



City of Sikeston

TENTATIVE AGENDA

SPECIAL COUNCIL MEETING
SIKESTON CITY HALL

Monday, October 26, 2015
11:30 A.M.

- I. CALL TO ORDER
- II. RECORD OF ATTENDANCE
- III. OPENING PRAYER
- IV. ITEMS OF BUSINESS
 - A. Briefing: Health Insurance Renewal Update
 - B. Award Bid 16-9, Block-Laying for Recreation Complex Restroom Construction Project
 - C. Award of 2016 Municipal Court's Domestic Violence Surcharge Funding
 - D. 1st Reading, Bill #6001, Amending Municipal Code 130.680, DED Executive Board Composition
 - E. Council Approval for Execution of Employee Recognition Agreement
 - F. Other Items As May Be Determined During the Course of the Meeting
- V. ADJOURNMENT INTO EXECUTIVE SESSION
 - Litigation (RSMo 6.10.021(1))
 - Property (RSMo 6.10.021(2))
- VI. ADJOURNMENT

Dated this 22nd day of October 2015


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.



BRIEFING:

HEALTH INSURANCE RENEWAL UPDATE

**Information To Be Given
At Council Meeting**

Council Letter

Date of Meeting 15-10-26

Originating Department: Public Works

To the Mayor and City Council:

Subject: Bid #16-9 Block laying for two restrooms

Attachments:

1. Bid return sheet for Bid #16-9

Action Options:

1. Award bid to Quertermous Masonry for \$20,465.
2. Other action the City Council deems appropriate.

Background:

Staff sought bids for labor to lay concrete blocks for two restrooms in the Recreation Complex. Bid specs were sent to seven contractors but only one bid was submitted and opened on October 14. Quertermous Masonry bid \$20,465 to lay blocks for two restrooms – one located near the tennis courts and the other near the high school soccer field. Our project estimate for the block-laying including all materials is \$26,365 compared to our budget estimate of \$26,710 for two restrooms.

Quertermous Masonry has done other work for the Parks Division and has done a quality job. Staff recommends award of the labor for the block-laying project to Quertermous Masonry for \$20,465.

CITY OF SIKESTON Concrete block laying BID TABULATION SHEETBID # 16-09 DESCRIPTION Labor for block laying
OPENING DATE 10/14/15

Item	Vendor 1	Vendor 2	Vendor 3	Vendor 4
	Quertermous Masonry			
Labor for concrete block laying	Labor to lay concrete blocks for two restrooms \$20,465.00			
Bid Committee:	Jay Lancaster Chairman	Jiggs Moore	Billy Smith	Chris Hart

Council Letter

Council Letter: 15-10-26

Originating Department: Department of Governmental Services

To the Mayor and City Council:

Subject: Award of 2016 Domestic Violence Shelter Surcharge Funding Application

Attachments:

House of Refuge Application for Funding

Action Options:

1. Authorize payment of \$6,500 in Municipal Court Domestic Violence Surcharge Fees to the House of Refuge Domestic Violence Shelter during calendar year 2016.
2. Other actions as Council may deem appropriate.

Background:

On September 29, 2015 the House of Refuge for Abused and Battered Women submitted an application for funding in the amount of \$6,500 to be paid during calendar year 2016. This application met all municipal requirements, and the funding request is being submitted for Council review and approval.

As Council may recall, the City increased this surcharge from \$2 to \$4 per case in 2014. Projections of Municipal Court Violence Shelter Surcharge Fee collections indicate the requested amount can be funded during calendar year 2016.

City of Sikeston, Missouri

**SHELTER FOR VICTIMS OF DOMESTIC VIOLENCE
FUNDING PROGRAM FOR YEAR ENDING
DECEMBER 31, 2016**

APPLICATION

Sikeston City Hall
105 East Center Street, Sikeston, MO 63801
(573) 471-2512

I. Identification:

Applicant Shelter: House of Refuge for Abused and Battered Women

Shelter Director: Jill Hill

Shelter's Mailing Address: P.O. Box 244, Sikeston, MO 63801

Telephone: 573-472-4499

Fax: 573-472-9966

Email: sikestonsafeplace@gmail.com

Federal Employer Identification Number (FEIN): 43-1764746

Date of Incorporation: 10/19/98

Date Operations Began: 07/01/01

II. Primary Contact:

Name: Briley Burgess-Smith

Title: Treasurer

Mailing Address: P.O. Box 244 Sikeston, MO 63801

Telephone: 573-472-2997

Fax: none

Email: bsmith001@charter.net

III. Application Prepared by:

Name/Title: Briley Burgess-Smith, Treasurer

Date: 9/23/14

Telephone: 573-472-2997

Fax: none

Email: bsmith001@charter.net

IV. Verification of Eligibility:

- A. Attach copy of shelter's Certificate of Incorporation from the Missouri Secretary of State. See attached
- B. Attach list of the directors of the corporation with addresses and telephone numbers. See attached
- C. Attach list of shelter trustees, their addresses and telephone numbers; indicate their representation of Sikeston's racial, ethnic and socioeconomic diversity; and indicate their personal experience in confronting or mitigating the problems of domestic violence. Not applicable
- D. Attach list of the applicant shelter's proposed funding sources indicating the type of support supplied (cash, goods or services), and what percentage of the shelter's total operational income each source provides. See attached
- E. Submit documentation stating the nature and type of residential services or facilities provided for children when accompanied by a parent, guardian or custodian who is a victim of domestic violence and receiving temporary residential service at the shelter? See attached
- F. Does the applicant shelter require its employees and volunteers to maintain the confidentiality of any information that would identify the individuals served by the shelter? If so, attach copy of statement. Yes, see attached.
- G. Does the applicant shelter require its employees and volunteers to maintain the confidentiality of information or records that are directly related to the advocacy services provided to shelter residents? If so, attach copy of statement. Yes, see attached
- H. Does the applicant shelter advise individuals being served by the shelter of the nature and scope of its confidentiality requirements? If so, attach copy of statement. Yes, see attached
-

V. Historical Data:

- A. Attach summary of the applicant shelter's prior year's activities. Indicate what specific services and programs were provided. See attached

- B. Attach report indicating the number of individuals receiving services from the applicant shelter in the prior year, delineated by type of services, sex, race, and age.

See attached

- C. Attach copy of applicant shelter's financial statement or annual report for the past two years.

See attached

VI. Proposed Operating Budget:

- A. Attach applicant shelter's proposed operating budget for the calendar year ending December 31, 2016.

See attached

- B. What is the amount of funding being requested from the City of Sikeston?

\$6,500

VII. Proposed Services:

Attach summary of the services the applicant shelter proposes to offer with an estimate of the number of persons to be served during the calendar year ending December 31, 2016.

See attached

VIII. Signatures:

I attest that the information provided in and submitted with this application is, to the best of my knowledge, complete and accurate. If approved, the applicant intends to provide the services described in this application.

APPLICANT:

Sill Hill
Shelter Director (Please Print)

[Signature]
Signature

Manager 9-28-15
Title Date

Holly Hunter Heckemeyer
President of Corporation (Please Print)

[Signature]
Signature

Board Chairperson 9-28-15
Title Date

STATE OF MISSOURI



Rebecca McDowell Cook
Secretary of State

CORPORATION DIVISION
CERTIFICATE OF INCORPORATION
MISSOURI NONPROFIT

WHEREAS, DUPLICATE ORIGINALS OF ARTICLES OF INCORPORATION OF
HOUSE OF REFUGE FOR ABUSED AND BATTERED WOMEN

HAVE BEEN RECEIVED AND FILED IN THE OFFICE OF THE SECRETARY OF
STATE, WHICH ARTICLES, IN ALL RESPECTS, COMPLY WITH THE
REQUIREMENTS OF MISSOURI NONPROFIT CORPORATION LAW;

NOW, THEREFORE, I, REBECCA MCDOWELL COOK, SECRETARY OF STATE
OF THE STATE OF MISSOURI, BY VIRTUE OF THE AUTHORITY VESTED IN
ME BY LAW, DO HEREBY CERTIFY AND DECLARE THIS ENTITY A BODY
CORPORATE, DULY ORGANIZED THIS DATE AND THAT IT IS ENTITLED TO
ALL RIGHTS AND PRIVILEGES GRANTED CORPORATIONS ORGANIZED UNDER
THE MISSOURI NONPROFIT CORPORATION LAW.

IN TESTIMONY WHEREOF, I HAVE SET MY
HAND AND IMPRINTED THE GREAT SEAL OF
THE STATE OF MISSOURI, ON THIS, THE
19TH DAY OF OCTOBER, 1998.

Rebecca McDowell Cook
Secretary of State

\$25.00



IV. A.



State of Missouri
Rebecca McDowell Cook, Secretary of State
P. O. Box 778, Jefferson City, MO 65102
Corporation Division

Articles of Incorporation of a Nonprofit Corporation
(To be submitted in duplicate with a filing fee of \$25)

The undersigned natural person(s) of the age of eighteen years or more for the purpose of forming a corporation under the Nonprofit Corporation Law of Missouri adopt the following Articles of Incorporation:

- (1) The name of the corporation is House of Refuge for Abused and Battered Women d/b/a House of Refuge
- (2) This corporation is a Public Benefit Corporation.
(Public or Mutual)
- (3) The period of duration of the corporation is perpetual
(“Perpetual” unless stated otherwise)
- (4) The name and street address of the Registered Agent and Registered Office in Missouri is:
Julia Crader Dolan 111 S. New Madrid Sikeston, MO 63801
Name Address City/State/Zip
- (5) The name(s) and address(es) of each incorporator:
Julia C. Dolan 111 S. New Madrid Sikeston, MO 63801
- (6) Does the corporation have members? YES X NO
- (7) Provisions not inconsistent with law regarding the distribution of assets on dissolution Upon dissolution, any remaining assets will go to another nonprofit organization
- (8) The corporation is formed for the following purpose(s): To provide domestic violence services and all other legal powers permitted to a Nonprofit Corporation
- (9) The effective date of this document is the date it is filed by the Secretary of State of Missouri, unless you indicate a future date, as follows: _____
(Date may not be more than 90 days after the filing date in this office.)

In affirmation of the facts stated above,

Signed by Incorporator(s):

Julia Crader Dolan
JULIA CRADER DOLAN

**FILED AND CERTIFICATE OF
INCORPORATION ISSUED**

OCT 19 1998

Rebecca McDowell Cook
SECRETARY OF STATE

IV. B.

HOUSE OF REFUGE FOR ABUSED AND BATTERED WOMEN

BOARD OF DIRECTORS

JANUARY 2015

OFFICERS

Chairman

Holly Hunter **Heckemeyer**

Business Owner

573-270-9395

hhunterhalloween@sbcglobal.net

206 College St

Sikeston, MO 63801

Secretary

Carolyn **Harris**

Retired Secondary Teacher

573-620-3862

carolyn.harris@charter.net

622 Blanton St

Sikeston, MO 63801

Vice Chairman

Lorya **Knox**

Police Officer

573-620-1070

ljknnox@sikeston.org

614 Vaughn

Sikeston, MO 63801

Treasurer

Briley **Burgess-Smith**

Retired CFO/Accountant

573-380-1931

bsmith001@charter.net

126 Larkspur Lane

Sikeston, MO 63801

BOARD MEMBERS

Paul **Boyd**

Scott County Prosecuting Attorney

573-620-0070

prbscottpa@hotmail.com

318 E. Hickory

Scott City, MO 63780

Mary **Griffith**

Attorney

573-380-3508

mary.griffith@marygriffithlaw.com

110 Bradley

Sikeston, MO 63801

Phyllis **Minner**

Area Director Rural Development USDA

573-450-2123

phyllis.minner@mo.usda.gov

214 Diebold

Benton, MO 63736

Tammy **Burch**

CFO Burch Foods

573-620-3862

tburch@burchfood.com

20 Green Meadows Drive

Sikeston, MO 63801

Michele **Krokstrom**

Mother

573-380-1155

mwkrok@yahoo.com

913 Westview Drive

Sikeston, MO 63801

Sue **Garrett**

Accountant Delta Growers

314-799-6156

suegarrett1962@gmail.com

525 Lindenwood

Sikeston, MO 63801

Dr. Cindy **Matos**

Pediatrician

573-703-6224

Cindynazario1@yahoo.com

333 N. Kingshighway

Sikeston, MO 63801

**House of Refuge for Abused and Battered Women
2016 Proposed Funding Sources**

Source of Income	Funding Source	Funding Type	Amount	Percentage
City Fees	City Court Fees	Cash	\$ 6,000	3%
County Fees	County Court Fees	Cash	\$ 9,000	5%
United Way	Local Grant	Cash	\$ 8,000	5%
Fundraisers/Misc	Donations	Cash	\$ 38,000	22%
VOCA Grant	Federal Grant	Cash	\$ 12,000	7%
SSVF Grant	State Grant	Cash	\$ 13,000	7%
DVSS Grant	Fed & State Grant	Cash	\$ 79,812	46%
ES TANF	Fed & State Grant	Cash	\$ 8,110	5%
			\$ 173,922	100%

House of Refuge for Abused and Battered Women

Nature and Type of Residential Services

- **Overnight Shelter**—The House of Refuge will provide overnight shelter for victims of domestic violence and sexual assault and their children with a maximum stay of 90 days. The total bed capacity is 16. Residential and non-residential services are provided. If the shelter is full, assistance is provided to secure, safe housing in other shelters or a motel.
- **Food**—This shelter provides three meals a day and snacks for residential clients. Much of this food is from donations by local churches, community organizations, and the Food Bank. To achieve the goal of independent living, we will also assist clients in applying for food stamps or WIC when applicable.
- **Medical Services**—All clients will be screened for medical needs and if necessary will be assisted in referral and transportation to appropriate medical care. We have excellent cooperation from our local medical community.
- **Children's Services**—Services are provided for dependent children of domestic violence victims. These services are individualized according to the child's needs and can include support sessions, child advocacy, and counseling. If needed, assistance will be given in referral to appropriate agencies.
- **Mental Health and/or Drug Abuse Counseling**—All those requiring services are referred for appropriate diagnosis and treatment. Bootheel Counseling has agreed to assist us in providing needed services.
- **Transportation**—Transportation is provided to residential and nonresidential clients when they have legal/court appointments, medical care appointments, outside counseling appointments, and/or need transportation to other agencies or to other shelters.
- **Referral to Other State and Federal Programs**—Trained staff assesses the needs of clients and referrals are made to the appropriate state or federal agency for assistance if necessary. The goals of this shelter include safe and independent living arrangements for our clients and frequently there is a need to access ongoing programs provided by agencies such as DFS or the Health Department.

I V. E.

- Permanent Housing Referral Services—The staff and trained volunteers will assist clients in obtaining permanent housing. This will be accomplished with both direct assistance and referral to local agencies such as the Delta Area Economic Opportunity Collaboration (DAEOC) and/or the Housing Authority.
- Employment Services—If assistance with employment is needed, clients are referred to local programs such as Employment Readiness Program, Manpower, Missouri Career Center, Workforce Investment Board programs, etc.
- Prevention—Employees, board members, and volunteers provide community education programs to churches, organizations, and schools, with the focus being awareness of the nature and dynamics of domestic violence. Resident and non residents are also educated about the cycle of domestic violence, how they are a part of it and ways of ending the cycle. Weekly life skills classes are offered at the shelter and there is ongoing collaboration with other local agencies to identify persons at risk.

House of Refuge

P.O. Box 244
Sikeston, MO 63801



Office: 573.472.4499
Fax: 573.472.9966

Confidentiality Agreement

Group _____ Date: _____

I, the undersigned, make an oath that any information of personal and/or confidential nature regarding agency clients of this agency, other agencies, or colleagues that I may obtain as a result of my association with the House of Refuge will be held in strict confidence.

I understand that the location of the House of Refuge is confidential.

I understand that this confidentiality agreement extends past my association at the House of Refuge. I further understand that any violation in confidentiality is not only an ethical violation, but that it could endanger the safety of the clients and staff.

Violations of confidentiality will be grounds for immediate dismissal from service at the shelter.

Printed Name	Signature

House of Refuge

P.O. Box 244
Sikeston, MO 63801



Office: 573.472.4499
Fax: 573.472.9966

Confidentiality Agreement

I, the undersigned, make an oath that any information of personal and/or confidential nature regarding agency clients of this agency, other agencies, or colleagues that I may obtain as a result of my association with the House of Refuge will be held in strict confidence.

I understand that the location of the House of Refuge is undisclosed.

I understand that all client files are to be kept secured. Only the staff will have access to these files.

I understand that this confidentiality agreement extends past my employment or association at the House of Refuge. I further understand that any violation in confidentiality is not only an ethical violation, but that it could endanger the safety of the clients and staff.

Violations of confidentiality will be grounds for immediate dismissal from service at the shelter.

Printed Name

Signature

Date

Staff Signature

Date

House of Refuge

P.O. Box 244
Sikeston, MO 63801



Office: 573.472.4499
Fax: 573.472.9966

Confidentiality Agreement/Records

As a person who will be participating in the House of Refuge program, the following is a statement concerning confidentiality of information contained in and about this organization that you might learn during your stay or participating in our program. We require that **all information** that you might learn be treated confidentially (i.e. names, addresses, children, etc.). Discussing any information with people outside the program can destroy the bond of trust between the participants and the House of Refuge and will undermine our services.

The location of the House of Refuge is confidential and may not be shared with anyone outside the program for any reason.

A breach of confidentiality is a serious violation of trust and ethical responsibility. It might jeopardize the safety of residents, non-resident participants, staff and volunteers, and thus may be a cause for immediate dismissal from the shelter or the termination of advocacy services.

By my signature, I _____ agree not to divulge any confidential information during and/or after my formal relationship with the House of Refuge.

I _____ understand that my records will not be released to anyone unless I consent in writing or by court order or for an audit by the State of Missouri.

Residents' signature _____

Date _____

Staff members' signature _____

Date _____

Volunteers' signature _____

Date _____

Parental Consent Form

I, _____, understand that if I am unable to be responsible for my children, and if no one is assigned in writing to take responsibility for my children, or if those assigned refuse to take such responsibility, the Division of Family Services will be contacted for emergency housing of my children. Additionally, if a House of Refuge Staff Member is a Mandated Reporter I understand I will be notified of such. In the event my children require transportation to a designated guardian, I hereby give my permission for staff and/or volunteers of the House of Refuge to provide transportation.

House of Refuge for Abused and Battered Women Historical Data 2014

Statistics are from January 1, 2014 through Dec 31, 2014; compiled from information collected from monthly service reports and census data.

Ages Served

Under 17	38
18 – 25	7
26 – 35	28
36 – 45	29
46 – 59	7
Over 59	1

Race

Caucasian Women	50
Caucasian Children	6
African America Women	23
African American Children	27
Multi-Race Women	0
Multi-Race Children	2
Native American Women	0
Native American Children	0
Hispanic Women	2
Hispanic Children	0
Asian Women	0
Asian Children	0

Services

Crisis Intervention	33
Emergency Ex Parte	6
Full Protection Order	3
Transportation to the shelter	1
Referrals	106
Services for Pregnant Women	6
Services for Disabled Women	16
Services for Mental Health Issues	24
Total Number of Crisis Calls	438

House of Refuge for Abused and Battered Women Historical Data 2015

Statistics are from January 1, 2015 through August 31, 2015; compiled from information collected from monthly service reports and census data.

Ages Served

Under 17	29
18 – 25	5
26 – 35	19
36 – 45	13
46 – 59	12
Over 59	0

Race

Caucasian Women	30
Caucasian Children	10
African America Women	15
African American Children	18
Multi-Race Women	1
Multi-Race Children	1
Native American Women	1
Native American Children	0
Hispanic Women	2
Hispanic Children	0
Asian Women	0
Asian Children	0

Services

Crisis Intervention	45
Emergency Ex Parte	3
Full Protection Order	1
Transportation to the shelter	0
Referrals	41
Services for Pregnant Women	3
Services for Disabled Women	7
Services for Mental Health Issues	12
Total Number of Crisis Calls	208

House of Refuge for Abused and Battered Women Service Report for 2014

These statistics are from January 1, 2014 through December 31, 2014 compiled from information collected from monthly service reports and resident census data.

Number of Individuals Served: 110 Total

Residents

Women:	62
Children:	29
Men:	0
Total:	91

Non-Residents

Women:	13
Children:	6
Men:	0
Total:	19

Relationship of DV Victim to Abuser

Girlfriend/Boyfriend:	38
Husband/Wife:	29
Unspecified:	11

Number of Referrals (some individuals were referred to multiple services, some choose not to be referred)

Medical:	22
Psychological:	26
Financial:	11
Educational:	10 children; 9 adult
Vocational:	4
Child Care:	16
Legal Services:	7

House of Refuge for Abused and Battered Women Service Report for 2015

These statistics are from January 1, 2015 through August 31, 2015 compiled from information collected from monthly service reports and resident census data.

Number of Individuals Served: 78 Total

Residents

Women:	45
Children:	29
Men:	0
Total:	74

Non-Residents

Women:	4
Children:	0
Men:	0
Total:	4

Relationship of DV Victim to Abuser

Girlfriend/Boyfriend:	20
Husband/Wife:	25
Unspecified:	8

Number of Referrals (some individuals were referred to multiple services, some choose not to be referred)

Medical:	20
Psychological:	18
Financial:	16
Educational:	15 children; 2 adult
Vocational:	8
Child Care:	15
Legal Services:	4

FC

3:44 PM

09/15/15

Accrual Basis

House of Refuge Balance Sheet As of August 31, 2015

	Aug 31, 15
ASSETS	
Current Assets	
Checking/Savings	
SAVINGS	152,952.23
U S Bank Checking	
Checking-Household Supplies	380.85
Checking-Reserve for Repairs	8,093.45
Checking-Unrestricted	69,827.91
U S Bank Checking - Other	3,040.00
Total U S Bank Checking	81,342.21
U S BANK PAYROLL ONLY	5,474.32
Total Checking/Savings	239,768.76
Other Current Assets	
Petty Cash @ Shelter	50.00
Total Other Current Assets	50.00
Total Current Assets	239,818.76
Fixed Assets	
ACCUMULATED DEPRECIATION	-34,995.52
CAPITAL IMPROVEMENT	
AC/HEATING	4,645.00
BOILER	9,300.00
FENCE	2,610.48
GARAGE	16,212.11
New Air Conditioner	1,695.00
Toshiba Phone & Alarm Updating	1,785.00
Total CAPITAL IMPROVEMENT	36,247.59
FURNITURE	900.00
HOUSE - ALLEN BLVD	65,494.39
OFFICE EQUIPMENT	1,299.99
Total Fixed Assets	68,946.45
TOTAL ASSETS	308,765.21
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
DAEOC GRANT	4,528.01
Federal & FICA Payable	2,135.43
State W/H Tax Payable	360.00
Total Other Current Liabilities	7,023.44
Total Current Liabilities	7,023.44
Total Liabilities	7,023.44
Equity	
Opening Bal Equity	59,096.09
Retained Earnings	250,392.67
Net Income	-7,746.99
Total Equity	301,741.77
TOTAL LIABILITIES & EQUITY	308,765.21

3:45 PM

09/15/15

Accrual Basis

House of Refuge Profit & Loss January through August 2015

	Jan - Aug 15
Ordinary Income/Expense	
Income	
Campaign Income	14,651.00
Contributions Income	
Unrestricted	10,157.40
Total Contributions Income	10,157.40
Grants	
Emergency Shelter DVSS	8,110.16
Federal DVVS	15,452.35
Sexual Violence DVVS	3,511.76
SSVF	1,013.92
State DVVS	31,630.00
VOCA	6,788.58
Total Grants	66,506.77
Marriage & Dissolution Income	
City of Sikeston	3,958.03
New Madrid County	980.00
Scott City	561.00
Scott County	5,074.95
Total Marriage & Dissolution Income	10,573.98
Miscellaneous Income	172.85
Total Income	102,062.00
Gross Profit	102,062.00
Expense	
Bank Service Charges	248.40
Client Services	
Food	3,258.42
Supplies	233.26
Transportation	675.09
Total Client Services	4,166.77
Corporate Dues	10.50
Dues and Subscriptions	372.84
Fundraising Expenses	2,410.82
Insurance	
Liability Insurance	2,828.30
Surety Bond	111.00
Unemployment Insurance	2,105.40
Workman's Comp	4,924.00
Total Insurance	9,968.70
Miscellaneous	530.90
Office Supplies	76.52
Payroll Expenses	
FICA & Medicare Expense	5,822.29
Health Insurance	2,326.40
Salary Expense	76,108.32
Total Payroll Expenses	84,257.01
Pest Control	210.00
Postage and Delivery	87.57
Printing and Reproduction	298.55
Repairs	
Building Repairs	1,300.64
Total Repairs	1,300.64
Security	100.00
Supplies	
Office	217.85
Total Supplies	217.85

VC

3:45 PM

09/15/15

Accrual Basis

House of Refuge
Profit & Loss
January through August 2015

	Jan - Aug 15
Telephone	
House-BRT-Local & Long Dist	1,162.16
Total Telephone	1,162.16
Utilities	
Electric, Water, Sewer	1,736.85
Gas	1,342.91
Total Utilities	3,079.76
Yard Maintenance	1,310.00
Total Expense	109,808.99
Net Ordinary Income	-7,746.99
Net Income	-7,746.99

VC

3:47 PM

09/15/15

Accrual Basis

House of Refuge Balance Sheet As of December 31, 2014

	Dec 31, 14
ASSETS	
Current Assets	
Checking/Savings	
SAVINGS	152,817.91
U S Bank Checking	
Checking-Household Supplies	380.85
Checking-Reserve for Repairs	8,788.45
Checking-Unrestricted	75,893.12
U S Bank Checking - Other	3,040.00
Total U S Bank Checking	88,102.42
U S BANK PAYROLL ONLY	8,719.38
Total Checking/Savings	249,639.71
Other Current Assets	
Insurance Receivable	
Jill Hill	36.09
Liz McCord	6.54
Total Insurance Receivable	42.63
Petty Cash @ Shelter	50.00
Total Other Current Assets	92.63
Total Current Assets	249,732.34
Fixed Assets	
ACCUMULATED DEPRECIATION	-34,995.52
CAPITAL IMPROVEMENT	
AC/HEATING	4,645.00
BOILER	9,300.00
FENCE	2,610.48
GARAGE	16,212.11
Toshiba Phone & Alarm Updating	1,125.00
Total CAPITAL IMPROVEMENT	33,892.59
FURNITURE	900.00
HOUSE - ALLEN BLVD	65,494.39
OFFICE EQUIPMENT	1,299.99
Total Fixed Assets	66,591.45
TOTAL ASSETS	316,323.79
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
DAEOC GRANT	4,528.01
Federal & FICA Payable	1,698.02
State W/H Tax Payable	609.00
Total Other Current Liabilities	6,835.03
Total Current Liabilities	6,835.03
Total Liabilities	6,835.03
Equity	
Opening Bal Equity	59,096.09
Retained Earnings	222,067.43
Net Income	28,325.24
Total Equity	309,488.76
TOTAL LIABILITIES & EQUITY	316,323.79

V, C.
3:47 PM
09/15/15
Accrual Basis

House of Refuge
Profit & Loss
January through December 2014

	Jan - Dec 14
Ordinary Income/Expense	
Income	
Campaign Income	9,425.00
Contributions Income	
UNITED WAY	8,000.00
Unrestricted	20,067.01
Total Contributions Income	28,067.01
Grants	
Federal DVVS	17,978.32
MCADSV-NFL	566.00
SSVF	29,082.91
State DVVS	51,035.57
VOCA	46,527.01
Total Grants	145,189.81
Marriage & Dissolution Income	
City of Sikeston	265.58
New Madrid County	1,148.85
Scott City	1,036.00
Scott County	8,065.86
Total Marriage & Dissolution Income	10,516.29
Miscellaneous Income	299.02
Total Income	193,497.13
Gross Profit	193,497.13
Expense	
Bad Debt	705.00
Bank Service Charges	330.55
Client Services	
Food	5,529.62
Housing Assistance	34.62
Supplies	715.95
Transportation	1,973.13
Total Client Services	8,253.32
Corporate Dues	10.00
Depreciation Expense	3,674.37
Dues and Subscriptions	401.37
Equipment	
Office	99.88
Total Equipment	99.88
Fundraising Expenses	686.10
Insurance	
Liability Insurance	4,933.00
Surety Bond	111.00
Unemployment Insurance	2,568.05
Workman's Comp	3,857.00
Total Insurance	11,469.05
Meetings and Workshops	668.45
Payroll Expenses	
FICA & Medicare Expense	8,636.14
Health Insurance	4,992.91
Salary Expense	112,890.72
Total Payroll Expenses	126,519.77
Pest Control	390.00
Postage and Delivery	161.50
Printing and Reproduction	117.28

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Accrual Basis

House of Refuge Profit & Loss January through December 2014

	Jan - Dec 14
Professional Fees	
Accounting	1,650.00
Total Professional Fees	1,650.00
Repairs	
Building Repairs	745.05
Computer Repairs	190.00
Equipment Repairs	30.00
Total Repairs	965.05
Security	155.00
Supplies	
Office	708.78
Total Supplies	708.78
Telephone	
House-BRT-Local & Long Dist	1,832.71
Total Telephone	1,832.71
Travel & Ent	
Meals	64.95
Total Travel & Ent	64.95
Utilities	
Electric, Water, Sewer	2,828.80
Gas	1,679.96
Total Utilities	4,508.76
Yard Maintenance	1,800.00
Total Expense	165,171.89
Net Ordinary Income	28,325.24
Net Income	28,325.24

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HOUSE OF REFUGE
SIKESTON, MO
BUDGET FOR 2016

Income Sources				Operating Expenses	
Voca	12000			Bank Charges	350
County M&D Fees	9000			Client services	
City M&D Fees	6000			Legal	0
ES TANF	8110			housing Asst	100
United Way	8000			food	6000
DVSS Bednight Grant	79812			Supplies	1000
SSVF	13000			medical	50
Fundraiser	18000			transportation	2000
Contributions	20000				
				Corp Dues	10
				Due/Subscriptions/Licenses	650
Interest				Equipment	
Total income	\$173,922			office	500
				shelter	500
				Fundraising expenses	2500
				Insurance	
				dishonesty bond	111
				Property & Liability	5000
				Unemployment	2500
				Workman's comp	4000
				Meetings & Workshops	2500
				Office Supplies	800
				Payroll Expenses	115000
				Retirement	
				overtime	
				Fica & Med	8798
				Emp Benefits (health ins)	5400
				Personnel Exp	0
				Pest control	360
				Postage and Shipping	150
				Profession Fees	1700
				Program Exp	100
				Repairs	
				Building	2000
				equipment	500
				Security	200
				Telephone	
				Local & Long distance	2000
				Cell phone	
				Printing and publications	250
				Advertising	
				Utilities gas	1500
				elec,H2O,trash, sewer	3500
				Yard maintenance	1800
				Total Expenses	171829
				Net Operating Income	\$2,093
				Transfer of Funds	
				Repair&Replace Reserve	2093
				Reserve Operating	0
				Total Expenses & Transfers	173922

House of Refuge for Abused and Battered Women

Proposed Services and

Estimated Number of Persons to be Served

This Program will provide much needed services and protection to victims of domestic violence and/or sexual assault and to their children from Scott and New Madrid Counties. Residential and non-residential victims of domestic violence and/or sexual assault who request services will receive crisis intervention services, 24-hour hotline emergency services, community referral linkage, assistance in filing compensation claims, and court advocacy. Individuals needing shelter will be provided with up to 90 days temporary shelter at the House of Refuge. If openings are not available, they will be referred to the closest domestic violence shelter or provided emergency hotel placement. Our shelter is staffed 24 hours a day/7 days a week. We are a secure, confidential facility and the exterior is monitored with security cameras. We also provide outreach to the community, through education and prevention. We are committed to assisting women and their children to break away from the cycle of domestic violence and enhance their quality of life.

The anticipated number of victims to be served in 2016 is 120. This breaks down to 95 women and 25 children. We estimate 4400 bed nights and 660 hotline calls, of which 450 are crisis calls.

Council Letter

Council Letter: 15-10-26

Originating Department: Department of Governmental Services

Subject: 1st Reading, Bill #6001, Amending Municipal Code 130.680, DED Executive Board Composition

To the Mayor and City Council:

Attachments:

1. Bill #6001

Action Options:

1. 1st Reading, Bill #6001, Amending Municipal Code 130.680, DED Executive Board Composition
2. Other action as may be deemed appropriate

Background:

Through discussions of the Board of Economic Development, it has been suggested that the President of the Sikeston Area Chamber of Commerce become a non-voting ex-officio member of the Board of Economic Development. Bill #6001 would amend Section 130.680 of Title 1, authorizing this change in the composition of the Board.

Staff will ask for approval of this bill at its November 2nd Council meeting.

THIS BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 6001 AND SHALL AMEND SECTION 130.680 OF TITLE 1, ARTICLE VIII BOARD OF ECONOMIC DEVELOPMENT OF THE SKESTON CITY CODE.

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

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

SECTION II: Title I. Article VIII, Board of Economic Development, Section 130.680 Composition is amended to read as follows:

“SECTION 130.680: COMPOSITION

The Board shall consist of six (6) voting members being: The Mayor or his/her designee from the City Council, the Mayor Pro Tem or his/her designee appointed from the City Council, a member of the City Council or his/her designee appointed from the City Council, the Chairman of the Board of Municipal Utilities or his/her designee from the Board of Municipal Utilities, the Vice Chairman of the Board of Municipal Utilities or his/her designee from the Board of Municipal Utilities and the Director of Municipal Utilities. The Board shall also consist of the City Manager and the President of the Skeston Area Chamber of Commerce both of whom shall be non-voting ex-officio members.” (Ord. 5867 §VI 12/11; R.O.2009 §2.54.070; Ord. No. 5632 §II, 5-05)”

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

SECTION IV. 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 V: Record of Passage:

A. Bill Number 6001 was introduced and read the first time this 26th day of October, 2015.

B. Bill Number 6001 was read the second time and discussed on this 2nd day of November, 2015, and was voted as follows:

Harris _____, Evans _____,

Depro _____, Settles _____, Gilmore _____,

Merideth _____, and Burch _____

thereby being _____, and becoming Ordinance 6001.

C. Ordinance 6001 shall be in full force and effect from and after December 3, 2015.

STEVEN BURCH, Mayor

Approved as to Form:

CHARLES LEIBLE, City Counselor

SEAL/ATTEST:

CARROLL COUCH, City Clerk

Council Letter

Date of Meeting: 15-10-26

Originating Department: Administrative Services

To the Mayor and City Council:

Subject: Employee Recognition Agreement

Attachment(s):
Employee Recognition Agreement

Action Options:

1. Approve the proposed contract between the City of Sikeston and IBEW, Local 702
2. Other actions as Council may deem appropriate

Background:

The International Brotherhood of Electrical Workers (IBEW), Local 702 has requested recognition as the bargaining unit representative for skilled workers in the Public Works Department. The City has determined that skilled workers only are an appropriate bargaining unit. The total number of employees is eleven (11).

IBEW, Local 702 has provided the required showing of interest to represent the Department of Public Works skilled workers.

The City and union will begin to meet, confer and discuss wages, benefits and other terms and conditions of employment with the goal of reaching a mutually satisfactory collective bargaining agreement (CBA) to be submitted to the City Council for approval. The City Council will approve, reject, or hold the proposed collective bargaining agreement open for further discussion.

If the City representatives and IBEW, Local 702 cannot reach an agreement on the terms of a proposed collective bargaining agreement after substantial negotiations, the proposed CBA may be submitted to the City council for consideration.

The City Council's decision with regard to approving or rejecting a proposed collective bargaining agreement shall be final and binding.

It is expected to take several months to negotiate the collective bargaining agreement.

EMPLOYEE RECOGNITION AGREEMENT

This Agreement for Voluntary Recognition is made and entered into this Twenty-eighth(28th) day of October, 2015, by and between LOCAL 702, INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS, AFL-CIO (hereafter referred to as "Union"), and the CITY OF SIKESTON, MO (hereafter referred to as "City").

The Union and City agree that an appropriate unit for collective bargaining consists of the following positions:

Skilled Worker Streets
Skilled Worker Parks

The Union has demonstrated to the City's satisfaction that a majority of employees in this bargaining unit have authorized the Union to represent them in collective bargaining.

The City agrees to recognize, and hereby does recognize, the Union as the exclusive collective bargaining agent for the positions listed above, excluding supervisors (i.e. employees with authority to hire, fire, and discipline bargaining unit employees) and elected officials.

The City's Council has authorized and approved this Agreement.

The parties affix their signatures hereto this _____ day of _____, 2015.

LOCAL 702, INTERNATIONAL
BROTHERHOOD OF ELECTRICAL
WORKERS, AFL-CIO

CITY OF SIKESTON, MO

BY: _____
Mark Baker

BY: _____
Steven Burch

TITLE: _____
Business Representative

TITLE: Mayor