

**ADMINISTRATION/OPERATIONS COMMITTEE MEETING  
MONDAY OCTOBER 24, 2016  
7:00 P.M.  
COUNCIL CHAMBER**

**INTRODUCTORY ITEMS:**

Roll Call /Pledge of Allegiance

**ACTION:**

**1. APPROVAL OF MINUTES:**

- a. Approval of September 26, 2016 minutes

**2. REVIEW OF INVOICES:**

- a. Lewis, Rice invoice for September 2016 services

Discuss – Send to Council

**3. REPORT OF DEPARTMENT HEADS:**

- a. Communications – Lisa Moffitt  
b. Police/Municipal Court/Traffic Committee – Chief Menefee  
1. Request for addition of Court/Police Interface  
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 – Tony Bonastia  
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  
o. H.R. & Loss Control – Mary Trentmann  
p. Administration (Tourism/Front Street/Property/Senior Center) – Jim Briggs

Discuss – Send to Council

**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:**

POSTED BY MARY TRENTMANN, CITY CLERK OCTOBER 19, 2016

**MINUTES OF THE  
CITY OF WASHINGTON, MISSOURI  
ADMINISTRATION/OPERATIONS COMMITTEE  
SEPTEMBER 26, 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 Mohesky, Mark Hidritch, Greg Skornia, Joe Holtmeier, Josh Brinker, Jeff Patke

**Also present:** Jim Briggs, Brian Boehmer, Mary Trentmann, Lisa Moffitt, Jim Armstrong, Mary Sprung, Darren Lamb, Sal Maniaci, John Nilges, John McCreery, Robert Douglas, Darren Dunkle, Tony Bonastia, Kevin Quaethem

**Approval of Minutes**

- \* August 22, 2016 Administration/Field Operations Meeting

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

**Review of Invoices**

- \* Lewis, Rice LLC Invoice – August 2016 Services

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

**Report of Department Heads**

**Communications:**

- \* August monthly report for Police, Fire and 911.
- \* Preparing for MULES Audit.
- \* Continue working on the new CAT System. Hoping to go live next Monday.
- \* Regarding new hires, only received two for the first round, and they were not selected to proceed. Last round, received no applications. Taken the ad out of the paper and will publicize later.
- \* Met with ATT about the phone bills that are in relation to the transmitter lines. Came back with a proposal of switching the analog line over to voice over IP lines. Checking with Motorola to see what our old equipment is not capable of converting the new technology to the old analog.

**Police/Municipal Court/Traffic Committee:**

- \* Preparing to go live with ITI.
- \* Two Officers are still in Field Training. Progressing well. Plan is to advertise the third open position the first of October.
- \* Officer Schmelz recently completed DARE Officer School. Beginning second semester at Washington Middle School, she will start as our School Resource Officer.
- \* Front Street solar speed signs are in.
- \* Officers will keep an eye out for citizens blowing grass clippings in the street.

- \* Chief is working half days, and is doing well.

#### Finance:

- \* Working on compiling the annual budget document, now that the budget is approved. Should be available on the website end of October, beginning of November.
- \* Starting audit planning.
- \* Received the GFOA Award for the Certificate of Achievement Program for our financial statements from last year. This is our eighth consecutive year.

#### Economic Development:

- \* Submitted a site plan to the potential developers for Project Brother.
- \* Frick's attorneys closing on the properties on 8<sup>th</sup> Street, should happen by the end of this week.
- \* Follow-up to last year's Commerce and Conservation Workshop with a half-day workshop this week Wednesday at Jesuit Hall.

#### Planning

- \* October agenda has been set for P&Z.
- \* Sent RFP's to the paper and to the developers today for the Front Street Development.
- \* Sent out notices to all of the tax and jurisdictions to reconvene the TIF Commission. They will start nominating on who they want to sit on the commission. Preliminary meeting is tentatively scheduled for November 10.
- \* Will be at a conference in Springfield next week Wednesday, Thursday and Friday.

#### Engineering:

- \* Mill and spray paver in town within the next two to three weeks. 6<sup>th</sup> Street project to wrap up by October 14.
- \* Calvin Lane entrance will be removed and replaced within two to three weeks.
- \* Still waiting on the go ahead for the City to get the right-of-way for the Bluff Road grant project.
- \* Paving for Westlink and West Main requires an amendment to the TIP.
- \* Working on trying to do some stormwater improvements on along Westlink.
- \* Bleachers will be available for watching the bridge construction.

#### Building Inspections/Codes:

- \* Fazoli's will be opening in a week and a half. Soft opening roughly on October 8.
- \* PetSmart is moving along. Walls are up and they have been setting steel.
- \* Had to chisel rock for several days at the LMI site for the retaining wall footing.
- \* Permits up a little bit.

#### Streets & Solid Waste:

- \* Doing night and day time painting.
- \* Landfill cleanup.
- \* Big trash pickup will be the week of the 17<sup>th</sup>.
- \* Electronic recycling day will be October 15.

- \* Three vacancies in the department. Two have been offered the job, and have one more interview Friday.
- \* Alley behind John G's is a City right-of-way, and will be handled this week.

#### Airport/Building & Maintenance:

- \* Getting comments back on our Airport plan, and should have something back by the middle of next month.
- \* Received our final check from last year's flood.
- \* Taking personal leave on Thursday and will be back in a week and a half.

#### Information Technology:

- \* Trouble tickets and upkeep.
- \* Evaluating various equipment and technologies to find the best fit for our needs and budget for our network infrastructure upgrades.
- \* Preparing for the ITI changeover.
- \* Security cameras are up and running with the exception of one camera. Trying to get it fixed.

#### Parks & Recreation:

- \* Public Art Policy & Procedure  
A motion to forward to full Council was made by Patke, seconded by Meyer, passed without dissent.
- \* Fairground Improvements  
A motion to forward to full Council was made by Holtmeier, seconded by Patke, passed without dissent.
- \* Monthly report in packets.
- \* At McLaughlin Field, ripped out asphalt, putting in concrete sidewalks and bleacher pads, and removed the fence from the dugout for more space and to meet ADA code.

#### Fire & Emergency Service:

- \* Absent

#### Water & Wastewater:

- \* Continue to flow test fire hydrants and repaint them.
- \* Water main break yesterday on Walnut Street.
- \* Manholes will be taking care of in the fall/winter months.

#### Library:

- \* Absent

#### H.R. & Loss Control:

- \* None

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

- \* Full report on the Ameren audit will be provided.
- \* City of Washington debt newspaper article. Two of the biggest projects that we have out there are the Waste Water Treatment Plant and the joint project with MoDOT for Route 100 improvements, which both had voter approved.
- \* Seeking bids for demolition on Lafayette Street building.
- \* Parking lot light layout is not yet complete at the corner where the police cars are parked.
- \* Parking permits at the Library will be handed out.
- \* Received the Impact Award for the bridge ground breaking.

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 7:50 p.m. on the following roll call vote; Brinker-aye, Hidritch-aye, Holtmeier-aye, Meyer-aye, Mohesky-aye, Patke-aye, Skornia-aye, Sullentrup-aye.

The regular session reconvened at 8:06 p.m.

Adjournment

With no further business to discuss, a motion to adjourn was made at 8:06 p.m. by Patke, seconded by Brinker, passed without dissent.

# LEWIS, RICE & FINGERSH, L.C.

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FAX (636) 239-8450

## MEMORANDUM

**TO:** Mary Trentmann  
Administrative Secretary

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

**DATE:** October 12, 2016

**SUBJECT:** Legal Services Rendered through September 30, 2016 for the City of Washington

*Total Bill*.....\$8,664.25

**Breakdown of Matters:**

|              |   |                    |
|--------------|---|--------------------|
| 700014.13025 | General Counsel                         | 8,134.75           |
| 700014.53902 | Valent Aerostructures Chapter 100 Bonds | 484.50             |
| 700014.64970 | Deana Ball                              | 45.00              |
|              | <b>TOTAL</b>                            | <b>\$8,664.25.</b> |

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CITY OF

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# WASHINGTON

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MISSOURI

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MONTHLY ACTIVITIES REPORT  
SEPTEMBER 2016

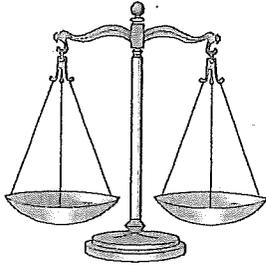
**POLICE**

|                        |      |
|------------------------|------|
| INCIDENT REPORTS       | 328  |
| CITATIONS ISSUED       | 54   |
| NO-REPORT              | 750  |
| UNFOUNDED              | 38   |
| WRITTEN/VERBAL WARNING | 277  |
| GONE ON ARRIVAL        | 37   |
| END CALL               | 1506 |
| TOTAL                  | 2990 |

**FIRE**

|                       |    |
|-----------------------|----|
| FIRES, EXPLOSIONS:    | 6  |
| RESCUE:               | 15 |
| HAZARDOUS CONDITIONS: | 5  |
| SERVICE CALLS:        | 2  |
| GOOD INTENT CALLS:    | 11 |
| FALSE CALLS:          | 13 |
| OTHER:                | 0  |
| TOTAL # FIRE CALLS    | 52 |

|                            |     |
|----------------------------|-----|
| 911 TRANSFERS              | 118 |
| OPEN LINE 911 CALLS        | 56  |
| 911 HANG UPS               | 19  |
| 911 CALLS RECEIVED         | 393 |
| TOTAL 9*1*1 CALLS HANDLED: | 586 |



# WASHINGTON MUNICIPAL COURT

TO: Mayor Sandy Lucy  
and City Council

FROM: Craig E. Hellmann; Municipal Judge

DATE: September 28, 2016

SUBJECT: Municipal Judge's Report for Month of September 2016

September 6, 2016

TOTAL \$ 2,171.50

September 20, 2016

TOTAL \$ 3,490.00

Respectfully,

A handwritten signature in black ink that reads "Craig E. Hellmann". The signature is written in a cursive style with a long horizontal stroke at the end.

Craig E. Hellmann  
Municipal Judge



Washington Municipal Court



301 Jefferson Street  
Washington, MO 63090  
Phone: (630)390-1060  
Fax: (630)390-2455

Craig B. Hellmann, Judge  
Mark C. Plontek, Prosecutor  
Cindy A. Buescher, Court Clerk

TO: Council Members, City of Washington  
Mayor Sandy Lucy  
Mr. James Briggs, City Administrator

FROM: Cindy A. Buescher  
Municipal Court Administrator

DATE: October 17, 2016

RE: Request for Addition of Court/Police (non-Incode) Interface  
Import or Export of Citation/Warrants/Dispositions

Council Members, Mayor and Mr. Briggs,

I would like to request to use additional funds from the Public Safety Computer Project to add what I believe to be an essential part to the ITI software. This request is for the interface from the ITI software to the court software. We have already purchased the interface from ITI but was never advised that we were needing to purchase an interface from INCODE.

The interface will allow the software to download the tickets that the officers issue through their in car ticketing directly into the INCODE court software. This will free up the clerk that has to now manually enter tickets into the system.

The total cost of the interface is \$5,500.00 as listed in the included quote document for INCODE. There will be a recurring annual maintenance cost of \$1,375.00 that will go in efft for the 2017,18 budget

I have attached the quote from INCODE that itemizes the pricing for the interface. I present this to you for your approval.

Thank you for your consideration

Craig Hallmann  
Municipal Judge

Cindy A. Buescher  
Court Administrator



## Proposal

Local Government Division

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*Presented to:*

**Cindy Buescher**  
Court Administrator  
City of Washington  
301 Jefferson Street  
0.00  
Washington, MO 63090  
(636) 390-1060  
cbuescher@ci.washington.mo.us

*Proposal date:*

October 11, 2016

*Submitted by:*

David Latosinski  
(800) 646-2633  
david.latosinski@tylertech.com

Tyler Technologies  
Local Government Division  
5519 53rd Street  
Lubbock, Texas 79414

## Investment Summary

Cindy Buescher  
City of Washington  
October 11, 2016



### Investment Breakdown

Proposal Valid for 120 days

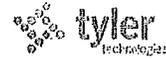
| Software                         | Investment   | Annual Fees  |
|----------------------------------|--------------|--------------|
| License Fees (Existing Customer) | 5,500        | 1,375        |
|                                  | <b>5,500</b> | <b>1,375</b> |
| <b>Project Total</b>             | <b>5,500</b> | <b>1,375</b> |

*Tyler will invoice Client for the License Fees listed above upon delivery of the software.*

*Maintenance Fees listed above will be invoiced upon ninety (90) days of delivery and annually thereafter on the anniversary of that date*

*All payment terms are net thirty (30) days*

Software Licenses  
 Cindy Buescher  
 City of Washington  
 October 11, 2016



| Application Software  | QTY   | Hours    | Estimated Services | License Fee | Estimated Services | Annual Maintenance |
|---|-------|----------|--------------------|-------------|--------------------|--------------------|
| Incode Court Case Management Suite  |       |          |                    | 5,500       |                    | 1,375              |
| Court/Police (non-Incode) Interface<br><i>(Import or Export of Citations/Warrants/Dispositions)</i> | 5,500 | Included | Included           |             |                    |                    |
| Incode Application Subtotal   |       |          |                    | 5,500       |                    | 1,375              |
| Application and System Software Total   |       |          |                    | 5,500       |                    | 1,375              |

**Administration/Operations Committee Report**  
**FINANCE DEPARTMENT – End of Month Report**

**September 2016**

Monthly operations for the Finance Department include:

**COLLECTOR'S OFFICE:**

- \* 6,921 collection transactions totaling \$2,037,042.17 were processed through accounting system.
- \* 796 customers paid using Credit Cards (158 utility-in person, 612 utility-online, 21 court- online & 5 court-in person) totaling \$52,885.49.
- \* 814 utility customers paid via Check Free (ACH), totaling \$45,132.30.
- \* 127 utility customers paid via iPay Solutions (ACH), totaling \$7,586.05.
- \* 121 Big Driver receipts totaling \$1,019.90. 0 Pool receipts totaling \$0.00.
- \* 41 utility customers have paid deposits for new or transferred accounts totaling \$4,200.00.
- \* 28 business licenses were issued/renewed totaling \$1,652.00. 0 liquor licenses was issued/renewed totaling \$0.00.
- \* Construction escrow deposits collected \$0.00 \*Street excavation deposits collected \$370.62 \*Landlord Security deposits collected \$0.00. \*Cigarette tax collected totaled \$6,227.50.
- \* Franklin County tax collections totaled \$5,333.92. \*Delinquent Taxes City - RE: \$30,521.56 PP: \$10,814.75
- \*Delinquent Taxes Library - RE: \$3,859.35 PP: \$1,192.18. \* Motor fuel tax revenues totaled \$49,271.98.
- \*Federal Grants (1) totaling; \$4,336.88. \*State Grants (0) totaling; \$0.00. \*FEMA Grants (0) totaling; \$0.00.

Franchise Fees:

- \* Ameren \$179,872.54. \* AT&T (SWB) franchise fee \$10,567.28. \*New Cingular Wireless \$12,489.64 \*Laclede Gas \$7,432.60 \*Charter Communications (quarterly) \$0.00. \* 1% City Sales Tax totaled \$457,122.35. \*Local Use tax totaled \$40,560.94. \* Transportation Sales tax totaled \$228,723.59. \*Capital Improvement Sales Tax totaled \$228,561.39.

**TREASURER RESPONSIBILITIES:**

**FINANCIAL OPERATIONS:**

\* ACCOUNTS PAYABLE –

- Invoice items processed: 1,036.
- Checks issued –398 (this includes (22) check runs) for the amount of \$3,132,265.84.
- Credit Card Fees (ETS) paid totaled \$1,062.42 (\$43.88 for court and \$1,018.54 for Utilities).
- Postage used this month totaled \$997.44.

\* 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 \$446,811.13 with (336) direct deposits. Healthcare expenses \$99,418.06; Dental Expenses \$6,689.56; Lagers Expenses \$42,926.37
- Taxes Paid: Federal \$44,799.11; State \$15,503.00; FICA \$26,149.67; Medicare \$6,115.68.

\* ACCOUNTS RECEIVABLE -

Utilities (Water - Sewer -Trash):

- Billing totals: \$409,974.18; Number of invoices (6,404) number of gallons billed: 56,094,683.
- Final billings sent (86) totaling \$2,075.84. (65 on the shutoff list, (this involves amounts over \$50) with (43) actual shutoffs done.)
- Refunds (53) totaling \$1,652.89. (1) Returned checks (NSF), fee collected: \$25.00.
- Bank auto draft collections (825) totaled \$46,544.34. Credit Card draft collections (114) totaled \$5,092.34. (0) Returned Bank auto draft, fees collected: \$0.00.

Landfill and Miscellaneous:

- Landfill invoices (93) sent totaling \$104,780.90 including (4) leachate invoices totaling \$7,310.00. Miscellaneous invoices (23) (rent/lease, dispatch services, etc.) totaling \$55,540.18. Public Works invoices (22) totaling \$6,811.76. Grant invoice (1) totaling \$53,155.51. 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 compiling 2017 budget document.
- Began planning for annual audit.

## 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 | \$ 12,083,834.68 |

TOTAL COLLECTIONS TO CURRENT DATE \$ 38,940,383.23

| MONTH         |                        |                        |                        |                        |                        |                        |        | Monthly %<br>Increase/<br>Decrease |
|---------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|--------|------------------------------------|
|               | 2010-2011              | 2011-2012              | 2012-2013              | 2013-2014              | 2014-2015              | 2015-2016              |        |                                    |
| 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             | 223,763.88             | 21.42% |                                    |
| APRIL         | 168,435.36             | 171,293.05             | 148,760.62             | 152,356.74             | 175,281.51             | 178,698.24             | 1.95%  |                                    |
| MAY           | 114,275.46             | 96,214.34              | 102,793.25             | 178,624.09             | 138,981.32             | 130,877.37             | -5.83% |                                    |
| JUNE          | 176,704.60             | 190,573.08             | 193,750.98             | 155,034.08             | 203,451.34             | 213,364.43             | 4.87%  |                                    |
| JULY          | 184,019.06             | 163,787.92             | 173,453.00             | 232,200.60             | 198,165.05             | 205,107.07             | 3.50%  |                                    |
| AUGUST        | 103,379.13             | 101,441.79             | 119,966.76             | 134,920.80             | 127,484.01             | 138,085.18             | 8.32%  |                                    |
| SEPTEMBER     | 207,872.40             | 192,739.31             | 200,646.15             | 194,164.66             | 233,043.27             | 228,561.39             | -1.92% |                                    |
| <b>TOTALS</b> | <b>\$ 1,806,685.82</b> | <b>\$ 1,849,326.20</b> | <b>\$ 1,879,968.45</b> | <b>\$ 1,956,041.53</b> | <b>\$ 2,102,346.72</b> | <b>\$ 2,198,953.09</b> |        |                                    |

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

4.60%

FISCAL YEAR END PERCENTAGE  
(POS- OCTOBER TO SEPTEMBER)

Shown Once A Year on November  
Report.

## WASHINGTON 1% SALES TAX

|   |              |                         |              |              |              |
|---|--------------|-------------------------|--------------|--------------|--------------|
| <b>Previous Years 1970 -1990 Total:</b> |              | <b>\$ 15,522,628.91</b> |              |              |              |
| 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 | 4,397,905.50 |
| 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 |              |              |
| <b>COLLECTION TO DATE:</b>              |              | <b>\$ 91,825,776.59</b> |              |              |              |

| MONTH         | 2010-2011              | 2011-2012              | 2012-2013              | 2013-2014              | 2014-2015              | 2015-2016              | Monthly % Increase/<br>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             | 447,528.01             | 21.42%                          |
| APRIL         | 336,871.23             | 342,585.73             | 297,520.96             | 304,712.85             | 350,563.22             | 357,396.57             | 1.95%                           |
| MAY           | 228,551.10             | 192,428.66             | 205,586.29             | 357,248.60             | 277,962.54             | 261,754.61             | -5.83%                          |
| JUNE          | 353,408.74             | 381,146.39             | 387,501.72             | 310,068.05             | 406,902.66             | 426,728.90             | 4.87%                           |
| JULY          | 368,038.19             | 327,575.87             | 346,906.10             | 464,401.53             | 396,330.13             | 410,214.11             | 3.50%                           |
| AUGUST        | 206,758.22             | 202,883.60             | 239,933.34             | 269,841.78             | 254,968.15             | 276,170.28             | 8.32%                           |
| SEPTEMBER     | 415,745.15             | 385,478.79             | 401,292.14             | 388,329.59             | 466,086.93             | 457,122.35             | -1.92%                          |
| <b>TOTALS</b> | <b>\$ 3,613,372.27</b> | <b>\$ 3,698,652.72</b> | <b>\$ 3,760,065.80</b> | <b>\$ 3,912,118.45</b> | <b>\$ 4,204,694.99</b> | <b>\$ 4,397,905.50</b> |                                 |

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

4.60%

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

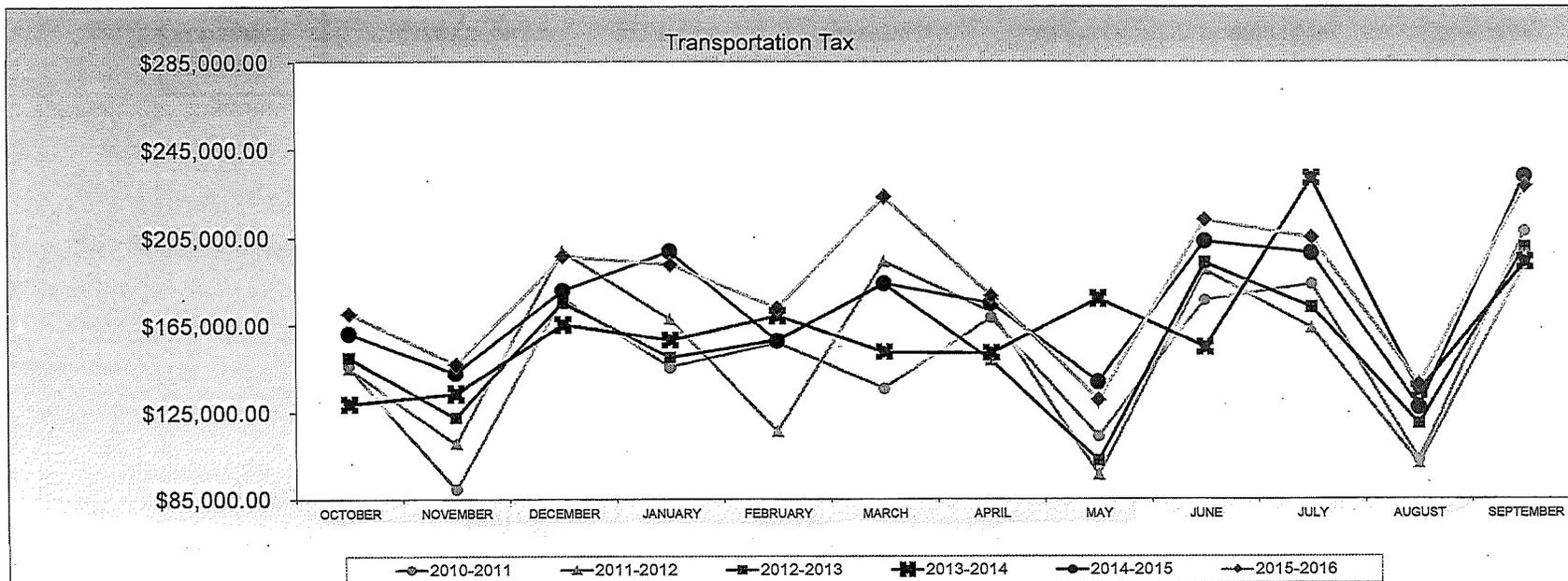
## 1/2 % TRANSPORTATION SALES TAX

| MONTH         | 2010-2011              | 2011-2012              | 2012-2013              | 2013-2014              | 2014-2015              | 2015-2016              | Monthly %<br>Increase/<br>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             | 223,763.91             | 21.42%                             |
| APRIL         | 168,494.40             | 171,293.01             | 148,760.60             | 152,351.79             | 175,281.35             | 178,698.08             | 1.95%                              |
| MAY           | 114,202.21             | 96,166.41              | 102,792.97             | 177,386.86             | 138,981.19             | 130,877.30             | -5.83%                             |
| JUNE          | 176,701.87             | 190,573.43             | 193,751.29             | 155,033.96             | 203,451.14             | 213,364.42             | 4.87%                              |
| JULY          | 184,019.15             | 163,768.67             | 173,452.98             | 232,200.78             | 198,165.06             | 205,105.94             | 3.50%                              |
| AUGUST        | 103,378.29             | 101,423.54             | 119,966.65             | 134,920.91             | 127,483.86             | 138,085.02             | 8.32%                              |
| SEPTEMBER     | 207,872.41             | 192,739.16             | 200,646.25             | 194,164.70             | 233,043.30             | 228,723.59             | -1.85%                             |
| <b>TOTALS</b> | <b>\$ 1,806,510.21</b> | <b>\$ 1,849,350.04</b> | <b>\$ 1,879,998.83</b> | <b>\$ 1,954,792.34</b> | <b>\$ 2,102,346.15</b> | <b>\$ 2,199,115.22</b> |                                    |

COLLECTIONS 2005 TO PRESENT: \$20,300,295.53

OVERALL PERCENTAGE GROWTH/  
(REDUCTION) FOR OCTOBER TO  
PRESENT: 4.60%

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           | 43,602.83           | -17.09%                     |
| APRIL        | 35,470.32           | 36,410.33           | 21,162.71           | 29,274.06           | 39,895.13           | 28,592.66           | -28.33%                     |
| MAY          | 35,942.86           | 33,100.23           | 40,030.79           | 39,309.81           | 51,160.61           | 42,539.86           | -16.85%                     |
| JUNE         | 30,361.97           | 38,389.90           | 37,828.09           | 34,549.14           | 23,755.92           | 30,670.13           | 29.11%                      |
| JULY         | 41,160.59           | 38,296.32           | 32,573.48           | 42,923.16           | 36,718.28           | 38,065.71           | 3.67%                       |
| AUGUST       | 27,057.25           | 35,508.90           | 34,466.35           | 39,379.07           | 40,034.72           | 38,865.57           | -2.92%                      |
| SEPTEMBER    | 67,630.99           | 52,859.41           | 36,514.38           | 36,183.10           | 38,837.45           | 40,560.94           | 4.44%                       |
| <b>TOTAL</b> | <b>\$448,268.23</b> | <b>\$442,631.66</b> | <b>\$427,842.27</b> | <b>\$470,886.28</b> | <b>\$450,169.45</b> | <b>\$501,597.91</b> |                             |

COLLECTIONS 1998 TO PRESENT: **\$ 6,707,847.06**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCTOBER TO PRESENT: **11.42%**

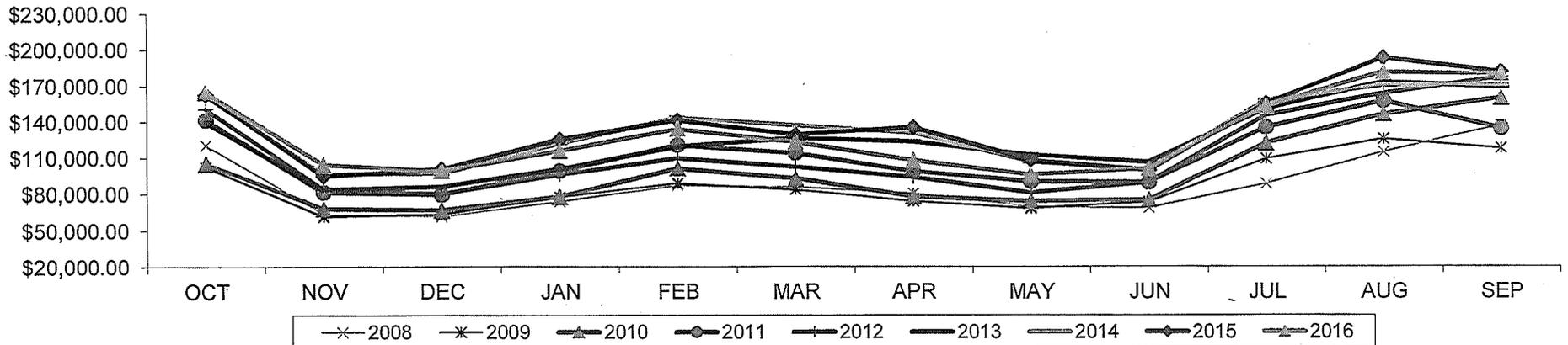
## AMEREN U E FRANCHISE FEE REPORT

| <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/<br/>Decrease</u> |
|--------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-------------------------------|
| 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            | 123,212.06            | -4.77%                        |
| 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            | 108,011.34            | -20.16%                       |
| 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            | 95,798.37             | -11.50%                       |
| 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             | 100,889.44            | 1.37%                         |
| 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            | 153,129.61            | -1.31%                        |
| 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            | 181,365.41            | -6.12%                        |
| 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            | 179,872.54            | -0.99%                        |
| <b>TOTAL</b> | <b>\$1,051,314.71</b> | <b>\$1,045,768.25</b> | <b>\$1,166,056.92</b> | <b>\$1,342,205.74</b> | <b>\$1,373,784.12</b> | <b>\$1,491,593.06</b> | <b>\$1,594,130.85</b> | <b>\$1,627,455.12</b> | <b>\$1,560,143.07</b> |                               |

1995-Present \$23,185,143.00

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -4.14%

### AMEREN FRANCHISE FEE COMPARISON



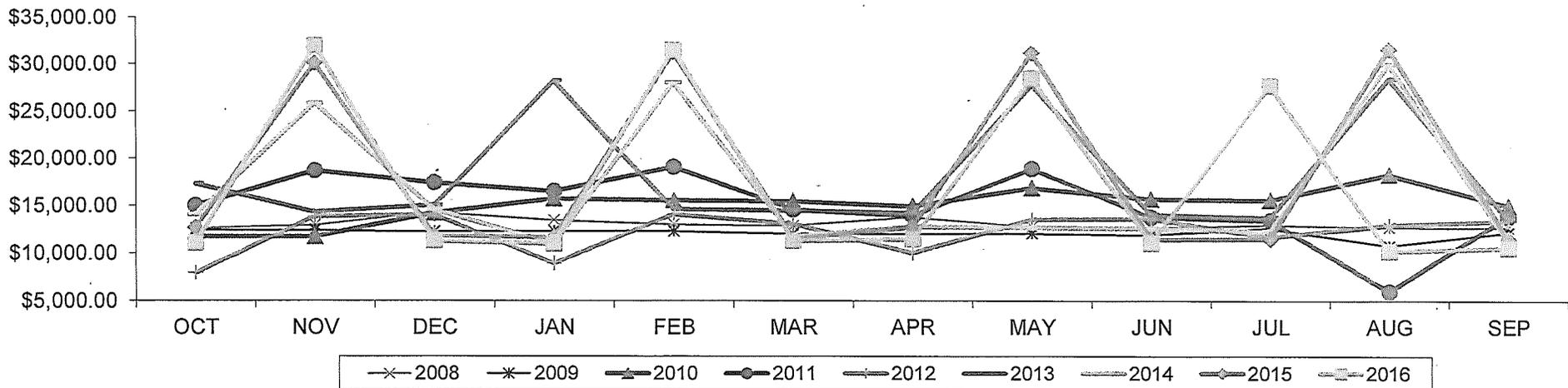
## AT +T (SWB) FRANCHISE FEE REPORT

| <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>         | Increase/<br>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           | 11,282.48           | -2.1%                 |
| 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           | 11,452.15           | -9.8%                 |
| 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           | 28,570.11           | -8.5%                 |
| 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           | 11,046.80           | -3.5%                 |
| 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           | 27,778.59           | 141.6%                |
| 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           | 10,204.48           | -67.8%                |
| 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           | 10,567.28           | -8.4%                 |
| <b>TOTAL</b> | <b>\$157,012.65</b> | <b>\$145,641.48</b> | <b>\$180,930.31</b> | <b>\$181,381.27</b> | <b>\$147,204.03</b> | <b>\$216,003.65</b> | <b>\$197,073.72</b> | <b>\$219,277.84</b> | <b>\$207,804.33</b> |                       |

1995-Present **\$3,551,169.38**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -5.23%

### AT&T (SWB) FRANCHISE FEE COMPARISON



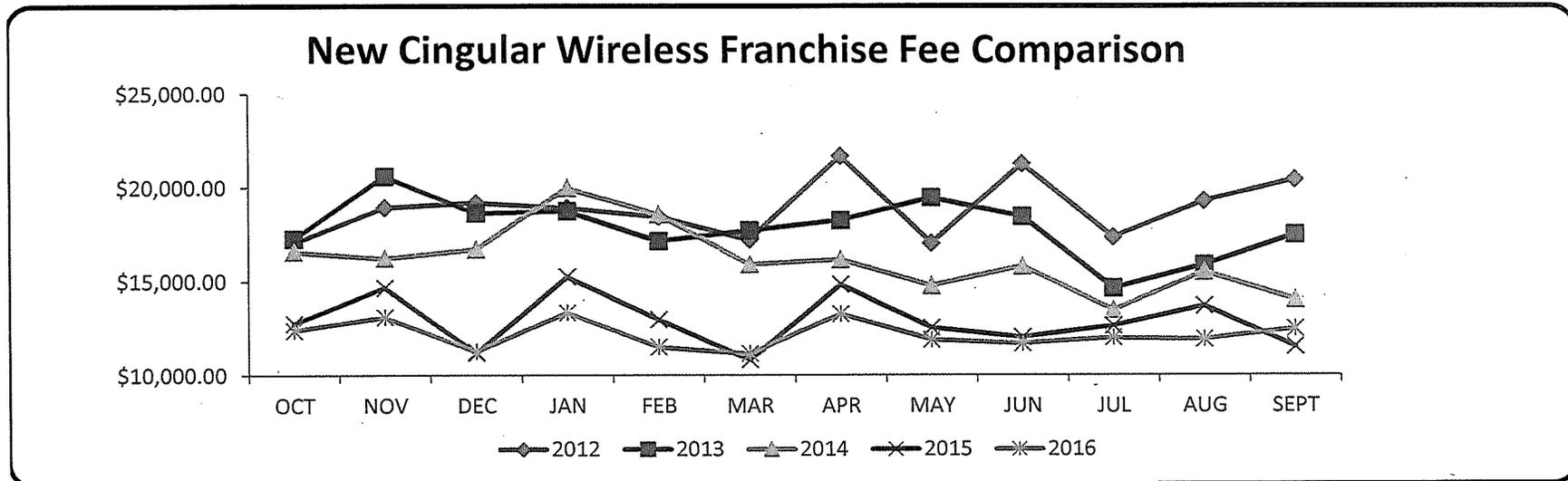
\*\*started keeping track of Southwestern Bell Telephone Company Video Service Franchise Fees for Fiscal Year 2012/2013

# 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/<br/>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           | 11,185.38           | 3.2%                          |
| APR          | 21,663.67           | 18,245.17           | 16,154.02           | 14,841.57           | 13,294.77           | -10.4%                        |
| MAY          | 17,033.61           | 19,454.59           | 14,774.95           | 12,562.86           | 11,918.78           | -5.1%                         |
| JUN          | 21,252.55           | 18,445.10           | 15,804.53           | 12,039.27           | 11,714.56           | -2.7%                         |
| JUL          | 17,356.37           | 14,644.81           | 13,495.54           | 12,657.00           | 12,017.34           | -5.1%                         |
| AUG          | 19,263.90           | 15,863.44           | 15,495.35           | 13,712.15           | 11,933.60           | -13.0%                        |
| SEPT         | 20,408.73           | 17,477.95           | 14,037.11           | 11,537.42           | 12,489.64           | 8.3%                          |
| <b>TOTAL</b> | <b>\$209,669.91</b> | <b>\$214,204.63</b> | <b>\$193,743.42</b> | <b>\$155,129.54</b> | <b>\$146,335.12</b> |                               |

**2012-PRESENT \$919,082.62**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -5.67%



## LACLEDE GAS FRANCHISE FEE REPORT

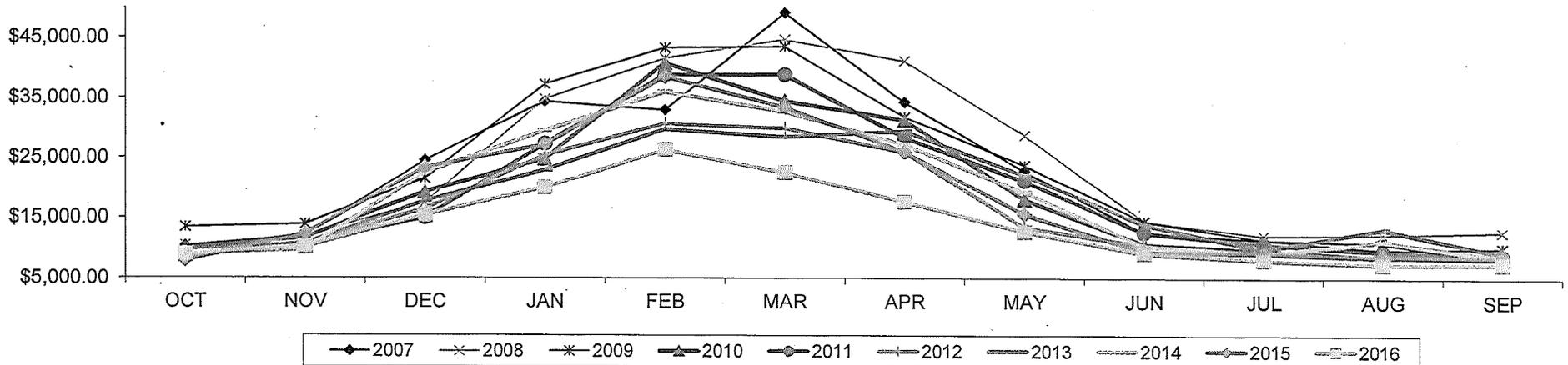
| <u>MONTH</u> | <u>2007</u> | <u>2008</u> | <u>2009</u> | <u>2010</u> | <u>2011</u> | <u>2012</u> | <u>2013</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> | Increase/<br>Decrease |
|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-----------------------|
| 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   | 22,631.68   | -32.5%                |
| 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   | 17,745.49   | -31.9%                |
| 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   | 12,789.92   | -18.6%                |
| 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    | 9,208.08    | -2.8%                 |
| 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    | 8,121.30    | -12.4%                |
| 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    | 7,413.85    | -16.1%                |
| 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    | 7,432.60    | -13.5%                |

**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    \$166,112.54

1995-Present    \$3,734,310.39

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT:    -24.75%

**MO NATURAL GAS FRANCHISE FEE COMPARISON**

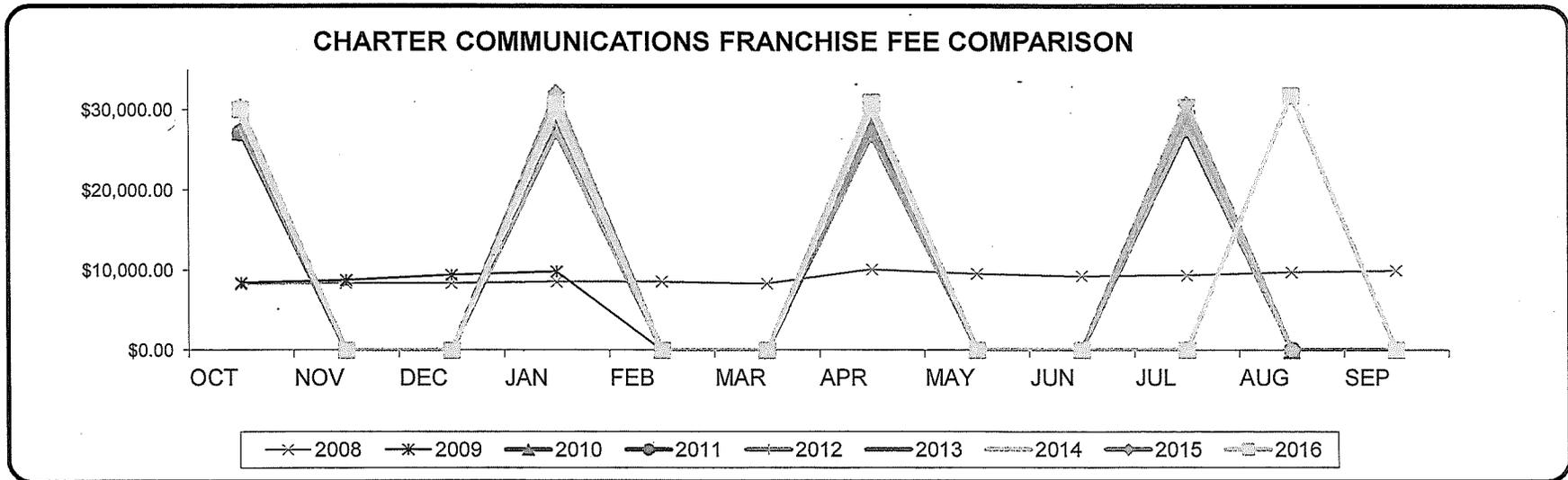


## CHARTER COMMUNICATIONS FRANCHISE FEE REPORT

| <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/<br/>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           | 30,969.27           | 0.1%                          |
| 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           | 0.00                | 0                             |
| AUG          | 9,737.18            | 0.00               | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                | 31,827.01           | 3.6%                          |
| SEP          | 9,924.12            | 0.00               | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                | 0.00                | 0                             |
| <b>TOTAL</b> | <b>\$108,539.33</b> | <b>\$90,254.22</b> | <b>\$112,084.77</b> | <b>\$111,270.93</b> | <b>\$109,798.72</b> | <b>\$114,497.83</b> | <b>\$119,866.29</b> | <b>\$124,108.60</b> | <b>\$123,618.62</b> |                               |

1995-Present    \$2,153,871.12

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -0.4%



Washington Regional Airport (FYG)  
Board Meeting Minutes  
Tuesday October 11, 2016 @ 3:00 pm  
at Washington Regional Airport  
BFA #124

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

1. Approve minutes of 6-28-2016 – Approved as written
2. Hangar Rent Update (Kevin) – 1 twin hangar is open and there are 11 on the waiting list for small hangars.
3. General Maintenance (Board)
  - a. Council approved budget items:
    1. Roof Repairs
      - a. Painting is complete
      - b. There have been some comments about the appearance of the sides now that the roof looks good.
      - c. Unless the sidings have a structural or an integrity issue we probably won't be addressing that for several years.
      - d. We recommend final payment for the painting.
    2. Office Doors
      - a. Joe provided door specs to Brian so that Brian can pursue bids.
    3. Unicom/Radio
      - a. Unicom/Radio is installed.
    4. Monument Sign
      - a. We may do some landscape clean up and mulching around the sign after the lighting is installed.
      - b. The conduit and wire has been run to the lights.
      - c. Brian is obtaining bids for the ground lighting.
      - d. We will obtain a licensed electrician to do the wiring into the electric system.
    5. Jet Fuel
      - a. We will remove the nozzles so that there is no way that a jet can be fueled from the main tank and this should eliminate the need for water detection and removal on the main tank.
      - b. A reinspection is planned for the 18<sup>th</sup> to verify that this will satisfy the fuel detection.
      - c. Fuel detection would cost in the range of \$6,000.
4. Grounds - The City Engineer will notify the levee district of the erosion in Lake Creek from the levee districts pipe which drains water.
  - a. Runway
    1. Filling cracks – We are on the Street Departments list
    2. Painting – We are on the Street Departments list
  - b. Pavilion Roof – No action this month.
  - c. Airport Security – No action this month.
  - d. Asphalt Parking Lot – We are on the Street Departments list to do the striping
  - e. Fuel Truck parking – remove from the agenda
5. St. Clair Airport Update (Brian) – Still in the process of closing, no news this month

6. Updating the Master Plan/Airport Layout Plan (ALP) (Brian)
  - a. Minimum Standards
    1. We discussed the current Minimum Standards. They are still at MoDOT for review. We anticipate possibly another month before we get their comments back.
    2. At this time, we are not going to attempt to add drones to the Minimum Standards since the requirements on drones appear to be changing at a rapid pace.
  - b. Daily Airport Operations
    1. WAI is still keeping a log of the aircraft noticed by staff during business hours.
    2. Ray and Brian will meet with Ty of CMT to discuss the counters.
  - c. Runway Counter from CMT
    1. WAI is still keeping a log of the aircraft noticed by staff during business hours.
    2. Ray and Brian will meet with Ty of CMT to discuss the counters.
    3. Need to prepare a list of items to discuss with Ty
      1. Runway Counts
      2. Load requirements on the runway
        - a. City Liability based on an overloaded aircraft
      3. Length of the runway, how do we explain, what different kind of aircraft can get in here with a longer runway.
      4. How many more counts do we need to get in order to get more than a 500 feet length in the Master Plan.
  - d. What is the length and width of the runway in the Master Plan?
7. Public Presentations and WAI website update (Ray) – No requests at this time.
8. Airport Way Finding Signing (Ray II) – No news
9. Avgas Phase-Out (Ray II) – No news
10. Monthly Reports – submit to Transportation Board
  - a. It will be acceptable for WAI to send these reports via email directly to the Industrial Board and the Transportation Board.
    1. Always copy Brian Boehmer on these transmittals.
    2. Send these reports to everyone in one email.
11. Other Business
  - a. Air Evac Helicopters are doing all of their national wide training out of Spirit and they are using FYG frequently.
  - b. There is a 4-year college in St. Louis that is offering flight training and degrees in flight (SLU).
  - c. Small aircraft with an instructor is going in the range of \$200-\$250 per hour.
12. Schedule Next Meeting – December 13<sup>th</sup> at 3:00 at the Airport



# Washington Fire Department

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

Professional Volunteer Service Since 1852

Member

• Firefighters  
Association of  
Missouri

Franklin-  
Gasconade  
Firefighters  
Association

## COMPANY MEETING

September 28, 2016

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.

The Pledge of Allegiance was led by Justin Frankenberg.

The minutes of the August meeting were approved on a motion made by Lt. Kurt Trentmann and seconded by Lt. Rich Eaton.

The Treasurer's report (Company) was approved as read. Balance of \$1,602.42, (City) approved as distributed. Motion was made by Lt. Kurt Trentmann and seconded by Charley Shiels to approve. Motion passed unanimously.

## REPORT OF FIRES

Reports are attached. Deputy Chief Tim Frankenberg gave a brief report on a citizen rescue off Hwy. YY.

## SAFETY

Sadly, 2 Wilmington DE firefighters lost their lives and 2 more were injured after falling through the floor while they were operating at a fire in a row house. This could happen anywhere at any time. We need to be vigilant in watching out for each other, looking for signs of imminent danger and keeping situational awareness.

## REPORT OF CAPTAINS

**Section One:** 9/7 Company Training at Mercy; 9/14 Improvement Meeting; 9/16 119's battery issue was resolved—Ed Rohrer wired the emergency lights to the auxiliary battery. 9/22- 117 brake chamber fixed; 9/22- 117 brakes were adjusted; 9/25 did a PR for Downtown Washington. Currently looking for source of air leak on 113.

**Section Two:** Held section training on SCBA and Confined space rescue. Annual Ladder service and inspection was done on 9/26. Truck needs a new U-Joint for the aerial PTO. Rescue Repair will be back soon to repair. Step light on the passenger side ladder rack device was repaired. Still working on the sensors for ladder rack down indicator, at this time indicator does not work.

**Section Three:** Justine Fuse and Rich Eaton did a PR on 9/10. Annual maintenance was done on trucks. 9/21 held section training on air masks.

**Section Four:** Held section training on 9/21, SCBA, Did Engine House Cleanup on 9/22. Will do Fall cleaning on 10/9. Trainee Stephen Gubbels requested to go inactive.

**Section Five:** Held section training on 9/21.

**Section Seven:** No report.

Meeting was temporarily adjourned for the annual memorial service hosted by Section 7.

**MINUTES OF CAPTAINS MEETING-** Brief comments were made about a personnel matter. Minutes are attached.

**ROLL CALL OF MEMBERSHIP:** Present- 51 Excused- Absent- 15

**PROPOSAL OF NEW MEMBERSHIP:** 1<sup>st</sup> reading for James Pefferman, son of Lt. Jim Pefferman of Section 5. Information was turned over to The Investigating Committee to review.

**CORRESPONDENCE AND BILLS-**Chief Halmich read thank you letter from the Don Wildt, WCFPD president, thanking the Fire Company for their help in promoting the August ballot proposal (attached). A \$50.00 donation and thank you was received from Marjorie Casterline. Motion made to pay the bills this month made by Tim Joerling and seconded by Lt. Justin Fuse. Motion passed unanimously.

### REPORTS OF COMMITTEES

**FIRE PREVENTION DIVISION-** Reviewed sprinkler plans for PetSmart, and former American Bounty building. Reviewed alarm drawings for Homestead. Thanks to Captain Holtmeier for conducting a fire drill at the MO Job Center. Keys have been updated at Victorian Manor and Orscheln's. Fazzoli's has a Knox box, but it is not required. Stations 1, 3, and 4, and Training Center sprinklers were inspected. Batteries in the digital communicators at Stations 3 & 4 were changed. Open burning is now allowed outside the City. DNR regulations are 4'X 4'X 4', can burn between 10 am and 4 pm. Only natural vegetation can be burned.

October 9/15 is Fire Prevention Week. This year's theme is "Don't Wait, Check the Date. Replace Smoke Alarms Every 10 years." Take time to review with your family the smoke alarms, carbon monoxide detectors and your escape plan. Practice the plan! Finally, sleep with your bedroom doors closed. This is the best advice next to sprinklers and smoke alarms. Buy yourself some time. Complete report is attached.

**TRAINING DIVISION-** Thanks to Captain Mike Holtmeier for running Company Training in my absence. Thanks to all for understanding my absence due to my recent business move. Thanks to Lt. Nick Risch for the weekly ICS 213's, and for posting IAP's for recent events on Power DMS. Congrats to Captain Doug Holdmeyer and Lt. Nick Risch who have been asked to present again at Winter Fire School. The 3 Chiefs, Lt. Nick Risch and Pat Placke attended Blue Mass on 9/11. Complete report and schedule is attached.

**PUBLIC RELATIONS-** Oct. 13 will be school fire drills. Those attending should wear button up shirts.

**COMMUNICATIONS-** No report

Deputy Chief Frankenberg reminded everyone that 117, 175 and 124 do not do move up's.

**DATA PROCESSING-** No report

**EQUIPMENT MAINTENANCE-** Up and running.

**RURAL ASSOCIATION-** Chief Halmich gave a brief report on the last WRFA rural meeting.

**BUILDING MAINTENANCE-** The stove at HQ is not working properly. The refrigerator at HQ has been repaired. The process of changing out department locks has been delayed until next year. More to follow.

**COMPRESSOR/CASCADE-** Up and running.

**AIR MASK-** No report.

**COMPLIANCE-** No report.

**EXPLORER POST 2415-** No report

**LADIES AUXILIARY-** No report

**IMPROVEMENT MEETING-** Chief reported on the Washington Community Fire Protection District's progress. Morgan Geisler, Captain in the Explorer's Post made a brief presentation asking for permission to use city budget funds to have shirts made for the members. Total cost would be \$720.

Lt. Matt Coleman asked that anyone who would like items missed in these minutes due to his absence because of the fire at his church please email him. Complete minutes are attached.

Don Peters made a motion to approve the Explorer's Request for funding to purchase shirts and decals (\$720) . Seconded by Lt. Justin Fusé. Motion passed unanimously. Complete minutes are attached.

**SOCIAL COMMITTEE-** Section 1 has the meal.

**HOSE LOADERS-** no report given

**SPECIAL COMMITTEES:**

**Quartermaster-** Driver Operator books have been ordered.

**Historian-** No report

**Photographer-** No report

**Chaplain-** No report

**Auditor-** No report

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

VAER checks will be distributed in October.

Lt. Kurt Trentmann informed the company that Shorty Moritz and Ken Strubberg's names will be placed on the stone next month.

Councilman Hidritch thanked everyone for their service.

An invitation was received for the wedding of Lt. Corey Beste and Olivia Aholt.

**KITTY:** \$11.00 to Father Mike

**CLEAN-UP-** Section 2

**ADJOURNMENT-** The meeting was adjourned at 9:10 pm

Respectfully Submitted,

Lt. Matt Coleman  
Company Secretary

Washington Fire Department

Month end Incident lists

Alarm Date Between {9/1/2016} And {9/30/2016}

| Incident-Exp#  | Alm Date   | Alm Time | Location                  | Incident Type                    |
|----------------|------------|----------|---------------------------|----------------------------------|
| 16-0000351-000 | 09/01/2016 | 06:54:20 | 17423 Hwy. O /Marthasvill | 611 Dispatched & cancelled en ro |
| 16-0000352-000 | 09/01/2016 | 08:08:10 | 2803 Hwy A /INTERSECTN    | 322 Motor vehicle accident with  |
| 16-0000353-000 | 09/01/2016 | 18:25:51 | 2058 Hwy A /INTERSECTN    | 324 Motor Vehicle Accident with  |
| 16-0000354-000 | 09/02/2016 | 12:54:47 | 5401 Country Club RD      | 733 Smoke detector activation du |
| 16-0000355-000 | 09/02/2016 | 14:37:02 | 7926 Hwy Yy               | 733 Smoke detector activation du |
| 16-0000356-000 | 09/02/2016 | 16:19:50 | 101 Elbert DR             | 600 Good intent call, Other      |
| 16-0000357-000 | 09/03/2016 | 00:13:50 | 324 W Fifth ST            | 445 Arcing, shorted electrical e |
| 16-0000358-000 | 09/04/2016 | 21:22:47 | 807 Horn ST               | 600 Good intent call, Other      |
| 16-0000359-000 | 09/07/2016 | 21:30:34 | 332 Lost Pines /Union, MO | 111 Building fire                |
| 16-0000360-000 | 09/07/2016 | 22:56:51 | 2800 Rabbit Trail DR      | 735 Alarm system sounded due to  |
| 16-0000361-000 | 09/08/2016 | 00:06:32 | 6325 Avantha DR           | 735 Alarm system sounded due to  |
| 16-0000362-000 | 09/08/2016 | 12:35:24 | 10 Lafayette ST           | 600 Good intent call, Other      |
| 16-0000363-000 | 09/08/2016 | 13:16:46 | 138 Phillip LN            | 744 Detector activation, no fire |
| 16-0000364-000 | 09/08/2016 | 16:04:20 | 105 Dawn DR               | 600 Good intent call, Other      |
| 16-0000365-000 | 09/09/2016 | 01:18:20 | 901 E Fifth ST            | 733 Smoke detector activation du |
| 16-0000366-000 | 09/09/2016 | 16:00:58 | 698 E Fourteenth ST /INTE | 322 Motor vehicle accident with  |
| 16-0000367-000 | 09/09/2016 | 22:12:48 | 4494 Old Hwy 100 /INTERSE | 322 Motor vehicle accident with  |
| 16-0000368-000 | 09/10/2016 | 13:54:25 | 4528 Hwy 47 /INTERSECTN   | 322 Motor vehicle accident with  |
| 16-0000369-000 | 09/10/2016 | 21:48:44 | 5951 Hwy 100 /INTERSECTN  | 463 Vehicle accident, general cl |
| 16-0000370-000 | 09/11/2016 | 23:06:52 | 2380 Hwy A /INTERSECTN    | 324 Motor Vehicle Accident with  |
| 16-0000371-000 | 09/12/2016 | 16:43:22 | 4528 Hwy 47 /INTERSECTN   | 324 Motor Vehicle Accident with  |
| 16-0000372-000 | 09/12/2016 | 19:33:06 | 2853 Hwy A                | 600 Good intent call, Other      |
| 16-0000373-000 | 09/13/2016 | 18:03:47 | 2561 Hwy A /INTERSECTN    | 400 Hazardous condition, Other   |
| 16-0000374-000 | 09/13/2016 | 18:57:03 | 101 Elbert DR             | 600 Good intent call, Other      |
| 16-0000375-000 | 09/14/2016 | 11:12:47 | 1325 Pottery RD           | 143 Grass fire                   |
| 16-0000376-000 | 09/14/2016 | 19:13:51 | 110 E Fourteenth ST       | 111 Building fire                |
| 16-0000377-000 | 09/15/2016 | 12:12:59 | 5120 Mid American LN      | 445 Arcing, shorted electrical e |
| 16-0000378-000 | 09/15/2016 | 16:56:10 | 316 Meadow DR             | 321 EMS call, excluding vehicle  |
| 16-0000379-000 | 09/16/2016 | 07:52:43 | 4860 Hwy 47 /INTERSECTN   | 324 Motor Vehicle Accident with  |
| 16-0000380-000 | 09/16/2016 | 11:11:41 | 6779 Hwy 100 /INTERSECTN  | 131 Passenger vehicle fire       |
| 16-0000381-000 | 09/16/2016 | 22:06:45 | 4300 St Johns Creek RD /I | 324 Motor Vehicle Accident with  |
| 16-0000382-000 | 09/17/2016 | 19:45:38 | 310 W Main ST             | 733 Smoke detector activation du |
| 16-0000383-000 | 09/18/2016 | 22:06:40 | 101 Danny Scott DR /New H | 571 Cover assignment, standby, m |
| 16-0000384-000 | 09/18/2016 | 22:41:50 | 328 W Sixth ST            | 671 HazMat release investigation |
| 16-0000385-000 | 09/21/2016 | 18:24:06 | 100 Cedar ST              | 745 Alarm system activation, no  |
| 16-0000386-000 | 09/22/2016 | 20:01:01 | 13 Julie Ann CT           | 671 HazMat release investigation |
| 16-0000387-000 | 09/22/2016 | 21:33:16 | 226 Labadie Power Plant R | 111 Building fire                |
| 16-0000388-000 | 09/23/2016 | 05:37:49 | 3947 Hwy 185 /INTERSECTN  | 460 Accident, potential accident |
| 16-0000389-000 | 09/24/2016 | 00:36:33 | 950 Madison AVE           | 733 Smoke detector activation du |
| 16-0000390-000 | 09/24/2016 | 14:41:37 | 4384 Hwy 100 /INTERSECTN  | 322 Motor vehicle accident with  |
| 16-0000391-000 | 09/25/2016 | 08:25:39 | 2800 Rabbit Trail DR      | 321 EMS call, excluding vehicle  |
| 16-0000392-000 | 09/25/2016 | 13:12:21 | 419 Michelle DR           | 743 Smoke detector activation, n |
| 16-0000393-000 | 09/26/2016 | 07:40:26 | 6 Bolte LN /St. Clair, MO | 611 Dispatched & cancelled en ro |
| 16-0000394-000 | 09/26/2016 | 15:58:38 | 901 E Fifth ST            | 735 Alarm system sounded due to  |
| 16-0000395-000 | 09/27/2016 | 03:35:44 | 2073 Washington Crossing  | 745 Alarm system activation, no  |

Washington Fire Department

Month end Incident lists

Alarm Date Between {9/1/2016} And {9/30/2016}

| Incident-Exp#  | Alm Date   | Alm Time | Location                 | Incident Type                    |
|----------------|------------|----------|--------------------------|----------------------------------|
| 16-0000396-000 | 09/27/2016 | 16:45:20 | 5982 Hwy 100 /INTERSECTN | 324 Motor Vehicle Accident with  |
| 16-0000397-000 | 09/28/2016 | 07:11:40 | Highway D /Warren Co, MO | 571 Cover assignment, standby, m |
| 16-0000398-000 | 09/30/2016 | 08:34:15 | 2 S Church ST /Union, MO | 111 Building fire                |
| 16-0000399-000 | 09/30/2016 | 12:38:26 | 6275 Hwy 100 /INTERSECTN | 611 Dispatched & cancelled en ro |
| 16-0000400-000 | 09/30/2016 | 13:38:15 | 6560 Hwy Yy              | 311 Medical assist, assist EMS c |
| 16-0000401-000 | 09/30/2016 | 19:23:48 | 5752 Country Club RD     | 743 Smoke detector activation, n |
| 16-0000402-000 | 09/30/2016 | 23:15:27 | 516 E Eighth ST          | 311 Medical assist, assist EMS c |

Total Incident Count 52

Washington Fire Department

Month end Incident lists

Alarm Date Between {9/1/2016} And {9/30/2016}

| Incident Type  | Count     | Pct of Incidents | Total Est Loss | Pct of Losses |
|--|-----------|------------------|----------------|---------------|
| <b>1 Fire</b>  |           |                  |                |               |
| 111 Building fire  | 4         | 7.69%            | \$0            | 0.00%         |
| 131 Passenger vehicle fire                               | 1         | 1.92%            | \$0            | 0.00%         |
| 143 Grass fire   | 1         | 1.92%            | \$0            | 0.00%         |
|  | <u>6</u>  | <u>11.53%</u>    | <u>\$0</u>     | <u>0.00%</u>  |
| <b>3 Rescue &amp; Emergency Medical Service Incident</b> |           |                  |                |               |
| 311 Medical assist, assist EMS crew                      | 2         | 3.84%            | \$0            | 0.00%         |
| 321 EMS call, excluding vehicle accident with            | 2         | 3.84%            | \$0            | 0.00%         |
| 322 Motor vehicle accident with injuries                 | 5         | 9.61%            | \$0            | 0.00%         |
| 324 Motor Vehicle Accident with no injuries              | 6         | 11.53%           | \$0            | 0.00%         |
|  | <u>15</u> | <u>28.84%</u>    | <u>\$0</u>     | <u>0.00%</u>  |
| <b>4 Hazardous Condition (No Fire)</b>                   |           |                  |                |               |
| 400 Hazardous condition, Other                           | 1         | 1.92%            | \$0            | 0.00%         |
| 445 Arcing, shorted electrical equipment                 | 2         | 3.84%            | \$0            | 0.00%         |
| 460 Accident, potential accident, Other                  | 1         | 1.92%            | \$0            | 0.00%         |
| 463 Vehicle accident, general cleanup                    | 1         | 1.92%            | \$0            | 0.00%         |
|  | <u>5</u>  | <u>9.61%</u>     | <u>\$0</u>     | <u>0.00%</u>  |
| <b>5 Service Call</b>                                    |           |                  |                |               |
| 571 Cover assignment, standby, moveup.                   | 2         | 3.84%            | \$0            | 0.00%         |
|  | <u>2</u>  | <u>3.84%</u>     | <u>\$0</u>     | <u>0.00%</u>  |
| <b>6 Good Intent Call</b>                                |           |                  |                |               |
| 600 Good intent call, Other                              | 6         | 11.53%           | \$0            | 0.00%         |
| 611 Dispatched & cancelled en route                      | 3         | 5.76%            | \$0            | 0.00%         |
| 671 HazMat release investigation w/no HazMat             | 2         | 3.84%            | \$0            | 0.00%         |
|  | <u>11</u> | <u>21.15%</u>    | <u>\$0</u>     | <u>0.00%</u>  |
| <b>7 False Alarm &amp; False Call</b>                    |           |                  |                |               |
| 733 Smoke detector activation due to                     | 5         | 9.61%            | \$0            | 0.00%         |
| 735 Alarm system sounded due to malfunction              | 3         | 5.76%            | \$0            | 0.00%         |
| 743 Smoke detector activation, no fire -                 | 2         | 3.84%            | \$0            | 0.00%         |
| 744 Detector activation, no fire -                       | 1         | 1.92%            | \$0            | 0.00%         |
| 745 Alarm system activation, no fire -                   | 2         | 3.84%            | \$0            | 0.00%         |

Washington Fire Department

Month end Incident lists

Alarm Date Between {9/1/2016} And {9/30/2016}

| Incident Type              | Count | Pct of Incidents | Total Est Loss | Pct of Losses |
|----------------------------|-------|------------------|----------------|---------------|
| 7 False Alarm & False Call | 13    | 25.00%           | \$0            | 0.00%         |

Total Incident Count: 52

Total Est Loss: \$0

**MINUTES OF THE BOARD OF PUBLIC WORKS**  
**Tuesday, September 20, 2016**

The Regular Meeting of the Board of Public Works was held on Tuesday, September 20, 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            | John Vietmeier | Present |
| Member            | Brad Mitchell  | Present |
| Member            | Mike Radetic   | Present |
| Ex-officio Member |                |         |

**OTHERS:**

|  |                  |         |
|--|------------------|---------|
| Council Representative                   | Jeff Mohesky     | Absent  |
| Council Representative                   | Josh Brinker     | Absent  |
| Council Representative                   | Steve Sullentrup | Absent  |
| Council Representative                   | Greg Skornia     | Present |
| Mayor                                    | Sandy Lucy       | Absent  |
| City Administrator                       | James A. Briggs  | Absent  |
| Public Works Director                    | Brian Boehmer    | Present |
| Water/Wastewater Superintendent          | Kevin Quaethem   | Present |
| Water/Wastewater Secretary               | Beverly Hoyt     | Present |
| City Engineer                            | John Nilges      | Present |
| Assistant City Engineer                  | Andrea Lueken    | Absent  |
| Fire Chief/Emergency Management Director | Bill Halmich     | Present |

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the Public Works Department 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. Vietmeier and seconded by Mr. Mitchell to approve the minutes from the regular August 9, 2016 meeting. The motion passed without dissent.

## Wastewater

Everything is good, we do have some issues on Front Street that we are working on and will continue. The heavy rain we have had caused the manholes to back up. We are working to try and figure where that's coming from and a process to alleviate.

## Water - Donohue Invoices and Final

Apparently there was an email that we never received from Donohue with these two invoices. We asked that Donohue resend the Invoices #12 and #13 along with their final invoice to complete out the Hydraulic Study. The City has already had the chance to use this twice and it has been helpful in the development of the Water Extension project for Autumn Leaf.

A motion was made by Mr. Radetic and second by Mr. Vietmeier to approve Invoice #12 and #13 along with the Final Pay for Donohue.

The Chlorination project has already been finalized and permit received. We will be meeting with Donohue next week to go through the buildings. Once this is done Donohue will sign off and send back to MDNR(Missouri Department of Natural Resources) and that will be the final.

## Manhole Coating (15)

We went out for bids for the coating of 15 manholes that we know have infiltration problems. We are planning to line these manholes this year and monitor to see how the process works and if it holds up well. Next year if the process worked we will continue the process and do more manholes. There were several ways the lining could have been done, there is cement lining, epoxy and there is a cured-in-place process which Insituform does and is a very expensive process. This would be for manholes that are too deep and falling to pieces. Hogan Painting & Sandblasting actually comes in and cleans the manholes with a special chemical and then pressure washes. Then an epoxy cementitious material will be used. They will drill holes into the manhole that will be shot into the outside of the manhole so it fills any voids around the outside. Then they will line the entire inside of the manhole with the same material. This all happens while the flow is still going through the manhole. We went out for bids and got only three (3) bids, Visu-Sewer, Hogans Painting & Sandblasting and Utility Solutions. Utility Solutions didn't want to send anyone out to look at the manholes and I don't feel comfortable with that so we went with Hogan. This will be done this calendar year. But the money is budgeted every year.

A motion was made by Mr. Mitchell and second by Mr. Vietmeier to accept Hogan Painting & Sandblasting to coat 15 manholes. It is approved.

### Water Line Extension (Autumn Leaf)

This would be to improve fire flow in Autumn Leaf Subdivision. At this time there is only one feed coming into this off Highway A so the fire protection has been low at 787 gallons per minute (gpm) that is well below our city codes of a 1,000 gpm per residential. The plan has always been to tie into another line. Sophia and Emily Lane both have 8" lines ran up to property line for future extensions. Now the property owner has started developing on High Street and ran a 12" down. I am proposing and would like to get the Boards approval to negotiate with the property owner to see about running a 12" line all the way down and tying into the Autumn Leaf Subdivision. If we do that it will give the subdivision a proposed fire flow of a little over 1,900 gpm, this will also improve water quality over time. There has never been a water quality problem, but on our last ISO rating this is one place we got dinged on for having inadequate fire flow protection. We really do need to install at least three (3) hydrants in this subdivision somewhere. Two Thousand one hundred (2,100) feet needed and cost around \$45,000.00, that money is always budgeted in our water line extensions. We are not proposing this for the fiscal year but hoping the next fiscal year.

This will benefit the property owner as well. We are looking into this being maybe a joint venture since it will benefit the property owner as well. We could at least sit down and have a discussion on the extension and how it will benefit both sides. Board members are in agreement that we should move forward with discussions on the water line extension to Autumn Leaf Subdivision.

Chief Halmich spoke to say that he feels we have a very good working relationship with the Public Works Water and Fire Department. Last year our ISO rating was Class 3 and we were reminded that the color code should match fire flow venue. Residential is 1,000 gpm, multi-family, townhouses, apartments all should be 1,250 and Commercial is 1,500 gpm. Residential color is green, so ISO drives around and sees an orange hydrant that is 750 and questions whether it's painted wrong or the flow is not in the pipes. ISO comes out and analyzes the code, fire flow periodically and do spot checking and the two have to match. This border line extension would be getting us up to par on residential fire flow and hydrants can be repainted with the appropriate flow. This was our only deficit in the fire flow requirements. This will help our ratings.

Over 1,500 are painted blue. We calculate the flow by flowing the fire hydrant, then taking static upstream and downstream residuals. Then we color code that fire hydrant to the color with system drawn down to 20 PSI. That is minimum requirements for fire protection by MDNR standards and the EPA standards.

### Other

No Discussion.

Old Business

No Discussion

Open Discussion

No Discussion

Next Scheduled Meeting Date:

The next scheduled meeting date is October 11, 2016.

Adjourn:

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

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Prepared by: Beverly Hoyt  
Beverly Hoyt  
Water/Wastewater Secretary

Adopted and Approved By the Board of Public Works:

Date: 10-11-16 Signature: John Vlatkovic  
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:** October 7, 2016

**RE:** Work Performed by the Water and Wastewater Departments

**STATUS OF MAJOR CONTRACTS --SEPTEMBER 2016**

| PROJECT                       | VENDOR             | CONTRACT AMOUNT | PREVIOUSLY APPROVED | CURRENTLY APPROVED | BALANCE     |
|-------------------------------|--------------------|-----------------|---------------------|--------------------|-------------|
| Hydraulic Study               | Donohue            | \$ 58,000.00    |                     | \$11,600.00        | \$0.00      |
| WWTP Electrical Modifications | Electric Unlimited | \$274,300.00    |                     |                    | \$23,100.00 |

**SEPTEMBER 2016**

Water Pumped September 2016..... 64,422,009 2.15 mgd  
 Wastewater Effluent Flow September 2016. .... 78,980,000 2.63 mgd  
 Missouri One Call Locate messages received for locates.....204  
 Meters Issued as new. ....2  
 Meters Issued as replacements.....0  
 Meters Issued as new for irrigation systems .....0  
 Water breaks repaired. ....2  
 Sewer Routines .....8  
 Delinquent Accounts actually shut off in September 2016. ....42

**WATER DEPARTMENT FIELD WORK PERFORMED -- SEPTEMBER 2016**

- |  |   |
|--|---|
| 1. Shop Maintenance                    | 12. Water Break @ 620 Walnut                |
| 2. Meter/Swapping/Repair               | 13. Water Break @ Laura Ln & Laura Ct.      |
| 3. Repair/Replace/Number Hydrants      | 14. Water Break @ W. Main & Tiemann         |
| 4. Check Wells/Lift Stations/Heaters   | 15. Water Break @ 2812 Thoroughbred         |
| 5. Missouri One Call Locates           | 16. Painted Well Buildings                  |
| 6. Hydrant Flushing/Painting           | 17. Added Lights to Well #7                 |
| 7. Repair Service Line @ Elbert        | 18. Asphalt Patch Work (Various Locations)  |
| 8. Repair Service Line @ Apple Blossom | 19. Heaters Installed in Well Buildings     |
| 9. Water Tap @ Deutsch Crest           | 20. Ran Electrical Wiring to Sign @ Airport |
| 10. Repair Curb Stop @ Riverfront      |   |
| 11. Water Samples                      |   |

**WASTEWATER DEPARTMENT FIELD WORK PERFORMED – SEPTEMBER 2016**

1. Sewer Routines
2. Daily lab work and routines.
3. Cleaned belt press.
4. Clean Process Filters
5. Run belt press.
6. Replace Belts on Blower
7. Sprayed all Lift Stations
8. Checked Drain & temp gauges
9. Cleaned polymer barrels
10. Emergency Call Out West End Lift Station
11. Emergency Call Out Walnut & West End
12. Locate Sewer @ 47 & Washington Dr.
13. TV'd Sewer @ 711 W 8<sup>th</sup> Street
14. Replaced Riser Ring @ 1045 Marilyn
15. TV's lines @ Marthasville

**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.