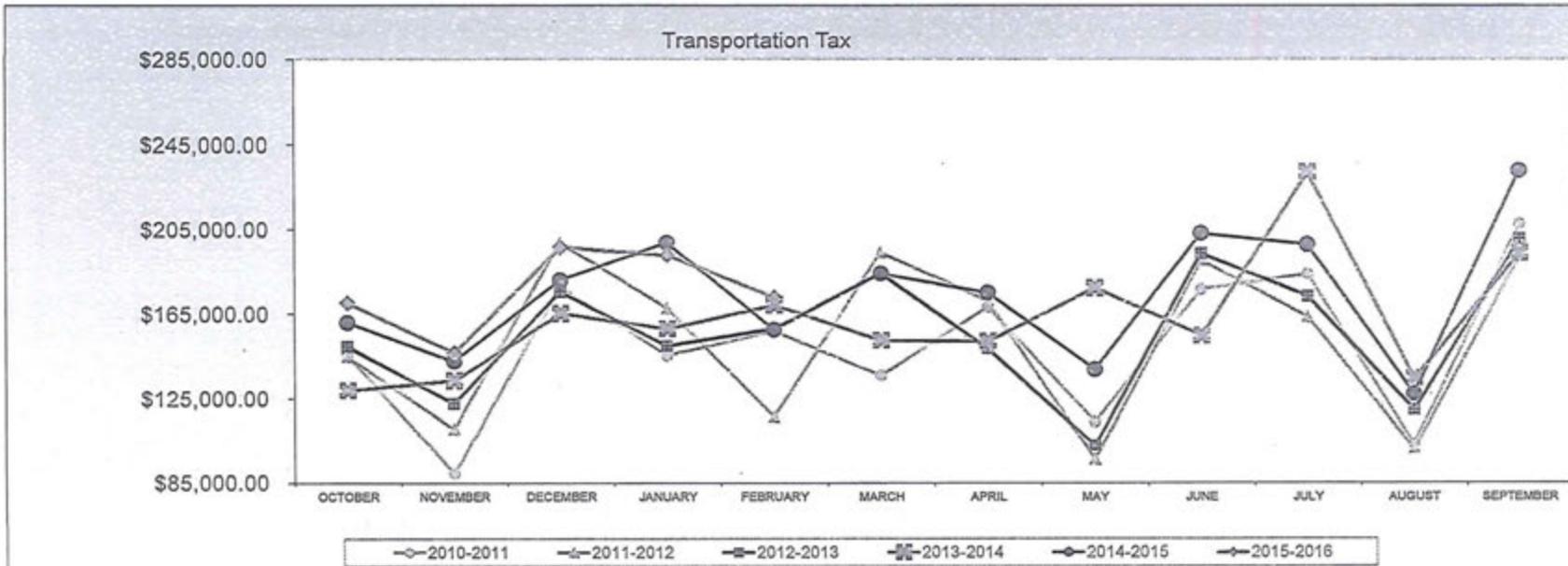
1/2 % TRANSPORTATION SALES TAX

MONTH	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	Monthly % Increase/ Decrease
OCTOBER	\$ 145,972.89	\$ 145,120.16	\$ 149,905.71	\$ 129,066.45	\$ 161,107.79	\$ 170,499.34	5.83%
NOVEMBER	89,437.31	110,735.46	122,694.65	133,772.74	142,855.97	147,004.51	2.90%
DECEMBER	177,667.55	198,930.26	175,547.03	165,496.84	181,093.25	196,765.76	8.65%
JANUARY	145,626.04	167,838.37	150,186.07	158,236.29	198,791.80	193,113.86	-2.86%
FEBRUARY	157,114.39	116,473.64	158,119.78	169,500.34	157,805.36	173,113.49	9.70%
MARCH	136,023.70	194,287.93	184,174.85	152,660.68	184,286.08		
APRIL	168,494.40	171,293.01	148,760.60	152,351.79	175,281.35		
MAY	114,202.21	96,166.41	102,792.97	177,386.86	138,981.19		
JUNE	176,701.87	190,573.43	193,751.29	155,033.96	203,451.14		
JULY	184,019.15	163,768.67	173,452.98	232,200.78	198,165.06		
AUGUST	103,378.29	101,423.54	119,966.65	134,920.91	127,483.86		
SEPTEMBER	207,872.41	192,739.16	200,646.25	194,164.70	233,043.30		
TOTALS	\$ 1,806,510.21	\$ 1,849,350.04	\$ 1,879,998.83	\$ 1,954,792.34	\$ 2,102,346.15	\$ 880,496.96	

COLLECTIONS 2005 TO PRESENT: \$18,981,677.27

OVERALL PERCENTAGE GROWTH/
(REDUCTION) FOR OCTOBER TO
PRESENT: 4.62%

FISCAL YEAR END PERCENTAGE
(POS- OCTOBER TO SEPTEMBER) Shown
Once A Year on November Report.



LOCAL USE TAX

MONTH	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	Monthly % Increase/Decrease
OCTOBER	\$ 30,917.10	\$ 27,488.48	\$ 32,909.43	\$ 33,312.19	\$ 31,939.99	\$ 41,107.57	28.70%
NOVEMBER	37,911.52	35,347.95	33,530.80	57,041.89	39,689.38	38,629.86	-2.67%
DECEMBER	38,115.09	36,708.77	39,878.28	27,444.57	19,842.68	35,667.91	79.75%
JANUARY	31,685.09	25,681.62	35,302.29	39,436.96	18,771.89	73,750.32	292.88%
FEBRUARY	42,783.37	45,250.63	49,145.13	60,108.24	56,934.67	49,544.55	-12.98%
MARCH	29,232.08	37,589.12	34,500.54	31,924.09	52,588.73		
APRIL	35,470.32	36,410.33	21,162.71	29,274.06	39,895.13		
MAY	35,942.86	33,100.23	40,030.79	39,309.81	51,160.61		
JUNE	30,361.97	38,389.90	37,828.09	34,549.14	23,755.92		
JULY	41,160.59	38,296.32	32,573.48	42,923.16	36,718.28		
AUGUST	27,057.25	35,508.90	34,466.35	39,379.07	40,034.72		
SEPTEMBER	67,630.99	52,859.41	36,514.38	36,183.10	38,837.45		
TOTAL	\$448,268.23	\$442,631.66	\$427,842.27	\$470,886.28	\$450,169.45	\$238,700.21	

COLLECTIONS 1998 TO PRESENT: **\$ 6,444,949.36**

OVERALL PERCENTAGE
GROWTH/(REDUCTION) FOR OCTOBER
TO PRESENT: **42.78%**

1/2 % CAPITAL IMPROVEMENT SALES TAX

EFFECTIVE: 07-01-89	EFFECTIVE: 07-01-89	
EXPIRED: 06-30-94	1989-1994	4,111,148.43
EXPIRED: 06-30-02	1994-2002	9,410,782.24
EXPIRED: 06-30-10	2002-2010	13,334,617.88
EXPIRES: 06-30-18	2010-2018	\$ 10,765,377.12
TOTAL COLLECTIONS TO CURRENT DATE		<u>\$ 37,621,925.67</u>

MONTH	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	Monthly % Increase/ Decrease
OCTOBER	\$ 146,016.47	\$ 144,990.96	\$ 149,905.59	\$ 129,282.62	\$ 161,107.69	\$ 170,499.84	5.83%
NOVEMBER	89,456.54	110,735.31	122,665.68	133,773.33	142,855.95	147,004.44	2.90%
DECEMBER	177,687.13	198,930.58	175,545.43	165,263.46	181,093.25	196,765.87	8.65%
JANUARY	145,626.26	167,838.53	150,186.08	158,247.98	198,791.64	193,111.70	-2.86%
FEBRUARY	157,171.78	116,473.63	158,119.77	169,520.15	157,805.66	173,113.68	9.70%
MARCH	136,041.63	194,307.70	184,175.14	152,653.02	184,286.03		
APRIL	168,435.36	171,293.05	148,760.62	152,356.74	175,281.51		
MAY	114,275.46	96,214.34	102,793.25	178,624.09	138,981.32		
JUNE	176,704.60	190,573.08	193,750.98	155,034.08	203,451.34		
JULY	184,019.06	163,787.92	173,453.00	232,200.60	198,165.05		
AUGUST	103,379.13	101,441.79	119,966.76	134,920.80	127,484.01		
SEPTEMBER	207,872.40	192,739.31	200,646.15	194,164.66	233,043.27		
TOTALS	\$ 1,806,685.82	\$ 1,849,326.20	\$ 1,879,968.45	\$ 1,956,041.53	\$ 2,102,346.72	\$ 880,495.53	

OVERALL PERCENTAGE GROWTH/
(REDUCTION) FOR OCTOBER TO PRESENT:

4.61%

FISCAL YEAR END PERCENTAGE
(POS- OCTOBER TO SEPTEMBER)
Shown Once A Year on November
Report.

WASHINGTON 1% SALES TAX

Previous Years 1970 -1990 Total:		\$ 15,522,628.91			
1990-1991	1,548,211.84	2000-2001	2,614,947.25	2010-2011	3,613,372.27
1991-1992	1,672,769.14	2001-2002	2,665,810.02	2011-2012	3,698,652.72
1992-1993	1,784,767.71	2002-2003	2,875,714.84	2012-2013	3,760,065.80
1993-1994	1,963,897.71	2003-2004	3,155,590.86	2013-2014	3,912,118.45
1994-1995	2,099,507.07	2004-2005	3,187,693.12	2014-2015	4,204,694.99
1995-1996	2,109,380.53	2005-2006	3,345,292.87	2015-Present	1,760,990.67
1996-1997	2,169,892.95	2006-2007	3,445,234.45		
1997-1998	2,267,995.17	2007-2008	3,773,268.98		
1998-1999	2,412,223.65	2008-2009	3,556,222.39		
1999-2000	2,570,088.01	2009-2010	3,497,829.39		
COLLECTION TO DATE:				\$ 89,188,861.76	

MONTH	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	Monthly % Increase/ Decrease
OCTOBER	\$ 292,032.88	\$ 289,981.69	\$ 299,811.29	\$ 258,132.97	\$ 322,215.68	\$ 340,999.80	5.83%
NOVEMBER	178,913.24	221,470.74	245,399.60	267,546.13	285,712.19	294,009.02	2.90%
DECEMBER	355,374.13	397,861.68	351,227.53	330,994.19	362,186.60	393,531.59	8.65%
JANUARY	291,252.48	335,676.69	300,296.02	316,472.49	397,583.68	386,222.81	-2.86%
FEBRUARY	314,343.36	232,947.48	316,239.76	339,049.11	315,611.21	346,227.45	9.70%
MARCH	272,083.55	388,615.40	368,351.05	305,321.16	368,572.00		
APRIL	336,871.23	342,585.73	297,520.96	304,712.85	350,563.22		
MAY	228,551.10	192,428.66	205,586.29	357,248.60	277,962.54		
JUNE	353,408.74	381,146.39	387,501.72	310,068.05	406,902.66		
JULY	368,038.19	327,575.87	346,906.10	464,401.53	396,330.13		
AUGUST	206,758.22	202,883.60	239,933.34	269,841.78	254,968.15		
SEPTEMBER	415,745.15	385,478.79	401,292.14	388,329.59	466,086.93		
TOTALS	\$ 3,613,372.27	\$ 3,698,652.72	\$ 3,760,065.80	\$ 3,912,118.45	\$ 4,204,694.99	\$ 1,760,990.67	

OVERALL PERCENTAGE GROWTH/
(REDUCTION) FOR OCTOBER TO
PRESENT:

4.61%

FISCAL YEAR END PERCENTAGE (POS-
OCTOBER TO SEPTEMBER) Shown Once A Year
on November Report.

PROJECTS: All
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 3/01/2016 THRU 3/22/2016
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
COM-ALT - COMMERCIAL ALTERATION	2	76,000.00	350.00
ELE-P - ELECTRICAL SERVICE	4	5,230.00	100.00
FIRE - FIRE SPRINKLER SYSTEM	1	5,000.00	25.00
FPD - FLOODPLAIN DEVELOPMENT	1	0.00	0.00
IND-ADD - INDUSTRIAL ADDITION	1	30,000.00	90.00
IND-ALT - INDUSTRIAL ALTERATION	1	35,000.00	155.00
MOBILE - MOBILE HOME SETUP	1	7,500.00	75.00
OPC-COM - COMMERCIAL OCCUPANCY	2	0.00	100.00
OPR-MF - MULTI FAMILY OCCUPANCY	13	0.00	240.00
OPR-SF - SINGLE FAMILY OCCUPANCY	34	0.00	910.00
OPR-TF - TWO FAMILY OCCUPANCY	8	0.00	180.00
PREP - PRELIMINARY PLAT	1	0.00	75.00
RES-ADD - RESIDENTIAL ADDITION	1	18,418.65	55.25
RES-ALT - RESIDENTIAL ALTERATION	3	48,500.00	360.00
SGN - SIGN N	1	310.00	25.00
SPU - SPECIAL USE N	1	0.00	150.00
SWR - SEWER LATERAL/REPAIR N	1	1,300.00	25.00
VAR - VARIANCE N	2	0.00	120.00
*** TOTALS ***	78	227,258.65	3,035.25

PROJECTS: All
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 1/01/2016 THRU 3/22/2016
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
ACC - ACCESSORY BUILDING	3	85,645.00	50.00
BLAST - BLASTING	1	9,000.00	0.00
COM-ADD - COMMERCIAL ADDITION	3	105,000.00	425.00
COM-ALT - COMMERCIAL ALTERATION	6	458,700.00	1,840.00
DECK - DECK	2	11,500.00	50.00
DEMO - DEMOLITION	1	10,000.00	50.00
ELE-P - ELECTRICAL SERVICE	8	9,230.00	200.00
FIRE - FIRE SPRINKLER SYSTEM	2	7,040.00	50.00
FPD - FLOODPLAIN DEVELOPMENT	2	0.00	0.00
GARAGE - GARAGE	2	93,500.00	374.00
GRADING - GRADING	1	5,000.00	15.00
HIST - HISTORIC DESIGN REVIEW	1	0.00	0.00
IND-ADD - INDUSTRIAL ADDITION	1	30,000.00	90.00
IND-ALT - INDUSTRIAL ALTERATION	2	155,000.00	590.00
MOBILE - MOBILE HOME SETUP	4	18,000.00	225.00
OPC-COM - COMMERCIAL OCCUPANCY	7	0.00	350.00
OPR-MF - MULTI FAMILY OCCUPANCY	76	0.00	1,330.00
OPR-SF - SINGLE FAMILY OCCUPANCY	106	0.00	2,990.00
OPR-TF - TWO FAMILY OCCUPANCY	16	0.00	305.00
PREP - PRELIMINARY PLAT	3	0.00	232.00
RES-ADD - RESIDENTIAL ADDITION	4	59,418.65	238.25
RES-ALT - RESIDENTIAL ALTERATION	14	324,798.00	1,609.20
RES-SF - SINGLE FAMILY BUILDING	3	584,305.00	4,418.20
SGN - SIGN	7	47,185.00	375.00
SPU - SPECIAL USE	2	0.00	300.00
STEX - STREET EXCAVATION	3	7,100.00	90.00
SUBD - SUBDIVISION DEVELOPMENT	1	85,000.00	275.00
SWP - SWIMMING POOL	1	50,000.00	175.00
SWR - SEWER LATERAL/REPAIR	4	16,000.00	100.00
VAR - VARIANCE	2	0.00	120.00
*** TOTALS ***	288	2,171,421.65	16,866.65

Washington Regional Airport (FYG)
Board Meeting Minutes
Wednesday February 17 2016 @ 3:00 pm
at Washington Regional Airport
BFA #124

Those in attendance: Joe Holtmeier, Steve Sullentrup, Brian Boehmer, John Politte, Kevin Hellmann, Ray Frankenberg

1. Approve minutes of 12-8-2015 – approved as submitted
2. Hangar Rent Update (Kevin) – there are zero vacancies. Hangar rental in general was discussed.
3. General Maintenance (Board)
 - a. Council approved budget items:
 1. Roof Repairs
 - a. Brian Boehmer with contact Steve Sullentrup and Joe Holdmeier to prepare specifications
 2. Office Doors
 - a. Brian Boehmer with contact Steve Sullentrup and Joe Holdmeier to prepare specifications
 3. Unicom/Radio
 - a. Kevin Hellmann will research options and contact Brian Boehmer
 4. Monument Sign
 - a. The line of site has been cleared the construction is proceeding
 5. Jet Fuel – required monitoring
 - a. \$6000 proposal form Nuemeyer will be approved and the upgrades will be made
 - b. Hangars
 - The City is proceeding with getting bids for the reinforcement for the posts. This will be installed by City Crews.
 - c. Grounds
 - No open issues
 - There has been no vandalism
 - The surveillance signs have been installed
 - d. Runway
 - We have started the crack sealing operation but they are waiting for warmer weather to complete
 - e. Pavilion
 - The Pavilion will be completed with the roof repairs in Item #1.

- f. Airport Security
 - There will be future possibilities for added security as the City wide security proceeds.
4. St. Clair Airport Update (Brian) – No News
5. Updating the Airport Layout Plan (ALP) (Brian)
 - a. Minimum Standards – moving toward finalization
 - b. Daily Airport Operations – WAI surveys have been submitted
 - c. Runway Counter from CMT – Brian will ask CMT to look for runway counters, also Kevin will search for runway counters for sale.
6. Public Presentations and WAI website update (Ray) – No News
7. Airport Way Finding Signing (Ray II) – No News
8. Avgas Phase-Out (Ray II) – Kevin Hellmann has researched this with our suppliers and there some move to look for a new formulation that does not contain lead. Suppliers and refiners are indicating that they do not believe a phase out will be accomplished by 2018.
9. Other Business
 - a. Monthly Reports – we reviewed the monthly counts and fuel report and decided that those 2 items could go into a monthly report to be provided by WAI.
10. Schedule Next Meeting – Scheduled for April 12, 2016 at 3:00 pm at the Airport

**WASHINGTON AVIATION, INC.
FUEL AND HANGAR SUMMARY**

2012-2013	Month	Total	Total	Total	Hangar Vacancies
		Gallons AV Gas	Gallons Jet Fuel	Fuel Gallons	
August	3,430	2,814	6,244	0	
September	2,695	2,759	5,454	0	
October	2,634	546	3,180	0	
November	1,828	1,511	3,339	0	
December	1,533	375	1,908	0	
January	1,854	50	1,904	1	
February	1,218	70	1,288	1	
March	2,106	461	2,567	1	
April	2,854	541	3,395	8	
May	2,524	247	2,771	5	
June	3,245	515	3,760	3	
July	3,439	899	4,338	3	
YTD Total	29,360	10,788	40,148		

2013-2014	Month	Total	Total	Total	Hangar Vacancies
		Gallons AV Gas	Gallons Jet Fuel	Fuel Gallons	
August	2,425	1,784	4,209	3	
September	2,760	598	3,358	2	
October	3,426	1,092	4,518	2	
November	3,184	389	3,573	2	
December	1,619	324	1,943	3	
January	1,925	1,710	3,635	2	
February	1,553	445	1,998	2	
March	2,550	1,890	4,440	2	
April	2,591	766	3,357	1	
May	2,235	391	2,626	1	
June	3,122	1,026	4,148	1	
July	2,653	1,366	4,019	1	
YTD Total	30,043	11,781	41,824		

2014-2015	Month	Total	Total	Total	Hangar Vacancies
		Gallons AV Gas	Gallons Jet Fuel	Fuel Gallons	
August	2,273	1,118	3,391	1	
September	2,664	1,133	3,797	1	
October	2,612	900	3,512	0	
November	1,725	612	2,337	0	
December	1,093	210	1,303	1	
January	1,547	80	1,627	1	
February	733	1,081	1,814	1	
March	1,522	225	1,747	0	
April	1,423	1,417	2,840	0	
May	1,502	1,420	2,922	0	
June	1,269	1,163	2,432	0	
July	2,140	1,142	3,282	0	
YTD Total	20,503	10,501	31,004		

2015-2016	Month	Total	Total	Total	Hangar Vacancies
		Gallons AV Gas	Gallons Jet Fuel	Fuel Gallons	
August	2,218	218	2,436	1	
September	2,148	433	2,581	0	
October	1,796	2,348	4,144	0	
November	1,309	732	2,041	1	
December	1,409	836	2,245	0	
January	1,170	367	1,537	0	
February			0		
March			0		
April			0		
May			0		
June			0		
July			0		
YTD Total	10,050	4,934	14,984		

Aircraft Tracking Log at FYG Landings*

2015 Month

Business Military Recreation Training Total

Month	**Started Collecting Data 1-21-2015	Business	Military	Recreation	Training	Total
**January Totals		26	1	22	229	278
February Totals		45	4	44	428	521
March Totals		56	0	126	542	724
April Totals		49	2	107	489	647
May Totals		57	0	71	392	520
June Totals		53	9	89	319	470
July Totals		40	1	61	227	329
August Totals		66	1	65	266	398
September Totals		87	2	89	296	474
October Totals		70	0	80	261	411
November Totals		68	5	84	141	298
December Totals		55	0	50	177	282
2015 Totals		672	25	888	3767	5352

2016 Month

Business Military Recreation Training Total

Month	Business	Military	Recreation	Training	Total
January Totals	29	0	28	226	283
February Totals					
March Totals					
April Totals					
May Totals					
June Totals					
July Totals					
August Totals					
September Totals					
October Totals					
November Totals					
December Totals					
2016 Totals	29	0	28	226	283

*Each count is a landing. The associated take off is not counted. Counts taken only when office is staffed.

PARKS AND RECREATION

MONTHLY REPORT

February 2016

ADMINISTRATION

1. **Riverfront Trail Expansion** –Continued to work with the Engineering Department on the engineer design and construction documentation etc.
2. **Riverfront Bridge** – Finalized the “Non-Exclusive Temporary Construction Access and Right of Entry License” Agreement. Also, worked on the removal of Bat Habitat Trees along the trail.
3. **Fees and Charges** – Continued to work with the Parks and Recreation Commission on the review and development of various fees and charges. Staff continued to work on the review and implementation of program fees to become compliant with the Revenue and Pricing Policies.
4. **Ordinances** – Continued to work and finalize recommended changes to both the Urban Forestry and Parks and Recreation Ordinances.
5. **Dog Park Concept Plan** – Continued to evaluate site conditions and funding for the first phase of development.
6. **Miller-Post Nature Reserve** –Started the first phase of trail layout.
7. **Lions Lake Playground** – Continued to work on costs estimates and design.
8. **Picnic Table Bid** - Went out to bid and awarded bid to Custom Property Solutions.
9. **Trash Receptacle Bid** - Went out to bid and awarded bid to RJ Thomas MFG, Inc.
10. **Floor Scrubber Bid** - Went out to bid and awarded bid to New System Janitorial and Maintenance Supply.
11. **Janitorial Supplies Bid** - Went out to bid and awarded bid to New System Janitorial and Maintenance Supply.
12. **Pallet Racking Bid** – Went out to bid and awarded bid to Union Machinery.
13. **Pool Chairs Bid** – Went out to bid and awarded bid to Allegro Classics.
14. **Fertilizer and Chemical Bid** – Went out to bid and awarded bid to G.R. Robinson.
15. **Spring Tree Replacement Bid** - Went out to bid and awarded bid to Ferguson Valley Nursery.

16. **Athletic Field Supplies Bid** – Prepared specifications and went out to bid.
17. **Pool Painting Bid** – Continue to prepare specifications and bid document for bid.
18. **Pool Diving Board Bid** – Continue to prepare specifications and bid document for bid.
19. **Pool Valve Bid** – Continue to prepare specifications and bid document for bid.
20. **Fencing Bid** – Began working on the development of specifications.
21. **Tennis Court Repairs** – Began working on the development of specifications.
22. **Arts Policy** – Continued to work on the development of an Arts Policy.
23. **Adopt – A – Park Program** – Continued to work on creating new guidelines for the Adopt-A-Park-Program.
24. **Emerald Ash Borer Management Plan** – Developed plan and sent to Council for adoption.

RECREATION PROGRAMS AND FACILITIES

1. Facility Rentals

Category	February	YTD
Pavilions	0	0
Facilities	25	47
Baseball Fields	0	0
Soccer Fields	0	0
Rugby	0	0
Football	0	0
Total	25	47

2. Special Events

Category	February	YTD
Walks/Runs	1	2
Street Collections	0	0
Other (Festivals/Concerts)	1	1
Total	2	3

3. Programs

- a. Continue to plan and work on Camp Washington.
- b. Continue to plan and work on March programs (Easter Egg Hunt, Bone Hunt)
- c. Continue to work on Music at Market sponsorship
- d. Continue to plan and work on Spring Softball
- e. Continue to adjust program fees and charges to reflect the adopted Revenue and Pricing Policy.
- f. Continue to work on Spring-Summer Program Guide

MAINTENANCE ACTIVITIES

1. Special Projects/Operations

In addition to normal ongoing maintenance activities as depicted above, maintenance staff conducted the following special projects/operations:

- a. Landscape Beds – Continued to remove vegetation and re-landscape select park landscaped beds.
- b. Vehicle Preventative Maintenance – Performed annual inspections; oil changes; repairs etc.
- c. Building Preventative Maintenance – Performed annual inspections; painting; repairs etc.
- d. Equipment Preventative Maintenance – Performed annual inspections; oil changes; repairs etc.
- e. Flood - Continued flood clean up. The cleanup will continue in March.
- f. Continue dead tree removal and tree trimming
- g. Finish put together new picnic tables
- h. Completed the painting of the upstairs of the Auditorium
- i. Aerated baseball, soccer, softball fields and various other park locations
- j. Laser Leveled Ronsick Field
- k. Edged baselines at Ronsick Field
- l. Top-dressed Ronsick Field behind home plate
- m. Riverfront Trail/Bridge - Removed hazard and bat habitat trees identified by SCI/MoDOT.

2. Maintenance Hours

Category	February	YTD
Trash Pickup and Removal	116	268.5
Restroom Cleaning	86.25	184.5
Pavilion Cleaning	37	89.25
Playground Inspections/Repairs	45.25	96
Sidewalks, Pathways, Trails	20.5	50.5
Fair	0	0
Landscape Beds	20	32
Flood	34	276
Boat Docks	28.5	44
Athletic Fields	38.5	38.5
Irrigation	0	0
Mowing	3	3
Trimming	1	1
Building Maintenance	245.25	546
Tree Maintenance	95.25	247.25
Turf Maintenance	8	17.25
Street Lights	14	15
Wetlands, Lakes & Ponds	6.75	7.25
Vehicle & Equipment Work	492.75	877
Special Events	36.75	75.5
Snow	94.75	170.25
Training	8	8
Other	42.25	61.25
Total	1473.75	3013.5

3. March Planned Projects/Operations

- n. Tree Trimming and Removals – Continue tree trimming and removals throughout the park system as well as selected street trees
- o. Miller-Post Property – Cut in trails and began surfacing.
- p. Riverfront Trail – Continue to work on cleanup efforts from flood.
- q. Paint – Paint Parks office
- r. Buildings - Continue to conduct preventative maintenance (Light Bulbs/Filters)
- s. Equipment - Continue to conduct preventative maintenance.
- t. McLaughlin Field – As weather and conditions allow, work with Public Works to install drainage and reduce infield.
- u. Baseball/Softball Fields – As weather and conditions allow, work with Public Works to haul dirt and Laser level all fields, and reduce infields at McLaughlin, Barklage, and Berger.
- v. Dog Park - As weather and conditions allow, work with Public Works to develop parking lot and roadway.
- w. Landscape beds –Continue to clean up landscape beds, edge and prep for mulch.
- x. Ball Fields - Continue prepping fields for season.
- y. Medians – Trim back and weed.



Washington Fire Department

200 East 14th Street
P.O. Box 529
Washington, Missouri 63090

Professional Volunteer Service Since 1852

Member

COMPANY MEETING

February 24, 2016

• Firefighters
Association of
Missouri

The regular monthly meeting of the Washington Volunteer Fire Company was called to order by Chief Bill Halmich at 7:30 p.m. on this date.

• Franklin-
Gibsonade
Firefighters
Association

The invocation was led by Assistant Chief Mark Skornia.

The Pledge of Allegiance was led by Don Peters.

The minutes of the January meeting were approved as distributed. Motion made by Lt. Mike Holtmeier to approve and seconded by Lt. Rich Eaton. Motion passed unanimously.

The Treasurer's report (Company) was approved as read. Balance of \$19,899.61, (City) approved as distributed. Motion made to approve by Lt. Mike Holtmeier seconded by Lt. Rich Eaton.

Motion passed unanimously.

Council Liaisons Jeff Patke and Mark Hidritch were in attendance.

REPORT OF FIRES

Chief Bill Halmich reported on a recent structure fire on North Park Drive.

SAFETY

Two annual reminders- the frost will soon be out of the ground presenting two problems. Road shoulders will become soft and will present a definite danger if you drop a wheel off. We will also be faced with natural cover fires with a dead, dry top layer and a soft base leading to no support for apparatus and stuck brush apparatus.

REPORT OF CAPTAINS

Section One: Portable tank grommet was repaired by Upholstery and More. Held section training on 2/17 did gear inspection and sprinkler system review. 119 had a new repeater installed on 2/11. To use, simply turn on the second radio. Be aware that you will have an open mic for 4 seconds. Also, after the repeater has been turned on the DO of 119 will need to use a portable radio to communicate.

Section Two: Held section training on 2/17 on air bags with section 7. Repaired transfer switch on 193, had bad ground connection. Did Engine house clean up on 2/23. Air packs were tested and passed on 124 and 193 including RIT pack. Waiting on Tire prices for 193 front tires.

Section Three: Held Section Training on "How Well Do You Know the Truck?" Dale Borgmann was out to look at a heater issue. The radiator on 133 was repaired.

Section Four: Held section training on 2/17, did engine house cleanup on 2/18.

Section Five: Did section training "What's in your pocket," radio training and truck familiarization on 2/17. 2/20 met with Nolan Crawford, he turned in gear. The primer on 153 is working but will need further repairs. A letter was read requesting that Nolan Crawford be placed on the inactive rolls. A motion was made to that effect by Captain Jeff Aholt and seconded by Lt. Nick Risch. Motion passed unanimously.

Section Seven: 2/17 held section training on air cushions. 175 was in for brake repairs.

MINUTES OF CAPTAINS MEETING- Discussed personnel driving issue. Minutes are attached.

ROLL CALL OF MEMBERSHIP: Present- 51 Excused- 3 Absent- 13

PROPOSAL OF NEW MEMBERSHIP: None

CORRESPONDENCE AND BILLS- Motion made to pay the bills this month by Lt. Mike Holtmeier and seconded by Kurt Trentmann. Motion passed unanimously.

REPORTS OF COMMITTEES

FIRE PREVENTION DIVISION- Reviewed plans for Riecher's and final should be issued by building department. Reviewing sprinkler drawing for 12 Chamber Drive. Finalizing Mercy fire alarm with Building Department from documentation standpoint. Still more work.

TRAINING DIVISION- Congrats to Capt. Doug Holdmeyer and Lt. Nick Risch for being invited to present their course- Before the Front Door at MU Winter Fire School. It is truly great to have their instructional skills represented at the state level and for them to represent the WFD. Officer I class is going to be on Thursdays, Jr. Fire Academy is June 7-10. Complete report and schedule is attached.

PUBLIC RELATIONS- Lt. Nick Risch mentioned an upcoming Safety Day with Borgia and Washington High School.

COMMUNICATIONS- Chief Halmich made various comments on the dispatching issues the county is faced with. More to follow.

DATA PROCESSING- No report.

EQUIPMENT MAINTENANCE- Tires are on order for 193 and 149. Should show up near the end of March.

RURAL ASSOCIATION- Chief Halmich gave a brief update on the ongoing rural district and tax proposed on the April 5 ballot. Letters to members will be going out soon.

BUILDING MAINTENANCE- Heater in the engine bay has been repaired at Station 4. Red light was installed at 4's. Lights at Station 3 will be repaired soon. The drain pits need to be pumped out. Had meeting with Lock/Key vendor attempting to replace locks and keys, they are over 20 years old and we are having problems with locks. Gathering more info. Larry Schmitt brought up a gas problem in the lower level of the kitchen at headquarters. A discussion ensued. More to follow.

COMPRESSOR/CASCADE- Up and running.

AIR MASK- No report.

COMPLIANCE- No report.

EXPLORER POST 2415- 2/1 fire department history at Old Station 3, thanks to Past Chief Hahne, Mark Frankenberg, Pat Placke, and Jim Roman. Held advisor's meeting on 2/4. 2/21-tour of hidden valley ski patrol, thanks to Jim Roman.

LADIES AUXILIARY- Trivia night is March 5. Breakfast with the Easter Bunny on March 12. Requesting firefighters to assist w/tours, looking at trucks. Scholarship applications are now available, must be received by April 15. All are welcome at Auxiliary meetings. March 15 the department will be providing class to wives, etc. at Training Center. Meeting will start at 6:00, class at 6:30.

OFFICERS MEETING- Chief went over the progress of the Working Group committee in promoting the upcoming rural ballot issue. Capt. Holdmeyer gave an update on pump charts. Discussed the Jefferson Street bridge closure and detours. Chief reported on the County 911 meetings. Complete minutes are attached.

SOCIAL COMMITTEE- Larry Schmitt asked members to support the upcoming Trivia Night.

HOSE LOADERS- Balance on hand: \$2,218.22

SPECIAL COMMITTEES:

Quartermaster- No report

Historian- No report

Photographer- No report

Chaplain- No report

Auditor- No report

UNFINISHED BUSINESS: Nothing.

NEW BUSINESS:

1. Immanuel Lutheran Church donated desserts for the meeting.
2. Deputy Chief Tim Frankenberg mentioned an upcoming military ball. More information to follow.
3. Section 5 will have the meal for next month and it will be hosted at the VFW.

KITTY: \$17.00 to Assistant Chief Skornia

CLEAN-UP- Section 1

ADJOURNMENT- The meeting was adjourned at 9:53pm

Respectfully Submitted,
Lt. Matt Coleman
Company Secretary

Washington Fire Department

Month end Incident lists

Alarm Date Between {2/1/2016} And {2/29/2016}

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
16-0000050-000	02/01/2016	08:14:42	1100 Stafford ST	735 Alarm system sounded due to
16-0000051-000	02/01/2016	17:35:20	290 Duane Von Buhren DR /	611 Dispatched & cancelled en ro
16-0000052-000	02/03/2016	18:39:25	95 Washington Heights DR	311 Medical assist, assist EMS c
16-0000053-000	02/05/2016	07:53:59	900 E Fifth ST /INTERSECT	322 Motor vehicle accident with
16-0000054-000	02/05/2016	09:46:55	323 W Fifth ST	743 Smoke detector activation, n
16-0000055-000	02/05/2016	12:35:42	865 Rolling Fields DR	600 Good intent call, Other
16-0000056-000	02/06/2016	03:56:36	1 Potomac CT /Union, MO 6	651 Smoke scare, odor of smoke
16-0000057-000	02/06/2016	13:05:23	6486 Hwy 185 /Beaufort, M	571 Cover assignment, standby, m
16-0000058-000	02/06/2016	22:06:18	201 N Church ST /Union, M	571 Cover assignment, standby, m
16-0000059-000	02/06/2016	23:29:57	Old County Farm RD /Union	111 Building fire
16-0000060-000	02/07/2016	07:46:19	639 W Third ST	440 Electrical wiring/equipment
16-0000061-000	02/08/2016	11:03:41	1305 Apple Blossom LN	651 Smoke scare, odor of smoke
16-0000062-000	02/09/2016	08:29:47	616 E Seventh ST	311 Medical assist, assist EMS c
16-0000063-000	02/09/2016	13:39:53	1141 N Park DR	111 Building fire
16-0000064-000	02/10/2016	16:06:49	E Fourteenth ST /INTERSEC	445 Arcing, shorted electrical e
16-0000065-000	02/11/2016	13:43:11	2023 Washington Crossing	745 Alarm system activation, no
16-0000066-000	02/11/2016	15:39:10	Hwy KK /New Haven, MO 630	622 No Incident found on arrival
16-0000067-000	02/14/2016	10:46:28	342 Mclean AVE	114 Chimney or flue fire, confin
16-0000068-000	02/16/2016	18:17:47	539 W Second ST /APT7A	733 Smoke detector activation du
16-0000069-000	02/18/2016	00:56:05	1 Franklin AVE	324 Motor Vehicle Accident with
16-0000070-000	02/18/2016	13:15:04	422 W Third ST /APT201	551 Assist police or other gover
16-0000071-000	02/19/2016	16:13:01	401 E Fifth ST	143 Grass fire
16-0000072-000	02/21/2016	18:54:58	7601 Hwy Yy /INTERSECTN	600 Good intent call, Other
16-0000073-000	02/22/2016	23:22:04	12 W Tenth ST	600 Good intent call, Other
16-0000074-000	02/23/2016	08:32:17	8165 Hwy Yy /INTERSECTN	324 Motor Vehicle Accident with
16-0000075-000	02/23/2016	16:39:22	111 Johnson ST	671 HazMat release investigation
16-0000076-000	02/24/2016	14:47:55	1110 James ST	445 Arcing, shorted electrical e
16-0000077-000	02/26/2016	07:19:42	1481 Marbach DR	531 Smoke or odor removal
16-0000078-000	02/26/2016	13:51:27	500 Braeburn CT	744 Detector activation, no fire
16-0000079-000	02/27/2016	11:30:54	722 St Johns Farm RD	142 Brush or brush-and-grass mix
16-0000080-000	02/27/2016	11:42:50	2945 Hwy A	142 Brush or brush-and-grass mix
16-0000081-000	02/27/2016	11:43:14	2909 Hwy A /INTERSECTN	324 Motor Vehicle Accident with
16-0000082-000	02/28/2016	13:07:48	1712 Sunnydale DR	111 Building fire
16-0000083-000	02/29/2016	18:06:46	1110 W Eighth ST	671 HazMat release investigation

Total Incident Count 34

Washington Fire Department

Month end Incident lists

Alarm Date Between {2/1/2016} And {2/29/2016}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	3	8.82%	\$0	0.00%
114 Chimney or flue fire, confined to chimney	1	2.94%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	2	5.88%	\$0	0.00%
143 Grass fire	1	2.94%	\$0	0.00%
	7	20.58%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	2	5.88%	\$0	0.00%
322 Motor vehicle accident with injuries	1	2.94%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	3	8.82%	\$0	0.00%
	6	17.64%	\$0	0.00%
4 Hazardous Condition (No Fire)				
440 Electrical wiring/equipment problem, Other	1	2.94%	\$0	0.00%
445 Arcing, shorted electrical equipment	2	5.88%	\$0	0.00%
	3	8.82%	\$0	0.00%
5 Service Call				
531 Smoke or odor removal	1	2.94%	\$0	0.00%
551 Assist police or other governmental agency	1	2.94%	\$0	0.00%
571 Cover assignment, standby, moveup.	2	5.88%	\$0	0.00%
	4	11.76%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	3	8.82%	\$0	0.00%
611 Dispatched & cancelled en route	1	2.94%	\$0	0.00%
622 No Incident found on arrival at dispatch	1	2.94%	\$0	0.00%
651 Smoke scare, odor of smoke	2	5.88%	\$0	0.00%
671 HazMat release investigation w/no HazMat	2	5.88%	\$0	0.00%
	9	26.47%	\$0	0.00%
7 False Alarm & False Call				
733 Smoke detector activation due to	1	2.94%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	2.94%	\$0	0.00%
743 Smoke detector activation, no fire -	1	2.94%	\$0	0.00%
744 Detector activation, no fire -	1	2.94%	\$0	0.00%
745 Alarm system activation, no fire -	1	2.94%	\$0	0.00%

Washington Fire Department

Month end Incident lists

Alarm Date Between {2/1/2016} And {2/29/2016}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call	5	14.70%	\$0	0.00%

Total Incident Count: 34

Total Est Loss: \$0

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday, February 16, 2016

The Regular Meeting of the Board of Public Works was held on Tuesday, February 16, 2016 at 7:30 p.m. in the City Council Chambers located at 405 Jefferson Street, Washington, Missouri. The following were present/absent:

MEMBERS:

Chairman	Kurt Voss	Present
Member	Rob Vossbrink	Present
Member	John Vletmeier	Present
Member	Brad Mitchell	Present
Ex-officio Member		
Ex-officio Member	Mike Radetic	Present

OTHERS:

Council Representative	Jeff Mohesky	Absent
Council Representative	Josh Brinker	Present
Council Representative	Steve Sullentrup	Absent
Council Representative	Greg Skornia	Absent
Mayor	Sandy Lucy	Absent
City Administrator	James A. Briggs	Absent
Public Works Director	Brian Boehmer	Present
Water/Wastewater Superintendent	Kevin Quaethem	Present
Public Works Secretary/Temp	Beverly Hoyt	Present
City Engineer	Dan Boyce	Absent
Assistant City Engineer	Andrea Lueken	Absent

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the Public Works Secretary for one year. Video/DVD and audio tapes are kept only until the minutes have been approved for the meeting. DVD copies of this meeting are distributed to Board Members if requested.

A motion was made by Mr. Mitchell and seconded by Mr. Vossbrink to approve the minutes from the regular January 12, 2016 meeting. The motion passed without dissent.

Wastewater

Still moving forward, they are waiting on a part. They are finalizing the little things like smoke alarm systems, blowers, flow meters. All this should be done within a couple of weeks or by the end of the month.

There were no questions on wastewater from the Board.

Water - Permanent Chlorination Installation

We have received a verbal from the Missouri Department of Natural Resources to proceed with installation of the permanent chlorination. Still have not received the written but it's just a technicality. We have installed all but three of the analyzers, which will monitor dosage of chlorine. Those should be hooked up to our SCADA System this week. Tanks have been received and are being installed. Once these scales are in they will be mounted. At that time we should be at complete chlorination and monitoring on a 24-hour basis on the residuals. The system should help us stabilize all the wells and keep them at the same amount of chlorine injected into system. All the installation at wells is being done in-house. The company that sold the equipment has been out working with the guys to help program the analyzers at no cost. The projected estimated cost is \$68,877.00.

The complaints about odor and taste are at a minimal. When we have a water break we can usually expect to get a few calls for dirty water. We are trying to set up a routine for the dead end lines to be flushed as often as we can.

Donohue Invoice – This is the first pay request for the engineering portion of the permanent chlorination. Staff recommends payment.

A motion was made by Mr. Vossbrink and second by Mr. Vletmeier, motion has been approved for payment.

Section 700.390 Connection to Public Line (Draft) we are still waiting to hear from the City Attorney. Mr. Boehmer will work with Mr. Quaethem to see what the problem might be and try to have an answer at the March Board Meeting.

Other:

Seimen Industry Meters – Met with Mr. Briggs a couple of months ago. Seimen is requesting access to our system so they can re-evaluate their numbers since there was such a difference. They are supposed to get back with Mr. Briggs and Mary Sprung with the results as soon as they can. They will be accessing our system so as they get a mirrored image of data. Our debt payment is being made. Once all this information is received we will bring it to the Board's attention for review.

Old Business:

Hydraulic Study – Ready to bring to us and train. Engineering will be housing the program.

Open Discussion:

Multi-units – There are only two that are still questionable. One only has one shut off and the other we are able to get into with the owners help. You have to go through the house to the basement where the shut off are, she has no problem meeting with us to do this.

Meet to talk with Mr. Briggs about a possible conflict of interest with City attorney. Also with respect to having Seimens put on the agenda for March under old business.

Questions in regard to the parcel off Lafayette about the fact of one day there being a potential for the parcel on Front Street, but at this time there have been no inquiries made. As far as we know it never went anywhere.

Next Scheduled Meeting Date. The next scheduled meeting date is March 8, 2016.

Adjourn. There being no further business the meeting adjourned on a motion by Mr. Mitchell and seconded by Mr. Vietmeier. All in favor aye, those oppose. We are adjourned.

Prepared by: Beverly Hoyt
Beverly Hoyt
Public Works
Secretary/Temp

Adopted and Approved By the Board of Public Works:

Date: 3/8/16 Signature: Robert Vossler
Secretary

Memorandum

TO: James A. Briggs, City Administrator
 Brian N. Boehmer, Public Works Director
 Board of Public Works

FROM: Kevin Quaethem, Water and Wastewater Superintendent

DATE: March 2, 2016

RE: Work Performed by the Water and Wastewater Departments

STATUS OF MAJOR CONTRACTS –FEBRUARY 2016

PROJECT	VENDOR	CONTRACT AMOUNT	PREVIOUSLY APPROVED	CURRENTLY APPROVED	BALANCE
Hydraulic Study	Donohue	\$58,000.00	\$1,740.00		\$ 14,500.00
Engineering Study	Donohue	\$28,500.00	\$4,367.05		\$ 7,432.95
WWTP Electrical Modifications	Electric Unlimited	\$274,300.00	\$20,000.00		\$108,800.00
Permanent Chlorination System Design	Donohue	\$6,535.00		\$5,489.40	\$1,045.60

FEBRUARY 2016

Water Pumped February 2016. 56,448,638 1.97 mgd
 Wastewater Effluent Flow February 2016. 64,700,000 2.23 mgd
 Missouri One Call Locate messages received for locates.....170
 Meters Issued as new. 3
 Meters Issued as replacements.....0
 Meters Issued as new for irrigation systems0
 Water breaks repaired.3
 Sewer Routines18
 Delinquent Accounts actually shut off in February 2016.115

WATER DEPARTMENT FIELD WORK PERFORMED – FEBRUARY 2016

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Shop Maintenance 2. Meter/Swapping/Repair 3. Repair/Replace/Number Hydrants 4. Check Wells/Lift Stations/Heaters 5. Locates 6. Hydrant Flushing/Painting 7. Dig up/Repair Curb Stops 8. Water Samples 9. Leak Detection Report 10. Water Break @ Front & Missouri 11. Water Break @ Main & Bleckmann 12. Water Break 8th & Sunnyside | <ol style="list-style-type: none"> 13. Repair Hydrant @ 9th & Klingsiek 14. Repair Hydrant @ 820 Rainbow 15. Repair meter @ 403 Dubois 16. Install conduit @ wells 17. Utility Poles installed 18. Hydrant Repair 3rd & Rand 19. Deliver Chlorine to Wells 20. Deliver Tanks to Wells 21. Meter Rereads 22. Worked on Antenna wires 23. Snow removal |
|---|---|

WASTEWATER DEPARTMENT FIELD WORK PERFORMED – FEBRUARY 2016

1. Sewer Routines
2. Daily lab work and routines.
3. Cleaned belt press.
4. Clean Process Filters
5. Run belt press.
6. Cleaned bar screen.
7. Sprayed all Lift Stations
8. Checked Drain & temp gauges
9. Cleaned polymer barrels
10. Install Pump @ Lift Station
11. Vehicle Maintenance
12. Cleaned grit tanks
13. Clean Clarifier & Bleach
14. Elevator Inspection
15. Cleaned Clarifier
16. Sewer call @ 808 Ron
17. Replaced ball valve @ sludge bldg..
18. Emergency Locates
19. Pulled pump @ WLLS & cleaned
20. Pulled pump @ MB Fricks & cleaned
22. Camera various lines
22. Snow Removal

ROUTINE FIELD WORK

1. Read meters and performed rereads as necessary.
2. Performed read-outs on meters (persons moving in and out)
3. Installed reading device receptacles on houses where new/replacement meters were installed.
4. Issued meters and materials to contractors, owners, etc.
5. Took necessary water samples of the distribution system.
6. Flushed hydrants – scheduled routine flushing.
7. Wastewater lab work.
8. Root-sawed and/or cleaned sewer lines where necessary.
9. Hauled sludge.
10. Televised sewer lines.
11. Performed river gauge measurement.
12. Performed sewer and water service main inspections.
13. Located water and sewer lines.
14. Monitored construction of water and sewer mains in new developments.
15. Responded to service call requests.
16. Invoiced for meters, materials and other charges as necessary.
17. Performed maintenance and repairs on buildings, vehicles, and equipment.

Minutes

For the February 22, 2016 Meeting
of the
Washington Public Library Board of Trustees
6:30 PM
Library Meeting Room B

Present: Linda Sellmeyer, Donna Kohne, Norma Brinker, Diane Lick, Leon Hove, Linda Bartle, Maria Brady-Smith, Jackie Hawes, Jeff Holtmeier, Jeff Patke, Katie Schonaerts

Guests: Sean Davis

The meeting was called to order by President Hove.

Norma Brinker moved that we accept the January minutes. Linda Bartle seconded and the motion passed.

Friends of the Library report

Diane Lick

Diane Lick reported that there was a very good article in the Missouriian about the Friends. The Friends are planning to sponsor a poetry slam on April 14, 2016.

Veterans' Services Representative

Sean Davis

Mr. Davis reported that he works for the Department of Economic Development, specifically in veterans employment services as a nationwide disabled veterans outreach representative. They help veterans with skills and aptitude assessments, resume adjustments, interview preparation, internet skills for job searches- basically helping veterans to become more marketable and get through any barriers they face. They match veterans with employers who make a commitment to hire them.

Director's report

Jackie Hawes

Jackie reported that the statistical & financial reports are in packets. She reported that there were 11,298 check outs and 45 passports were processed. Computer use was down, but wireless use was up. The meeting room was used 75 times, 35 of those were for library programs. The highest participation was for Minion Mania program with 150 people attending.

Jackie reported that she had to edit patron home libraries again and reran reports to reflect the changes. The cooperative services agreement check from Scenic Regional Library will be for \$69,245.

The policies discussed at last month's meeting are updated and need Board approval.

Regarding the wireless policy, Norma asked about guest usage. Jackie reported that non-patrons are allowed to use the wireless two times with a guest pass before having to pay for a non-resident card. Jeff Holtmeier motioned that we accept the wireless policy. Diane Lick seconded and the motion passed.

Katie Schonaerts moved that we accept the computer use policy. Jeff Holtmeier seconded and the motion passed.

Jeff Holtmeier moved that we accept the wireless connection acceptable use policy. Linda Sellmeyer seconded and the motion passed.

Jackie reported that while she was cleaning up the patron home libraries, she noticed that some patrons' internet access listed in Evergreen as 'unfiltered'. Since we receive REAL Program funds, all internet access has to be 'filtered'. This field in MO Evergreen does not allow them actual 'unfiltered' internet access because our internet is filtered using filtering software through our MoreNet connection. The library staff will be changing all patrons to "filtered."

State funding-

During fiscal year 2015, State Aid was \$3.5 million, REAL Program funding was \$3.1 million and Athlete and Entertainer Fund was \$800,000. Funding for fiscal year 2016 was reduced to \$723,776 for State Aid, \$2 million for the REAL Program and \$800,000 for the Athlete and Entertainer Fund. For FY17, the Secretary of State proposed the same funding as FY16. Representative Robert Ross (R-142nd) of Yukon, MO, the Chair of the House Appropriations-General Administrative Committee restored the State Aid and REAL Program funding to FY15 levels in HB12. The House Committee adopted an amendment to HB2012 to take this funding to the FY15 level. The MLA Legislative Committee is urging everyone to send a thank you email to Representative Ross at robert.ross@house.mo.gov.

As a follow up to last month's discussion, Jackie reported that currently, MO Evergreen does not have a check box for email acceptance. They will add this to the improvement list, however, there are other issues that are higher priority right now.

Jackie checked into a babysitting class. There is a two-day instructor training course that costs \$250 and a free online course. The instructor would be certified to teach the babysitting course, CPR and first aid. The next classes are March 10 & 11 and March 24 & 25. Jackie will check with the Parks Department to see if they want to send someone for this training and if they do not, Nelson Appell has volunteered to take it.

Scenic Regional Library has hired a new web consultant. The website continues to have issues and until these issues are corrected, Jackie does not have access to make changes to the website. She has to send her updates to SRL's Technology Manager and she makes the necessary changes. Once Jackie is able to access the website, she will contact SRL's new consultant and Downtown Washington, Inc's consultant.

The Passport Acceptance Facility audit was completed on February 4th, and the library is certified for another year. Over the next couple years, we are likely to see an increase in the number of passports we process. Missouri driver's license will not meet federal requirements and will be unacceptable for entry into federal buildings, military bases and

at airports. Later this year, Missourians may need a passport to fly within the US. Notice will be given 120 days in advance before this change takes place; however, the library is already seeing an increase in the number of passports they are processing.

Jackie said that city administration approved donating the old book carts and book drop box, and staff is checking with local schools to see if anyone would like them.

A piece of equipment needs to be purchased, so that the connection in the meeting room can be configured.

Jackie has not heard anything back about the summer food program.

Linda Sellmeyer moved that we approve the Director's Report. Norma Brinker seconded and the motion passed.

Old business

Jackie reported that she will put development fund money into one account and the memorial fund money into a separate account. The money from the Les & Ruth Avery Trust (approximately \$10,000) has to go into the development fund. At a future meeting, Jackie will supply a report for these funds.

New business

Trustee's training discussion

- "Library Advocacy"
- "Library Policies"
- "Strategic Planning"

The Friends article in the Missourian was very good. The library has been getting good publicity. Jeff Patke mentioned the "little free libraries" that will be going up around town, and the Missourian will donate the books. Jackie reported that we got a thank you from Augusta School for donating withdrawn books to their school.

There being no more matters for discussion, Norma Brinker moved that we adjourn the meeting. Linda Bartle seconded, and the motion passed.

The next meeting will be on Monday, March 28, 2016 at 6:30 PM in the Library Meeting Room.

**Washington Public Library
Monthly Report
February 2016**

CIRCULATION

	Juvenile Check-outs	Total Check-outs
February 2016	5,329	10,903
February 2015	4,692	10,334

Reciprocal Lending Agreement

	Circulation	(Previous yr.)
WPL Patrons	3,170 (29%)	3,697 (36%)
Scenic Patrons	7,733 (71%)	6,637 (64%)
Total	10,903	10,334

Patrons added 104 (39 in WPL district)

Passports processed 74

Door Count (28 days open)

February 2016	10,206
February 2015	9,602

Internet Usage

February 2016	1,941 PC users 1,623 wireless sessions
February 2015	2,147 PC users 1,788 wireless users

Meeting Room Usage

February 2016	65 programs/meetings/classes; 28 of those by the library
February 2015	47 programs/meetings/classes; 22 of those by the library

PROGRAMS

Adult Book Discussion Groups (2)	23
Babaloo Concert	113
Chess Club (2 sessions)	32
Preschool Storytime (3 sessions)	84
Tot Time (4 sessions)	56
Tech Talk	3
Volun-Teens	12
You Got Game!	14
“Death By Chocolate” Teen Movie Night	11
Movie Day	8
Family Reading Night	600
LEGOs Club	48
Total attendees	1,004

Washington Public Library

Annual Report

2015



What's At Your Library?

◆ **Wi-Fi**

◆ **Books**

◆ **Fun Environment**

◆ **Volunteers**

◆ **Authors**

◆ **Computers**

◆ **Technology**

◆ **Passports**

◆ **Entertainment for
all ages**

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**THE LIBRARY
BY THE
NUMBERS**

**143,495
CIRCULATIONS**

**26,947
COMPUTER USERS**

**29,023
WIRELESS USERS**

**384
PASSPORTS
PROCESSED**

**9,485
PROGRAM
ATTENDEES**

**130,299
WALKED THROUGH
THE DOOR**



March Madness:
BATTLE OF THE BOOKS
 Sunday, March 1st -
 Monday, April 6th

Some of these "March Madness" tournaments featuring classic adult, young adult, and children's books will take place as part of March Madness. Searches for the these book tournaments will be available starting Monday, March 1st. Completed searches are due by Sunday, March 15th. Which books will advance? Find out each Monday, starting March 16th, as the winners of each round are posted. Monday, April 6th is Championship Day! The March Book Challenge will be announced as well as the names of the winners who searched and shared their favorite books. Stay for the book signing!



Sit & Be Fit
Exercise Program
 Mondays in October
 10:00-11:00 a.m.

Join Ann Mansel, retired occupational therapist, in the library meeting room for the **Stronger Senior Stretch & Strength** program. The program is designed to help increase flexibility, gain strength, and improve heart health and balance for seniors and those who need a seated, slower pace.



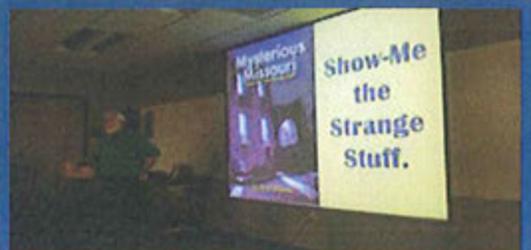
The Ancient Art of Tarot
 Tuesday, October 13th
 6:30-8:30 p.m.

Join Ann Mansel, retired occupational therapist, for a tarot reading session. This is a great opportunity to learn more about tarot and how it can be used in your life. Bring your own tarot deck if you have one, or we can provide one for you.

Mysterious Missouri
 with Ann Mansel
 Tuesday, October 20th
 6:30-7:30 p.m.

Are you a fan of all things mysterious? Then this is the program for you! Join Ann Mansel, retired occupational therapist, for a presentation on the mysterious history of Missouri. We'll explore the state's most intriguing and scary legends and stories.

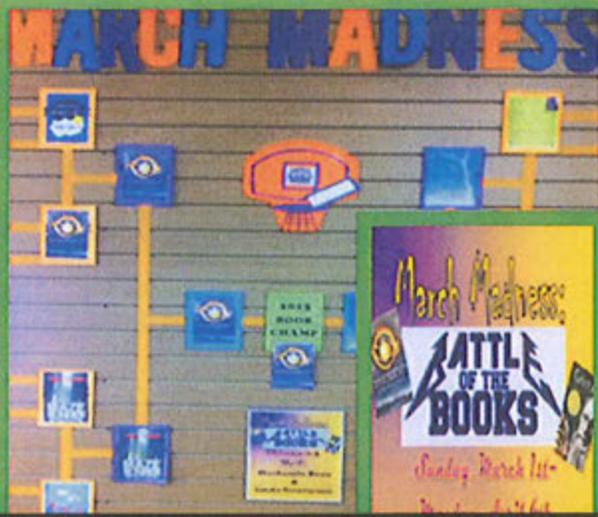
For ages 10 and up!



Forest Park Owls:
Hiding in Plain Sight
 Tuesday, December 1st
 6:30-8:00 p.m.

An award-winning author naturalist living in St. Louis, Mark O'Brien, will give a presentation based on his observations of a mated pair of wild Great Horned Owls that live in Forest Park.

1274 People Attended Adult Programs in 2015



249 People Attended Teen Programs in 2015

Friday,
March 27th 6:00-7:30 p.m.
**TEEN
Flashlight
EGG HUNT**

The library will be dark, and the hidden egg will be full of candy. Glow-in-the-dark eggs will contain surprises. Find the glitter egg to receive the grand prize.

Bring a Flashlight!

Ages 12-18



Zombie Barbies® and Mummy Men

Friday, October 9th
6:00-7:00 p.m.

Ages 12 and up are invited to give Barbie® an undead makeover! After the library closes, let the creepy background music inspire you, as we use old dolls, paint, and craft supplies to create our own original "walkers." All supplies provided. Brains will not be eaten but other seasonal treats will be devoured.





Fancy Nancy Mother/Daughter Tea Party

Saturday, May 2nd from
10:00-11:00 a.m. or 12:00-1:00 p.m.



Madeline Locks & I and up, bring your Madeline alter-egos (mother, grandmother, or aunt) to the library for a spring tea reception.

We'll provide our royal white and silver, expand our vocabulary with fancy new words and indulge in sweet treats. Registration is required, limited to 50 people per program. Registration begins Monday, April 27th.



7,659 People Attended Children's Programs in 2015

Spoony Stuffed Animal Sleepover



Friday, October 23rd
6:00-6:30 p.m.

Bring your bravest stuffed animal to a special bedtime storytime and leave it overnight. Find out about the animal's nighttime adventures the next day. Don't forget to wear your pajamas.



DINOVEMBER
Dino-Crafting
Wednesday, November 18th
10:00 a.m. to Noon
Get in the Jurassic spirit with our make and take dinosaur crafts. Celestial fun for dino-fans.

DINOVEMBER
Dino-Contest
Monday, November 2nd
through
Monday, November 30th
Celebrate DINO-CONTEST by participating in our Dino-Contest. Monthly the dinosaur crafts in the display case. If you can label all of the dinosaur correctly, you will be entered into a drawing to win a set of 10 Animal House Dinosaurs. Pick up the entry form for more information.



Every Hero Has a Story:
2015 Summer Reading Program

1,188 children, tweens, & teens participated;

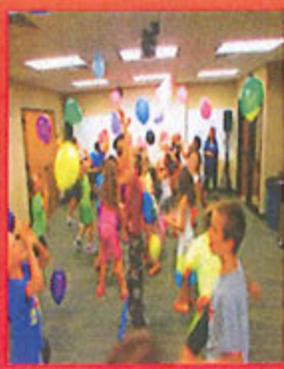
550 completed.

520 adults participated; 116 completed.

"STRIPPED"
COMIC BOOK ART

THURSDAY, JULY 9TH
2:00-4:00 P.M.

Encourage & provide art box or picture frame using old comic books. Or bring your own for a special message. All supplies provided.
12 years & up
Registration starts Monday, June 22nd.



Animal Avengers
Heroes of the Wild

Thursday, July 16th
10:00-11:00 a.m.

Meet heroes of the wild. Live, exotic wildlife from the organization "Animal Tales."



Christian the Magician

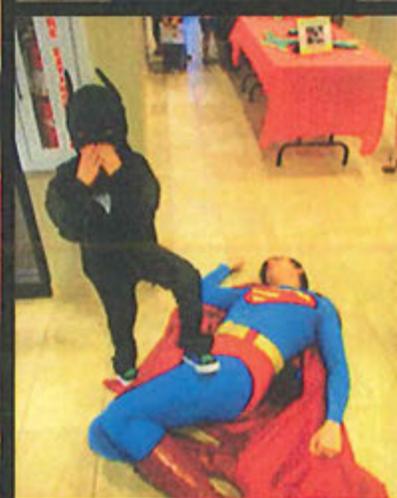
Saturday, June 13th
10:00 a.m.-11:00 a.m.

Zany comedy and magic.





Summer Reading Program
Kicked off with our
Mini Comic Con! 650
people were in attendance!



Dark Harvest

an evening with
Edward Gehler

Tuesday, August 25th
7:00 p.m.

Change sometimes comes swiftly and with no warning at all. Steve Tyler learns this painful lesson at the tender age of six when the world he knows reverts to a violent and bloody end. His wounds seem like they will never heal, until he meets the lovely Elizabeth seven years later at his new school.




The Friends of the Washington Public Library present,
an evening with:

Dr. Carl J. Ekberg & Sharon R. Person
authors of,

*St. Louis Rising: the French Regime of
Louis St. Ange de Belleisle*

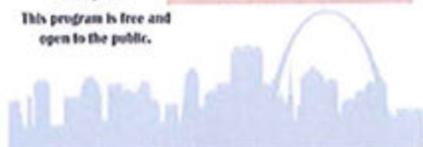


The storied story of St. Louis's founding tells of the Indian Father LaSalle and Auguste Chouteau leading a city, not of wilderness. St. Louis Rising recounts such events as well as the untold story that French government officials and promoters designed and structured early city activity. Of the times, many did not know that Louis St. Ange de Belleisle, the conquistador of the frontier, nearly led a civil war against such men as the great warrior St. Louis emerged during the decade following the French and Indian War.

Drawing on such scarce materials, the authors bring into the complexities of politics, Indian affairs, slavery, and military action that defined the city's founding period. Their alternative version of the 18th-century account of the original settlement was presented by St. Ange. Our truly presented in the Illinois Country of the time, and provide a series of new information on everything from the first to the arrival of the British and Spanish after the Seven Year War.

Wednesday, April
15th
7:00 p.m.

This program is free and
open to the public.



MEET THE AUTHOR

WEDNESDAY, AUGUST 19TH

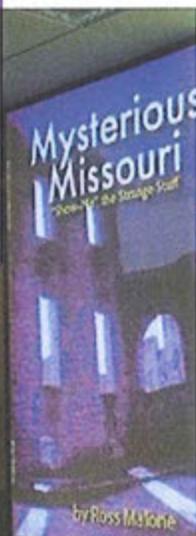
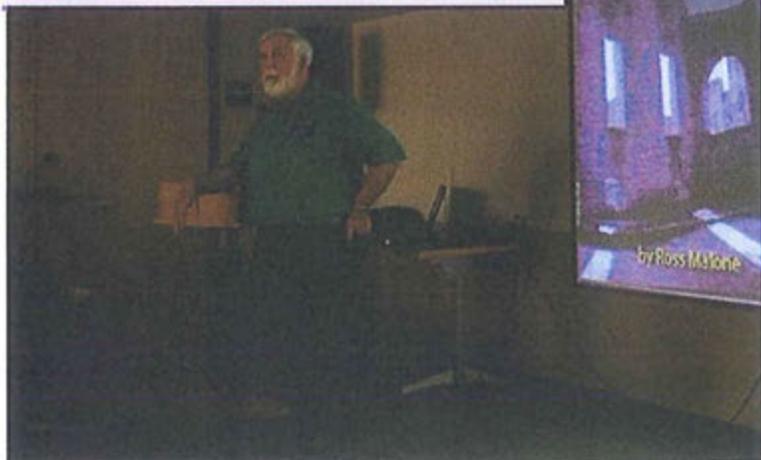
11:00 a.m.



JOIN US IN THE MEETING ROOM FOR A SKYPE
CALL WITH WILLIAM KNOEDELSEDER.
HE WILL BE SHARING SOME ADDITIONAL
INFORMATION NOT INCLUDED IN THE BOOK
AND WILL ALSO BE TAKING QUESTIONS.
SEE YOU THERE!



2015 Author Visits



Mysterious Missouri

with Ross Malone

Tuesday, October 20th
6:30-7:30 p.m.

Ross Malone, author of *Mysterious Missouri* "Show Me" the Strange Stuff, explored our state for the creepiest towns, people, places, places, and occurrences that go unmentioned in your local news, reference and family trip of our Missouri.

For ages 10 and up!



KIDS AGES 2-18
**food that's in
when school's out**



Join us for a delicious free meal! The proof is in our success!
Good friends, great food, and summer fun!



www.operationfoodsearch.org

Community Outreach & Partnership Opportunities 2015



♥ St. Peter's Community Festival of Trees

♥ Pumpkin Palooza

♥ Lunch & Learn with Operation Food Search

♥ Family Reading Night

♥ YMCA Family Fun Fair

♥ "Put a Poem in Your Pocket" Day at Our Lady of Lourdes School

♥ Mercy Hospital New Mothers Group

♥ YMCA Color Run

♥ Parents as Teachers Playgroup at the Early Learning Center

♥ School Field Trip Tours of the Library

WPL ♥ OUR VOLUNTEERS

In 2015 the library had:

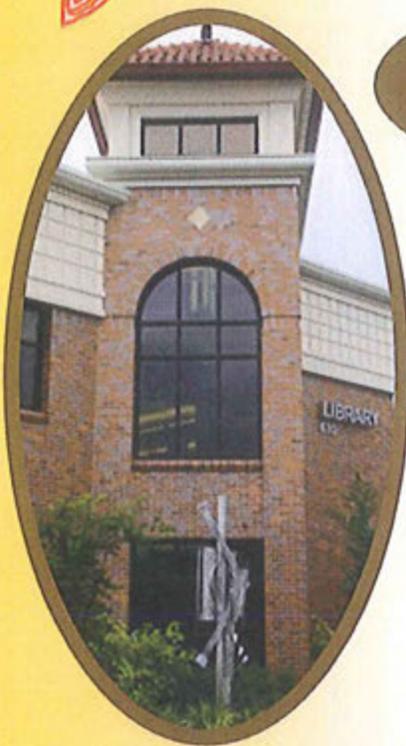
- * **15** ADULTS THAT VOLUNTEERED WEEKLY
FOR A TOTAL OF **982.55** HOURS
- * **2** TEENS THAT VOLUNTEERED WEEKLY
- * **13** TEENS THAT VOLUNTEERED AT SPECIAL EVENTS
- * AN AVERAGE OF **10** TEENS THAT
ATTENDED OUR MONTHLY VOLUNTEERS GROUP
- * **21** TEENS VOLUNTEERED DURING SUMMER READING PROGRAM FOR
A TOTAL OF **319** COMBINED HOURS



The library is an inviting place...



filled with art...



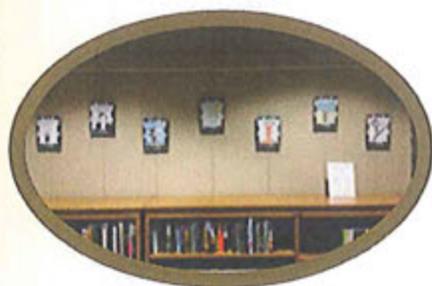
MANY PEOPLE STILL ADMIRE THE GARY LUCY MURAL.



LOCAL SCULPTOR, LARRY POGUE, DONATED HIS SILVER ASPEN SCULPTURE TO THE LIBRARY. IT WAS UNVEILED JUNE 17TH, 2015.



THE LIBRARY'S GALLERY SPACE WAS USED BY 9 LOCAL ARTISTS IN 2015. THE LIBRARY USED THE SPACE 3 MONTHS IN THE SUMMER FOR OUR *GALLERY OF HEROES* PROGRAM.



technology, music...

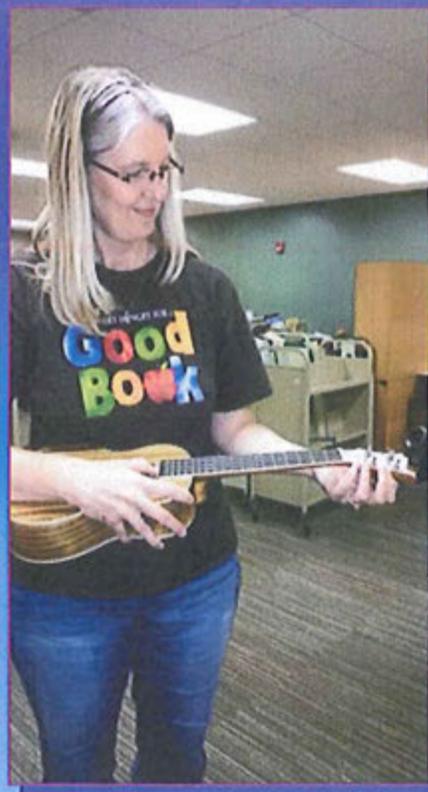


Two Early Literacy Stations were added to the children's area of the library in 2015 with funds provided by the Friends of the library.

Need a phone charger?
Power Up at the Library!

- There are two charging stations on the upper level of the library.
- Patrons can use the stations to charge most mobile devices.
- One station is behind the Service Desk and the other is in the Self Service area.
- Check out charging cables by bringing your library card or photo ID to the upper level service desk.
- The cables check out for ONE hour at a time.

The Friends of the library purchased 2 charging stations and 4 USB charging cables for the library on November 13th, 2015. In that time the charging cables have been checked out 17 times.



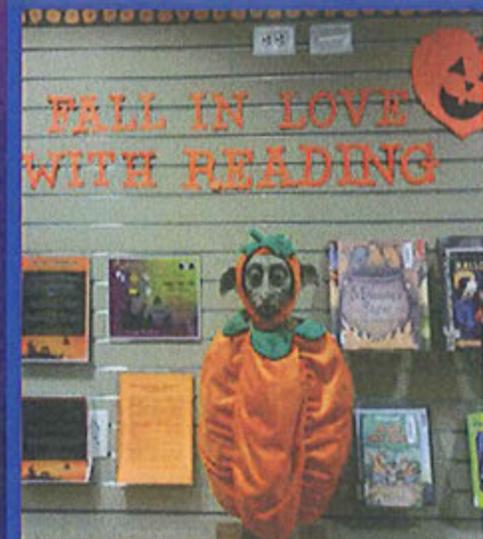
The library added a ukulele to the collection on August 3rd, 2015. The ukulele has been checked out a total of 9 times in 2015 and has been on hold by patrons since it was added. Our ukulele was donated by local musician, Johnnie Heberer.

How to Check-out a Ukulele

1. Bring your library card to the Self Service area on the upper level of the library. You will need to bring the library card to check out the ukulele.
2. The ukulele is located in the Self Service area on the upper level of the library.
3. The ukulele is located in the Self Service area on the upper level of the library.
4. The ukulele is located in the Self Service area on the upper level of the library.
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8. The ukulele is located in the Self Service area on the upper level of the library.
9. The ukulele is located in the Self Service area on the upper level of the library.



And the many faces of Dobby!



MEET THE STAFF

Jackie Hawes—Director

Kim Brumgard—Assistant Director

Ruth McInnis—Youth Services Librarian

Carol Bunton—Cataloger/Technical Services Librarian

Nelson Appell—Library Clerk/Circulation Manager

Laura Cahill—Library Clerk

Janet Juedemann—Library Clerk

Peggy Warden—Library Clerk

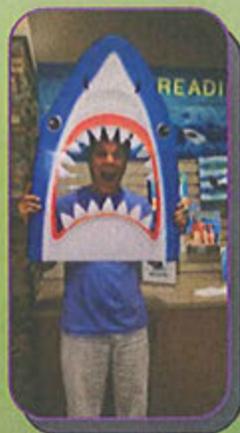
Sara Maune—Library Clerk

Michelle Frankenberg—Library Clerk

Brenda Johnson—Library Clerk

Kalyn Meyer—Shelver

LuAnn Cooper—Shelver



Darlene Sample—Library Clerk
Retired in August, 2015



2015 Library Board Members

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Linda Sellmeyer—Vice-President/Treasurer

Maria Brady-Smith—Secretary

Linda Bartle

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Jeff Holtmeier

Donna Kohne

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Washington City Council Liasons: Mark Hidritch & Jeff Patke

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Sibyl Kerr—Membership Committee

Diane Lick—Membership Committee

Marilyn Miller—Membership Committee

Suzon Pogue—Membership Committee

Robin Stewart—Membership Committee

Marilyn Traffas—Membership Committee

Trentmann, Mary

From: Boehmer, Brian
Sent: Wednesday, March 23, 2016 8:31 AM
To: Trentmann, Mary
Subject: FW: Grace's Place Fire Escape

Follow Up Flag: Follow up
Flag Status: Flagged

From: Amanda Jones [<mailto:amanda@gracesplacecrisisnursery.com>]
Sent: Wednesday, March 16, 2016 2:44 PM
To: Boehmer, Brian
Subject: Grace's Place Fire Escape

Hi Brian,

Maybe 2 years back we met with you to discuss adding a fire escape and/or purchasing the building from the City. However, we then discovered the Community Development Block grant that was going to allow us to add a second facility and we would be able to get around the fire escape issue.

However, due to deed restrictions on the lot purchased in Union we are not going to be able to move forward with our second location at this time. (I've submitted a press release to the paper that has additional info on this matter.)

Last week, in talking with our licensing worker with the State, we were told in order to continue using our facility, we would either need to add another full bath on the main floor or add a fire escape so that the full bath on the 2nd level could be used. Additionally, our State Fire Inspector believes we should have the fire escape due to the fact that we have staff that work on the 2nd floor anyways.

We would like to move forward with the fire escape, as adding a full bath on the main floor seems inconceivable as we would lose more space from the limited amount we already have on the main floor.

I called over to Planning and Engineering today and they said before we move forward with applying for a building permit and submitting plans, we should make sure the City is still comfortable with us adding the fire escape and also if we need to go through a different set of procedures since the City already owns the building.

I'm happy to meet with you, or if you want to come down to the house to see what we have in mind for the fire escape that would be great too. We truly are searching for a way to effectively use every inch of the building we are in, while maintaining our license with the State of Missouri.

Thanks for your help and please let me know if you need additional information on this proposed project.

Amanda

Amanda Jones
Executive Director
Grace's Place Crisis Nursery
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[FB.com/GracesPlaceCrisisNursery](https://www.facebook.com/GracesPlaceCrisisNursery)

Washington Vintage Market April 15-17, 2016
4th Annual Classic Car/Truck Show May 22, 2016

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