



TENTATIVE AGENDA

City of Sikeston

SPECIAL CITY COUNCIL MEETING SIKESTON CITY HALL

Monday, May 5, 2014
5:00 P.M.

- I. CALL TO ORDER
- II. RECORD OF ATTENDANCE
- III. OPENING PRAYER
- IV. PLEDGE OF ALLEGIANCE
- V. APPROVAL OF CITY COUNCIL MINUTES

- | | |
|---------------------------------|----------------|
| A. Regular City Council Minutes | April 7, 2014 |
| B. Special Council Minutes | April 14, 2014 |
| C. Special Council Minutes | April 28, 2014 |

VI. ACCEPTANCE OF BOARD AND COMMISSION MINUTES

- | | |
|---|-------------------|
| A. Department of Economic Development | March 11, 2014 |
| B. Housing Authority | March 10, 2014 |
| C. Library Board | March 10, 2014 |
| D. Park Board | March 10, 2014 |
| E. Strategic Plan Implementation Commission | February 20, 2014 |
| F. Strategic Plan Implementation Commission | March 20, 2014 |
| G. Tourism Advisory Board | March 25, 2014 |

VII. ITEMS OF BUSINESS

- A. Award of Mowing Bids for LCRA Lots
- B. Appointment of Members to Airport Terminal Building Project Advisory Committee
- C. Update on Flood Plain Revision
- D. FY-15 Budget Discussions
- E. Other Items As May Be Determined During the Course of the Meeting

VIII. ADJOURNMENT

Dated this 1st day of May 2014


Carroll Couch, City Clerk

The City of Sikeston complies with ADA guidelines. Notify Linda Lowes at 471-2512 (TDD Available) to notify the City of any reasonable accommodation needed to participate in the City Council's Meeting.



REGULAR CITY COUNCIL MEETING

April 7, 2014

The regular Sikeston City Council meeting of April 7, 2014 was called to order at 5:00 p.m. in the City Council Chambers, located at 105 East Center, Sikeston. Present at the meeting were Mayor Jerry Pullen and Councilmen Steven Burch, Bob Depro, Jon Gilmore, Maude Harris, and Kathy Teachout. Staff in attendance were: City Counselor Chuck Leible, City Manager Jonathan Douglass, City Clerk Carroll Couch, City Treasurer Karen Bailey, Public Safety Director Drew Juden, Governmental Services Director Linda Lowes, Economic Development Director Ed Dust, Public Works Director Jay Lancaster, Parks Director Jiggs Moore, and Street Superintendent Brian Dial.

APPROVAL OF CITY COUNCIL MINUTES

City Council minutes of March 10, 14, and 31, 2014 were presented for approval. Councilman Depro moved to approve the minutes as presented. Councilman Burch seconded the motion and the following roll call vote was recorded:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

ACCEPTANCE OF BOARD AND COMMISSION MINUTES

Minutes from various board and commission meetings were presented to the City Council. Councilman Burch moved to approve the minutes as presented. The motion was seconded by Councilman Teachout and voted as follows:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

PRESENTATIONS

Employee of the Second Quarter

Code Enforcement Officer Jamie Williams of the Public Works Department and Firefighter Jimmy Harrell of the Public Safety Department were recognized as Employees of the Second Quarter for their respective departments.

Missouri Bootheel Regional Consortium (MRBC) Presentation

Carolyn Davis of MBRC briefed the City Council regarding prevention of teenage pregnancy and healthy babies.

ITEMS OF BUSINESS

Award of Liability Insurance Bids

This item was removed from the agenda.

Award of Bid 14-26, Exterior Painting of Essex Building

Economic Development Director Ed Dust briefed the City Council on the bids received for the painting of the Essex Building exterior. Councilman Depro moved to award Bid 14-26 to Frank's Home Improvement in the amount of \$15,950. The motion was seconded by Councilman Burch and the following roll call vote recorded:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Award of Bid 14-25, Tennis Court Resurfacing

Four bids for the resurfacing of the four tennis courts in the Recreation Complex were reviewed by Park Director Jiggs Moore. Councilman Gilmore moved to award Bid 14-25 to General Acrylics, for three coats of surfacing material, in the amount of \$14,900. The motion was seconded by Councilman Depro and the following roll call vote recorded:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Bill Number 5953, Authorization to Replat Lot #2 of Venable's Addition

Councilman Teachout moved for the second reading of Bill Number 5953. The motion was seconded by Councilman Harris and the following vote was recorded:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Counselor Leible presented the bill for reading.

BILL NUMBER 5953

ORDINANCE NUMBER 5953

THIS BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 5953 PROVIDING FOR APPROVAL OF THE REPLAT OF LOT #2 OF VENABLE'S SECOND ADDITION, WHICH GENERALLY LIES ON SMITH AVENUE TO THE CITY OF SIKESTON, SCOTT COUNTY, MISSOURI.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SIKESTON, MISSOURI AS FOLLOWS:

SECTION I: This Ordinance shall not be codified in the City Municipal Code.

SECTION II: The Planning and Zoning Commission met on March 11, 2014 and passed a favorable recommendation to approve the subdividing of Lot 2 of Venable's Second Addition which generally lies on Smith Avenue, the plat of which is attached hereto, marked Exhibit "A" and incorporated by reference.

SECTION III: Aforesaid replat is accepted and approved subject to its recording in Scott Count, Missouri and full compliance with the building codes and housing ordinances of the City of Sikeston, Missouri, and in the event the provision of aforesaid codes of this City conflict with said replat, the Code shall be determinative.

SECTION IV: Aforesaid replat is accepted subject to full compliance with the stormwater management plan.

SECTION V: General Repealer Section. Any other ordinance or parts thereof inconsistent herewith, are hereby repealed.

SECTION VI: Severability. Should any part or parts of this ordinance be found or held to be invalid by any court of competent jurisdiction, the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION VII: Record of Passage

- A. Bill Number 5953 was introduced and read the first time this 31st day of March, 2014.
- B. Bill Number 5953 was read the second time and discussed on this 7th day of April, 2014. Councilman Burch moved to approve Bill Number 5953. The motion was seconded by Councilman Teachout and was voted as follows:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed,
and becoming ordinance 5953.

- C. Ordinance 5953 shall be in full force and effect from and after Thursday, May 8, 2014.

Bill Number 5954, Authorizing the Mayor to Execute a Contract Between the City of Sikeston and the Missouri Highways and Transportation Commission

Councilman Burch moved for the second reading of Bill Number 5954. The motion was seconded by Councilman Depro and the following vote recorded:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

City Counselor Leible presented the bill for reading.

BILL NUMBER 5954

ORDINANCE NUMBER 5954

THIS BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 5954 AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE CITY OF SIKESTON, MISSOURI AND THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION PROVIDING FOR THE FUNDING AND CONSTRUCTION OF A NEW TERMINAL BUILDING AT THE SIKESTON MUNICIPAL AIRPORT.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SIKESTON, MISSOURI, AS FOLLOWS:

SECTION I: This Ordinance shall not be codified in the City Municipal Code.

SECTION II: That the Agreements described on Exhibit "A" shall be conveyed to the Missouri Highways and Transportation Commission.

SECTION III: That the Mayor and other officials as may be necessary are hereby authorized empowered and directed to execute any documents necessary and proper to effectuate same.

SECTION IV: General Repealer Section. Any ordinance or parts thereof inconsistent herewith are hereby repealed.

SECTION V: Severability. Should any part or parts of this Ordinance be found or held to be invalid by any court of competent jurisdiction, then the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION VI: Record of Passage:

- A. Bill Number 5954 was introduced and read the first time this 31st day of March 2014.
- B. Bill Number 5954 was read the second time and discussed on this 7th day of April 2014. Councilman Gilmore moved to approve Bill Number 5954. The motion was seconded by Councilman Depro and voted as follows:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed,
and becoming Ordinance 5954.

- C. Ordinance 5954 shall be in full force and effect May 8, 2014.

Bill Number 5952, Re-adoption of Fair Housing Policy

Councilman Burch moved for the second reading of Bill Number 5952. The motion was seconded by Councilman Harris and the following vote recorded:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Counselor Leible presented the bill for reading.

BILL Number 5952

ORDINANCE Number 5952

THIS BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 5952, PROVIDING "FAIR HOUSING" FOR THE CITY OF SIKESTON, MISSOURI, DEFINING DISCRIMINATORY HOUSING PRACTICES, AND CREATING A FAIR HOUSING COMMITTEE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SIKESTON, MISSOURI AS FOLLOWS:

SECTION I: This Ordinance shall not be codified in the City Municipal Code.

SECTION II: Declaration of Policy: The City Council of the City of Sikeston hereby declares it to be the public policy of the City to eliminate discrimination and safeguard the right of any person to sell, purchase, lease, rent or obtain real property without regard to race, sex, color, national origin, ancestry, religion, religious affiliation, handicap and without regard to whether a family has children. This ordinance shall be deemed an exercise of the police powers of the

City of Sikeston, Missouri, for the protection of the public welfare, prosperity, health and peace of the people of Sikeston.

SECTION III. Definitions. For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meaning given herein unless the context otherwise indicates.

- A. Person shall include any individual, firm, partnership or corporation.
- B. Aggrieved Person shall include any person who is attempting to provide housing for himself and/or his family in the City of Sikeston, Missouri.
- C. Discriminate shall mean distinctions in treatment because of race, sex, color, religion, handicap, familial status or national origin of any person.

SECTION IV. Discriminatory Practices. It shall be a discriminatory practice and a violation of this ordinance for any person to:

- A. Refuse to sell or rent after the making of a bona fide offer, or to refuse to negotiate for the sale or rental of, or otherwise make unavailable or deny, a dwelling to any person because of race, sex, color, religion, religious affiliation, handicap, familial status, or national origin of any person.
- B. Discriminate against any person in the terms, conditions, or privileges of sale or rental of a dwelling, or in the provision of services or facilities in connection therewith, because of race, sex, color, religion, religious affiliation, handicap, familial status, or national origin.
- C. Make, print, or publish, or cause to be made, printed or published any notice, statement, or advertisement, with respect to the sale or rental of a dwelling that indicates any preference, limitation, or discrimination based on race, sex, color, religion, religious affiliation, handicap, familial status, or national origin, or an intention to make any such preference, limitation, or discrimination.
- D. Represent to any person because of race, sex, color, religion, religious affiliation, handicap, familial status, or national origin that any dwelling is not available for inspection, sale or rental when such dwelling is in fact so available.
- E. For profit, to induce or attempt to induce any person to sell or rent any dwelling by representations regarding the entry or prospective entry into the neighborhood of a person or persons of a particular race, sex, color, religion, religious affiliation, handicap, familial status, or national origin.
- F. Bars discrimination in the sale or rental of housing on the basis of a handicap, and requires the design and construction of new multi-family dwelling with four (4) or more units to meet certain adaptability and accessibility requirements.
- G. Bars discrimination in the sale or rental of housing because a family has children, but exempts certain types of buildings that house older persons, e.g. Section 202 housing.

SECTION V: Discrimination in the Financing of a House. It shall be unlawful for any bank, building and loan association, insurance company or other corporation, association, firm or enterprise whose business consists in whole or in part in the making of commercial real estate loans, to deny a loan to a person applying therefore for the purpose of purchasing, constructing, repairing, or maintaining a dwelling, or discriminate against any person in the fixing of the amount or conditions of such loan, because of the race, sex, color, religion, religious affiliation, handicap, familial status, or national origin of such person or of any person associated with him in connection with such financing.

SECTION VI. Exemptions. The provisions of this ordinance and particularly Section IV hereof, shall not apply to the following:

- A. The sale or rental of a dwelling unit in a building, which contains housing accommodations with no more than four (4) families living independently of each other, if the owner resides in one of the units.
- B. Housing need not be made available to a person who is a direct threat to the health or safety of others or who currently uses illegal drugs.
- C. Religious organizations and private clubs may limit the sale, rental or occupancy of housing owned or operated for other than a commercial purpose, to their members.
- D. Any single family house sold or rented by an owner provided that such house is sold or rented:
 - 1. without the use of sales or rental facilities or services of real estate brokers, agents, salesmen, or persons in the business of selling or renting dwelling, and
 - 2. without the publication, posting or mailing of any advertisement in violation of Section 3c of this ordinance.

provided however, that:

- 1. nothing in this provision shall prohibit the use of attorneys, escrow agents, abstractors, title companies, and other such professional assistance as necessary to perfect or transfer the title, and
 - 2. that any such private individual owner does not own any interest in, nor is there owned or reserved on his behalf, under any express or voluntary agreement, title to or any right to all or a portion of the process, from the sale or rental of more than three such single family houses at any one time.
- E. For the purposes of subsection e, a person shall be in the business of selling or renting dwelling if:
 - 1. he has, within the preceding twelve months, participated as a principal in three or more transactions involving the sale or rental of any dwelling or any interest therein, or
 - 2. he has, within the preceding twelve months, participated as an agent, other than in the sale of his own personal residents in providing sales or rental facilities or sales or rental services in two or more transactions involving the sale or rental of any dwelling or any interest therein, or

3. he is the owner of any dwelling designed or intended for occupancy, by or occupied by five or more families.

SECTION VII. Administration:

- A. There is hereby created a Fair Housing Committee whose membership shall consist of five members, who shall be appointed by the Mayor of the City with the approval of the City Council.
- B. Every complaint of a violation of this ordinance shall be referred to the Fair Housing Committee. The Fair Housing Committee shall forthwith notify the person against whom the complaint is made. The identity of the aggrieved person shall be made known to the person against whom the complaint is made at that time. If the Fair Housing Committee, after investigation, finds there is no merit to the complaint, the same shall be dismissed. If the Fair Housing Committee finds that there is merit in the complaint, in their opinion, then and in that event, the Fair Housing Committee will endeavor to eliminate the alleged discriminatory practice by conference and conciliation.
- C. If the Fair Housing Committee is unable to eliminate the alleged discriminatory practice by a conference and conciliation, then and in the event, the Fair Housing Committee shall forward said complaint to the City Attorney for handling. The final determination of whether or not to prosecute on said complaint shall be left to the City Attorney.

SECTION VIII. Enforcement.

- A. Any person convicted of a violation of this ordinance shall be punished by a fine of not more than two hundred (\$200.00) or confinement in the County jail for not more than thirty (30) days, or both such fine and imprisonment.
- B. The City Attorney, instead of filing a complaint in Municipal Court of said City, may, as an alternative remedy, seek to have the alleged discriminatory practices abated by an action for an injunction to be maintained in the appropriate Circuit Court of the State of Missouri.

SECTION IX: General Repealer Section: Any ordinance or parts thereof inconsistent herewith are hereby repealed.

SECTION X: Severability: Should any part or parts of this ordinance be found or held to be invalid by any court of competent jurisdiction, then the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION XI: Savings Clause. This ordinance shall not affect violations of any other ordinance, code or regulation of the City of Sikeston existing prior to the effective date hereof. Any such violations shall be governed and shall continue to be punishable to the full extent of the law under the provisions of those ordinances, codes or regulations in effect at the time the violation was committed.

SECTION XII: Record of Passage:

- A. Bill Number 5952 was introduced and read the first time this 31st day of March 2014.

- B. Bill Number 5952 was read the second time and discussed this 7th day of April 2014. Councilman Depro moved to approve Bill Number 5952. The motion was seconded by Councilman Burch and the following roll call vote recorded:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed,
and becoming ordinance 5952.

- C. Ordinance 5952 shall be in full force and effect from and after May 7, 2014.

Briefing: Mowing of LCRA Lots

Public Works Director Jay Lancaster reported there were 310 lots that either belonged to the LCRA, the City or were abandoned. These lots were divided into manageable blocks of 15. The LCRA mowing crews will mow 110 of the lots; the City will accept mowing bids on the remaining lots. At the end of the summer, staff will be able to compare the cost of lots mowed by the LCRA and independent bidders to determine which is most cost effective.

Briefing: Wakefield Bridge Project

Director Lancaster briefed the City Council on the progress made to replace the Wakefield Bridge.

ADJOURNMENT

There being no further regular business before the City Council, Councilman Depro moved to adjourn. The motion was seconded by Councilman Burch and the following roll call vote was recorded:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

ADJOURNMENT INTO EXECUTIVE SESSION

Councilman Teachout moved to adjourn into executive session for the discussion of litigation and property [RSMO 610.021 (1 & 2)]. The motion was seconded by Councilman Burch and the following roll call vote recorded:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Present for the executive meeting were Mayor Jerry Pullen and Councilmen Steven Burch, Bob Depro, Jon Gilmore, Maude Harris, and Kathy Teachout. Staff in attendance were: City Counselor Chuck Leible, City Manager Jonathan Douglass, City Clerk Carroll Couch, City Treasurer Karen Bailey, Public Safety Director Drew Juden, Governmental Services Director Linda Lowes, Economic and Public Works Director Jay Lancaster, Parks Director Jiggs Moore.

No action was taken in executive session.

ADJOURNMENT OUT OF EXECUTIVE SESSION

Councilman Burch moved to adjourn from executive session. The motion was seconded by Councilman Gilmore and the following roll call vote recorded:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

APPROVED:

JERRY PULLEN, MAYOR

ATTEST:

CARROLL L. COUCH, CITY CLERK

SEAL:

SPECIAL CITY COUNCIL MEETING
APRIL 14, 2014

CALL TO ORDER/RECORD OF ATTENDANCE

The special Sikeston City Council Meeting of April 14, 2014 was called to order at 5:00 p.m. in the City Council Chambers, located at 105 East Center, Sikeston. Present at the meeting were, Mayor Jerry Pullen and Councilmen Steven Burch, Bob Depro, Jon Gilmore, Maude Harris and Kathy Teachout. Staff in attendance were: City Manager Jonathan Douglass, City Counselor Chuck Leible, City Clerk Carroll Couch, City Treasurer Karen Bailey, Governmental Services Director Linda Lowes, Public Works Director Jay Lancaster, Public Safety Director Drew Juden, and Economic Development Director Ed Dust. John Graham was also present.

Council Reorganization

Presentation and Acceptance of Verification Board – Election At-Large, and Ward 2 Council Representatives

City Clerk Carroll Couch presented the New Madrid and Scott County Clerks' Certifications for Election of At-Large Councilman, and Councilman Ward 2. Councilman Burch moved to accept the results as presented. The motion was seconded by Councilman Teachout and the following roll call vote recorded:

Burch Aye, Depro Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Oath of Office Ceremony

City Clerk Couch swore in Bob Depro, Councilman At-Large and John Graham, Councilman Ward 2.

Nomination and Election of Mayor Pro Tem

Councilman Depro nominated Councilman Burch to serve as Mayor Pro Tem. Councilman Gilmore seconded the nomination. There being no further nominations, the following roll call vote was recorded:

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Oath of Office Ceremony of Mayor Pro Tem

City Clerk Carroll Couch administered the oath to Mayor Pro Tem Burch.

Nomination and Election of Professional Consulting Committee

The Professional Consulting Committee consists of three members that review and make recommendation on the award of all professional services contracts when the fees for these services exceed \$10,000. Councilman Teachout nominated Councilmen Depro, Gilmore, and Harris, with a second by Councilman Burch. There being no further nominations, the following roll call vote was recorded:

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Selection of Planning and Zoning Commission Representatives

The Planning and Zoning Commission consists of eleven members, including the Mayor or his designee and one other member of Council. Councilman Burch nominated Councilman Gilmore to represent the Mayor. The motion was seconded by Councilman Teachout. Councilman Burch nominated Councilman Depro, with a second by Councilman Gilmore, to serve as the Council's representative on the Planning and Zoning Commission. Councilman Harris nominated Councilman Graham to serve as the Council's representative on the Planning and Zoning Commission. The motion died for lack of a second. There being no further nominations, the following roll call vote was recorded for Councilman Gilmore:

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

The following roll call vote was recorded for Councilman Depro:

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Nomination and Election of Ex Officio Representative to the Board of Municipal Utilities Commission

Municipal Code establishes an ex officio position on the BMU Board of Commissioners for a City Council representative. Councilman Teachout nominated Councilman Gilmore to serve as the ex-officio member to the Board of Municipal Utilities. The nomination was seconded by Councilman Depro. There being no further nominations, the following roll call vote was recorded:

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Nomination and election of DED Executive Board Representative

The Mayor and Mayor Pro Tem are automatically appointed to the DED Executive Board. In addition, one councilman serves as a council representative. Councilman Burch nominated Councilman Depro to serve as the council's representative to the DED Board. The nomination was seconded by Councilman Teachout and the following roll call vote recorded.

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Appointment of Council Representative to the Library Board of Trustees

Councilman Gilmore nominated Councilman Depro to reappointment to the Library Board of Trustees. The nomination was seconded by Councilman Graham. There being no further nominations, the following roll call vote was recorded:

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Council Appointment to Sikeston Housing Authority Board

Councilman Depro nominated Councilman Teachout for reappointment to the Sikeston Housing Authority Board. The nomination was seconded by Councilman Gilmore. There being no further nominations, the following roll call vote was recorded:

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye,
Teachout Abstain, and Pullen Aye, thereby being passed.

Council Appointment to the Land Clearance Redevelopment Authority (LCRA) Commission

Councilman Gilmore nominated Councilman Teachout to serve as the council representative to the LCRA Commission. The nomination was seconded by Councilman Burch. Councilman Harris nominated Councilman Graham to serve as the council representative on the LCRA Commission. The motion died for lack of a second. There being no further nominations, the following roll call vote was recorded:

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Council Appointments to the Strategic Plan Implementation Commission

The Mayor and two councilmen serve on the Strategic Plan Implementation Commission. Councilman Gilmore nominated Councilman Graham to serve on the Strategic Plan Implementation Commission. The nomination was seconded by Councilman Depro. Councilman Teachout nominated Councilman Depro to also serve on the Strategic Plan Implementation Commission, second by Councilman Burch. There being no further nominations, the following roll call vote was recorded for Councilman Graham:

Burch Aye, Depro Aye, Graham Abstain, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

The following vote was recorded for Councilman Depro:

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Council Appointment to the Public Safety Advisory Board

Councilman Depro nominated Councilman Graham to serve as the council's representative on the Public Safety Advisory Board. The nomination was seconded by Councilman Gilmore. There being no further nominations, the following roll call vote was recorded:

Burch Aye, Depro Aye, Graham Abstain, Gilmore Aye, Harris Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Appointment to Tourism Advisory Board

Two councilmembers serve on the seven member Tourism Advisory Board. Councilman Depro nominated Councilman Graham, with a second by Councilman Teachout, to serve as a council representative on the Tourism Advisory Board. Councilman Depro nominated Councilman Burch, with a second by Councilman Graham, to serve as a council representative on the

Tourism Advisory Board. There being no further nominations, the following roll call votes were recorded:

For Councilman Graham

Burch Aye, Depro Aye, Graham Abstain, Gilmore Aye, Harris Aye, Teachout Aye, and Pullen Aye, thereby being passed.

For Councilman Burch

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye, Teachout Aye, and Pullen Aye, thereby being passed.

Council Appointment to the Stormwater Management Board

The Stormwater Management Board meets to consider actions for municipal compliance with DNR Stormwater Management regulations and to design/implement on-going education campaigns. Councilman Burch nominated Councilman Graham for appointment to the Stormwater Management Board. The nomination was seconded by Councilman Depro. There being no further nominations, the following roll call vote was recorded:

Burch Aye, Depro Aye, Graham Abstain, Gilmore Aye, Harris Aye, Teachout Aye, and Pullen Aye, thereby being passed.

ADJOURNMENT

There being no further business before the City Council, Councilman Depro moved to adjourn. The motion was seconded by Councilman Gilmore and the following roll call vote was recorded:

Burch Aye, Depro Aye, Graham Aye, Gilmore Aye, Harris Aye, Teachout Aye, and Pullen Aye, thereby being passed.

APPROVED:

JERRY PULLEN, MAYOR

ATTEST:

CARROLL L. COUCH, CITY CLERK

SEAL:

SPECIAL CITY COUNCIL MEETING
APRIL 28, 2014

CALL TO ORDER/RECORD OF ATTENDANCE

The special Sikeston City Council meeting of April 28, 2014 was called to order at 11:30 a.m., in the City Council Chambers, located at 105 East Center, Sikeston. Present at the meeting were: Mayor Jerry Pullen and Councilmen Steven Burch, Bob Depro, Jon Gilmore, John Graham, and Kathy Teachout. Councilman Maude Harris was absent. Staff in attendance were: City Manager Jonathan Douglass, City Counselor Chuck Leible, City Clerk Carroll Couch, City Treasurer Karen Bailey, Governmental Services Director Linda Lowes, Public Works Director Jay Lancaster, Economic Development Director Ed Dust, Street Superintendent Brian Dial, Director of Public Safety Drew Juden, and Parks Director Jiggs Moore.

ITEMS OF BUSINESS

Award of Liability Insurance Bids

In 2012, city staff accepted bids for liability insurance. The bid allowed for five one-year renewals. This is the second renewal. The quote of \$330,728 is \$1,826 higher than the expiring premium.

Councilman Teachout moved to authorize the payment of \$330,728 to Newton & Company, LLC for the City's liability insurance coverage. The motion was seconded by Councilman Depro and the following roll call vote recorded:

Burch Aye, Depro Aye, Gilmore Aye, Graham Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Bid Number 14-24, Demolition of Village Green Property

Economic Development Director Ed Dust reviewed the six (6) bids received for the demolition of the Village Green Property. Councilman Burch moved to award Bid Number 14-24 to Kevin Williams Excavating and Demolition, for \$143,000. The motion was seconded by Councilman Gilmore. During discussion, Councilman Graham and Mattress Store owner, Bill Adkisson, commented. The following roll call vote was recorded:

Burch Aye, Depro Aye, Gilmore Aye, Graham Abstained,
Teachout Aye, and Pullen Aye, thereby being passed.

Award of RFP #14-27, Animal Shelter Services

City Manager JD Douglass reviewed the proposals received for operation of the city animal shelter. The City's current contract is with the Sikeston Area Humane Society. Their proposal was less than Society did not meet the requirements for insurance, housing of all animals indoor, no solicitation from city residents at drop-off, and pens must be available for drop off by Code Enforcement Officers. Despite these deficiencies, the Humane Society has hired a new director. City staff recommended awarding the contract for a six-month probationary period. During the six-month period, city staff will closely monitor the shelter operations. Councilman Graham moved to award a six month contract to the Sikeston Area Humane Society contingent

upon the City Manager's expectations being met. The motion was seconded by Councilman Depro and the following roll call vote recorded:

Burch Aye, Depro Aye, Gilmore Aye, Graham Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Establishment and Appointment of Airport Terminal Building Project Advisory Committee

Public Works Director Jay Lancaster requested an Advisory Committee of five (5) members be appointed to provide a well-rounded perspective on the design phase for the new airport terminal building project. The appointees should be members that conduct business at the airport. Councilman Gilmore nominated Councilman Burch to serve as the city council liaison to the Airport Terminal Building Project Advisory Committee. The motion was seconded by Councilman Graham and the following roll call vote recorded:

Burch Aye, Depro Aye, Gilmore Aye, Graham Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

Each councilperson was requested to bring a suggested nomination for consideration at the next council meeting.

Submission of Proposed FY 2015 Budget

City Manager JD Douglass provided a copy of the proposed FY2015 Budget for City Council review. A public hearing will be held on Friday, May 9, 2014 at 11:30 a.m., as required by the City Charter.

Council Consideration of May-June Meeting Dates

Council agreed to set the May special meeting for 11:30 AM, Monday, May 19. It was also decided the special meeting of June 9 will convene at 5 PM. Council will be taking action on the FY-15 budget ordinances during this meeting.

Other Items

Louie Griffin of 1012 Pine Street expressed dissatisfaction regarding the revision of the due date for mowing bids.

ADJOURNMENT

There being no further business before the City Council, Councilman Depro moved to adjourn. The motion was seconded by Councilman Burch and the following roll call vote was recorded:

Burch Aye, Depro Aye, Gilmore Aye, Graham Aye,
Teachout Aye, and Pullen Aye, thereby being passed.

APPROVED:

JERRY PULLEN, MAYOR

ATTEST:

CARROLL L. COUCH, CITY CLERK

SEAL:

SIKESTON DEPARTMENT OF ECONOMIC DEVELOPMENT

Tuesday, March 11, 2014 – 11:30 A.M.

128 N. New Madrid St., Sikeston, MO 63801

BOARD OF DIRECTORS MEETING

CALL TO ORDER/RECORD OF ATTENDANCE

Vice-Chairman Maude Harris called the meeting to order at 11:40 A.M. Board Members Present: Ed Throop, Maude Harris, Jon Gilmore, Jeff Sutton, and ex-officio member Jonathan Douglass. Also in attendance: Ed Dust, DED director, Kathy Medley, DED administrative assistant, and City Counselor Chuck Leible.

ITEMS OF BUSINESS:

Jon Gilmore made a motion to approve the January 16, 2014 minutes. The motion was seconded by Jeff Sutton and the following roll call vote was recorded: Gilmore Aye, Throop Aye, Harris Aye, Sutton Aye, thereby being passed.

The board authorized Ed Dust to proceed with the demolition bid for the Village Green property. Village Green tenants will vacate the property by May 31, with demolition scheduled to begin June 1.

Jeff Sutton made a motion to approve Ed Dust attending the ICSC Show in Las Vegas May 17-21. The motion was seconded by Jon Gilmore, and the roll call vote was recorded: Gilmore Aye, Throop Aye, Harris Aye, Sutton Aye, thereby being passed.

Jon Douglass gave an update on the Wakefield Bridge project. He also invited the board to the Missouri Department of Transportation meeting held in Council Chambers March 17.

Ed Dust updated the board on painting the Essex Building. Bids will be solicited to paint the exterior of the building with plans to have it painted by the end of May.

The board authorized Ed Dust to attend a meeting with Kentucky Transportation Cabinet officials April 16-17 in Frankfort, Kentucky.

Plans for the Do It Best Grand Opening March 20 are being finalized.

There being no other business to discuss, Jeff Sutton made a motion to adjourn at 12:35 P.M. The motion was seconded by Jon Gilmore and the following roll call vote was recorded: Gilmore Aye, Throop Aye, Harris Aye, Sutton Aye, thereby being passed.

Respectfully Submitted By:

ED DUST, Secretary

MAUDE HARRIS, Vice-Chairman

MINUTES OF THE REGULAR MEETING

HOUSING AUTHORITY OF THE

CITY OF SIKESTON, MISSOURI

HELD ON THE TENTH OF MARCH 2014

On the Tenth Day of March 2014, at 12:00 Noon, the Board of Commissioners of the Housing Authority of the City of Sikeston, Missouri met in regular session at the Housing Authority Office Building in Sikeston, Missouri.

The Meeting was called to order and upon roll call, the following members of the Body were present:

Present: Chairman Mike Jensen, Vice-Chairman Larry Tetley, Commissioner Michele Knickman, and Commissioner Alice Tharp

Absent: Commissioner David Hay

Also Present: Bobby K. Henry, Executive Director

Being a quorum present, the following business was transacted:

Minutes of the Regular Meetings of January 13, 2014 and February 10, 2014 were presented and upon a motion duly made by Vice-Chairman Larry Tetley, and seconded by Commissioner Alice Tharp, and unanimously carried, the Minutes were approved as presented.

Thereupon the following bills were presented for payment:

Aramark	148.50	Morlan Dodge Inc.	562.54
AT&T	270.20	Morlan Ford	62.52
Beaver Janitor Supply	300.00	O'Guin Mechanical	4,452.00
BMU	35,961.25	Raben Tire	20.00
C&K Building Materials	148.65	RAM	300.00
Charter Communications	84.99	Ricoh	252.40
Decota Electric	480.24	Santie Wholesale	544.26
Delta Document Shredding	30.00	Sonny's Solid Waste	2,000.00
G&D Communications	72.00	Standard Democrat	26.10
J&K Floor Cleaning	586.63	Steward Steel	495.00
Menards	264.25	Tri-County Recycling	385.00
Meyer Supply	393.82		
Mid-South Office Supply	736.14	Total for FEBRUARY	\$48,576.49

Motion duly made by Commissioner Michele Knickman to pay bills as presented, seconded by Commissioner Alice Tharp. Motion carried unanimously.

The Capital Fund report and requisitions for the period ending February 2014 were presented. The requisitions included \$2,400.00 to Dunker Consultants (501-13), and \$27,604.00 to Ryan Excavating (501-13). Motion duly made by Vice-Chairman Larry Tetley, to pay requisitions for a grand total of \$30,004.00, seconded by Commissioner Michele Knickman. Motion carried unanimously.

The following bids were received for mowing three (3) public housing sites:

<u>COMPANY</u>	<u>BID</u>
Larry's Mow-Better Lawn Care & Maintenance	\$525.00 per week
S&K Lawn Care	\$550.00 per week
Custom Bushhogging & Lawn Service	\$575.00 per week
Monroe Landscaping & Lawn Care	\$650.00 per week
Ryan Excavating, Inc.	\$775.00 per week

Motion duly made by Commissioner Alice Tharp to approve Larry's Mow-Better Lawn Care & Maintenance to mow public housing sites, seconded by Commissioner Michele Knickman. Motion passed unanimously.

While employees did not receive salary increases for FY 2014 an "employee incentive" was budgeted for FY 2014 if in fact the housing authority did receive more federal funding than in FY 2013. With the final passage of federal appropriations it has been determined that the housing authority will receive approximately 6% more funding this fiscal year than last year. A motion was duly made by Commissioner Michele Knickman to offer the employees the budgeted amount of employee incentive. Motion seconded by Vice-Chairman Larry Tetley and passed unanimously.

Being no further business to come before the Body, Commissioner Alice Tharp moved to adjourn seconded by Commissioner Michele Knickman. Meeting adjourned.

Mike Jensen, Chairman

Bobby K. Henry, Secretary

Board of Trustees Meeting
Monday March 10, 2014
4:30pm

The Board of Trustees of Sikeston Public Library met on Monday, March 10, 2014 at 4:30pm. Present were Dr. Bohannon, Mrs. Brown, Mrs. Caskey, Mrs. Chitwood, Mr. Colwick, Mr. Leible, Mr. Polivick, Mrs. Tetley, Ms. Thompson and Mrs. Tangeman, Director.

MINUTES

Mrs. Tetley made a motion to accept the minutes from the February meeting. Mrs. Chitwood seconded and the motion carried.

PETTY CASH

Mrs. Caskey made a motion to accept the Petty Cash Report for February. Mrs. Brown seconded and the motion carried.

BILLS—Mrs. Tetley made a motion to accept the Bills for February as presented. Ms. Thompson seconded and the motion carried.

CITY FINANCIAL STATEMENT—The City Financial Statement for January was reviewed.

COMMITTEES

FINANCE—The Budget Committee will be meeting to prepare the proposed budget for the 2014-2015 Fiscal Year.

PERSONNEL—None

OPERATIONS—We received two (2) bids for the asbestos tile and adhesive removal from the basement. Tim Pekios with Midwest Environmental Studies bid was \$3,000.00. Rick Schemel from Schemel-Tarrillion, Inc. submitted a bid for \$3,200.00. After discussion Ms. Thompson made a motion to award the bid to Midwest Environmental Studies for \$3,000.00 and Mrs. Chitwood seconded the motion. All in favor, none opposed and the motion carried. Mrs. Caskey has put the fundraiser on the Calendar at the Chamber for October 25th. Dr. Bohannon has talked to Terri Hurley and will visit with her again to see if the merchants are interested in doing this event. Mrs. Caskey said we will start having times for doing the tile project again in May.

LIBRARIAN

-A sign-up sheet was passed around for working at the Annual Book Sale April 3 through April 6.

-Joe Green has finished replacing the bulbs in the library.

-The Beta Club will be coming to help clean out the basement on the last 2 Wednesdays in March.

OTHER

Mrs. Tangeman is working with Karen Bailey at City Hall to develop the budget for the Basement Renovation. We need to know what to use as the total projected cost for the project and what expense line items the Board wishes to use. After discussion it was decided to use the Project cost at \$675,000.00. We will use 3 line item expenditures—Architect, Construction and Furnishings.

ADJOURNMENT

Mrs. Caskey made a motion to adjourn. Ms. Thompson seconded and the motion carried. The meeting adjourned at 5:15pm.

SIKESTON PARK BOARD MEETING

March 10, 2014

The Clinton Building

5:15 p.m.

The Sikeston Park Board met at 5:15 p.m. Monday, March 11, 2014 at the Clinton Building. Members present were Rod Anderson, Susanne Chitwood, Paul Cohen, Jeff Hay, Tess Marshall, and Larry Williams. Members absent were Jackie Cowan, Chad Crow, and Wendell Weathers.

Staff member present was Jiggs Moore, Director of Parks and Recreation.

No media representatives were present.

MINUTES

Chitwood moved that the minutes of the February 10, 2014 meeting be approved. Marshall seconded. Roll call:

Anderson	- Yes	Hay	- Yes
Chitwood	- Yes	Marshall	- Yes
Cohen	- Yes	Williams	- Yes

OLD BUSINESS

None.

NEW BUSINESS

2013 Honors Board Selection. The Park Board considered two nominees for the 2014 Honors Board induction ceremony: Dan O'Brien and Rod Anderson. In discussion on the two candidates, Chitwood noted that Anderson had coached her son and "did a wonderful job". Hay said that he had worked with both candidates (in youth sports) adding, "Personally I think they're both deserving." Anderson said of O'Brien, "Anytime I needed help with anything Dan was always there." Ballots were passed out with the nominees' names. Moore reminded the Park Board that they could vote for either one or two candidates, and to be selected, a candidate would have to be named on at least 75% of the ballots cast, or five out of the six ballots of the members present. The Park Board members filled out their ballots which were then counted by Chitwood and Moore. Both nominees received unanimous support from the six Park Board members for induction on to the Honors Board. Moore said the ceremony will be held in May on Wednesday, May 21 at 4:00 p.m.

COMMUNICATIONS FROM THE CHAIRMAN AND PARK BOARD

- Hay asked if there was any word yet on the funding of the Park Board's request for capital improvement projects for the next fiscal year. Moore said they should know something by May as to which projects the Council will try to fund.

COMMUNICATIONS FROM STAFF

- Moore told the Park Board that 11 companies will be participating in this year's Corporate Games which will be held in June. He said he would discuss volunteer opportunities with them for the games at future meetings prior to the event.
- Moore referred to the Clinton Building report for February.

ADJOURNMENT

Following a motion by Anderson and a second by Hay the meeting was unanimously adjourned.

Chairman

**STRATEGIC PLAN
IMPLEMENTATION COMMISSION**

February 20, 2014

11:00 A.M.

Council Chambers
105 E. Center St.
Sikeston, MO 63801

I. MEETING CALLED TO ORDER

A meeting of the Strategic Plan Implementation Commission was called to order at 11:05 a.m. by Councilman Posegate.

II. RECORD OF ATTENDANCE

Members Attending: Geoff Posegate, Bob Depro, Jon Gilmore and new member John Bob Wilson. Michael Harris arrived at 11:30 a.m. Rick Lovall and Jerry Pullen were absent.

Staff Attending: City Manager JD Douglass, Public Works Director Jay Lancaster, Governmental Services Director Linda Lowes and Administrative Assistant Rhonda Council.

III. APPROVAL OF MINUTES

Minutes from January 16, 2014 were presented for approval. Gilmore motioned for approval and Depro second the motion. All were in favor.

IV. ITEMS OF BUSINESS

- A. Posegate explained the Strategic Plan to our new member, John Bob Wilson.
- B. The first class for Leadership Sikeston is scheduled for March 20th. The Leadership Sikeston committee will be meeting this afternoon to finalize the list.
- C. Revisions to the housing presentation were given to Tim Merideth for review. Will decide who will help Tim with this project in the near future. Depro reported that Dickie Dockins has plans to build 24 additional homes in Sikeston. He also indicated that Dickie would like to rename Harry Street to Dockins Drive.
- D. Posegate gave an example of a success that the mentoring program is doing for ex-felons in our community.
- E. Would like to have our next public forum on Tuesday, March 25th at 7:30 a.m. at Susie's (if available). Would like to invite Dickie Dockins, Antonio Parr (mentoring success story), Tim Merideth, graduates from the last academy and members of the new Leadership Academy.

V. OTHER ITEMS OF BUSINESS

- Next meeting scheduled for Thursday, March 20th at 11:00 a.m.

VI. ADJOURNMENT

There being no further business to come before the Commission, a motion was made to adjourn. The motion was second and the meeting was adjourned at 11:40 p.m.

Respectfully Submitted,

Geoff Posegate, Chairman

**STRATEGIC PLAN
IMPLEMENTATION COMMISSION**

March 20, 2014

11:30 A.M.

Council Chambers
105 E. Center St.
Sikeston, MO 63801

Meeting cancelled due to lack of a quorum.

Respectfully Submitted,

Geoff Posegate, Chairman



TOURISM ADVISORY BOARD MINUTES

MEETING OF TUESDAY, MARCH 25, 2014

The Sikeston Convention & Visitors Bureau Tourism Advisory Board Meeting convened at 4:00 PM, Tuesday, March 25, 2014 in the CD Matthews Room of Sikeston City Hall, 105 E. Center Street, Sikeston, Missouri. Those attending were: Board members John Tarter, Charlie Ziegenhorn, Tess Marshall, and David Carnell; Ex-officio member Jiggs Moore; and CVB Director Linda Lowes. Those absent were Bob Depro, Kathy Teachout, and ex-officio members Lynn Lancaster, Susie Lawrence, Audrey Hileman and Kyla Evans.

APPROVAL OF MINUTES:

David Carnell made the motion to accept the minutes of February 25, 2014 as presented. Tess Marshall provided the second. The minutes were approved by a voice vote of the members present.

TOURISM FUND INCOME AND EXPENSE BRIEFING:

Members received with the CVB's income and expense report for the period ending March 19, 2014. Year-to-date bed taxes exceed those collected this time last year. Expenditures exceeded revenues by \$7,715.97. This deficit results from the timing between publication of advertising and receipt of quarterly State reimbursements.

INDUSTRY REPORT:

Lowes reported data from the Missouri Division of Tourism indicates Kansas and Illinois generate more visitors to Missouri than any other state. 32% of Missouri's travel occurs between June and August. Per the Division, every dollar spent in the State's 2013 advertising budget generated \$3.21 in tax revenue.

OPERTIONS REPORT:

A. FY-14 Marketing Program:

1. FY-14 Group Tour Campaign: Three bus tours were booked and completed in the fall of 2013. One return vendor has scheduled a tour for October 2014.
2. Sikeston Travelgram: Edition was released March 4 to 1,733 Missouri/Illinois leads, resulted in a 19.4% open rate and 8.4% click-thru rate.
3. Search Engine Marketing Program: Results from February 2013 and January 2014 were presented. 2014 reflects increased clicks and impressions.
4. VisitSikeston.Com Analytics: February 2014 visits totaled 2,637 (2013 – 24), time-on-site and the number of page visits increased in 2014. A point of origin analysis reflects more in-state activity in 2014 than in 2013. In regard to the method of accessing the CVB site, 1,404 users used desktops, 1,003 used mobile devices and 230 used tablets.

5. Toll Free Calling Analysis: There was no significant different in the number of 888 calls received in February 2013 and 2014. It should be noted a greater percentage of calls were receive from locations outside the CVB's in-state and primary markets in 2014.
6. FY-14 Fall Advertising Campaign: All fall promotions have been completed. Madden Fall Insert response was the greatest it's been in 3 years, with a total lead count of 6,028. 13% were in-state leads, and 65% were target market leads. CPI=\$.44. The Midwest Traveler lead count was 202 with 100% being in the CVB's target market. CPI = \$11.93.
7. FY-14 Spring Advertising Campaign: The St. Louis Magazine Spring Travel Guide edition, The Midwest Traveler and Madden VacationFun.com Sweepstakes have launched. The Madden Spring Insert will drop in April and St. Louis Magazine Summer Getaways Edition will be released in late May.
8. Fulfillment: All print pieces have been printed and distributed. The 2014 I-Brochure is live and the mobile application has completed its first proof-reading.

B. FY-15 Marketing Program:

Lowes reported on research being completed for the FY-15 Promote Missouri Fund Program. A draft of the CVB's FY-15 budget and Marketing campaign was presented. Brief discussion was held on the continued use of billboards. Carnell requested traffic data be obtained to assist in planning for billboard purchased.

There being no other business, a motion to adjourn was made by Tess Marshall. David Carnell provided the second, and the meeting was adjourned.

Approved and accepted this date:

Chairman

Date

Award of Mowing Bids for LCRA Lots

Information to be given
at Council meeting

Council Letter

Date of Meeting: 14-05-05

Originating Department: Public Works Department

To the Mayor and City Council:

Subject: Appointment of Airport Terminal Building Project Advisory Committee

Action Options:

1. Appoint members to Airport Terminal Building Project Advisory Committee
2. Other action Council may deem appropriate

Background:

During Council's April 28 meeting, members authorized the creation of a temporary committee to assist in the design of the airport terminal building. Council members were asked to provide names of individuals qualified to assist in the design phase for the new Airport Terminal Building project.

We request an Advisory Committee of 5 members be appointed. We recommend that Council appoints members that conduct business at the airport in some fashion. They will serve during the course of the Terminal Building project, and will be disbanded at the final acceptance of the Airport Terminal Building project.

The committee will meet on an as needed basis. John Chittenden (Waters Engineering) and Stephanie Ireland (Ireland Architecture) as the project consultants will also be invited to participate in advisory committee meetings as needed.

Council Letter

Date of Meeting: 14-05-05

Originating Department: Public Works Department

To the Mayor and City Council:

Subject: Briefing on Proposed Revisions to FEMA Flood Plain maps

Action Options:

1. No action required at this time

Background:

After the FEMA flood plain maps changed in 2012, the city hired AMEC (a civil engineering – hydrology and hydraulics firm) to prepare a Letter of Map Revision (LOMR) to submit to FEMA, which would propose changes to the new map. AMEC submitted the proposed LOMR to the city for review late last year after my arrival. For the last few months, I have been educating myself on the maps, the processes, and the concerns. I have had conversations with the staff of Algeier Martin of Rolla (another hydrology and hydraulics firm), attended classes at State Emergency Management Agency (SEMA), and participated in the Missouri Flood Plain conference to be best prepared to address the issues and the proposed LOMR.

This has resulted in my sending an email to AMEC yesterday requesting some changes to the proposed LOMR. Although they were minor changes, they may have some additional costs to prepare, but I felt they were best for the city overall.

I will be discussing the issues with AMEC over the next couple weeks. Once we have the revised proposal for the LOMR, it is staff's recommendation that we hold a public "open house" style meeting prior to submission of the LOMR to FEMA. This would give staff and council time to visit with the public about the proposed changes and gather comments and questions. It is also staff's recommendation that representatives from Algeier Martin be invited to attend the public meeting to address specific concerns.

Once we address any final concerns, the Council (in a regular meeting) can authorize staff to submit the LOMR to FEMA for their review and approval.

While these changes will result in improvements to the new flood plain designated areas, I do not feel that it will totally 'solve' the issue. I believe that this LOMR is a step in the right direction, but it may be in the city's best interest to pursue some further investigation and a follow-up LOMR from a different consultant.

Council Letter

Date of Meeting: May 5, 2014

Originating Department: City Manager

To the Mayor and City Council:

Subject: FY2015 Budget

Attachment(s):

1. None

Action Options:

1. Briefing Only
2. Other Action Council May Deem Necessary

Background:

At the April 28 City Council meeting, the City Manager presented the first draft of the City's Fiscal Year 2015 Budget. The Council is not bound to this draft of the budget – it can be adjusted up or down until the day it is adopted. Public comment, and City Council comment and direction, are welcome at any of the remaining Council meetings until the budget is adopted:

- Monday, May 5, 5:00 p.m. – Regular council meeting
- Friday, May 9, 11:30 a.m. – Public hearing on budget
- Monday, May 19, 11:30 a.m. – Special council meeting
- Monday, June 2, 5:00 p.m. – Public hearing on budget, first reading of budget ordinance
- Monday, June 9, 5:00 p.m. – Second reading and final passage of budget ordinance

City staff is happy to answer questions or receive direction from the City Council regarding the FY 2015 Budget.

City of Sikeston
Monthly Report for April - 2014
Public Works Department

STREET

- Kingshighway/Malone project is substantially complete. The contractor is making finishing touches to the areas requiring seeding and mulch. Contractor still needs to finish up a few of the planting beds that were damaged or never finished. The concrete for the street extension did finally reach adequate strength so no tear out/reconstruction is needed.
- For three weeks in April, employees of Street, Parks and Code have worked together to remove debris, junk, trash and limbs from over 100 LCRA lots. This was an effort to clean up the lots prior to bidding to get the best prices.
- We are still awaiting final approval from MoDOT for the Wakefield Bridge project. We anticipate getting comments in the next week or so. I would anticipate the project going out for bid in early June of 2014.
- The plans have been completed by MoDOT for the TRC/Larcel intersection project. It should be out for bid this month with an opening in May.
- Street Division has been active patching potholes. This will continue for some time. The severe winter created many potholes and rough areas of pavement that we will continue to address.
- Street Division has worked to repair curbs/islands in several locations due to damage from snow plows.
- Crews have spent several days performing storm inlet maintenance throughout town, clearing debris from recent storm events.
- The street sweeper has operated several days in various areas of town.
- Street Division conducted a winter 'wrap-up' meeting on April 15th with all supervisors present. The review included discussions on best practices, new tools needed, planning, equipment, problem areas, training and new methods.
- Staff from Street Division have overseen community service workers to pick up trash and paper.
- Several depressed 'sink-hole' areas have been repaired by Street Division staff, as well as, various areas of rutting caused by recent snow and ice events.
- Staff conducted routine, preventive maintenance on mowing equipment, preparing for the 2014 mowing season, and already began to mow right of way in various areas of town.
- Staff has worked to replace, repair and maintain the various signs in town.
- Staff set up and tore down voting booths in the various voting precincts for the recent election.

CODE ENFORCEMENT/ANIMAL CONTROL

- Public Works Department worked to prepare and submit a proposal for animal shelter services.
- Attended LCRA meeting. We revealed the new GIS maps of the lots, and proposed methods to begin reviewing lots on a lot-by-lot basis. Mowing program was discussed.
- Code Enforcement issued a total of thirteen (13) building permits with a total construction valuation of \$669,600.00. There were six (6) new single family home starts on the newly rezoned and renamed Dockins Drive>
- Code Enforcement also conducted 146 inspections, and responded to 91 calls for animal control.
- We have also worked hard as a group to put together mowing packages for the 310 LCRA lots, as well as, 17 permanent nuisance lots. These will be going out for bid in April. UPDATE: We reviewed each of these lots one-by-one, to determine status of lot, presence of structures and/or debris, determine if someone is living there or using the lot, etc. This caused the issuance of two addenda for the mowing contracts.
- We have begun to drive the LCRA areas to make detailed notes of each area. We hope to provide detailed recommendations to the LCRA at the next meeting for several lots.
- We continue to monitor the demolition and cleanup efforts on Harry Street. We are also working with Scott County to work to prepare new parcel numbers for the lots that will be sold on the newly named Dockins Drive.
- We HAVE REVISED our demolition permits to allow for six weeks (rather than six months) and to address daily trash removal.

FLOOD PLAIN MANAGEMENT

- Staff attended the Missouri Floodplain and Stormwater Managers Annual Conference. Staff was able to network with other city public works staff and attend numerous breakout sessions that were very valuable.
- I continue to meet with Dr. Joe Wilson and Dr. Charles Patterson of Allgeier Martin both over the phone and in person to review the latest floodplain proposed revisions for the current floodplain issues. As a result, I have recently emailed requested revisions to AMEC for the LOMR that is to go to FEMA. Once we receive the revisions, we plan to host an 'open-house' format public meeting to be able to address concerns with individual property owners. Soon after, we plan to submit the LOMR to FEMA for their review and approval.
- We have been receiving numerous Letters-Of-Map-Amendment (LOMAs) from property owners in the subdivision near the Kindergarten being removed from the flood plain.

AIRPORT

- I have met individually with various stakeholders of the airport to discuss the wants and needs of the terminal building. I have summarized our concerns and passed them on to the architect including a draft of a floor plan. The architect has since responded and plans to move forward with preliminary plans.
- Working presently with council to establish a Airport Terminal Building Advisory Committee to serve in an advisory role during the terminal building project.
- Continuing to work toward updating the AWOS to report weather information (be a 'green dot' on the map). Hope to have this resolved in near future.
- Working with FAA and MoDOT Aviation to coordinate sale of 'back-nine' property to Foxhaven Country Club.

PARKS

- Continuing to work with Downtown Group in the planning for a new band shell in Legion Park, including the removal of a sweetgum tree in Legion Park.
- Maintenance and reconstruction of dug-outs at recreational complex.
- Conducted routine park cleanup
- Performed necessary maintenance on numerous scoreboards, ballfield fences, and ballfield lights preparing for ball season.
- Began mowing of parks, removed trees, repaired grills, gutters, water leaks, and other various maintenance issues of all parks.
- Organized employee 5K run/walk
- Set up, maintenance and cleaning of Clinton Building.

GENERAL

- Attended Downtown Merchant's Meeting.
- Working to establish FY15 budget, including replacement of numerous capital improvement needs.
- Continue to work with builders and suppliers to assess the needs of the PW complex building. Hope to provide staff recommendation to City Council in May.
- Participated in MoDOT's regional planning meeting in conjunction with Bootheel Regional Planning Commission at Kennett. Sikeston fared well in list of proposed projects to move forward to the RPC meeting at MoDOT's SE District office in May.



CVB Operations Report For the Period Ending March 31, 2014

A. FY-14 Marketing Program.

1. Group Tour Marketing Operations – all tours completed; one return tour booked for October 2014.
2. Travelgram: Spring Campaign: Released 3,765 leads generated from FY-14 advertising campaigns.

Travelgram – Email program				
Release Date	Quantity	Open Rate	Click Rate	Opt Out Rate
04/10/14 (all new leads)	23	48% (13)	9.1% (1)	0
04/04/14 (All Spring leads)	1,969	20% (384)	10.9% (42)	.4% (9)
03/04/14 (MO & IL Only)	1,733	19.4% (323)	8.4% (27)	.8% (14)

3. Search Engine Marketing Program Results:

Search Engine Marketing Results			
Period	Clicks	Impressions (views)	Click thru Rate
January 2013	831	22,079	2.91%
February 2013	838	21,427	3.91%
March 2013	850	23,070	3.66%
January 2014	948	18,113	5.23%
February 2014	1,072	36,076	2.97%
March 2014	1,745	52,153	3.35%

Industry standard: 2.92%

CVB Top Performing AdWords (by impression): Dining, Shopping, Attractions

(AdWords are purchased from Google, and provides the CVB with preferred search result placement)

CVB Top Performing Keywords: Sikeston Factory Outlet Stores, Sikeston, things to do

(A keyword is any word or short phrase that describes a website topic or page. The more a keyword is used by searchers and websites the more attraction power it has. Keywords are found in metadata and are used by search engine spiders to locate websites.)

4. VisitSikeston.Com performance per Google Analytics:

www.VisitSikeston.Com Monthly Activity					
Period	Total Visits	Pages/Visit	Avg. Duration	Bounce Rate	New Visits
January 2013	26	1.04	00:00:01	96.15%	84.6%
February 2013	24	1.33	00:00:27	70.83%	91.67%
March 2013	39	1.15	00:00:31	84.62%	97.44%
January 2014	605	2.29	00:01:28	49.89%	84.3%
February 2014	2,637	2.34	00:01:49	55.21%	78.9%
March 2014	4,077	2.16	00:01:39	59.26%	79.6%

MUNICIPAL DIVISION REPORTING FORM

I. COURT INFORMATION				Contact information same as last report	
Municipality:SIKESTON				Period:April, 2014	
Mailing Address:105 E. CENTER ST.		Vendor: Tyler Technologies			
Physical Address:105 E. CENTER ST.		County:SCOTT COUNTY		Circuit:33RD	
Telephone Number: (573) 475-3705		Fax Number: (573) 471-1526			
Prepared by:PAT COX		E-mail:courtclerk@sikeston.org		Notes	
Municipal Judge(s):FRANKLIN MARSHALL		Prosecuting Attorney:DANIEL F. NORTON			

II. MONTHLY CASELOAD INFORMATION		A/D Traffic	Other	Non-Traffic
A. Cases pending - 1st Month		114	1,219	2,985
B. Cases filed		1	86	154
C. Cases Disposed				
1. Jury Trial		0	0	0
2. Court/Bench Trial -Guilty		0	0	0
3. Court/Bench Trial -Not Guilty		0	0	0
4. Plea of Guilty in Court		0	5	9
5. BF and Viol. Bureau Citations		0	65	89
6. Dismissed by Court		0	10	19
7. Nolle Prosequi		3	4	15
8. Certified for Jury Trial		0	0	0
9. TOTAL CASE DISPOSITIONS		3	84	132
D. Cases pending - End of Month		112	1,221	3,007
E. Trial de Novo - Appeal filed		0	0	0

III. WARRANT INFORMATION		IV. PARKING TICKETS	
1. Total Issued	45	Issued	0
2. Total served/withdrawn EOM	67	[] No parking tickets	
3. Total Outstanding EOM	365		

V. NET REVENUE COLLECTED			
Fines	\$ 15,916.11	Restitution	\$ 4,915.70
Clerk/Court Fee (Costs)	\$ 1,503.55	Parking Ticket	\$ 0.00
Jud Ed Fund	\$ 0.00	Bond Forf	\$ 0.00
[X] No JEF collection			
Peace Officer (POST)	\$ 375.90	Bond refunds	\$ 8,285.00-
Crime Victims Comp (CVC)	\$ 939.68	Other Disbursements	
Law Enf Training (LET)	\$ 0.00	OCVC	\$ 0.00
Domestic Viol Shelter	\$ 250.58	OILF	\$ 0.00
Inmate Sec Fund	\$ 250.45	OCOURT COST	\$ 0.00
Sheriffs' Retirement Fund	\$ 321.94	Tot Disbursements	\$ 16,188.91

Office of State Court Administrator, Statistics
 2112 Industrial Drive, P.O. Box 104480, Jefferson City, MO 65110
 OSCA Help Desk: 1-888-541-4894 Research Unit Fax: 573-526-0338
 E-mail: swjis.reports@courts.mo.gov

May 2014

Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																				
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25	26 Memorial Day - City Offices Closed	27 Tourism Advisory Board Meets 4:00 p.m.	28	29	30	31																																																																																				

June 2014

Monthly Planner

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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8	9 Housing Authority Board Meets 12:00 p.m. Park Board Meets 5:15 p.m. Special Council Meeting 5:00 p.m.	10 BMU Board Meets 4:00 p.m. DED Board Meets 11:30 a.m.	11	12	13	14
				MML Elected Officials Conference		
15 Father's Day	16 LCRA Meets 11:30 a.m.	17	18	19 Strategic Plan Implementation Commission Meets 11:00 a.m.	20	21
22	23	24 Tourism Advisory Board Meets 4:00 p.m.	25	26	27	28
29	30 Special Council Meeting 11:30 a.m.	<div> <div> May 2014 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 </div> <div> Jul 2014 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 </div> </div>				

July 2014

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