

TENTATIVE AGENDA

REGULAR CITY COUNCIL MEETING  
CITY HALL VIA ZOOM VIDEO CONFERENCING  
105 E. CENTER ST.

Monday, November 30, 2020  
5:00 P.M.

“Meeting shall be convened with Council members participating via videoconference.  
Public may view meeting via Facebook Live on the City’s Facebook page.”

I. CALL TO ORDER

II. RECORD OF ATTENDANCE

III. OPENING PRAYER

IV. PLEDGE OF ALLEGIANCE

V. ITEMS OF BUSINESS

- A. 1<sup>st</sup> Reading, Bill #6213, Change in Excessive Strength Charge Fees for Commercial or Industrial Users for Wastewater Collection
- B. Appointment to Traffic Committee
- C. 1<sup>st</sup> Reading, Bill #6211, Calling for the April 6, 2021 General Election
- D. 1<sup>st</sup> Reading, Bill #6212, Installation of Stop Signs at Various Locations
- E. Authorization to Transfer Property to LCRA
- F. Authorization to Purchase Patrol Vehicles
- G. Receive 2022-2026 Capital Improvement Plan
- H. Other Items As May Be Determined During the Course of the Meeting

VI. ADJOURNMENT INTO EXECUTIVE SESSION

Property (RSMo 610.021(2))

VII. ADJOURNMENT

Dated this 19<sup>th</sup> day of November 2020

Rhonda Council

Rhonda Council, City Clerk

# **Council Letter**

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Date of Meeting: 20-11-30

Originating Department: Board of Municipal Utilities

To the Mayor and City Council:

Subject: 1<sup>st</sup> Reading, Bill #6213, Change in Excessive Strength Charge Fees for Commercial or Industrial Users for Wastewater Collection

Attachment(s):

1. Bill #6213
2. Recommendation Letter from Waters Engineering

Action Options:

1. 1<sup>st</sup> Reading, Bill #6213
2. Other Action Council May Deem Necessary

Background:

The current determination of rates does not represent the actual cost for excessive sewer discharges of strength and total suspended solids (TSS). Board of Municipal Utilities (BMU) propose the updated rate to prevent excessive sewer discharges that disrupt the sewer plant and to reimburse BMU for this disruption.

In addition to raising the strength and TSS surcharges, this ordinance will also add a strength multiplier for excessive strengths and allow the rate to be changed based on BMU's annual costs without having to draft another ordinance. The strength multiplier accounts for replacement and upgrade costs associated with high strength discharges. If proper pre-treatment is performed by the industries, they do not have to pay these surcharges.

2<sup>nd</sup> reading and consideration for approval of this bill will be conducted at the December 7<sup>th</sup> Council meeting.

THIS BILL AS ADOPTED SHALL BECOME ORDINANCE NUMBER 6213, AMENDING DETERMINATION OF RATES FOR EXCESSIVE STRENGTH CHARGE FEES FOR COMMERCIAL OR INDUSTRIAL USERS FOR WASTEWATER COLLECTION.

WHEREAS, the current ordinance is outdated and the determination of rate does not represent the actual cost for excessive sewer discharges of strength and total suspended solids (TSS), and

WHEREAS, the purpose of the surcharge rate is to deter excessive sewer discharges that disrupt the sewer plant and to reimburse the utility for this disruption; and

WHEREAS, the excessive strength and total suspended solids can and does overload the sewer plant as well as rob the City of future growth; and

WHEREAS, in addition to raising the strength and TSS surcharges, this ordinance adds a strength multiplier for excessive strengths and also allows for this rate to be changed based on annuals costs without a total ordinance change; and

WHEREAS, the strength multiplier accounts for replacement and upgrade costs associated with high strength discharges. If proper pre-treatment is performed by the industries, they do not have to pay these surcharges.

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

SECTION I: This ordinance shall be codified in Title VII Utilities, Chapter 725, Section 725.050 (4) Determination of Rates, of the Sikeston Municipal Code.

SECTION II: Title VII, Chapter 725, Section 725.050 (4) is hereby amended to read as follows:

**"Section 725.050 Determination of Rates.**

4. Commercial or industrial users shall be subject to an excessive strength charge in addition to the basic sewer service charge when the BOD or SS concentrations of a discharge exceeds three hundred (300) milligrams per liter (mg/L). All analyses shall be performed on composite samples collected over a twenty-four (24) hour period.

The excess strength charge shall be based upon the volume of wastewater and a wastewater strength factor. The wastewater strength is measured by the degree of organic pollution in the wastewater; the higher the strength, the more treatment costs the City.

The wastewater strength factor shall be calculated by the differential between the actual wastewater strength in mg/L and the allowable 300 mg/L all divided by 300 mg/L rounded up to the nearest whole number.

This strength factor is then multiplied by the following average treatment costs for a final excessive strength charge:

- a. Forty-nine cents (\$.049) for each pound of excess BOD; and
- b. Seven cents (\$0.07) for each pound of excess SS

These surcharge calculations may be revised annually based upon the previous fiscal year's wastewater treatment costs."

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 6213 was introduced to Council and read the first time this 30<sup>th</sup> day of November 2020.

B. Bill Number 6213 was read the second time this 7<sup>th</sup> day of December 2020, discussed and voted as follows:

Williams, \_\_\_\_\_, Self, \_\_\_\_\_, Evans, \_\_\_\_\_,  
Sparks, \_\_\_\_\_, Settles \_\_\_\_\_, Merideth, \_\_\_\_\_,  
Burch, \_\_\_\_\_, thereby being  
\_\_\_\_\_, and  
becoming ordinance 6213.

C. Ordinance 6213 shall be in full force and effect from and after January 6, 2021.

\_\_\_\_\_  
Steven Burch, Mayor

\_\_\_\_\_  
Approved As To Form  
Tabatha Thurman, City Counselor

Seal/Attest

\_\_\_\_\_  
Rhonda Council, City Clerk

# Waters Engineering, Inc.

## Civil Engineering and Land Surveying

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Post Office Box 567  
908 S. Kingshighway  
Sikeston, Missouri 63801

E-mail: main@waterseng.com  
(573) 471-5680  
Fax: (573 ) 471-5689

August 31, 2020

Mr. Jeff Winders, PE  
Operations Manager  
Board of Municipal Utilities  
P. o. Box 370  
Sikeston, MO 63801

Re: User Charge Modifications  
Wastewater Treatment

Dear Jeff:

Attached is the recommended modifications to the User Charge Ordinance.

As you know the previous excessive strength charges had not been modified in an unknown time period and did not cover your basic costs incurred to date.

The average treatment costs were calculated from your 2020 Sewer Production Costs of \$952,885.20. This was divided into the BOD, TSS, and Flow which were 80%, 10%, and 10% respectively. This was also based upon your 2020 average flow of 2.33 million gallons per day and resulted in an average BOD cost of \$0.49 per pound of BOD and \$0.07 per pound of TSS.

Not taken into account in this average treatment costs were equipment replacement costs as well as upgrades that could be required for high strength wastes. Should a user continuously discharge a high strength waste, it could overload the capacity of the treatment plant which will cause the plant to exceed the discharge limits. This in turn will require upgrades be made to the treatment plant. These upgrades will have a cost that then must be passed to the users through increases in the user costs or in fees to the high strength dischargers.

The Strength Factor was included to account for these replacement and upgrade costs that would be associated with the high strength discharges.

Please call if you have any questions regarding this invoice or this project.

Sincerely,

**WATERS ENGINEERING, INC.**



Richard Cochran Jr., PE  
Senior Engineer

# **Council Letter**

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Council Letter: 20-11-30

Originating Department: Department of Governmental Services

To the Mayor and City Council:

Subject: Appointment to Traffic Committee

Attachments:

1. None

Action Options:

1. Make one (1) appointment to Traffic Committee
2. Other action as Council may deem appropriate

Background:

Because there were no Resource Bank Applications on file in September, staff tabled appointment to the Traffic Committee. An application was received from Keira Baker, citizen of Sikeston, who is interested in serving on this committee. This is a three-year term that will begin immediately upon appointment.

Staff seeks Council's approval to appoint Keira Baker to the Traffic Committee.

# **Council Letter**

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Date of Meeting: 20-11-30

Originating Department: Administrative Services

To the Mayor and City Council:

Subject: 1<sup>st</sup> Reading, Bill # 6211, Calling for April 6, 2021, General Election

Attachments:

1. Bill # 6211
2. Legal Notice

Action Options:

1. 1<sup>st</sup> Reading, Bill # 6211
2. Other Action council may deem appropriate

Background:

Bill # 6211 calls for a general election to be held on Tuesday, April 6, 2021, for the purpose of electing a Mayor, Councilman Ward 2 and Councilman Ward 3 for a three-year term. Staff will request approval of this bill at the December 7, 2020 Council meeting.

THIS BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 6211, CALLING FOR A GENERAL ELECTION IN THE CITY OF SKESTON, MISSOURI, ON TUESDAY, APRIL 6, 2021, FOR THE PURPOSE OF ELECTING A CANDIDATE FOR THE POSITION OF MAYOR, COUNCILMAN WARD 2, AND COUNCILMAN WARD 3.

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

SECTION I: This ordinance shall not be codified.

SECTION II: That in accordance with the Missouri Comprehensive Election Laws of the State of Missouri, applicable Missouri Revised Statutes of the State of Missouri and the ordinances of the City of Sikeston, Missouri, a General Election shall be held and the same is hereby ordered to be held on Tuesday, April 6, 2021.

SECTION III: That the polls be open for said election continuously from six o' clock in the forenoon until seven o'clock in the afternoon of that day, April 6, 2021.

SECTION IV: That said election be held in the City of Sikeston, Missouri, in the polling places and precincts designated by the County Clerk.

SECTION V: That said election is hereby called for the purpose of electing one (1) candidate for the office of Mayor, Councilman Ward 2 and Councilman Ward 3.

SECTION VI: That the Judges and Clerks of said election shall be those appointed by the County Clerk.

SECTION VII: That the City Clerk shall cause notice, poll books, ballots, and all other matters necessary to the election to be requested from the County Clerk's office as required by law.

SECTION VIII: That the City Clerk of the City of Sikeston, Missouri, be and she is hereby authorized and directed to notify the County Clerk of Scott County, Missouri, of the adoption of this ordinance no later than January 26, 2021, and to include in said notification all the terms and provisions required by the Comprehensive Election Act of 1986, as amended, and the above cited Statutes and ordinances.

SECTION IX: General Repealer Section. Any other 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, the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION XI: Record of Passage.

A. Bill Number 6211 was introduced to Council and read the first time this 30<sup>th</sup> day of November, 2020.

B. Bill Number 6211 was read the second time, discussed and voted upon this 7<sup>th</sup> day of December, 2020, as follows:

Self \_\_\_\_\_, Evans \_\_\_\_\_, Sparks \_\_\_\_\_, Merideth \_\_\_\_\_,  
Settles \_\_\_\_\_, Williams \_\_\_\_\_, and Burch \_\_\_\_\_,  
thereby being \_\_\_\_\_,  
becoming Ordinance 6211.

C. Ordinance 6211 shall be in full force and effect from and after January 6, 2021.

Bill Number 6211

Ordinance Number 6211

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Steven Burch, Mayor

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APPROVED AS TO FORM  
Tabatha Thurman, City Counselor

SEAL/ATTEST

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Rhonda Council, City Clerk



necessary to the election be requested from the County Clerk's office as required by law.

Section 7: That the City Clerk of the City of Sikeston, Missouri, be and he is hereby authorized and directed to notify the County Clerks of Scott and New Madrid County, Missouri, of the adoption of the ordinance no later than January 26, 2021, and to include in said notification of all terms and provisions required by the Comprehensive Election Act of 1986, as amended, and the above cited Statutes and ordinances.

Section 8: The ballots used in the aforementioned General Election shall be in substantially the following form:

**WARNING:** Voting for more than the total number of candidates to be chosen for any one office will invalidate this ballot.

### **OFFICIAL BALLOT – WARD 1 - SCOTT COUNTY**

Candidates for Mayor of Sikeston, Missouri, at the General Election (3 Year Term):

Vote for one (1) Candidate

John Graham

Greg Turnbow

Mark an 'X' in the box opposite the name of the candidate for whom you wish to vote.

### **OFFICIAL BALLOT – WARD 2 - SCOTT COUNTY**

Candidates for Mayor of Sikeston, Missouri, at the General Election (3 Year Term):

Vote for one (1) Candidate

John Graham

Greg Turnbow

Mark an 'X' in the box opposite the name of the candidate for whom you wish to vote.

**OFFICIAL BALLOT – WARD 3 - SCOTT COUNTY**

Candidates for Mayor of Sikeston, Missouri, at the General Election (3 Year Term):

Vote for one (1) Candidate

- John Graham
- Greg Turnbow

Mark an 'X' in the box opposite the name of the candidate for whom you wish to vote.

**OFFICIAL BALLOT – WARD 4 - SCOTT COUNTY**

Candidates for Mayor of Sikeston, Missouri, at the General Election (3 Year Term):

Vote for one (1) Candidate

- John Graham
- Greg Turnbow

Mark an 'X' in the box opposite the name of the candidate for whom you wish to vote.

**OFFICIAL BALLOT – WARD 3 – NEW MADRID COUNTY**

Candidates for Mayor of Sikeston, Missouri, at the General Election (3 Year Term):

Vote for one (1) Candidate

- John Graham
- Greg Turnbow

Mark an 'X' in the box opposite the name of the candidate for whom you wish to vote.

**OFFICIAL BALLOT – WARD 4 – NEW MADRID COUNTY**

Candidates for Mayor of Sikeston, Missouri, at the General Election (3 Year Term):

Vote for one (1) Candidate

- John Graham
- Greg Turnbow

Mark an 'X' in the box opposite the name of the candidate for whom you wish to vote.

**OFFICIAL BALLOT – WARD 2 - SCOTT COUNTY**

Candidates for Councilman Ward 2 of Sikeston, Missouri, at the General Election (3 Year Term):

Vote for one (1) Candidate

- Pershard D. Owens
- James V. Crowe, Sr.
- Vest Baker

Mark an 'X' in the box opposite the name of the candidate for whom you wish to vote.

**OFFICIAL BALLOT – WARD 3 - SCOTT COUNTY**

Candidates for Councilman Ward 3 of Sikeston, Missouri, at the General Election (3 Year Term):

Vote for one (1) Candidate

- David Teachout

Mark an 'X' in the box opposite the name of the candidate for whom you wish to vote.

**OFFICIAL BALLOT – WARD 3 – NEW MADRID COUNTY**

Candidates for Councilman Ward 3 of Sikeston, Missouri, at the General Election (3 Year Term):

Vote for one (1) Candidate

David Teachout

Mark an 'X' in the box opposite the name of the candidate for whom you wish to vote.

# Council Letter

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**Date of Meeting:** 20-11-30

**Originating Department:** Public Works Department / Street Division

**To the Mayor and City Council:**

**Subject:** 1<sup>st</sup> Reading, Bill #6212 Amending City Code Title III, Chapter 300, Schedule III, Table III-A Stop Locations, Authorizing the Installation of Stop Signs at Multiple Locations

**Attachment(s):**

- 1. Bill #6212

**Action Options:**

- 1. 1<sup>st</sup> Reading of and briefing only. Council action will be requested on December 7, 2020
- 2. Other action Council may deem appropriate

**Background:**

The Traffic Committee met on October 27, 2020 and did favorably pass this agenda item to amend the uniform traffic code to add the following stop signs:

<b>Stop Sign</b>	<b>Through Street</b>	<b>Sign Location</b>	<b>Controlled Traffic Movement</b>
Crowe Street	Indiana Street	SW Corner	East
Matthews Street	Dona Street	NE Corner	West
E. Kathleen Street	Dona Street	NE Corner	West
E. Gladys Street	Dona Street	NE Corner	West
Henry Street	Dona Street	NE Corner	West

The request to add these stop signs was made by Beth Thurman.

**BILL Number 6212**

**ORDINANCE Number 6212**

THIS BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 6212 AND SHALL AMEND TITLE III, CHAPTER 300, SCHEDULE III, TABLE III-A OF THE UNIFORM TRAFFIC CODE ESTABLISHING ADDITIONAL TRAFFIC CONTROL MEASURES WITHIN THE CITY OF SIKESTON, MISSOURI.

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

SECTION I: This Ordinance shall be codified in the City Municipal Code.

SECTION II: The Traffic Committee did meet on October 27, 2020 and voted to amend the uniform traffic code by placing stop signs on the following: Crowe at Indiana, Matthews at Dona, E. Kathleen at Dona, E. Gladys at Dona and Henry at Dona.

SECTION III: Title III – Chapter 300 – Schedule III, Table III-A – Stop Locations; shall be amended by including the following:

<u>Stop Sign</u>	<u>Through Street</u>	<u>Sign Location</u>	<u>Controlled Traffic Movement</u>
Crowe Street	Indiana Street	SW Corner	East
Matthews Street	Dona Street	NE Corner	West
E. Kathleen Street	Dona Street	NE Corner	West
E. Gladys Street	Dona Street	NE Corner	West
Henry Street	Dona Street	NE Corner	West

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 6212 was introduced and read the first time this 30<sup>th</sup> day of November, 2020.

B. Bill Number 6212 was read the second time and discussed this 7<sup>th</sup> day of December, 2020, and voted as follows:

Williams, \_\_\_\_\_, Evans, \_\_\_\_\_, Self, \_\_\_\_\_,  
Meredith, \_\_\_\_\_, Settles, \_\_\_\_\_, Sparks, \_\_\_\_\_,  
Burch, \_\_\_\_\_, thereby being

\_\_\_\_\_

becoming ordinance 6212.

C. Ordinance 6212 shall be in full force and effect from and after Wednesday, January 6, 2020.

\_\_\_\_\_  
Steven Burch, Mayor

\_\_\_\_\_  
Approved as to form  
Tabatha Thurman, City Counselor

Seal / Attest:

\_\_\_\_\_  
Rhonda Council, City Clerk

# **Council Letter**

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Date of Meeting: 20-11-30

Originating Department: Department of Community Development

To the Mayor and City Council:

Subject: Authorization to transfer property located at 107 Alabama Street

Attachment(s):

1. Integrity Property Photograph

Action Options:

1. Authorization to transfer property including all structures to the LCRA
2. Other action Council may deem appropriate

Background:

This property is currently owned by the City of Sikeston. The structures have been condemned and the property is being maintained by the LCRA staff. Staff would like to transfer property ownership to the LCRA.

We ask for council's approval of this transfer.

# Sikeston, MO



## Legend

- Road
  - <all other values>
  - INTERSTATE
  - U.S. HIGHWAY
  - STATE HIGHWAY
- + Railroad
- Parcel
- Corporate Limit Line
- Section
- Land Grant
- County Boundary
  - <all other values>
  - NEW MADRID
  - SCOTT

## Notes

54.8 0 27.40 54.8 Feet

This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

# Council Letter

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Date of Meeting: 20-11-30

Originating Department: Department of Public Safety

To the Mayor and City Council:

Subject:

Award State Contract Patrol Vehicles

Attachments:

1. State Contract Price Sheet

Action Options:

1. Award State Contract Patrol Vehicles
2. Other action Council may deem appropriate.

Background:

The Department of Public Safety is requesting to purchase three (3) 2021 Dodge Charger AWD's at the state contract price of \$28,634 each from Lou Fusz Ford of Chesterfield and use remaining dollars to outfit them with necessary equipment. The funds for two of the three new cars and the equipment needed to outfit them were included in the current budget for DPS. One of the new cars will be replacing a 2019 Chevrolet Tahoe that was recently totaled by insurance as a result of a no-fault accident which occurred on 10-01-2020. The city will receive \$35,125.00 from the insurance company which will be applied towards the purchase of the replacement Charger and equipment to outfit the car.

PATROL VEHICLES – MODEL YEAR 2021  
(Statewide)

Contract Number: CC210416002

Contractor: Lou Fusz Ford

Line Item 9

UNSPSC Code: 25101702

MAKE/MODEL: 2021 Dodge Charger Pursuit All-Wheel Drive Sedan

PRICE: \$27,389.00

EQUIPMENT INCLUDED IN PRICE

- 3.6 liter V6 gasoline engine
- All wheel drive
- Five (5) tires, 245/55R18 "W" speed rated (includes full-size spare)
- Five (5) 18" x 7.5" steel wheels (includes full-size spare)
- 18" Full Wheel Covers
- Spare tire relocation bracket
- Heavy-duty bucket seats, reinforced for increased support and covered with heavy duty cloth fabric; no center console; power adjusting driver seat
- Heavy-duty cloth bench rear seat
- Full carpeting front and rear
- Carpeted floor mats
- Front license bracket
- Factory spotlight provision, left hand with 6" halogen spotlight
- High intensity red/white auxiliary dome lamp wired and switched independently from standard dome lamp
- Standard production solid color exterior (billet, silver, indigo blue, max steel, black, white, granite, red) and standard interior trim
- Manufacturer's standard backup camera
- Police equipment mounting bracket located between front seats
- Officer Protection Package (blind spot, power, fold pursuit mirrors; exterior mirrors with heating element; ParkSense rear park assist system; blind spot and cross path detection; programmable system to alert officer when vehicle is

- approached from rear; intermotive modules shipped separately and installed by agency)
- Secure Park

AVAILABLE OPTIONS  
(for line item 9)

- Line Item 10– 5.7 liter V-8 Rear Wheel Drive \$1,843.00 (credit)
- Line Item 11 – 12.1 inch Integrated Display Pkg. \$2,240.00
- Line Item 12 – Additional Key FOBS with Keyless Entry Transmitters (package of 4) \$150.00
- Line Item 13 – Vinyl Floor Covering In Lieu of Carpet (deletes floor mats) \$no cost
- Line Item 14 – Vinyl Rear Bench In Lieu of Cloth \$120.00

DELIVERY: 90-120 days ARO

WARRANTY: 3 years or 36,000 miles (bumper to bumper)  
5 years or 100,000 miles (power train)

PREPARATION & DELIVERY COST FOR COOP MEMBERS & OTHER STATE AGENCIES  
(fee pertains to line item 9)

Line Item 15 – Preparation Cost

\$1,095.00 per vehicle

Other State agencies and Cooperative Procurement members may purchase vehicles off this contract. The total vehicle preparation cost stated for the vehicles processed through the contractors dealership is charged per vehicle.

Line Item 47 – Delivery Cost

\$1.50 per mile

Total round trip per mile cost for contractor to deliver cooperative procurement member and other state agency vehicles if requested.

Vehicles will be delivered from O'Fallon, Missouri.

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# **Council Letter**

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Date of Meeting: November 30, 2020

Originating Department: City Manager

To the Mayor and City Council:

Subject: 2022-2026 Capital Improvement Plan

Attachment(s):

1. 2022-2026 Capital Improvement Plan

Action Options:

1. Receive the 2022-2026 Capital Improvement Plan
2. Other Action Council May Deem Necessary

Background:

The Capital Improvement Plan (CIP) is the city's 5 year plan for investment in capital assets. Development of the 2022-2026 CIP began in October with city staff. This plan will inform decisions made in the FY2022 budget process which will begin this spring.

The City Charter requires that the city manager submit a five year capital program to the city council at least six months prior to the start of the new fiscal year. Staff requests that Council accept the attached Capital Improvement Plan. For more information please see the introductory letter in the attached plan.



## *2022-2026 Capital Improvement Plan*

### **Introduction**

#### ***What is a Capital Improvement Plan?***

The Capital Improvement Plan (CIP) is a tool for the city's leaders – elected officials and management staff – to plan for future investments in city services. The CIP is not a budget, but it will be used to help formulate the upcoming budget. Although the CIP contains far more projects than the city will realistically be able to afford, they are all projects with value to the city and its residents. City leaders will use the CIP to weigh the value of those projects against each other, and eventually choose which ones should be funded in upcoming budgets.

Development of the CIP helps city leaders look beyond the current or upcoming budget year, and think about the community's needs several years into the future. This is especially important as we contemplate large projects that require several years of planning. The CIP helps the City Council and staff to take a long-range view of the city's activities and responsibilities.

The Capital Improvement Plan is not to be confused with the Capital Improvement Fund or Capital Improvement Budget. Annually, the city adopts a budget for the upcoming fiscal year. Within that budget is a Capital Improvement Fund, which will fund some of the projects identified in the Capital Improvement Plan. Other projects contained in the Plan will be budgeted from other city funds, and many projects will not be funded at all because the resources are not available. Those projects will likely be deferred to a future year.

#### ***Capital Project Defined***

Capital projects are defined as purchases and projects of \$10,000 or more that meet one or more of the following criteria:

1. Acquisition of land for a public purpose.
2. Construction of a new facility (such as a building, ball field, picnic shelter, etc.) or expansion of a facility.
3. Repair or renovation of a building, grounds, facility or equipment with a useful life of 5 years or more.
4. Purchase of major equipment with an individual cost of \$10,000. Purchase of multiple small pieces of equipment (such as radios, weapons, etc.) that together add up to \$10,000 or more are NOT considered capital projects.
5. Planning, feasibility, engineering, or design study related to a capital project.



## **Capital Improvement Plan Development Process**

### ***Departmental Submittals***

The Finance Director prepares spreadsheets upon which departments are to enter their capital improvement requests. The spreadsheets are distributed to department heads in early October, and are due back to the City Manager in early November. The City Manager then reviews the submittals with the department heads for clarification and additional information.

### ***Capital Improvement Plan Evaluation Committee***

After the City Manager receives and reviews the initial submittals from the departments, the CIP Evaluation Committee is convened to evaluate the projects. The CIP Evaluation Committee consists of the City's Executive Team (city manager, finance director, city clerk, and all of the department heads) plus a City Council member. Councilman Settles served as the Council representative on the committee this year. The committee met to review the requested projects and allow the other department heads the opportunity to explain their requests and answer questions. The committee then gave numerical ratings to all of the projects requested for fiscal year 2022 (FY2022). Projects for years beyond FY2022 are included in the CIP but are not ranked at this time.

Following the committee's review of the projects, a City Council study session is normally held to brief the Council and solicit their input on the preliminary CIP. Per the City Charter, the City Council should then accept the CIP by December 31, or at least 6 months prior to the beginning of the upcoming fiscal year.

### ***Evaluation Committee Results***

FY2022 projects were rated and ranked using the Evaluation Criteria List and Scoring Matrix, which may be found after this letter. **A word of caution about the ratings: A project's rating and ranking will not be an absolute determinant of funding.** The ratings and rankings will be an important decision making tool as future budgets are developed, but final funding decisions will also take into account financial realities and the professional judgment of city management and the City Council during budget deliberations.

With the above disclaimer in place, here are the rankings of the projects based on the average score of all the committee members. There is not a cut and dried answer to the "best" way to rank the projects. The rankings are a tool to inspire discussion and serious thought regarding the projects and their merit. The rankings do not include projects which show up in the CIP but have already been approved, such as fire apparatus and dump truck lease purchases. The rankings also do not include individual street and drainage projects funded through the Transportation Sales Tax, which are ranked and chosen in a separate process by the Planning and Zoning Commission and then the City Council. The rankings do, however, consider additional funding for street and drainage projects from the Capital Improvement Sales Tax.

<b>2022 Project Ranking By Average Score</b>			
<b>Rank</b>	<b>Dept-Division</b>	<b>Project</b>	<b>Estimate</b>
1	DPS-Fire	Station 2 replacement	\$3,200,000
2	DPW-Streets	ADA Sidewalk Improvements	\$50,000
3	DPW-Airport	Fuel System project 1/2	\$350,000
4	DPW-Parks	Complex - Replace various playground equipment	\$120,000
5	DPW-Parks	Other parks - Replace various playground equipment	\$50,000
6	DPW-Streets	Additional Street and Drainage Program	\$200,000
7	DPS-Fire	Warning sirens (3 Rivers and Rodeo)	\$57,000
8	DPW-Streets	Storm Sewer Vac Con Truck	\$120,000
9	DPW-Streets	Leaf Machine	\$220,000
10	DPW-Parks	Fitness equipment around complex lake	\$65,000
11	DPS-Fire	Hoses and Appliances	\$40,000
12	DPS-Patrol	Camera and Video Equip. (citywide)	\$25,000
13	DPW-Parks	Various ballfield improvements	\$40,000
14	DPS-Fire	Extrication Equipment	\$40,000
15	DPW-Parks	Clayton Park improvements (Playground & Shelter)	\$65,000
16	DPW-Parks	Clinton Building Improvements (Flooring, tables, chairs, walls, ice machine)	\$15,000
17	DPW-Parks	Complex parking lots	\$60,000
18	DPW-Parks	Playground Surfacing	\$25,000
19	DPS-Patrol	Sedan/Patrol Vehicles New (2)	\$100,000
20	DPS-Patrol	Sedan/Patrol Vehicles - Refurb (3)	\$100,000
21	GovServices	Tile Foyer, City Hall	\$20,000
22	DPW-Parks	Sunshades - Baseball/Softball complexes	\$80,000
23	GovServices	City Hall Second Floor Restroom Rehab	\$20,000
24	DPS-Patrol	Sedan/Administrative Veh. (2)	\$80,000
25	DPW-Airport	AV Gas truck	\$32,000
26	DPW-Streets	Ditch Maintenance Program	\$50,000

27	DPW-Streets	1 ton flatbed	\$50,000
28	DPW-Streets	Backhoe	\$120,000
29	GovServices	First Floor Restroom Rehab	\$10,000
30	DPW-Parks	Front Mounted Mowers	\$12,000
31	DPW-Parks	3/4 ton work truck	\$35,000
32	GovServices	HVAC Unit 6 City Hall	\$11,575
33	DPW-Parks	Flat bed work truck	\$45,000
34	DPW-Parks	Slit Seeder	\$10,000
35	DPW-Parks	Christmas lights/amenities	\$15,000
36	DPW-Parks	Foul-line fencing	\$12,000
37	GovServices	Carpeting City Hall	\$25,000
38	DPW-Streets	Alley Maintenance	\$25,000
39	Finance - IT	Satellite Phone Replacements	\$10,000
40	DPW-Garage	Tire Machine	\$10,000
41	GovServices	Carpeting DED Offices	\$10,000
42	GovServices	City Hall 2nd floor carpeting	\$14,000
43	DPW-Parks	UTV w/long bed	\$15,000
44	DPW-BldgMaint	Doors, west side dump truck building	\$10,000
45	Finance - IT	Vehicle for IT	\$25,000

I hope that this Capital Improvement Plan, and the process that created it, will bring attention to the needs of the city and its operational departments, and will help city leaders effectively allocate limited resources.

Respectfully Submitted,



Jonathan M. Douglass  
City Manager

## Capital Improvement Plan Evaluation Criteria List and Scoring Matrix

Criteria	Possible Scores		
	0	1	2
<b>Consistency with community goals and plans</b>	Project is inconsistent with, or does nothing to advance, the City Council's goals.	Project falls within a major City Council goal category, but does not address a specific goal.	Project directly and explicitly advances one or more of the City Council's goals.
<b>Public health and safety</b>	Project would have minimal impact on existing public health and/or safety.	Project would increase public health and/or safety but is not an urgent, continual need or hazard.	Project addresses an immediate, continual safety hazard or public health and/or safety need.
<b>Public infrastructure and facilities</b>	Project would not have a significant impact on existing infrastructure and/or facilities.	Project would make a minor improvement to existing infrastructure and/or facilities.	Project would make a major improvement to existing infrastructure and/or facilities.
<b>Supports economic development</b>	Project would have little to no impact on capital investment, the tax base, valuation, or job opportunities.	Project would have a minor positive impact on capital investment, the tax base, valuation, or job opportunities.	Project would have a major positive impact on capital investment, the tax base, valuation, or job opportunities.
<b>Mandates or other legal requirements</b>	Project is not mandated or otherwise required by court order, judgment, or interlocal agreements.	Project would address anticipated mandates, other legal requirements, or interlocal agreements.	Project required by federal, state, or local mandates, grants, court order and judgments; or required as part of interlocal agreements.
<b>Maintains or improves standard of service</b>	Project not related to maintaining an existing standard of service.	Project would maintain existing standard of service.	Project would address deficiencies or problems with existing services; or would establish a new service.
<b>Extent of benefit</b>	Project would benefit only a small percentage of citizens or only a particular neighborhood or area.	Project would benefit a large percentage of citizens or many neighborhoods or areas.	Project would benefit most or all citizens, neighborhoods, or areas.
<b>Social Equity</b>	Project could be perceived as favoring already advantaged citizens or neighborhoods.	Project has a neutral effect on social equity.	Project primarily serves underserved or disadvantaged citizens or neighborhoods.
<b>Public perception of need</b>	Project has no public support or established voter appeal, or the public is unaware of the need.	Project has been identified by some of the citizenry as a need in, but lacks strong or widespread support.	Project has strong political support; project was suggested by or advocated for by a large number of citizens.
<b>Efficiency of service</b>	Project would have little or no impact on the efficiency of service.	Project would eliminate obsolete or inefficient equipment/facilities.	Project would result in significant efficiency increases in terms of costs or staff time.
<b>Budget impacts</b>	Project would significantly increase debt service or on-going operating costs.	Project would not significantly impact debt service, installment payments, other operating costs, or revenues.	Project would significantly reduce on-going costs, or increase revenues.

# *CITY OF SIKESTON*

## *2022-2026 Capital Improvement Plan*



### *MAYOR*

*Steven Burch*

### *CITY COUNCIL*

*Karen Evans*

*Ryan Merideth*

*Brian Self*

*Gerald Settles*

*Brandon Sparks*

*Onethia Williams*

### *CITY MANAGER*

*Jonathan "J.D." Douglass*

## CAPITAL IMPROVEMENT PLAN, FISCAL YEARS 2022 - 2026

Capital Improvement Purchase, defined: Any purchase of \$5,000 or more for an asset with a useful life of 5 years or greater.

Funding Source Legend:

GF-General Fund

CI-Capital Improvement Sales Tax Fund

TS - Transportation Sales Tax

PF - Park Fund

911 - E911 Fund

Department	Division	Project Description	Est. Life	Purch. Year	Funding Source	FY22	FY23	FY24	FY25	FY26
Comm Dev	Code Enf	Scanner/copier and server	10		CI	\$19,380				
Comm Dev	PAWS	Automated watering equipment for dog area	10		GF		\$20,000			
Finance	IT	Department vehicle	10		CI	\$25,000				
Finance	IT	Satellite phones and accessories	5		CI	\$10,000				
Finance	IT	Fiber Line to animal shelter	30		CI	\$80,000				
Finance	IT	Wifi access point upgrades, all city buildings	15		CI	\$25,000				
Finance	Mun Court	Remodel court building	10		CI		\$10,000			
Govt Services	City Clerk	Laserfiche Document Solutions	5		GF		\$15,000			
Govt Services	City Clerk	Revize Website Upgrade	5	2014	GF		\$5,800			
Govt Services	Gen Govt	Postage Machine (lease)	5	2020	GF					\$20,000
Govt Services	Gen Govt	Carpeting City Hall - 1st Floor (5,400 Sq. Ft.)	20	1999	GF	\$25,000				
Govt Services	Gen Govt	Carpeting - DED Offices	20	1999	GF	\$5,400				
Govt Services	Gen Govt	City Hall Foyer Tiling	20	1998	GF	\$20,000				
Govt Services	Gen Govt	Carpeting - 2nd Floor Hallways & City Offices (3,308 Sq. Ft.)	15	2006	GF	\$14,000				
Govt Services	Gen Govt	Paint East and South Exterior Walls, City Hall Parking Lot	10	2012	CI			\$20,000		
Govt Services	Gen Govt	City Hall HVAC Unit #6 (2nd Floor Hall, Code, IT)		2016	CI	\$11,575				
Govt Services	Gen Govt	City Hall HVAC Unit #2, (Kitchen, Mech. Rm)		1984	CI	\$6,058				
Govt Services	Gen Govt	2nd Floor Restroom Rehab	15		CI	\$20,000				
Govt Services	Gen Govt	1st Floor Restroom Rehab	15		CI	\$10,000				
Govt Services	Gen Govt	Electrical upgrade, rewire for all city hall HVAC units	15		CI			\$7,000		
Public Safety	Admin	911 Recorder - Model 400			911		\$100,000			
Public Safety	Admin	In car cameras (3)	5		GF	\$18,000	\$18,000			
Public Safety	Admin	Mobile Data Terminals	5		CI					\$60,000
Public Safety	Admin	Building Renovations, HQ (general plus rooftop unit replacements	5		CI	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Public Safety	Admin	HQ Building Lease	50		CI	\$313,017	\$313,017	\$313,017	\$313,017	\$313,017
Public Safety	Patrol	Sedans/Patrol, new (3 per year)	3		CI	\$100,000	\$150,000	\$150,000	\$150,000	\$150,000
Public Safety	Patrol	Sedans/Parol, refurbished (3 per year)	3		CI	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Public Safety	Patrol	Sedans/Admin (2 per year)	10		CI	\$80,000	\$80,000	\$80,000		
Public Safety	Patrol	Glock 9mm	12		CI				\$40,000	
Public Safety	Patrol	Taser Maintenance Contract	5		CI	\$13,000	\$13,000	\$13,000	\$13,000	\$15,000
Public Safety	Patrol	Portable Radio Maintenance/Replacement	5		CI	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Public Safety	Patrol	City Wide Camera System Maintenance	10		CI	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000

Department	Division	Project Description	Est. Life	Purch. Year	Funding Source	FY22	FY23	FY24	FY25	FY26
Public Safety	Patrol	Bullet Proof Vests			GF	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Public Safety	Fire	Fire Marshall Vehicle	10	2011	CI		\$40,000			
Public Safety	Fire	Engine 4 (1992 C933 pumper)	15	1992	CI			\$750,000		
Public Safety	Fire	Ladder 1 (2001 E-One 75' ladder)	15	2001	CI				\$1,000,000	
Public Safety	Fire	Hose and appliances replacement schedule			CI	\$40,000	\$40,000	\$15,000	\$15,000	\$15,000
Public Safety	Fire	Cascade CSR System		1993	CI		\$45,000			
Public Safety	Fire	Turnout Gear replacement schedule			CI	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
Public Safety	Fire	Station 2 Replacement			CI	\$3,200,000				
Public Safety	Fire	Station 1 and 3 renovations			CI	\$20,000	\$20,000			
Public Safety	Fire	Extrication equipment			CI	\$40,000				
Public Safety	EmerMgmt	Warning Sirens in rodeo and Three Rivers areas			CI	\$57,000				
Public Works	Streets	1 Ton Flatbeds			TS	\$50,000			\$50,000	
Public Works	Streets	Dump Trucks, Lease Purchase		2014	CI	\$51,650	\$51,042	\$50,427		
Public Works	Streets	Crack Sealing equipment/materials			CI	\$14,000		\$14,000		\$14,000
Public Works	Streets	Street Sweeper Lease			CI				\$50,000	\$50,000
Public Works	Streets	Leaf Machine			CI	\$220,000				
Public Works	Streets	Storm Sewer Vac Con Truck (3 yr lease)			CI	\$120,000	\$120,000	\$120,000		
Public Works	Streets	Backhoe			CI	\$120,000		\$120,000		
Public Works	Streets	Air Compressor			TS		\$10,000			
Public Works	Streets	Mini Excavator			CI		\$75,000			
Public Works	Streets	Front End Loader			CI		\$200,000			
Public Works	Streets	Doors, west side of dump truck building			CI	\$12,000				
Public Works	Streets	Annual Contracted Street & Drainage Program			TS	\$650,000	\$650,000	\$650,000	\$650,000	\$650,000
Public Works	Streets	Additional Contracted Street & Drainage Program			CI	\$200,000	\$250,000	\$300,000	\$350,000	\$350,000
Public Works	Streets	Ditch Maintenance			TS	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Public Works	Streets	Alley Maintenance			CI	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Public Works	Streets	ADA Sidewalk Improvements			CI	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Public Works	Garage	Tire Machine			CI	\$10,000				
Public Works	Parks	3/4 ton work truck			CI	\$35,000				
Public Works	Parks	Flat bed work truck			CI	\$45,000			\$45,000	
Public Works	Parks	Small tractor with loader			CI		\$45,000			
Public Works	Parks	Front mounted mowers			CI	\$12,000			\$12,000	
Public Works	Parks	Large Tractor			CI			\$45,000		
Public Works	Parks	30' Trailer			CI	\$6,000				
Public Works	Parks	ABI Force infield groomer with attachments			CI		\$35,000			
Public Works	Parks	Slit seeder			CI	\$10,000				
Public Works	Parks	Portable pitching mounds			CI		\$5,000			
Public Works	Parks	UTV with long bed			CI	\$15,000				
Public Works	Parks	New parks shop (Bootheel)			CI			\$100,000		
Public Works	Parks	New outdoor pickleball courts			CI		\$100,000			
Public Works	Parks	Spectator area for complex LL/SB fields			CI		\$10,000	\$10,000		
Public Works	Parks	Christmas lights/amenities			CI	\$15,000	\$15,000			
Public Works	Parks	Downtown restroom			CI					\$60,000
Public Works	Parks	Soccer field lights (3 fields)			CI			\$275,000		

Department	Division	Project Description	Est. Life	Purch. Year	Funding Source	FY22	FY23	FY24	FY25	FY26
Public Works	Parks	Soccer field light timers (3)			CI			\$50,000		
Public Works	Parks	Tennis court lights (6)			CI		\$20,000			
Public Works	Parks	Replace VFW field lights			CI					\$250,000
Public Works	Parks	Replace Dancler field lights			CI		\$120,000			
Public Works	Parks	Replace Rotary Park ballfield lights			CI				\$150,000	
Public Works	Parks	Replace foul line fencing			CI	\$12,000	\$14,000			
Public Works	Parks	Restroom - RS Matthews Park			CI			\$60,000		
Public Works	Parks	Fitness equipment around complex lake			CI	\$65,000				
Public Works	Parks	Replace playground equipment, Complex			CI	\$120,000				
Public Works	Parks	Replace playground equipment, Other Parks			CI	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Public Works	Parks	Various ballfied improvements			CI	\$40,000	\$40,000	\$40,000		
Public Works	Parks	Clayton Park Improvements (playground, shelter)			CI	\$65,000				
Public Works	Parks	Grade soccer fields			CI		\$20,000	\$20,000	\$20,000	
Public Works	Parks	Splash pad - North Complex			CI					\$200,000
Public Works	Parks	Splash pad - Complex			CI					\$500,000
Public Works	Parks	Splash pad - Lincoln Park			CI				\$200,000	
Public Works	Parks	Trail Project - Salcedo, Complex to Kingshighway			CI		\$400,000			
Public Works	Parks	Trail Project - South West, Malone to Murray Ln			CI		\$200,000			
Public Works	Parks	Various trail improvements			CI			\$150,000		
Public Works	Parks	St John's Bayou improvements			CI		\$150,000	\$150,000		
Public Works	Parks	Compex Parking Lots			CI	\$60,000				
Public Works	Parks	Picnic tables			CI	\$14,000				
Public Works	Parks	Shelter replacements			CI		\$15,000	\$15,000		
Public Works	Parks	Benches			CI	\$3,000				
Public Works	Parks	Clinton Building improvements			CI	\$15,000	\$8,000	\$20,000		
Public Works	Parks	Batting cages, Complex			CI	\$6,000				
Public Works	Parks	Sunshades for ballfied quads (8 per year)			CI	\$80,000	\$80,000			
Public Works	Parks	Excess infield material			CI		\$6,000			
Public Works	Parks	New baseball/softball quad/quint at Bootheel			CI					\$5,400,000
Public Works	Parks	2 soccer fields at Bootheel			CI					\$900,000
Public Works	Parks	Parking for additional soccer fields			CI					\$352,000
Public Works	Parks	Rec center at Bootheel			CI					\$11,300,000
Public Works	Parks	Parking for rec center			CI					\$512,000
Public Works	Parks	RV camping at Bootheel			CI					\$500,000
Public Works	Parks	Tent camping at Bootheel			CI					\$200,000
Public Works	Parks	Mountain bike trail at Bootheel			CI			\$10,000		
Public Works	Parks	Maintenance road from Complex to Rodeo			CI			\$285,000	\$185,000	\$252,000
Public Works	Parks	Public access road to Bootheel			CI			\$73,000	\$216,000	\$512,000
Public Works	Parks	Trail improvements for Bootheel			CI		\$270,000			
Public Works	Parks	Miracle ballfield			CI					\$625,000

<b>Department</b>	<b>Division</b>	<b>Project Description</b>	<b>Est. Life</b>	<b>Purch. Year</b>	<b>Funding Source</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>FY26</b>
Public Works	Parks	Complex sidewalk improvements			CI				\$425,000	
Public Works	Parks	Large gathering shelter at Complex			CI					\$86,500
Public Works	Parks	Native grass/meadow establishment (Bootheel/Complex)			CI					\$45,000
Public Works	Parks	Concession stand equipment, baseball			CI	\$5,000				
Public Works	Parks	Playground surfacing			CI	\$25,000				
Public Works	Airport	Fuel System 1/2 of Project - 90/10 match			CI	\$350,000				
Public Works	Airport	Apron expansion - 90/10 match			CI		\$510,000			
Public Works	Airport	New truck for AV gas fueling			CI	\$32,000				
Public Works	Airport	New Hanger (90/10)			CI					\$810,000
<b>TOTALS</b>						\$7,050,080	\$4,708,859	\$4,325,444	\$4,304,017	\$24,561,517