

Please Note: The Council Meeting will be conducted at Rolla City Hall. Citizens are encouraged to watch the proceedings live on Fidelity Cable Channel 16 or through the Fidelity YouTube link at <https://www.youtube.com/channel/UCffrfbYSQqtuhOAVkCCyieA>

COUNCIL PRAYER
Ministerial Alliance

AGENDA OF THE ROLLA CITY COUNCIL
Monday, March 6th, 2023; 6:30 P.M.
City Hall Council Chambers
901 North Elm Street

PRESIDING: Mayor Louis J. Magdits IV

COUNCIL ROLL: MORIAH RENAUD, TERRY HIGGINS, MEGAN JOHNSON, NATHAN CHIRBAN, LISTER B. FLORENCE, JR., MATTHEW FRIDLEY, JAIREH HALL, ROBERT KESSINGER, STANLEY MAYBERRY, VICTORIA STEEN, AND TINA BALCH

PLEDGE OF ALLEGIANCE
Councilwoman Terry Higgins

I. CONSENT AGENDA

- A. Consider Approval of the City Council Minutes of:
1. City Council Meeting – February 6, 2023
 2. Closed Session Minutes – February 6, 2023
 3. City Council Meeting – February 21, 2022
 4. Closed Session Minutes – February 21, 2022

II. PUBLIC HEARINGS –

- A. **Postponed: Public Hearing and Ordinance** Rezoning 1203 S Bishop from the C-2, General Retail district to the C-3, Highway Commercial district.
postponed to the March 20th City Council Meeting.
- B. **Postponed: Public Hearing and Ordinance** Rezoning 1708 Ashwood Dr from the R-1, Single-family district to the R-2, Two-family district.
postponed to the March 20th City Council Meeting.
- C. **Postponed: Public Hearing and Ordinance** Rezoning 605 W 7th and 605/607 N State from the C-2, General Retail district to the C-3, Highway Commercial district.
postponed to the March 20th City Council Meeting.
- D. **Postponed: Public Hearing and Ordinance** for the Annexation of a portion of 13063 Old Wire Outer Rd into the corporate limits of the City of Rolla and assigning a zoning of C-2, General Retail. **postponed to the March 20th City Council Meeting.**

III. ACKNOWLEDGMENTS and SPECIAL PRESENTATIONS – None

IV. REPORT OF MAYOR and COUNCIL/REPORTS OF BOARDS AND COMMISSIONS/CITY DEPARTMENTS

- a. Environmental Services Department Monthly Report – January 2023
- b. Building Codes monthly report – January 2023
- c. Police Department Monthly Report – January 2023
- d. Animal Control Division Report – January 2023
- e. Board of Public Works Minutes for January 24, 2023
- f. The Centre Income Statement ending January 2023
- g. Municipal Court Summary Reporting for January 2023
- h. Park Advisory Commission Minutes for January 30th, 2023
- i. Development Review Committee Minutes for February 21, 2023
- j. City of Rolla Financial Report ending January 31, 2023

V. OLD BUSINESS –

- A. **Ordinance** to vacate waterline easement in the Freuh Addition Subdivision. (PW Director Darin Pryor) **Final Reading**

VI. NEW BUSINESS –

- A. **Ordinance** allowing the Mayor to authorize the Rolla Police Department to apply for free traffic safety grants through MoDot. (Police Chief Sean Fagan) **First and Final Reading Requested**
- B. **Motion** to approve closures for St. Pat’s festivities. (PW Director Darin Pryor)

VII. CLAIMS and/or FISCAL TRANSACTIONS –

- A. **Motion** to approve the purchase of five (5) Tahoes for the FY 2024 budget year through Don Brown Chevrolet. (Police Chief Sean Fagan)

VIII. CITIZEN COMMUNICATION

IX. MAYOR/CITY COUNCIL COMMENTS

X. COMMENTS FOR THE GOOD OF THE ORDER

XI. CLOSED SESSION – Closed Session per RSMo 610.021- (1) Legal (2) Real Estate

XII. ADJOURNMENT -

**ROLLA CITY COUNCIL MEETING MINUTES
MONDAY, FEBRUARY 6TH, 2023; 6:30 P.M.
ROLLA CITY HALL COUNCIL CHAMBERS
901 NORTH ELM STREET**

Presiding: Mayor Louis J. Magdits IV

Council Members in Physical Attendance: Moriah Renaud, Megan Johnson, Matt Fridley, Jaired Hall, Rob Kessinger, Stanley Mayberry, Lister Florence, Nathan Chirban, Terry Higgins, Victoria Steen and Tina Balch

Council Members Absent: None

Council Ward Vacancy: Ward 5 - Carrolyn Bolin

Department Directors and Other City Officials in Physical Attendance: Community Development Director Steve Flowers, Interim PW Director Darin Pryor, Police Chief Sean Fagan, Interim Fire Chief Jeff Breen, Park Director Floyd Jernigan, City Planner Tom Coots, and City Counselor Lance Thurman

Mayor Magdits called the meeting to order at approximately 6:30 p.m. and asked Councilwoman Tina Balch to lead in the Pledge of Allegiance.

I. CONSENT AGENDA

A. Consider Approval of the City Council Minutes of:

1. City Council Meeting – January 3, 2023
2. Closed Session Minutes – January 3, 2023
3. City Council Meeting – January 17th, 2022
4. Closed Session Minutes – January 17th, 2022

A motion was made by Johnson and seconded by Kessinger. A voice vote showed 11 Ayes, zero Nays, and 1 vacancy.

II. PUBLIC HEARINGS – None

III. ACKNOWLEDGMENTS and SPECIAL PRESENTATIONS – None

IV. REPORT OF MAYOR and COUNCIL/REPORTS OF BOARDS AND COMMISSIONS/CITY DEPARTMENTS

- a. Environmental Services Department Monthly Report – December 2022
- b. Building Codes monthly report – December 2022
- c. Police Department Monthly Report – December 2022

FEBRUARY 6, 2023

I.A.1

- d. Animal Control Division Report – December 2022
- e. City of Rolla Financial Reports – December 2022
- f. RMU Financial report for December 2022
- g. The Centre Income Statement ending November, 2022
- h. Development Review Committee Minutes for January 17th, 2023
- i. Rolla Planning and Zoning Commission Meeting for December 13th, 2022
- j. Municipal Court Summary Reporting for December 2022

Councilwoman Johnson questioned Chief Fagan about the increase in trespassing calls. Chief Fagan credited the success of the new business plaques which indicate a business can trespass without a police presence. She also had some questions regarding the Centre report and the impact of the increased membership fees. Councilman Chirban and Councilwoman Balch asked about the impact of New Year’s Centre memberships on the January statistics that have not yet been provided. Councilman Kessinger questioned whether the decrease in waste tonnage was due to the discontinuation of Curbside services. Mr. Butz suggested it was more a sign of the economy.

V. OLD BUSINESS –

- A. **Ordinance** to amend/rezone 550/650 Joan Drive from C-3, Highway Commercial to a PUD, Planned Unit Development District. City Planner Tom Coots stated that the revised plans they were previously waiting on have been submitted by the applicant. The first 50 feet of the entrance/exit must be paved as well. Jaden Gurney (the applicant) was present to answer Council concerns on the prevention of permanent housing, tent camping not being allowed, and property management. Mayberry read a statement of concern submitted by Cory Elfrink, Director of Columbia College-Rolla. City Counselor Lance Thurman read the ordinance for its final reading, by title: ORDINANCE 4721: AN ORDINANCE TO APPROVE THE RE-ZONING OF 550/650 JOAN DRIVE FROM THE C-3, HIGHWAY COMMERCIAL DISTRICT TO A PUD, PLANNED UNIT DEVELOPMENT. A motion was made by Hall and seconded by Kessinger to pass the ordinance. A roll call vote showed the following: Ayes: Balch, Mayberry, Chirban, Renaud, Florence, Kessinger, Higgins, Hall, Johnson, and Steen. Nays: Fridley. Vacancy: Ward 5/Bolin.

- B. **Ordinance** to allow a minor subdivision to combine three commercial lots and a portion of another lot, and vacate Joan Drive and certain easements, located at 550/650 Joan Dr. (City Planner Tom Coots) City Counselor Lance Thurman read the ordinance for its final reading, by title: ORDINANCE 4722: AN ORDINANCE TO APPROVE THE MINOR SUBDIVISION FINAL PLAT OF BLUE’S LAKE PLAT #12; VACATING JOAN DRIVE; AND VACATING ALL EASEMENTS DEDICATED IN BLUE’S LAKE PLAT #10. A motion was made by Balch and seconded by Chirban to approve the ordinance. A roll call vote showed the following: Ayes: Kessinger, Fridley, Steen, Renaud, Mayberry, Chirban, Balch, Johnson, Florence, Higgins, and Hall. Nays: none. Vacancy: Ward 5/Bolin.

VI. NEW BUSINESS –

- A. **Ordinance** to amend Rolla’s Indoor Smoke Free Act to include Marijuana. (City Administrator John Butz) With the passage of Amendment 3 which now allows adult use marijuana sales and consumption, there are several issues related to local regulation and enforcement. With smoking/consumption now legal in Missouri the city is recommending action on the first amendment involving the City’s Indoor Smoke Free Air Act of 2011 to include Marijuana smoking. With a majority show of hands, Council expressed the desire to consider regulations on vaping as well but agreed to keep that issue separate for now to give staff

time to research and consult with legal. City Counselor Lance Thurman read the ordinance for its first reading: AN ORDINANCE REPEALING SECTION 19-10(a)(M) AND 19(l)(B) OF THE GENERAL ORDINANCES OF THE CITY OF ROLLA, MISSOURI, KNOWN AS THE CODE OF THE CITY OF ROLLA, MISSOURI AND ENACTING NEW SECTIONS 19-10(a)(M) AND 19(l)(B) IN LIEU THEREOF PROHIBITING SMOKING IN INDOOR WORKPLACES AND PUBLIC PLACES.

- B. **General Discussion** on Amendment 3 – Offenses and Zoning (City Administrator John Butz) The City needs to consider changes to Chapter 30 (offenses) and Chapter 42 (zoning). Staff will be working on draft ordinances for Council consideration but any amendments to Chapter 42 will have to go through Planning & Zoning for a recommendation. Further discussion was had regarding minors and paraphernalia, extended medical marijuana possession allowance from 4oz. to 6oz. and training. Kessinger asked if RPD had any Drug Recognition Experts. The Chief said they did not but all officers are trained on sobriety checks. Officers must be able to articulate how someone is behaving as impaired before the traffic stop.

VII. CLAIMS and/or FISCAL TRANSACTIONS –

- A. **Bid award** to Alexander Construction for EIFS repairs/replacement on exterior wall of RPD. (Police Chief Sean Fagan; Com. Dev. Director Steve Flowers) A motion was made by Kessinger and seconded by Johnson to award the bid to Alexander construction for \$40,927.50. A voice votes showed 11 Ayes, zero Nays, and 1 Vacancy.
- B. **Bid award** to Wade’s Equipment for a Compact Track Loader using the Sourcewell Program. (PW Director Darin Pryor) A motion was made by Balch and seconded by Higgins to award the bid to Wade’s Equipment for \$62,662.53. A voice vote showed 11 Ayes, zero Nays, and 1 Vacancy.
- C. **Bid award** to Wade’s Equipment for a Skid Steer Loader using the Sourcewell Program. (PW Director Darin Pryor) A motion was made by Higgins and seconded by Johnson to award the bid to Wade’s Equipment for \$51,704.37. A voice vote showed 11 Ayes, zero Nays, and 1 Vacancy.
- D. **Bid award** to Coe Equipment for the purchase of a Sewer Easement Machine. (PW Director Darin Pryor) A motion was made by Higgins and seconded by Balch to award the bid to Coe Equipment for \$82,579.00. A voice vote showed 11 Ayes, zero Nays, and 1 Vacancy.
- E. **Resolution** to authorize the application for RTP grant funding for “Recreational Trails Program” addressing park improvements. (Parks Director Floyd Jernigan) This resolution will authorize the application for 80/20 match funding from DNR that will be applied to construction Phase 1 of the Rolla Bicycle Skills Park. City Counselor Lance Thurman read the Resolution for one reading, by title: RESOLUTION 2018, A RESOLUTION AUTHORIZING THE SUBMITTAL OF AN APPLICATION O THE MISSOURI DEPARTMENT OF NATURAL RESOURCES FOR THE RECREATIONAL TRAILS PROGRAM. A motion was made by Kessinger and seconded by Balch to approve the resolution. A voice vote showed 11 Ayes, zero Nays, and 1 Vacancy.

VIII. CITIZEN COMMUNICATION

- A. Zack Milbrand from Commercial Drive clarified a statement made earlier by a Council member regarding vaping on airplanes.

IX. MAYOR/CITY COUNCIL COMMENTS

- A. **Motion** to reappoint James Marcellus to the Police Personnel Board (4 yr term exp. Feb 2027)
A motion was made by Fridley and seconded Johnson to approve the reappointment. Voice vote showed 11 Ayes, zero Nays, 1 Vacancy.
- B. **Motion** to reappoint Bette Shields to the Police Personnel Board (4 yr term exp. Feb 2027)
A motion was made by Fridley and seconded by Renaud to approve the reappointment. Voice vote showed 11 Ayes, zero Nays, 1 Vacancy.
- C. **Motion** to reappoint Jacob Rohter to the Phelps County University Extension Council (2nd two year term exp. February 2025) A motion was made by Higgins and seconded by Renaud to approve the reappointment. Voice vote showed 11 Ayes, zero Nays, 1 Vacancy.
- D. **Motion** to reappoint Becky Roberts to the Library Board. (3 yr term exp. Feb 2026)
A motion was made by Johnson and seconded by Higgins to approve the reappointment. Voice vote showed 11 Ayes, zero Nays, 1 Vacancy.
- E. **Motion** to reappoint Dr. Keith Wedge to the Police Personnel Board (4 year term exp. Feb 2027)
A motion was made by Higgins and seconded by Balch to approve the reappointment. Voice vote showed 11 Ayes, zero Nays, 1 Vacancy.
- F. **Motion** to reappoint Andrew Meggitt to the Parks Advisory Commission (3 yr term exp. Feb 2026)
A motion was made by Kessinger and seconded by Higgins to approve the reappointment. Voice vote showed 11 Ayes, zero Nays, 1 Vacancy.
- G. **Motion** to reappoint Mike Fleischhauer to the Parks Advisory Commission (3 yr term exp. Feb 2026)
A motion was made by Higgins and seconded by Fridley to approve the reappointment. Voice vote showed 11 Ayes, zero Nays, 1 Vacancy.
- H. **Motion** to appoint Steve Davis to P&Z Commission (4 yr term exp. Feb 2027)
A motion was made by Chirban and seconded by Johnson to approve the appointment. Voice vote showed 11 Ayes, zero Nays, 1 Vacancy.

X. COMMENTS FOR THE GOOD OF THE ORDER

- A. Mayor Magdits expressed how pleased he was to see such a large turnout at the chamber of Commerce Banquet and to hear the inspiring stories of community involvement. He also asked PW Director Darin Pryor to inspect a pothole on Bardsley.
- B. Councilman Kessinger attended another excellent production by Fine Linen, congratulated Mayor Magdits on his promotion by Doe Run and discussed Socket complaints that he was receiving. Staff clarified that Socket had to ask permission to be on citizens private property outside of the easement.
- C. Councilwoman Johnson thanked PW Director Darin Pryor for the quick removal of a fallen tree during the last storm.
- D. Police Chief Fagan updated Council on the functions of the new body cameras.

XI. CLOSED SESSION – Closed Session per RSMo 610.021- (2) Real Estate

At 8:43 pm a motion was made by Johnson and seconded by Kessinger to go into closed session. A roll call vote showed the following: Ayes: Balch, Mayberry, Chirban, Renaud, Florence, Kessinger, Higgins, Hall, Johnson, Fridley, and Steen. Nays: none Vacancy: Ward 5/Bolin.

At 8:51 pm Council returned from closed session where they discussed one item regarding Real Estate. No final action was taken.

XII. ADJOURNMENT –

- A. Mayor Magdits announced that Councilwoman Bolin had resigned from her position as Councilwoman in Ward 5 as well as a member of the Board for Rolla Housing Authority. The search for both appointments has begun and he will present those to Council as they become available.

Having no further business, the meeting adjourned at approximately 8:53 p.m.
Minutes respectfully submitted by City Clerk Lorri Thurman.

CITY CLERK

MAYOR

February 6, 2023

5 | Page

I.A.5

**ROLLA CITY COUNCIL MEETING MINUTES
TUESDAY, FEBRUARY 21ST, 2023; 6:30 P.M.
ROLLA CITY HALL COUNCIL CHAMBERS
901 NORTH ELM STREET**

Presiding: Mayor Pro-Tem Lister Florence

Council Members in Physical Attendance: Moriah Renaud, Megan Johnson, Matt Fridley, Jaired Hall, Rob Kessinger, Stanley Mayberry, Lister Florence, Nathan Chirban, Terry Higgins, Victoria Steen and Tina Balch

Council Members Absent: None

Council Ward Vacancy: Ward 5 - Carrolyn Bolin

Department Directors and Other City Officials in Physical Attendance: Community Development Director Steve Flowers, Interim PW Director Darin Pryor, Police Chief Sean Fagan, Interim Fire Chief Jeff Breen, Finance Director Steffanie Rogers, RMU GM Rodney Bourne, Environmental Services Director Brady Wilson and City Counselor Emily Woodward Guffey

Mayor Pro-Tem Florence called the meeting to order at approximately 6:30 p.m. and asked Councilwoman Moriah Renaud to lead in the Pledge of Allegiance.

I. **PUBLIC HEARINGS** – None

II. **ACKNOWLEDGMENTS and SPECIAL PRESENTATIONS** –

- A. RACC Executive Director Stevie Kearsse/Tourism Director Aimee Campbell: 2022 Year End Tourism Report and 2023 Tourism Marketing Plan. Ms. Kearsse reviewed the history of the 3% Motel Tax over the last 30 years and the final statistics for 2022. Ms. Campbell reviewed tourism efforts for 2022 with insight regarding efforts in 2023.
- B. RMU General Manager Rodney Bourne reviewed the 1st Quarterly Financial Report. An operating loss of \$1,403,831 was shown. Council was updated on current and upcoming water, electric, and fiber projects. It was also recognized that Rodney Bourne was also nominated by MPUA for a position on APPA's Deed Board.

III. **OLD BUSINESS** –

Ordinance to amend Rolla's Indoor Smoke Free Act to include Marijuana. (City Administrator John Butz) City Counselor Emily Woodward Guffey read the ordinance for its final reading by title: ORDINANCE 4723: AN ORDINANCE REPEALING SECTIONS 19-10(a)(M) AND 19(l)(B) OF THE GENERAL ORDINANCES OF THE CITY OF ROLLA, MISSOURI, KNOWN AS THE CODE OF THE CITY OF ROLLA, MISSOURI AND ENACTING NEW SECTIONS 19-10(a)(M) AND 19(l)(B) IN LIEU THEREOF PROHIBITING SMOKING IN INDOOR WORKPLACES AND PUBLIC PLACES. A motion was made by Kessinger and seconded by Fridley to approve the ordinance. A roll call vote showed the

FEBRUARY 21, 2023

J.A.B

following: Ayes: Johnson, Fridley, Steen, Renaud, Higgins, Chirban, Balch, Kessinger, Florence, Hall, and Mayberry. Nays: None.

IV. NEW BUSINESS –

- A. **Resolution** to approve Airport Rescue State Block Grant Agreement. (PW Director Darin Pryor) City Counselor Emily Woodward Guffey read the resolution for one reading, by title: RESOLUTION 2019: A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI, TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI, A NOTICE OF AWARD AND GRANT AGREEMENT BETWEEN THE MISSOURI HIGHWAY AND TRANSPORTATION COMMISSION AND THE CITY OF ROLLA REGARDING THE AIRPORT RESCUE STATE BLOCK GRANT. A motion was made by Fridley and seconded by Higgins to authorize the grant agreement that would reimburse the airport for wages paid during the 2022 calendar year. A roll call vote showed the following: Ayes: Hall, Mayberry, Chirban, Renaud, Steen, Kessinger, Higgins, Balch, Johnson, Fridley, and Florence. Nays: None.
- B. **Ordinance** to vacate waterline easement in the Freuh Addition Subdivision. (PW Director Darin Pryor) City Counselor Emily Woodward Guffey read the ordinance for its first reading: AN ORDINANCE VACATING AN EXISTING WATERLINE EASEMENT IN LOTS 1 AND 2 OF THE LEWIS ADDITION.
- C. **Motion** to accept utility easement in the Freuh Addition Subdivision (PW Director Darin Pryor) A motion was made by Johnson and seconded by Balch to accept the utility easement. A roll call vote showed the following: Ayes: Fridley, Kessinger, Higgins, Renaud, Steen, Mayberry, Chirban, Balch, Johnson, Hall, and Florence, Nays: none.

V. CLAIMS and/or FISCAL TRANSACTIONS –

- A. **Motion** to award bid to Downing Sales and Service for the purchase of 1,000 refuse carts. (Environmental Services Brady Wilson) A motion was made by Kessinger and seconded by Johnson to award the bid to Downing Sales and Service for \$57,490. A voice vote showed 11 Ayes, zero Nays

VI. CITIZEN COMMUNICATION - None

VII. MAYOR/CITY COUNCIL COMMENTS

- A. **Motion** to appoint Chuck Whitmire to the Rolla Housing Authority Board (4 year term exp. Feb 2027) A motion was made by Chirban and seconded by Johnson to appoint Chuck Whitmire to the RHA. A voice vote showed 10 Ayes, 1 Nay (Steen)
- B. **Motion** to reappoint Brenda Linkmann to the Library Board (term exp. Feb 2025) A motion was made by Johnson and seconded by Balch to reappoint Brenda Linkmann to the Library Board. A voice vote showed 11 Ayes, zero Nays
- C. Councilwoman Johnson – Illegal Encampments: Councilwoman Johnson shared a slideshow of encampment pictures she has received over the last couple years. She shared that the Green County Sheriff has started an illegal encampment clean-up program that has proven to be successful. Council members were unanimous in wanting to find practical solutions in cleaning up the encampments. Johnson directed the Chief and Administration to reach out to the Phelps County Sheriff to discuss a proactive solution similar to the one in Green County, possibly utilizing the Work Release Program. There were no objections by other Councilmembers.
- D. Councilman Kessinger asked Chief Fagan for an update regarding the apprehension of Juvenile mailbox and windshield vandals. All Juveniles have been identified and two have been apprehended and charged.

VIII. COMMENTS FOR THE GOOD OF THE ORDER

- A. Chief Fagan reiterated that if citizens see something to say something. Officers respond regarding encampment calls but it takes citizens to call and tell them where they are located.
- B. Chief Fagan also spoke on the new, 100% voluntary, Camera Registry Sharing Program and how citizens sharing their personal monitoring footage has already helped solve cases.
- C. Councilwoman Balch also spoke on the need for citizen reporting when they see something wrong.

IX. CLOSED SESSION – Closed Session per RSMo 610.021- (3) Personnel

At 8:23 P.M. a motion was made by Johnson and seconded by Balch to go into closed session. A roll call vote showed the following: Ayes: Florence, Johnson, Chirban, Fridley, Renaud, Steen, Mayberry, Higgins, Hall, Balch, and Kessinger. Nays: none.

At approximately 8:30 P.M. Council returned from Closed session where one personnel item was resolved, with the outcome to be reported within 72 hours.

X. ADJOURNMENT -

Having no further business, the meeting adjourned at approximately 8:30 p.m.
Minutes respectfully submitted by City Clerk Lorri Thurman.

CITY CLERK

MAYOR

February 21, 2023

3 | Page

J. A. 8

JANUARY MATERIALS COLLECTED & SHIPPED FROM RECYCLING CENTER

(Based on Calendar Year)

Material	Jan 2023	Dec 2022	Jan 2022	Year-to-Date 2023	Year-to-Date 2022	Yearly Total 2022
Cardboard	87.0 ton	107.5 ton	148.0 ton	87.0 ton	148.0 ton	1,481.9 ton
Newspaper	37.5 ton	35.0 ton	34.5 ton	37.5 ton	34.5 ton	455.6 ton
High Grade Paper	0.0 ton	0.0 ton	0.0 ton	0.0 ton	0.0 ton	63.5 ton
Aluminum	2.5 ton	0.0 ton	0.0 ton	2.5 ton	0.0 ton	16.1 ton
Steel Cans/Scrap Metal	4.7 ton	14.0 ton	6.5 ton	4.7 ton	6.5 ton	69.7 ton
Plastic	19.4 ton	0.0 ton	11.0 ton	19.4 ton	11.0 ton	98.2 ton
Glass	22.7 ton	0.0 ton	21.0 ton	22.7 ton	21.0 ton	201.7 ton
Batteries	0.8 ton	0.0 ton	0.0 ton	0.8 ton	0.0 ton	2.1 ton
Electronic Waste	3.6 ton	3.5 ton	4.0 ton	3.6 ton	4.0 ton	39.3 ton
Household HW	0.0 ton	0.0 ton	0.0 ton	0.0 ton	0.0 ton	0.0 ton
TOTAL	178.2 ton	160.0 ton	225.0 ton	178.2 ton	225.0 ton	2,428.1 ton

SERVICES PROVIDED

Type of Service	Jan 2023	Dec 2022	Jan 2022	Year-to-Date 2023	Year-to-Date 2022	Yearly Total 2022
Special Pick-ups	26	43	55	26	55	639
Paper Shredding	3.5 hours	4.5 hours	10.5 hours	3.5 hours	10.5 hours	59.5 hours
Reported Trash Nuisances	0	0	0	0	0	0
Households Dropping Off Hazardous Waste	50	72	53	50	53	953

DISPOSAL TONNAGE

(Sanitation Division)

Material	Jan 2023	Dec 2022	Jan 2022	Year-to-Date 2023	Year-to-Date 2022	Yearly Total 2022
Refuse	1,218.5 ton	1,245.9 ton	1,306.5 ton	1,218.5 ton	1,306.5 ton	16,383.3 ton

I.V.a.1

Blank page

January 2023

BUILDING PERMITS ISSUED	JANUARY FY 2023		JANUARY FY 2022		YTD FY 2023		YTD FY 2022		Δ CHANGE FY 22 - FY 23	
	#	Value	#	Value	#	Value	#	Value	# ISSUED	\$ VALUE
PERMITS ISSUED	29	\$ 4,178,761	30		117		139		-15.8%	
Electric, Plumbing, etc. Only	9	\$ -	6	\$ -	54	\$ -	42	\$ -	28.6%	
Single Family Detached	-	\$ -	-	\$ -	1	\$ 290,000	5	\$ 1,570,027	-80.0%	-81.5%
Single Family Attached	-	\$ -	-	\$ -	-	\$ -	8	\$ 1,437,000	-100.0%	-100.0%
Duplexes	-	\$ -	1	\$ 291,800	-	\$ -	1	\$ 291,800	-100.0%	-100.0%
3-or-4 family	-	\$ -	2	\$ 818,650	5	\$ 2,700,800	8	\$ 3,402,590	-37.5%	-20.6%
5-or-more family	1	\$ 2,800,000	-	\$ -	1	\$ 2,800,000	-	\$ -	#DIV/0!	#DIV/0!
Hotels, Motels	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Other nonhousekeeping shelter	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Amusement, social, recreational	-	\$ -	1	\$ 150,000	-	\$ -	2	\$ 291,500	-100.0%	-100.0%
Churches, other religious	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Industrial	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Parking garages	1	\$ 25,000	1	\$ 2,500	3	\$ 50,383	2	\$ 82,500	50.0%	-38.9%
Service stations, repair garages	1	\$ 1,045,125	-	\$ -	1	\$ 1,045,125	-	\$ -		
Hospitals, institutional	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Offices, banks, professional	-	\$ -	-	\$ -	1	\$ 1,100,000	-	\$ -		
Public Works, utilities	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Schools, other educational	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Stores, customer	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Towers, antennas	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Signs, attached and detached	6	\$ 23,400	5	\$ 43,100	18	\$ 75,600	18	\$ 137,800	0.0%	-45.1%
Residential addition, remodel	6	\$ 145,736	7	\$ 355,650	18	\$ 458,020	28	\$ 899,650	-35.7%	-49.1%
Commercial addition, remodel	3	\$ 139,500	2	\$ 78,100	11	\$ 886,000	14	\$ 2,305,600	-21.4%	-61.6%
Residential garage, carport	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Demolition, single family	1	\$ -	5	\$ -	3	\$ -	8	\$ -	-62.5%	#DIV/0!
Demolition, 2-family	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Demolition, 3-or-4 family	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Demolition, 5-or-more family	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
Demolition, all other	1	\$ -	-	\$ -	1	\$ -	2	\$ -	-50.0%	
Total Residential Units	8	\$ 2,800,000.00	10	\$ 1,110,450	29	\$ 5,790,800	43	\$ 6,701,417	-32.6%	-13.6%
EST. CONSTRUCTION COSTS		\$ 4,178,761		\$ 1,739,800		\$ 9,405,928		\$ 10,418,467	#DIV/0!	-9.7%
Building Permit Fees		\$ 15,735		\$ 5,926		\$ 36,958		\$ 37,823	#DIV/0!	-2.3%
FEES		\$ 24,835		\$ 14,426		\$ 66,008		\$ 85,023	#DIV/0!	-22.4%

INSPECTIONS PERFORMED	JANUARY FY 2023		JANUARY FY 2022		YTD FY 2023		YTD FY 2022		FY 22 - FY 23	
	#	Value	#	Value	#	Value	#	Value	#	Value
INSPECTIONS PERFORMED	94		177		431		703		-39%	
Building Inspections	53		59		245		266		-8%	
Electrical Inspections	0		0		0		0		#DIV/0!	
Excavation Inspections	41		47		171		184		-7%	
Plumbing Inspections	14		30		74		96		-23%	
Mechanical Inspections	141		253		674		1,029		-34%	
Code Inspections	82		167		376		329		14%	
Nuisance Inspections	6		21		30		46		-35%	
Business License Inspections	431		754		2001		2,653		-25%	
TOTAL INSPECTIONS										

IV.b.1

Jan 2023

Building	Elec.	Plumb	Mech.	Gen Com	Nuis.	BL	Daily #	NR	30 Day P	30 Day F	Grass P	Grass F	Trash P	Trash F	Abate Grass	Abate Trash	Summons	# of Inspect.
1/3	4	3	2	8	8	0	28	0	3	3	0	0	1	0	0	0	0	3
1/4	8	3	2	9	3	1	29	0	0	1	0	0	1	0	0	0	0	3
1/5	5	2	0	8	4	0	22	1	2	1	0	0	0	0	0	0	0	3
1/6	1	2	0	5	3	0	14	0	1	0	0	0	0	0	0	0	0	3
1/9	8	5	2	11	3	1	31	0	1	0	0	0	0	0	0	0	0	3
1/10	3	2	5	10	5	0	25	0	3	0	0	0	0	0	0	0	0	3
1/11	8	1	3	10	4	0	26	0	0	1	0	0	1	1	0	0	0	3
1/12	6	3	2	7	5	0	23	0	1	0	0	0	0	0	0	0	0	3
1/13	3	4	5	4	4	0	21	0	2	0	0	0	0	0	0	0	0	3
1/17	4	4	1	9	3	0	22	0	0	0	0	0	0	0	0	0	0	3
1/18	3	4	0	6	5	0	18	0	2	1	0	0	0	0	0	0	0	3
1/19	2	1	0	4	5	0	12	0	2	0	0	0	0	0	0	0	0	3
1/20	2	4	1	6	3	1	17	0	0	1	0	0	0	1	0	0	0	3
1/23	3	2	2	4	6	0	18	0	2	0	0	0	0	1	0	0	0	2
1/24	1	1	0	0	3	3	9	0	0	1	0	0	0	0	0	0	0	3
1/25	1	1	1	2	3	0	9	0	0	0	0	0	0	0	0	0	0	3
1/26	5	0	1	6	9	0	21	0	3	1	0	0	0	1	0	0	0	3
1/27	11	3	1	12	3	0	31	0	1	0	0	0	0	0	0	0	0	3
1/30	7	5	2	9	1	0	26	0	0	1	0	0	0	0	0	0	0	3
1/31	9	3	2	11	2	0	29	0	0	3	0	0	0	1	0	0	0	3
							0											
							0											
							0											
94	53	41	14	141	82	6	431	1	23	14	0	0	3	5	0	0	0	

IV.b.2

Rolla Police Department Monthly Report

YTD 2023

Calls for Service

"Calls for Service" refers to the general daily activity of the officers - and dispatchers, in some situations - of the Rolla Police Department, recorded in the Computer Aided Dispatch (CAD) system. Each incident handled by one or more of those individuals, whether in response to a citizen's request for assistance, self-initiated by an officer, or scheduled, is recorded as a single "Call for Service". Call types are assigned based on the initial circumstances presented to the dispatcher and, therefore, should not be considered a reflection of the full nature of the call. "Calls for Service" should also not be mistaken for "Reports Taken".

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2022 YTD	% Increase
Abandoned/Recovered Property	11												11	18	-38.89%
Abandoned Vehicle	26												26	13	100.00%
Accident - Fatality	0												0	0	#DIV/0!
Accident - Injury	11												11	19	-42.11%
Accident - Leave The Scene	5												5	13	-61.54%
Accident - No Injury	40												40	45	-11.11%
Accident - Private Property	22												22	23	-4.35%
Accident - Road Blocked	7												7	5	40.00%
Adult Abuse	1												1	0	#DIV/0!
Alarm LE	68												68	75	-9.33%
Animal Bite/Attack	2												2	2	0.00%
Animal Control	93												93	88	5.68%
Arson	0												0	0	#DIV/0!
Assault	14												14	13	7.69%
Assist Agency Non-LEA	81												81	85	-4.71%
Assist Citizen	6												6	4	50.00%
Assist LEA	10												10	16	-37.50%
Assist Motorist	25												25	24	4.17%
Bomb Threat	0												0	0	#DIV/0!
Building Lockout	1												1	0	#DIV/0!
Burglary	11												11	14	-21.43%
Business/Building Check	205												205	410	-50.00%
Call for Police	61												61	73	-16.44%
Check Well Being	97												97	96	1.04%
Child Abuse	1												1	2	-50.00%
Child Exploitation/Pornography	2												2	0	#DIV/0!
Confidential Investigation	0												0	0	#DIV/0!
Conservation Violation	0												0	0	#DIV/0!
Court	10												10	8	25.00%
Crossing Guard (Officer coverage)	5												5	5	0.00%
CWB 911 Hangup	209												209	251	-16.73%
Death	1												1	1	0.00%
Destruction of Property	15												15	13	15.38%
Disturbance-Fireworks	0												0	1	-100.00%
Disturbance-Liquor	2												2	0	#DIV/0!
Disturbance-Other	71												71	73	-2.74%
Domestic Violence	25												25	39	-35.90%
Driving While Intoxicated	6												6	13	-53.85%
Drown/Water Rescue	0												0	0	#DIV/0!
Drug Paraphernalia	6												6	5	20.00%
Escort - Bank	0												0	0	#DIV/0!
Escort - Courtesy	12												12	7	71.43%
Escort - Funeral	12												12	7	71.43%
Exparte Violation	14												14	2	600.00%
Field Interview	49												49	38	28.95%
Fight	5												5	4	25.00%
Fingerprints	0												0	6	-100.00%
Follow-up	117												117	141	-17.02%
Foot Patrol	0												0	0	#DIV/0!
Forgery-Counterfeiting	1												1	1	0.00%
Found Body	0												0	0	#DIV/0!
Fraud - Checks/Credit Card	14												14	13	7.69%
Harassment	30												30	16	87.50%
Identity Theft	3												3	0	#DIV/0!
Information Request	331												331	202	63.86%
Intoxicated Person	6												6	11	-45.45%
Jail Incident	0												0	0	#DIV/0!
Juvenile Complaint	9												9	12	-25.00%
Keep the Peace/Standby	9												9	22	-59.09%
Kidnapping	2												2	1	100.00%

IV.C.1

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2022 YTD	% Increase
Leave without Pay	0												0	0	#DIV/0!
Liquor Violation	0												0	0	#DIV/0!
Littering/Dumping	4												4	2	100.00%
Loitering	2												2	9	-77.78%
Lost or Stolen Property	7												7	7	0.00%
Noise Complaint	24												24	19	26.32%
Reckless Mischief	1												1	3	-66.67%
Mental Health	28												28	35	-20.00%
Missing Person	4												4	3	33.33%
Narcotics Violation	14												14	14	0.00%
Negotiation Callout	0												0	0	#DIV/0!
No Business License	0												0	1	-100.00%
Open Door	7												7	6	16.67%
Overdose	8												8	5	60.00%
Paper Service	14												14	30	-53.33%
Prisoner Transport	8												8	1	700.00%
Property Damage-Non Criminal	1												1	0	#DIV/0!
Prostitution	0												0	0	#DIV/0!
Prowler	1												1	1	0.00%
Public Indecency	0												0	0	#DIV/0!
Public Relations	3												3	4	-25.00%
Pursuit	0												0	1	-100.00%
Rape/Sexual Assault	2												2	0	#DIV/0!
Robbery	2												2	0	#DIV/0!
Runaway	7												7	7	0.00%
Search Warrant	2												2	0	#DIV/0!
Vacation/Security Check	18												18	32	-43.75%
Selective Enforcement	0												0	0	#DIV/0!
Sewer Alarm	0												0	0	#DIV/0!
Sex Offenses	3												3	11	-72.73%
Shots Fired	0												0	2	-100.00%
Soliciting	2												2	1	100.00%
Stabbing	0												0	0	#DIV/0!
Stabbing or Shooting with Injury	2												2	0	#DIV/0!
Stalking	3												3	0	#DIV/0!
Swindling	61												61	54	12.96%
Unlicensed Vehicle	9												9	10	-10.00%
Suicide	0												0	1	-100.00%
Suspicious Activity	100												100	80	25.00%
Suspicious Package/Item	1												1	0	#DIV/0!
SWAT Callout	0												0	0	#DIV/0!
Tampering	4												4	3	33.33%
Telephone Harassment	6												6	8	-25.00%
Tow Sticker Expired	17												17	11	54.55%
Traffic Complaint	109												109	122	-10.66%
Traffic Stop	401												401	291	37.80%
Trespassing	56												56	36	55.56%
Try to Contact	6												6	14	-57.14%
Vehicle Identification	35												35	60	-41.67%
Vehicle Lockout	2												2	1	100.00%
Vehicle Repossession	8												8	6	33.33%
Veterinary Call	3												3	7	-57.14%
Weapons Violation	3												3	4	-25.00%
Totals	2,752	0	0	0	0	0	0	0	0	0	0	0	2,752	2,832	-2.82%

IV.C.2

Rolla Police Department Monthly Report YTD 2023

Part I Crimes

Calls that result in written reports are processed through the department's Records Management System (RMS) and ultimately reported to the MSHP and FBI. Beginning in 2020, we transitioned from the FBI's Uniform Crime Report (UCR) method, which counted only the most serious crime from each incident, to the National Incident-Based Reporting System (NIBRS), which counts each of the offenses per incident separately. NIBRS is now considered the FBI's standard method of reporting. The FBI has historically classified eight of the most serious offenses as "Part I Crimes" (these totals are somewhat fluid as investigations and report processing are not limited to monthly time frames):

	<u>Criminal</u> <u>Homicide</u>	<u>Rape</u>	<u>Robbery</u>	<u>Felony</u> <u>Assault</u>	<u>Burglary</u>	<u>Larceny</u>	<u>Auto Theft</u>	<u>Arson</u>	<u>Total</u>	<u>Change from</u> <u>Previous Yr</u>
January	0	1	0	4	7	41	4	0	57	
YTD 2023	0	1	0	4	7	41	4	0	57	
2022	0	7	6	93	115	529	44	3	797	-2.09%
2021	1	15	9	68	119	565	36	1	814	-21.28%
2020	1	11	1	93	156	712	59	1	1034	11.42%
2019	0	16	6	87	164	604	46	5	928	14.71%
2018	0	30	7	84	102	547	34	5	809	-5.49%

Overdoses

The following data pertain to calls for service responded to by the Rolla Police Department in which an overdose was known or suspected. It is not an accurate representation of all overdoses occurring in Rolla, as these incidents aren't always reported since Narcan is available over-the-counter. Also, in many circumstances, law enforcement may not be called on to respond, as an overdose could be reported as a medical call, or the patient could be transported to the hospital by family/friends. Note the "Narcan Administered" column is ONLY for Narcan administered by RPD. Therefore, it cannot be used as a representation of the # of Narcan uses per overdose incident, as many times another responding agency (Fire, EMS, other LE) administers the Narcan. We do not have statistics for those agencies. Overdose Deaths are those deaths in which it is immediately known an overdose was involved. There is potential for this total to change as death investigations and/or lab results are finalized.

	<u>Overdose Calls for Service</u>	<u>Narcan Administered by RPD</u>	<u>Overdose Deaths</u>
January	2	1	1
YTD 2023	2	1	1
2022	132	42	11

N.C.3

This page is intentionally left blank

ANIMAL CONTROL MONTHLY TOTALS

January 2023

ANIMALS IMPOUNDED

	Canine	Feline	Other Domestic	Wildlife	Monthly Total	2023 YTD Total	2022 YTD Total
City of Rolla	15	2	0	11	28	28	29
Rolla Area Rural Areas))	2	1	0	0	3	3	3
Newburg Area	0	0	0	0	0	0	0
Doolittle Area	0	0	0	0	0	0	0
Edgar Springs Area	0	0	0	0	0	0	0
St. James Area	0	0	0	0	0	0	0
Ft. Leonard Wood (Mil)	0	0	0	0	0	0	0
Other Law Enf. Agencies	0	0	0	0	0	0	0
Monthly Total	17	3	0	11	31		
2023 YTD Total	17	0	0	11		31	
2022 YTD Total	20	4	0	8			32
Total Phelps County	2	1	0	0	3	3	3

ANIMAL DISPOSITION

	Canine	Feline	Other Domestic	Wildlife	Monthly Total	2023 YTD Total	2022 YTD Total
Animals Adopted ①	4	2	0	0	6	6	12
Animals Claimed	9	0	0	0	9	9	11
Euthanized(III/Injured)	0	1	0	0	1	1	1
Euthanized(Dangerous)	2	0	0	0	2	2	3
Euthanized(Un-Placed)②	0	0	0	0	0	0	0
Deceased on Arrival	0	0	0	11	11	11	8
Transferred to Rescue ③	0	0	0	0	0	0	1
Wildlife Relocated	0	0	0	0	0	0	1
Other	0	0	0	0	0	0	0
Monthly Total	15	3	0	11	29		
2023 YTD Total	15	3	0	11		29	
2022 YTD Total	22	7	0	8			37

ADDITIONAL STATISTICS

	Monthly Total	2023 YTD Total	2022 YTD Total
Adoption Rate (① +③)÷(①+②+③)	100.00%	100.00%	100.00%
PR Programs	1	1	1
Calls for Service	75	75	96
Written Warnings	0	0	0
Citations	0	0	2
Total Incinerator Hours	0	0	67

W.d.l

This page is intentionally left blank

REGULAR SESSION – January 24, 2023

~ Meeting was held in the Board Room at RMU's Tucker Professional Center at 4:30 p.m. ~

The meeting was called to order at 4:30 p.m. by Rolla Board of Public Works ("RBPW" or "Board") President, Nick Barrack presiding. The following were present:

- Board members: President, Nick Barrack
Vice President, Albert Crump, Jr.
Vice Secretary, Ted Read
- RMU Staff: General Manager, Rodney P. Bourne, P.E.
Operations Manager, Chad Davis, P.E.
Business Manager, Jason Grunloh
Finance Manager, Gwen Cresswell
Electric Superintendent, Eric Lonning

Minutes submitted, according to Agenda, by RMU's Administrative Assistant, Megan Saylor.

* * * * *

I. APPROVAL OF MINUTES

Read made a motion, seconded by Crump, the minutes of the December 29, 2022 Board meeting Regular session be approved as presented. Motion passed unanimously.

II. CITIZEN COMMUNICATION (None)

III. SPECIAL PRESENTATION (None)

IV. STAFF REPORTS

A. FINANCE MANAGER'S REPORT (presented by Cresswell)

1. The Board received the Statement of Income & Expenses reports for December 2022 (FY23). Cresswell reviewed December reports (FY23):

Month-to-Date comparison of December 2022 to December 2021

- For December 2022, we are showing operating income of \$2,629,000. This is an increase of over \$280,000 from December 2021. With the first quarter of the year completed, our operating income is \$7,273,000 which is an increase of over \$50,000 compared to this time last year, so overall our operating income is staying pretty even with last year.
- Purchased power expenses for the month of December were \$2,479,000 which is an increase of over \$813,000 from December 2021. Year-to-date purchased power is \$6,154,000 which is an increase of over \$1,289,000 from this time last year. The purchased power expenses for December are estimated by MoPEP and include the preliminary cost of impacts from the winter storm Elliott on 12/23/2022. Overall, power expenses for the first quarter of the year are up significantly. This increase is primarily due to an increase in wholesale cost, and an increase in MWh purchased.
- Total operating expenses for December were \$3,368,000 which includes purchased power. This total is up over \$992,000 from December 2021 and over \$1,530,000 year-to-date. The bulk of this increase is purchased power.
- This gives us a total net loss for the month of \$659,372 and a net loss of \$1,108,907 for the year.
- MPUA has informed us there were some outage costs that hit us hard this fall which account for part of the larger power costs. The current 2023 forecast for power is just under \$70 per MWh which is higher than previous years. There is a MoPEP meeting scheduled for late February so we should have a better idea of what the long-term predictions are for power costs at that time. We will utilize this information in planning our FY2024 budget.

2. Cresswell presented RMU's Financial Statement, Statistics report, and the Disbursement Summary for December 2022.

Read made a motion, seconded by Crump, that the financial reports be approved as presented and forwarded to the City. Motion passed unanimously.

N.e.l

3. Utility Software RFP
Cresswell reported requests for proposals have been distributed for new operating software. These are expected back on Friday, January 27. We should have recommendations for the Board at the February Board meeting.
4. Audit Update
Cresswell mentioned the auditors were here last week to work on our Fiscal Year 2022 audit and this went well. The audit should be complete in the next month.
5. Interest Rates
Cresswell reported that our banking agreement with Southern Bank receives 1.6% interest on our deposits. Because interest rates are on the rise, we have sent a request to Southern Bank for a quote on Certificate of Deposit interest rates at various terms and will review when received.

B. BUSINESS MANAGER'S REPORT (presented by Grunloh)

1. MIRMA Annual Evaluation

Grunloh reported on the visit of Kelly Beets from MIRMA, who came on January 12th for the annual Loss Control Program Evaluation. RMU earned a score of 100%. Grunloh thanked RMU staff for their continued efforts to maintain a safe environment at work and continuing to do the work required to achieve this score. Kelly did have comments on how our safety policies are worded. While he accepted them, we will be updating our policies regarding work procedures.

2. Sunshine Law/Customer Records

Grunloh mentioned receiving guidance from MPUA on some updates to the Sunshine Law and how customer data is handled. The new provision protects the personal information of individual municipal utility customers from disclosure under the Sunshine Law by adding the individually identifiable customer usage and billing records to the list of records that may be closed. Release of those records would depend upon authorization provided by the customer or authorized for release by the customer. This has been a three-year project for MPUA to get this extra protection for our customers added to the Sunshine Law. We have reached out to MPUA for guidance on how this change pertains to working with law enforcement and other government agencies.

C. OPERATIONS MANAGER'S REPORT (presented by Davis)

1. Updates on:

a. Development Review Committee Meeting (DRC).

Davis noted that RMU had not yet finalized comments from the December 20, 2022 meeting in time for December's board meeting; therefore, the update is being presented at this Board meeting. Both items on the December 20th DRC agenda were about the proposed RV Park on Blues Lake Parkway. This project is still in the preliminary stage, and RMU will continue to work with developers. Since the meeting, they have provided a preliminary layout which shows a small number of meters will be used for the entire RV park instead of each lot having an individual meter. RMU does not expect to put an electric distribution center within the park. The water system will need to be a looped system as opposed to two dead ends. Preliminary design indicates a looped system and will be constructed to our standards.

b. Current RMU projects

Davis highlighted work projects listed on the Operation Manager's Report. A complete list with details of all electric and water projects was included in the Board packet.

- Davis reported the installation of underground electric distribution conduit on 11th Street from Oak Street to Rolla Street was completed January 6, 2023. This was in conjunction with MO S&T substation project.
- Needed improvements to Well 11 were previously identified including the relocation of existing transformers. The well is currently out of service due to motor and pump set failure. Procuring parts is taking longer than expected. In the meantime, we relocated pole mounted transformers that were within the enclosure and replaced them with a pad mounted transformer now located away from the building. This move will allow future work to be done on the building.
- Davis reported crews working to remove distribution systems and sub transmission capacitors not in use. In addition, crews removed a primary metering system on Industrial Park Drive that had not been in use for many years.
- Davis mentioned the water department has completed replacing old water main on Turkey Run from Cypress Drive to Sycamore Drive and on 14th Street from Elm to Oak Streets. Crews are currently replacing the old water main on Sycamore Drive from Highway O to Cedar Hill Court.
- Davis highlighted the aesthetic changes worked on this month. Electric services on 6th Street between Olive Street and Walnut Street have been reconfigured due to the new construction of the dental clinic. Crews removed the overhead distribution system that was no longer in use. The cable company has been notified to remove any attachments they had on RMU poles for that block. Once that is complete, crews will remove the poles.
- Davis reported the total for asphalt repairs for water system work done in July, August and September. The first invoice totaled \$21,835.50. A second invoice for asphalt repairs done in November was \$2,403.00. Both invoices have been processed for payment.

D. GENERAL MANAGER'S REPORT (Bourne)

1. Emergency Procurement – Vacuum Excavator

Bourne reported that he was notified by Eric Lonning, RMU Electric Superintendent, concerning the electric department's work being held up due to lack of equipment. A vacuum excavator was purchased a few years back, and it is in high demand among our electric and water crews. The water crew was using the vacuum excavator recently for a water main/service line project, and this is hampering electric line crews from completing work on a pole replacement project. Knowing it's importance to crews for completing projects and the high demand for the vacuum excavator, \$100k was included in the FY2023 budget for a second unit. Eric provided information on options for new/used options. Based on that information, Bourne consulted with each Board member and purchased a used 2019 VX50-800 vacuum excavator unit for \$85,000 under the emergency procurement policies. Bourne reported the purchase at this meeting as required by our purchasing policy.

2. USO Plaque Dedication and Ribbon Cutting

Bourne announced a dedication and ribbon cutting ceremony will be held on February 7th for the Black USO Plaque, weather permitting. Expected to attend are individuals of the St. Robert Historic Preservation Committee, St. Robert City Administrator and Mayor. Invitations will be sent out to Rolla dignitaries as well. The Chamber of Commerce has also scheduled a ribbon cutting for the event. A light lunch and short tour of our facility will follow the ribbon cutting. Bourne pointed out invitations for the ceremony were handed out prior to the start of the meeting, and verbally extended the invitation for board members to attend.

3. St. James Assistance Request

Bourne mentioned the St. James City Administrator, Jim Fleming, contacted him regarding lineman assistance for his city on an as needed basis. They have recently lost linemen and are training new staff. In the interim, they request assistance from RMU so current staff does not have to be on call 24/7, or to help out during an emergency situation. Bourne reported that we have agreed to assist and will develop a short Memorandum of Understanding for approval at a future meeting.

V. UNFINISHED BUSINESS (None)

VI. NEW BUSINESS

A. RFB #23-106 Single-Phase Pole Mounted Transformers

Davis reported that RMU solicited bids for transformers knowing lead times are likely to be a year or more. The bids received included a mix of new and remanufactured or similar used units, as allowed by bid documents. The lead times for new vary from 60-65 weeks and 25-58 weeks for used. The recommended purchase is from Harry Cooper Supply Company for a total of \$191,276.00. Read made a motion, seconded by Crump, to award the bid for Single Phase Pole Mounted Transformers to Harry Cooper for \$191,276.00. Motion passed unanimously.

B. RFB #23-107 Single-Phase Pad Mounted Transformers

The quantities and items bid were developed based on expected and projected needs over the next 12 to 24 months. The bids received included a mix of new and remanufactured or similar used units. The lead times for new are 72 weeks and 8-52 weeks or more for used. Bidders included terms that prices are subject to change. Management recommends purchasing the single-phase pad mounted transformers from Harry Cooper Supply Company for a total of \$350,642.00. Crump made a motion, seconded by Read, to award the bid for single-phase pad mounted transformers to Harry Cooper in the amount of \$350,642.00. Motion passed unanimously.

C. RFB #23-108 Three-Phase Pad Mounted Transformers

Davis reported the request for bids for three-phase pad mounted transformers. After comparing bids from seven companies, Davis broke down the original request and grouped items into three separate bid tabulations to be more cost effective. A summary of all purchases was included in the Board packets. RMU management recommends the following purchases: RFB 23-108a for three-phase pad mount transformers, Items #1-7 and #9 from Harry Cooper, who was the lowest bid for \$209,892.00; RFB 23-108b for remanufactured three-phase pad mount transformers, Items #8 and #10-17 from the lowest bidder which is Jerry's Electric for \$186,325.00; RFB 23-108c for three-phase pad mount transformers, Item #18 (Three new 1500 kVa transformers) from the lowest bidder, Fletcher-Reinhardt, for \$188,451.60. Read made a motion, seconded by Crump, to approve the purchases for RFB #23-108 as recommended. Motion passed unanimously.

VII. EXECUTIVE SESSION (None)

VII. ADJOURNMENT

With no further business appearing, Read made a motion, seconded by Crump, to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 5:15 p.m.

Nicholas Barrack, President

Dr. Wm. Eric Showalter, Secretary

The Board's next meeting is scheduled for Tuesday, February 28, 2023 at 4:30 p.m.



**FINANCIAL STATEMENT
JANUARY 2023**

RECEIPTS:		
Electric, Water, Tax, Sewer and Refuse Charge	\$3,605,515.81	
Accounts Receivable - Miscellaneous	\$42,728.08	
Customer's Deposits - Refundable	\$36,712.79	
Misc Non-Operating Revenue	\$2,970.34	
Total Receipts	\$3,687,927.02	
Southern Bank ICS Sweep Account Interest (December 31, 2022)	\$38,819.42	
Southern Bank Money Market Account Interest (December 31, 2022)	\$0.00	
Southern Bank Electronic Payment Account Interest (December 31, 2022)	\$1,004.80	
Southern Bank General Fund Account Interest (December 31, 2022)	\$4,455.12	
Southern Bank Payroll Account Interest (December 31, 2022)	\$7.42	
FSCB Super-Now Account Interest (December 31, 2022)	\$4.79	
FSCB Electronic Payment Account Interest (December 31, 2022)	\$443.17	
PCB Super-Now Account Interest (December 31, 2022)	\$0.08	
Miscellaneous Interest	\$0.00	
Public Utility Cash In Bank (December 31, 2022)	\$31,998,622.74	
Total Receipts and Cash In Bank		<u>\$36,731,284.66</u>
DISBURSEMENTS:		
Power Purchased	\$2,454,233.94	
Operating Expenses	\$174,719.27	
Administrative and General Expenses	\$135,801.48	
Payroll	\$205,484.29	
Capital Expenditures	\$92,704.95	
Construction in Progress	\$18,338.53	
Stock Purchases (Inventory)	\$104,815.00	
Balance of Customer's Deposits after Finals	\$18,371.21	
Medical, Dental, Vision and Life Insurance Paid by Employees	\$15,697.13	
Support Payments	\$1,587.25	
457 Plan Employee Contributions	\$10,477.50	
Flexible Spending Account Contributions	\$1,133.28	
U.S. Withholding Tax	\$26,646.09	
Missouri Dept. of Revenue (Sales Tax)	\$45,226.00	
Missouri Dept. of Revenue (Income Tax)	\$10,386.00	
First State Community Bank (Social Security)	\$41,186.04	
Sewer Service Charge	\$382,913.31	
Refuse Service Charge	\$217,563.17	
PILOT to City of Rolla	\$108,076.66	
Standpipes Lease/Purchase	\$376.70	
Utility Incentives	\$0.00	
Unclaimed Deposits to State	\$0.00	
Primacy Fees	\$0.00	
Void General Fund Check:	\$0.00	
Void Working Fund Check:	\$0.00	
	\$4,063,717.80	
Cash In Bank (January 31, 2023)	\$31,667,568.76	
Total Disbursements and Cash In Bank		<u>\$36,731,284.66</u>
BALANCE OF OTHER FUNDS:		
PUBLIC UTILITY ACCOUNTS:		
Citizens Bank of Newburg, Ck#1284 for \$200.25	\$2,000.00	
First State Community Bank-Electronic Payment Account, Ck#1078 for \$556,735.33	\$84,466.04	
First State Community Bank-General Fund, Ck#36448 for \$1,172.48	\$2,442.50	
Southern Bank-General Fund, Cks#37777-37920 for \$4,063,717.80	\$2,668,255.45	
Southern Bank-Electronic Payment Account, Ck #1255 for \$1,577,231.33	\$317,832.32	
Southern Bank-Money Market	\$0.00	
Southern Bank-ICS Sweep Account	\$593,551.49	
Southern Bank-Payroll Account	\$38.81	
PCB-Super Now, Check #26365 for \$11,609.11	\$3,188.35	
Town & Country Bank, Ck# for \$	\$2,000.00	
Total Public Utility Accounts	\$6,731,284.66	
ELECTRIC RESERVES:		
Certificates of Deposit	\$0.00	
Money Market Account	\$10,195,583.00	FY20 Funded
U.S. Treasury Bills	\$0.00	
Total Electric Reserves	\$10,195,583.00	
RESTRICTED ELECTRIC RESERVES:		
Certificates of Deposit	\$0.00	
Money Market Account	\$14,250,000.00	FY21 Funded
U.S. Treasury Bills	\$0.00	
Total Electric Reserves	\$14,250,000.00	
WATER RESERVES:		
Certificates of Deposit	\$0.00	
Money Market Account	\$3,548,209.00	FY20 Funded
U.S. Treasury Bills	\$0.00	
Total Water Reserves	\$3,548,209.00	
TOTAL RESERVES:		<u>\$27,993,792.00</u>
TOTAL PUBLIC UTILITY ACCOUNTS AND RESERVES:		<u>\$31,667,568.76</u>

iv.e.s



STATISTICS

January 2023

PRODUCTION

Date of Demand	01/31/2023
Time of Demand	07:42 AM
Scada Demand	62,860.00
kWh Purchased	30,829,500
Total Cost	\$1,924,488.97 *
Cost per kWh	0.062424 *
Load Factor	66.8%

Pumped #2 Well	0
Pumped #3 Well	0
Pumped #4 Well	3,975,000
Pumped #5 Well	3,056,000
Pumped #6 Well	4,121,000
Pumped #7 Well	784,000
Pumped #8 Well	288,000
Pumped #9 Well	3,759,000
Pumped #10 Well	3,794,000
Pumped #11 Well	0
Pumped #12 Well	2,942,000
Pumped #13 Well	6,801,000
Pumped #14 Well	7,655,000
Pumped #15 Well	1,439,000
Pumped #16 Well	6,349,000
Pumped #17 Well	4,264,000
Pumped # 1 Ind Park Well	5,814,000
Pumped # 2 Ind Park Well	2,999,000
Pumped # 3 Ind Park Well	42,000
Total Gallons	58,082,000

METERS IN SERVICE	Electric	Water
Residential - Single Phase	8,041	6,416
Residential - Three Phase	22	20
Commercial - Single Phase	928	512
Commercial - Three Phase	493	310
Power Service	104	90
Industrial	6	2
Area Lighting	15	7
Street Lighting	27	1
Missouri S&T	0	5
PWSD #2	0	577
Total	9,636	7,940

ELECTRIC SALES

Residential - Single Phase kWh	12,774,902
Residential - Three Phase kWh	125,946
Commercial - Single Phase kWh	1,669,332
Commercial - Three Phase kWh	3,707,196
Power Service kWh	6,970,420
Industrial kWh	6,269,920
Area Lighting kWh	7,306
Street Lighting kWh	37,810
Rental Lights kWh	78,141
Total kWh Sold	31,640,973
Demand kW	27,856
Revenue	\$2,717,216.55
Monthly Gain	2.63%
Fiscal Year to Date Loss	9.31%

WATER SALES

Residential - Single Phase Gallons	25,538,000
Residential - Three Phase Gallons	191,000
Commercial - Single Phase Gallons	5,017,000
Commercial - Three Phase Gallons	4,528,000
Power Service Gallons	7,810,000
Industrial Gallons	2,237,000
Missouri S&T Gallons	2,101,000
PWSD #2 Gallons	1,974,000
Total Gallons Sold	49,396,000
Revenue	\$265,346.65
Pumping Cost, Electric	\$32,423.05
Monthly Unidentified Loss	11.24% **
Fiscal Year to Date Unidentified Loss	7.62% ***

Sewer Service Charge	\$373,142.07
Refuse Service Charge	\$218,474.09

Gross Payroll \$283,983.48

* Energy losses are not included in this statistic and are estimated at an additional 12%.

** Loss includes 2,160,000 gallons per water main flushing records.

*** FY loss includes 10,299,000 gallons per water main flushing records.

IV.e.6

* CITIZEN COMMUNICATION PROCEDURES - Public comment may be provided on any issue pertaining to RMU. Any citizen wishing to address the Board may do so for a period of 3-5 minutes during the Board meeting (i.e. 'Citizen Communication'). Citizens are encouraged, but not required, to contact RMU's General Manager one week prior to the meeting, preferably in writing, to be placed on the agenda. General Public are allowed in RMU facilities.



MEETING NOTICE

The Rolla Board of Public Works (RBPW) will meet
Tuesday, February 28, 2023 at 4:30 p.m.
Tucker Professional Center (Board Room)
101 West 10th Street, Rolla, Missouri
103 West 10th Street (handicap entrance)

» » » » » » » » » » « « « « « « « « « «
PRESIDING: Nick Barrack, President RBPW Roll: Albert Crump, Jr., Vice President
Dr. Wm. E. Showalter, Secretary
Ted Read, Vice Secretary

BOARD AGENDA

- I. APPROVAL OF MINUTES for Regular Session of the January 24, 2023 meeting. *(Action required)*
- II. CITIZEN COMMUNICATION * *(None at time of posting)*
- III. SPECIAL PRESENTATION *(None at time of posting)*
- IV. STAFF REPORTS
 - A. Finance Manager's Report *(Gwen Cresswell)*
 - 1. Statement of Income & Expense report for January FY2023 *(No action required)*
 - 2. Receive and approve January FY2023 reports for the City: *(Action Required)*
Financial Statement, Statistics, and Disbursement Summary
 - 3. Update on RMU Service Center Expansion
 - 4. FY2024 Budget
 - 5. APPA DEED Board Appointment
 - B. Business Manager's Report *(Jason Grunloh)*
 - 1. Public Power Customer Satisfaction Survey
 - 2. Sunshine Law Update
 - C. Operation Manager's Report *(Chad Davis, P.E.)*
 - 1. Updates on:
 - a. Development Review Committee meetings
 - b. Current RMU projects
 - 2. Insurance Services Organization (ISO) Review
 - 3. Annual Net Metering Report
 - D. General Manager's Report
- V. UNFINISHED BUSINESS *(none)*
- VI. NEW BUSINESS *(Action Required)*
 - A. RFB #23-109 – Electric Materials
 - B. Tower Substation Repairs
 - C. 11th Street Conduit Invoice
 - D. Pole Attachment Agreement – Ameren Gas AMI Project
 - E. Request for Qualifications – Water Distribution System Planning
 - F. RFB #23-111 – Backhoe
 - G. MOU with St. James Municipal Utilities
 - H. Personnel Policies
 - 1. 3.10 – Standby Time
 - 2. 5.04 – Smoking & Smokeless Products
 - 3. 6.03 – Victims of Domestic & Sexual Violence Leave
 - 4. 8.05 – Fall Protection
 - I. Depository & Investment Accounts
 - J. RFB #23-112 - Utility Operating Software
- VII. CLOSED SESSION** *(None at time of posting)*
- VIII. ADJOURNMENT

» » » » » » » » » » « « « « « « « « « «

www.rmurolla.org

** The Rolla Board of Public Works (RBPW) may go into closed executive session at this meeting if such action is approved by a majority vote of the members who constitute a quorum, to discuss legal, confidential or privileged communications under RSMo (Supp. 1997) Section 610.021(1); real estate under RSMo (Supp. 1997) Section 610.021(2); personnel actions under RSMo (Supp. 1997) Section 610.021(3); records under RSMo (Supp. 1997) Section 610.021(14) which are otherwise protected from disclosure by law; or any other provisions under RSMo (Supp. 1997) Section 610.021.

lv.e.7

**Operation Manager's Report
RMU Board of Public Works Meeting**

**Date of Report:
February 28, 2023**

CURRENT WORK	
Location and Description	Timeline
Electric	
McCutchen Drive from 18th Street to Harvey Lane: Relocate existing overhead 34 kV sub-transmission and 12 kV overhead distribution and rebuild some overhead distribution.	In Progress. Milestone: 34 kV energized on December 14, 2022.
MO S&T General Services Building and Dangerous Materials Storage Building: Overhead and underground primary extensions, new transformer, and metering for commercial development.	In progress
712 South Bishop: Replacement of pole, underground primary extensions, new transformer, and new metering for commercial development. New transformer to also serve 706 South Bishop.	Completed: February 16, 2023
1600 Old Wire Outer Road (EJ Holdings): Installation of new pole and underground electric distribution system extension in conjunction with commercial redevelopment.	Completed: February 20, 2023
Tower Road Substation: Failure in cubicle for circuit 1 on January 30, 2023. Replacement of conductors from substation to riser poles for circuits 1 and 3. Repairs as needed for cubicle for circuit 1.	In progress
Lions Club: 2 poles and 2 pole mounted transformers removed after windstorm on February 14, 2023. RMU primary electric, transformers and related infrastructure will be replaced at a later date.	Pending work by Lions Club contractor
900 to 904 Laurel: Replaced one pole.	Completed
5 Nippert Drive: Pole replacement	Completed: February 7, 2023
HyPoint Well #2: Conversion of service line from overhead to underground, including new padmounted transformer and metering.	In Progress
Heritage Substation: Upgrade SCADA communications with installation of new RTU connected via fiber and and elimination of use of old RTU connected via radio.	Completed
Fiber	
MO S&T GSB Facility: Extension of fiber system to new MO S&T General Services Building on Spruce Drive	Completed
Nagogami Substation to Nagogami Standpipe: Extension of fiber system to reduce reliance on radios.	In progress
Water	
18th Street from Holloway Street to Old St James Road: Replacement of old water main with new 8" main.	Completed
Holloway Street from Arkansas Avenue to 18th Street: Replacement of old water main with new 12" main.	In progress
Sycamore Drive from Highway O to Cedar Hill Court: Replacement of old water main.	In progress
Service line adjustments for new sidewalk and street renovations: Elm Street from 14th Street to Bishop Avenue	In progress
East portion of Green Acres: Replace service lines in advance of City street micropaving project.	In progress
MO S&T relocation of water meter on State Street north of 11th Street.	Pending work by University contractor

10.e.8

**Operation Manager's Report
RMU Board of Public Works Meeting**

**Date of Report:
February 28, 2023**

Well HyPoint 2: Fire on January 30, 2023.	In Progress
Well HyPoint 3: Placing well into service.	MO DNR Inspection: February 21, 2023

AESTHETIC CHANGES THIS PERIOD	
6th Street between Olive Street and Walnut Street: Removal of overhead distribution system no longer in use.	RMU overhead removed. Pole removal pending removal of attachments.
8th Street west of Olive Street (old service to old MFA grain elevator)	Removal of overhead primary over 8th Street and one pole.
Nippert Drive	Replaced 2 spans of primary overhead with 2 spans of secondary overhead.

FUTURE IDENTIFIED WORK	
Location and Description	Timeline
Electric, Water, and/or Fiber	
MO S&T Protoplex: New electric and water services for new development.	Pending University work
4017 HyPoint North: Building addition	Pending developer work
814 South Bishop Avenue: Commercial redevelopment	Pending developer work
4000 Enterprise Drive (MO S&T): Requested additional transformer capacity and new service to existing building.	Pending information from University
1000 North Oak Street: Electric and water service to new Planned Unit Development.	Plan review comments provided
3500 Enterprise Drive: New commercial development requiring new electric and water services.	Plan review comments provided
18th Street from Forum Drive to Farrar Drive: System modifications as needed in conjunction with City sidewalk project.	Pending design information from City
Main Street from 4th Street to 11th Street: System modifications as needed in conjunction with City street, sidewalk, and stormwater project.	Pending design information from City
Electric	
Aintree Road (East and West sides): Replacement of underground primary.	2023
Steeplechase Road (East side): Replacement of underground primary.	2023
Fox Creek Road (West side between Soest Road and Whitehall Road): Replacement of underground primary, including installation of new conduit.	2023
Rolla Senior Apartments (1101 McCutchen): Replacement of underground primary. Review to determine if leaving on 4 kV system or convert to 12 kV system.	2023
100 block of Greentree Road: Convert some overhead primary to underground (including removal from poles owned by Brightspeed) as part of solution for new residential service on previously undeveloped lot.	2023
Ann Lee Estates (Ann Lee Drive located south of Lions Club Drive on South Rolla Street): New underground distribution as subdivision construction takes place.	To be constructed as development of the subdivision progresses.
18th Street from Farrar Drive to Forum Drive: Relocate existing overhead 34 kV sub-transmission and 12 kV overhead distribution to same poles.	Winter 2022/2023

10.e.9

**Operation Manager's Report
RMU Board of Public Works Meeting**

**Date of Report:
February 28, 2023**

9th Street Conversion - Phase 1 (9th and Rolla Street to 10th and State Street): Convert overhead electric distribution to underground.	2023
9th Street Conversion - Phase 2 (Elm Street to Rolla Street): Convert overhead electric distribution to underground.	2023/2024
Alley west of Rolla St between 8th and 9th Streets: Reconfiguration to accommodate new multi-story residential housing unit.	Pending developer's site work
11th Street from Oak Street to Rolla Street: Utilization of electric conduit system installed earlier.	2023 to 2024
Pine Street from 16th Street to Bishop Avenue: Reconfigure existing system to minimize amount of overhead distribution system in conjunction with City of Rolla street project.	2023 or later pending scheduling by others
Pine Street from 12th Street to Bishop Avenue: New roadway lighting as part of City of Rolla street project. Grant application to request funds for this part of the project is being submitted by City.	Pending grant application review.
909 Facilities Avenue (MO S&T Temporary Research Facility): Revision to electric service to connect directly to RMU.	Pending information from University
Tim Bradley Way east of Highway 63 - MO S&T Parking garage under construction: Potential temporary electric service.	Pending information from University
500 West 2nd Street: Temporary revisions to primary electric and extension of primary electric to to serve expansion.	Pending work by Owner's consultants and contractor and railroad permitting
2184 Farrar Drive: Underground primary extension, new transformer, and metering for commercial development.	Transformer and primary conduit are in place. Pending developer work.
500 South Bishop (WalMart): Owner initiated project to reconfigure from two electric services to one.	Pending contractor work
500 South Bishop (WalMart): Revise electric distribution system.	2023
629 South Bishop: Revise electric service for commercial renovation.	Pending work by others
1735 North Bishop (EV charging station): Underground primary extension, new transformer and metering.	Pending contractor work. Pole set: December 5, 2022
4030 and/or 4040 HyPoint North: Electric service modification(s).	Pending developer work
3860 HyPoint Blvd: Conversion of electric service at request of owner.	Pending owner progress
2003 North Bishop: Upgrade of electric service as part of remodel / expansion.	Plan review comments provided
100 Fairgrounds Road: Conversion of electric service from 120/208 to 277/480 to allow for installation of EV charging	Pending work by contractor
Fairgrounds Road: Kingshighway to Gale Drive: Conversion of overhead distribution from 4 kV to 12 kV	Pending work by contractor for 100 Fairgrounds Road
Tower Road Substation: Replacement of main breaker.	Estimated delivery: March 2023
MO S&T substations	Pending University work
RMU switchgear at Phelps Health	Undetermined
RMU switchgear at Hartmann USA	Undetermined
Net metering: Monitoring of testing and insurance requirements, review of applications, and installing new metering.	As needed
Generators: Installation of louvers over openings in containers.	Pending proposal
Water	
Eastwood Drive: Replacement of old water main.	Winter 2022/2023
Elmwood Drive: Replacement of old water main.	Winter 2022/2023

10. e. 10

**Operation Manager's Report
RMU Board of Public Works Meeting**

**Date of Report:
February 28, 2023**

Main Street from 9th Street to 10th Street: Replacement of old water main.	Spring 2023
10th Street from Main Street to Rolla Street: Replacement of old water main.	Spring 2023
Rolla Street from 10th Street to 11th Street: Replacement of old water main.	Spring 2023
10th Street from Main Street to State Street: Abandonment of old water main.	Spring 2023
Bardsley Road from 14th Street to 16th Street: Replacement of water main in conjunction with new residential development.	First half of 2023
Strobach Street, South Walker Avenue, and South Spillman Avenue: Replace water main and/or service lines as needed in conjunction with City street overlay project.	2023
7th Street: Holloway Street to Grandsir Avenue: Replace water main and/or service lines and/or adjust meter pit locations as needed in conjunction with City street and sidewalk project.	2023
South Olive Street: Replace water main and/or service lines as needed in advance of City street micropaving project.	2023
Avon Court: Replacement of old water main.	As time allows
Lead Service Line inventory.	EPA deadline: October 16, 2024
Water main extension(s) to development area(s) utilizing \$2 million of funds allocated by Legislative Priority Projects by State of Missouri for water and wastewater improvements.	Submitting information to MO DNR as required.
Fiber	
9th Street Conversion - Phase 1 (9th and Rolla Street to 10th and State Street): Convert existing overhead to underground.	2023
9th Street Conversion - Phase 2 (Elm Street to Rolla Street): Convert existing overhead to underground.	2023/2024
Rolla Public Schools RTC building: Reconfigure RMU fiber going into and through the building.	2023
Fiber extensions requests for customers.	As requested

MISCELLANEOUS	

1 V. e. 11

This page is intentionally left blank

The Centre Rolla's Health & Recreation Complex
Operations Report
January 2022 - January 2023

Members - Trend

	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023
New Members	222	154	123	102	174	142	161	144	154	149	100	78	170
Net New & Reactivated Bridge/Freeze	(11)	(3)	(3)	(3)	(22)	(6)	(50)	(6)	(12)	(9)	(12)	(15)	(7)
Cancellations	80	69	72	90	119	89	84	196	93	133	91	124	147
Net Gain/Loss	131	82	48	9	33	47	27	(58)	49	7	(3)	(61)	16
Total Members	1,821	1,903	1,951	1,960	1,993	2,040	2,067	2,009	2,058	2,065	2,062	2,001	2,017

Member Breakdown

	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023
Community	42%	41%	41%	41%	41%	42%	42%	43%	42%	41%	41%	41%	42%
Employers	18%	18%	18%	18%	17%	18%	18%	18%	20%	20%	20%	20%	19%
Senior	19%	19%	19%	19%	19%	19%	18%	18%	19%	20%	19%	20%	20%
Youth/Child	22%	22%	23%	22%	23%	21%	22%	21%	19%	19%	20%	20%	19%

Financials

	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023
Total Revenue	\$ 80,167	\$ 79,637	\$ 90,086	\$ 94,983	\$ 91,197	\$ 88,425	\$ 80,798	\$ 88,567	\$ 82,105	\$ 83,248	\$ 86,265	\$ 81,175	\$ 134,746
Net Operating Expenses	\$ 111,417	\$ 140,075	\$ 127,181	\$ 128,782	\$ 125,115	\$ 123,081	\$ 144,846	\$ 129,107	\$ 129,957	\$ 133,637	\$ 139,339	\$ 131,839	\$ 151,436
Total Operating Income	\$ (31,250)	\$ (60,438)	\$ (37,095)	\$ (33,799)	\$ (33,918)	\$ (34,656)	\$ (64,048)	\$ (40,540)	\$ (47,852)	\$ (50,389)	\$ (53,074)	\$ (50,664)	\$ (45,690)
Membership Dues	\$ 46,816	\$ 46,028	\$ 48,771	\$ 49,459	\$ 51,177	\$ 50,504	\$ 49,138	\$ 51,061	\$ 50,746	\$ 52,505	\$ 53,581	\$ 54,510	\$ 53,492
Guest Fees	\$ 7,357	\$ 8,682	\$ 8,339	\$ 7,909	\$ 12,118	\$ 7,044	\$ 6,824	\$ 5,918	\$ 3,794	\$ 3,258	\$ 5,343	\$ 7,611	\$ 3,569
Personal Training Revenue	\$ 6,900	\$ 3,381	\$ 5,014	\$ 4,487	\$ 4,788	\$ 4,908	\$ 4,263	\$ 5,015	\$ 7,498	\$ 7,114	\$ 8,020	\$ 5,420	\$ 7,262
Swim Revenue	\$ 9,546	\$ 9,616	\$ 14,162	\$ 16,463	\$ 13,685	\$ 10,714	\$ 8,404	\$ 7,501	\$ 9,020	\$ 8,142	\$ 5,142	\$ 4,985	\$ 12,730
Recreation Revenue	\$ 6,185	\$ 8,383	\$ 8,736	\$ 11,161	\$ 4,688	\$ 8,708	\$ 7,625	\$ 10,068	\$ 3,855	\$ 6,386	\$ 8,134	\$ 4,700	\$ 10,668
Medical Integration	\$ -	\$ -	\$ 496	\$ 397	\$ 348	\$ 347	\$ 198	\$ 731	\$ 1,064	\$ 743	\$ 149	\$ 149	\$ 447
Special Programs	\$ 875	\$ 221	\$ 421	\$ 418	\$ 730	\$ 559	\$ 174	\$ 3,077	\$ 1,326	\$ 1,103	\$ 1,256	\$ (358)	\$ 416

Ancillary Services

	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023
Personal Training Sessions	228	141	207	172	198	202	159	190	265	256	201	225	270
Swim Sessions	25	45	48	82	84	98	97	76	53	40	34	10	31
MI Enrollees	-	-	6	5	5	4	2	10	11	9	2	7	6
NPS Score	67	74	82	64	56	55	56	76	56	78	55	79	60
Total Visits	8,743	7,416	9,798	8,987	9,051	9,246	9,699	9,398	8,643	8,994	9,450	8,285	10,981
Visits per Member	4.8	3.9	5.0	4.6	4.5	4.5	4.7	4.7	4.2	4.4	4.6	4.1	5.4
Monthly Attrition	4.73%	3.79%	3.78%	4.61%	6.07%	4.47%	4.12%	9.48%	4.63%	6.46%	4.41%	6.01%	7.35%
Dues per Billable Member	\$ 25.7	\$ 24.2	\$ 25.0	\$ 25.2	\$ 25.7	\$ 24.8	\$ 23.8	\$ 25.4	\$ 24.7	\$ 25.4	\$ 26.0	\$ 27.2	\$ 30.0

10. f. 1

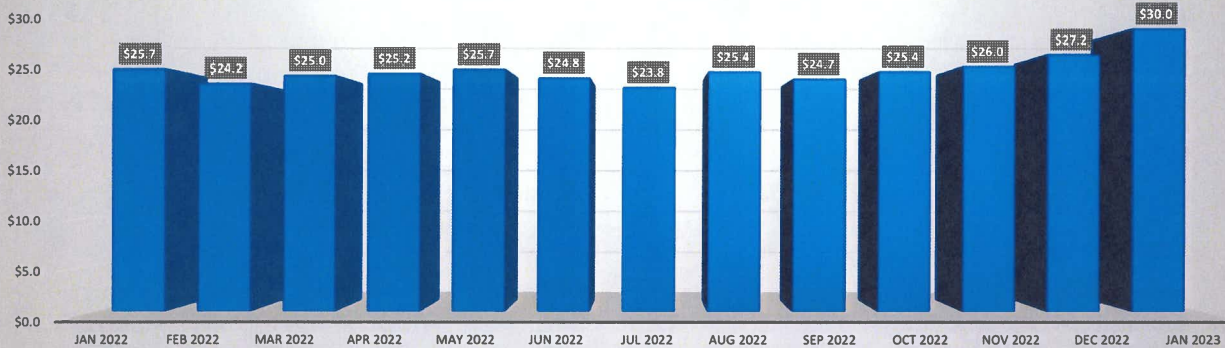
	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023
Community	712	764	784	797	806	820	854	866	862	862	872	853	841	833
Employers	309	321	338	343	343	339	373	364	362	362	410	414	417	383
Senior	324	344	357	371	371	384	381	382	368	384	404	401	401	391
Youth/Child	345	392	424	440	440	450	432	455	417	392	394	403	394	400
Total Members	1,690	1,821	1,903	1,951	1,960	1,993	2,040	2,067	2,009	2,058	2,065	2,062	2,001	2,017
Budgeted									2,333			2,341		2,381

Center Visits	7,268	8,743	7,416	9,798	8,987	9,051	9,246	9,699	9,398	8,643	8,994	9,450	8,285	10,981
Visits per Member	4.4	4.3	4.8	5.0	4.6	4.5	4.5	4.7	4.7	4.2	4.4	4.6	4.1	5.4

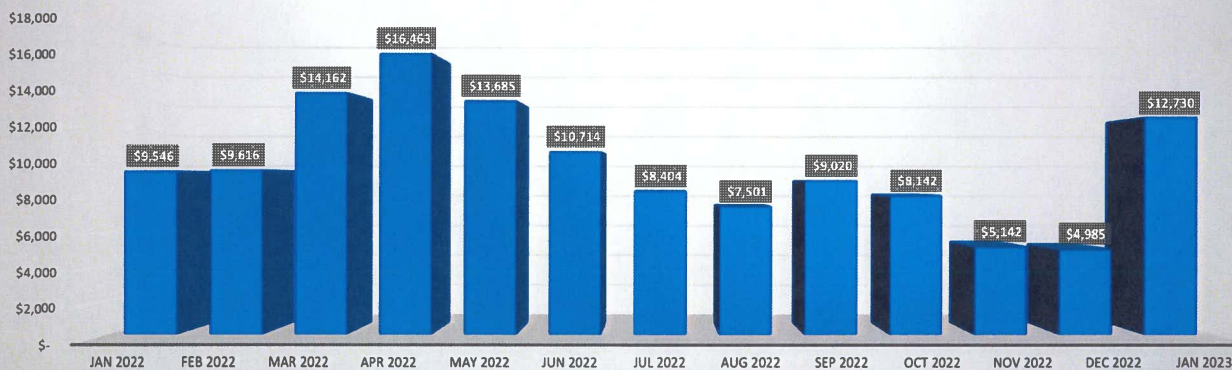
Total Revenue	\$ 65,777	\$ 80,167	\$ 79,637	\$ 90,086	\$ 94,983	\$ 91,197	\$ 88,425	\$ 80,798	\$ 88,567	\$ 82,105	\$ 83,248	\$ 86,265	\$ 81,175	\$ 104,746
Total Operating Expenses	\$ 115,448	\$ 111,417	\$ 140,075	\$ 127,181	\$ 128,782	\$ 125,115	\$ 123,081	\$ 144,846	\$ 129,107	\$ 129,957	\$ 133,637	\$ 139,339	\$ 131,839	\$ 151,436
Net Operating Income	\$ (49,671)	\$ (31,250)	\$ (60,438)	\$ (37,095)	\$ (33,799)	\$ (33,918)	\$ (34,656)	\$ (64,048)	\$ (40,540)	\$ (47,852)	\$ (50,389)	\$ (53,074)	\$ (50,664)	\$ (46,690)
Net Operating Income Budget	\$ (48,457)	\$ (47,509)	\$ (42,605)	\$ (43,035)	\$ (40,909)	\$ (40,687)	\$ (36,771)	\$ (35,133)	\$ (33,497)	\$ (33,471)	\$ (36,108)	\$ (31,514)	\$ (31,439)	\$ (16,381)
Dues per Billable Member	\$24.1	\$25.7	\$24.2	\$25.0	\$25.2	\$25.7	\$24.8	\$23.8	\$25.4	\$24.7	\$25.4	\$26.0	\$27.2	\$30.0
Swim Revenue	\$ 5,095	\$ 9,546	\$ 9,616	\$ 14,162	\$ 16,463	\$ 13,685	\$ 10,714	\$ 8,404	\$ 7,501	\$ 9,020	\$ 8,142	\$ 5,142	\$ 4,985	\$ 12,730
Membership Dues	\$ 40,810	\$ 46,816	\$ 46,028	\$ 48,771	\$ 49,459	\$ 51,177	\$ 50,504	\$ 49,138	\$ 51,061	\$ 50,746	\$ 52,505	\$ 53,581	\$ 54,510	\$ 60,492

10.1.2

Average Dues per Billable Member



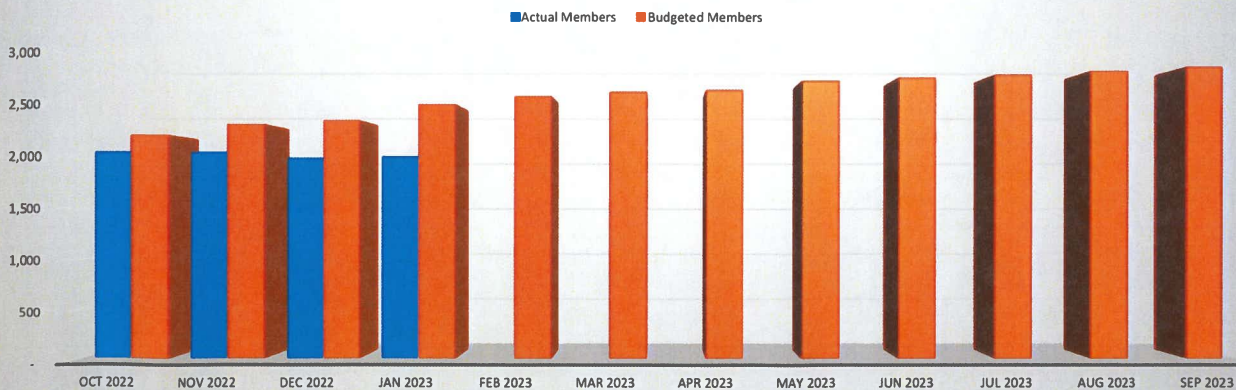
Swim Revenue



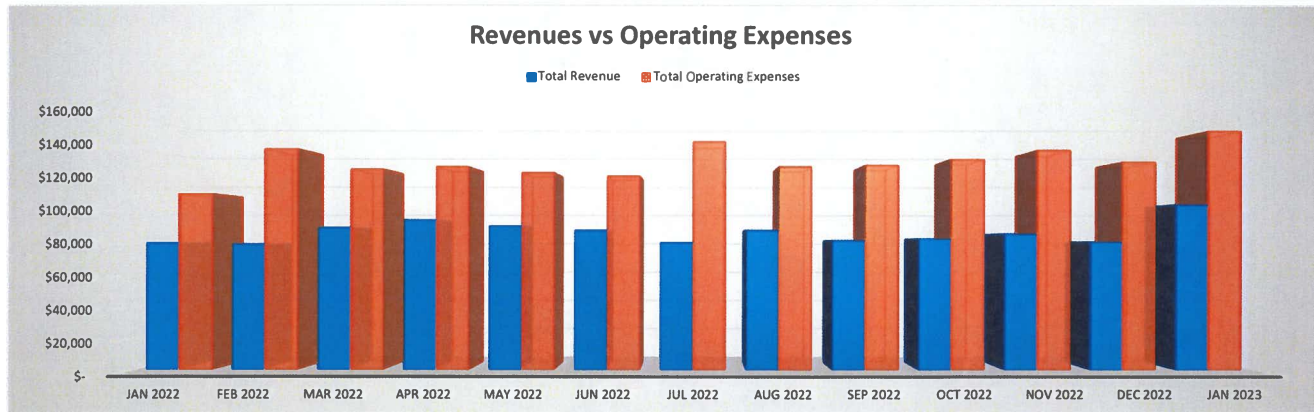
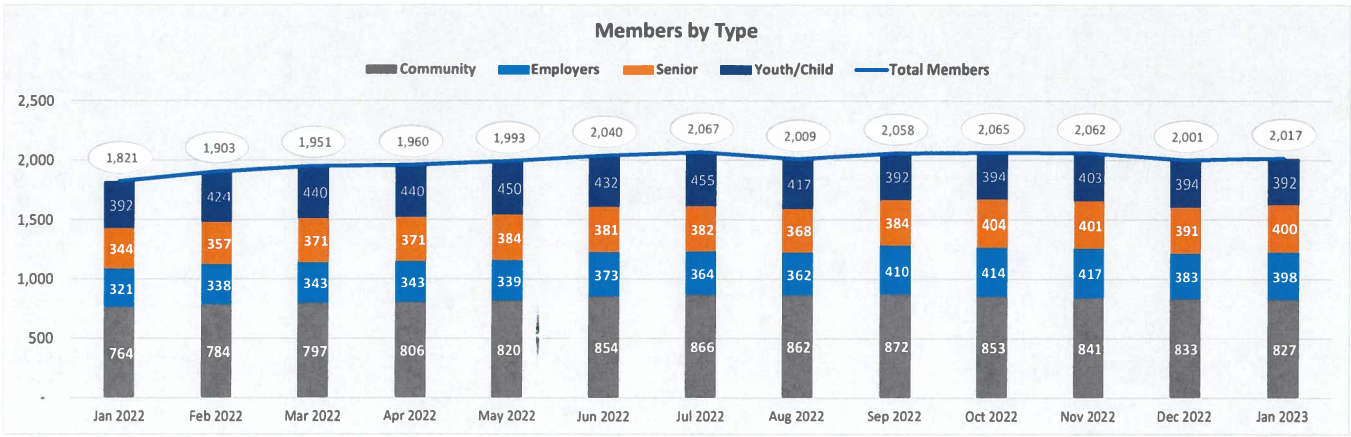
Membership Dues Revenue



FY23 Members



W.f.3



10.7.4

MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

<u>I. COURT INFORMATION</u>		Municipality: Rolla Municipal	Reporting Period: Jan 1, 2023 - Jan 31, 2023	
Mailing Address: 901 NORTH ELM, ROLLA, MO 65401				
Physical Address: 901 NORTH ELM, ROLLA, MO 65401			County: Phelps County	Circuit: 25
Telephone Number: (573)3648590		Fax Number:		
Prepared by: RELAUUN SMITH		E-mail Address:		
Municipal Judge: James T. Crump				
<u>II. MONTHLY CASELOAD INFORMATION</u>		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations/informations) pending at start of month		13	1,638	203
B. Cases (citations/informations) filed		0	313	10
C. Cases (citations/informations) disposed				
1. jury trial (Springfield, Jefferson County, and St. Louis County only)		0	0	0
2. court/bench trial - GUILTY		0	1	0
3. court/bench trial - NOT GUILTY		0	0	0
4. plea of GUILTY in court		0	37	8
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	313	0
6. dismissed by court		0	0	0
7. <i>nolle prosequi</i>		2	48	12
8. certified for jury trial (not heard in Municipal Division)		0	0	0
9. TOTAL CASE DISPOSITIONS		2	399	20
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		11	1,552	193
E. Trial de Novo and/or appeal applications filed		0	0	0
<u>III. WARRANT INFORMATION (pre- & post-disposition)</u>		<u>IV. PARKING TICKETS</u>		
1. # Issued during reporting period	31	1. # Issued during period		274
2. # Served/withdrawn during reporting period	52	<input type="checkbox"/> Court staff does not process parking tickets		
3. # Outstanding at end of reporting period	1,126			

W.g.1

MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: Rolla Municipal	Reporting Period: Jan 1, 2023 - Jan 31, 2023
--------------------------	-------------------------------	--

V. DISBURSEMENTS

Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$2,255.50	Bad Check Fee-E/R	\$15.00
Clerk Fee - Excess Revenue	\$348.00	Court Automation	\$327.09
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$10.73	Law Enf Arrest-Local	\$65.50
		Overpayment-E/R	\$50.50
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Total Other Disbursements	\$458.09
Total Excess Revenue	\$2,614.23	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$11,510.50
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)		Bond Refunds	\$179.00
		Total Disbursements	\$11,689.50
Fines - Other	\$7,657.00		
Clerk Fee - Other	\$212.73		
Judicial Education Fund (JEF) <input checked="" type="checkbox"/> Court does not retain funds for JEF	\$0.00		
Peace Officer Standards and Training (POST) Commission surcharge	\$46.73		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$333.17		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$6.55		
Law Enforcement Training (LET) Fund surcharge	\$92.00		
Domestic Violence Shelter surcharge	\$90.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
Total Other Revenue	\$8,438.18		

W.S. 2

Park Advisory Commission Meeting Minutes

*January 30, 2023 – 5:30 p.m.
City Hall, 3rd Floor Conference Room*

Members Present: Ken Kwantes, Larry Thomas, Susan Wrasmann, and Mike Fleishhauer

Absent: Sue Arnold and Andrew Meggitt

Others Present: Floyd Jernigan, Andrew Smith, Recreation Manager, and Julie Quackenbush

1. Call to Order

- Ken Kwantes called the meeting to order at 5:33 p.m.

2. Approval of Minutes

- Larry Thomas made a motion to approve the November 16, 2022, minutes. Susan Wrasmann seconded approval. Motion passed with no opposition.

3. New Business

- RTP Grant for Bike Park

Mr. Jernigan presented the information to the group on behalf of Rolla City Engineering Director, Darin Pryor. Handouts supplied to the group included a diagram of the proposed bicycle skills park which would be located on the undeveloped land at the northwest corner of Hwy O and Lions Club Drive. Mr. Jernigan told the group this is a new grant offering up to \$250,000. We would have to come up with 20%.

The Bicycle Park development is divided into three phases. Phase I focuses on the Bicycle Skills Park and the initial parking facilities. Larry Thomas asked about the skills park. Mr. Jernigan answered that it is an area where the basic skills are taught. The park would start with a simpler format and work up to one with more technically skilled areas.

The park would develop into a fully developed bicycle park to include a beginner pump track, an advanced pump track, and BMX and mountain bike track areas.

Mr. Jernigan said we are planning on asking for just under \$200,000, so we would have to come up with \$35,000-\$40,000.

Larry Thomas made a motion that we generate a letter of support. Susan Wrasmann seconded the motion. All were in favor. Mr. Jernigan said the letter would need to be submitted by Friday.

- SZ Replacement Slide on Play Structure

The slide on the play structure needs to be removed. There are gaps/tears in the weld. This is the small slide for the younger kids in the zero-depth entry end.

We have basically three choices. We can take the slide out of service and put a panel on the opening. We can replace the slide with another, at a cost of \$14,000-\$20,000. Many

10, h.1

companies won't put their product on another company's structure. We do have two companies that will submit bids. We can replace the entire play structure at a cost somewhere between \$40,000 - \$80,000, depending on the design.

Mr. Jernigan said a likely question will be if either option will generate enough money to pay for itself. The short answer is no, not immediately, for either choice. So regarding the choices, a panel would not look good. Ken Kwantes also said he thought it would not be a good approach to close the slide off with a panel. Mr. Kwantes suggested a whole new structure. The old structure is slowly deteriorating. It is just a matter of time before more of it, or all of it, does not work. It is primarily the younger children who use SplashZone the most, so it should be a structure designed for them.

Mr. Jernigan said he agreed the facility needs something new, but he shared concerns about an existing leak we have been dealing with this year. An aquatics contractor made its fourth visit to ascertain the extent of the issue and we are awaiting a report on that.

- Holloway House update

The house is currently empty after the ABLE Commission and the other tenants moved out at the end of December. An environmental assessment noted there were significant problems. An assessment by city staff in 2019 noted the house was not up to code. It would take a minimum of \$350,000, and likely more, to make it inhabitable. Earlier analysis and reviews by the state concluded the building had no architectural or historic significance.

Possible options were discussed. It could remain empty, but it would continue to deteriorate. The city could choose to demolish the building. Any structure that would replace it would have to meet the Land, Water, Conservation Fund stipulations as the park was purchased under the LWCF grant. Regarding the demo, Mr. Kwantes asked if there is any special mitigation. Mr. Jernigan said the cost would be somewhere between \$25,000 - \$50,000, with asbestos removal being the bulk of the cost.

- Prop P Support Committee Update and Open House (March 9)

Mr. Jernigan noted that the Prop P Committee meeting is tomorrow at 5 p.m. The Prop P Fact Sheet and Future Possible Projects are included in this packet.

Mr. Jernigan said the Open House will be March 9 from 4:30-6:30. We generally receive positive comments at Open House events.

The tax, one-sixteenth of 1 percent, figures to be 6 ¼¢ per \$100 spent. This is not a new tax; it is a continuation of what is already in place. We have been getting an average of \$320,00 annually, which is what is used for major park structures, such as playgrounds, bathrooms, parking lots, court improvements, and pavilion and park renovation and upgrades.

Larry Thomas asked if we can change the wording on the ballot from "impose" a sales tax to "continue" the tax. All agreed it should say continue. However, there are rules and regulations regarding the language of the ballot. If it is not possible to change the ballot language, the group asked if it could be spelled out in the explanation of this item on the ballot. Mr. Jernigan will make inquiries to see what, if anything, can be done.

- Recreation Preview – Manager Andrew Smith

IV.h.2

Andrew introduced himself and gave a little bit of his background. He is from Rolla and his parents still live here.

While he was in college at Missouri State, he worked at the Rec Center there as a student employee with building manager duties. He received his Master's degree and then worked for the City of Nixa as the Health and Wellness/Special Events Recreation Specialist.

He shared some of the programs he has been planning for this year. The Easter Bone Hunt at the Dog Park will return. He is working with the Pickleball Club to do a tournament and league. The city will again offer a Men's and a Co-ed Softball League. The annual youth Summer Camp in Ber Juan Park will return. There will also be a Flag Football League in the fall. We will do the Canine Plunge again this year after the final weekend of the season at SplashZone. He hopes to do a Corn Hole Tournament, if we can find a good location.

Larry Thomas said that a group did a tournament at the country club and did very well. Andrew is working with USSSA trying to get tournaments scheduled. They want to do an overnight tournament. Larry Thomas said there might be some concern about the light spillage. Ken Kwantes suggested to stay with the interior fields, Morgan and Kimmel, they are farther away from residential housing.

The group was in support of the tournament. Mr. Kwantes and Mr. Jernigan explained the ordinance regarding being in parks after hours. In part, Mr. Kwantes said it is to deter people from camping in our parks. Mr. Jernigan said Rolla Police Department officers have been very helpful in curtailing loitering and vandalism after dark. Mr. Jernigan said staff members have cleared out areas when homeless camps were discovered. Mr. Kwantes noted there were locations throughout the city that remained a concern.

4. Financials

- Financials for October, November, and December are included in the packet. Mr. Jernigan pointed out revenue from burials and lot sales for the Cemetery typically fluctuates. Mike Fleishhauer asked about the small cremation mausoleum. Mr. Jernigan explained that we had a monument put in recently that was a standing stone with two cremations inside it. He said calls to ascertain the details of the burials and to follow protocols relative to the process outlined by city ordinance and the cemetery rules should clear up any questions. Staff will continue to stress that cremation monuments have to be located with staff help prior to placement so that safety requirements are satisfied and that the permitting and interment order process are followed.

Another item of typical variance in the financials is in the insurance category. Mr. Jernigan explained that this depends on when the expense is applied and can vary by month.

5. Director's Narrative

- Mr. Kwantes asked about the attendance for the Christmas Train event in December. Mr. Jernigan said that there were 840 in attendance as the event grew from its initial success. Fine Linen Theatre was again a key part of the event. Their performers sang holiday songs and were dressed up as characters from the movie "Frozen." It was a huge hit with kids. They also let people take pictures with them before and after their performances. Once again, all the volunteers who contributed were significant in making the event happen. "We couldn't have

done it without them.” Overall, it went very well. It was Andrew’s first time for the event, so he said it was a learning experience.

Mr. Kwantes asked about changes for next year. One opportunity for improvement was the electric hookup for the lights. Using LED lights would make it easier to string the longer strands.

- Prop P Open House will take place March 9. Susan Wrasmann commented that we don’t want to schedule the Open House too far out from election day. Larry Thomas asked if there were other tax issues on the ballot. RPS officials have stated they will have a bond issue and a tax levy increase on the April ballot.

6. Adjournment

- Susan Wrasmann made a motion to adjourn. Mike Fleishhauer seconded. All were in favor, with no opposition. The meeting adjourned at 6:33 p.m.

**DEVELOPMENT REVIEW COMMITTEE MINUTES
TUESDAY, FEBRUARY 21 @ 1:30 P.M.
MEMBERS AND OTHERS IN ATTENDANCE**

Tom Coots, Com. Dev.
Steve Flowers, Com. Dev.
Floyd Jernigan, Parks & Rec.
Brady Wilson, Environmental Services
Darin Pryor, Public Works
Jason Lortz, Surveyor

Sarah West, Com. Dev.
David Forshee, Public Works
Dale Brown, RMU
Jeff Breen, Fire
Chad Davis, RMU

NEW BUSINESS:

1. **Pre-Application:** Discussion regarding potential subdivision of 2339, 2409, 2419 N Bishop

Jason Lortz there are two entities wanting to consolidate into one big lot. **Forshee** are all lots within the City? **Lortz** yes.

Pryor the plat will need to show an access easement for the back lot. Committee had discussion about the location and size of easements.

Committee had discussion about the options of de-annexation for the back lot or annexation of the adjacent property, owned by the person intending to buy the back lot.

Pryor the lot will need access to the sewer, and will have to provide a sewer access easement. Committee had discussion about sewer and utilities.

NOTE: The application for a minor subdivision was submitted shortly after the DRC meeting. Since the item was discussed at DRC and there would be no public hearing on the subdivision, it was decided to proceed with the application without discussing at DRC again. All staff will still have an opportunity to review and comment on the application.

2. **ZV23-01:** Special Exception to allow a church parking lot in a residential district for Ridgeview Christian Church at 806 Ridgeview Rd

Coots the applicant is no longer trying to vacate Walker Avenue. They currently have a temporary gravel lot granted by the Board of Adjustment that they intend to pave and make permanent. The Special Exception is to approve a church parking lot on a separate property.

Flowers asks if landscaping will be required. **Coots** yes.

Pryor is talking with the engineer about on site detention. The church has an athletic field beside the parking lot that they will turn into a detention pond.

Flowers asks if the paved parking lot will be the same size as the existing gravel area. **Coots** it will be smaller.

Minutes Prepared By: Sarah West

NEXT MEETING:

Tuesday, March 7, 2023 @ 1:30 P.M.

(V. i.)

**CITY OF ROLLA
CASH ANALYSIS REPORT
January 31, 2023**

GENERAL FUND

CASH IN BANK	\$ 176,363.49
NIB GENERAL FUND	\$ 57,503.01
CASH - BAIL BONDS	\$ -
ROLLA MUNICIPAL COURT	\$ 4,312.50
ASI FLEX 125	\$ 18,209.95
CASH - HEALTH ACCOUNT	\$ -
TIF ACCOUNT - EATS	\$ 91,044.44
TIF ACCOUNT - PILOT	\$ 33.89
CASH - PAID UNDER PROTEST	\$ -
INVESTMENTS - GENERAL FUND	\$ 2,240,632.79
USE TAX MMA	\$ 1,110,606.42
MMA - GENERAL FUND RESERVE REBUILD	\$ 1,310,243.08
POLICE EVIDENCE FUNDS	\$ 19,350.87
CITY SEIZURES & FORFEITURES	\$ 13,733.98
TASKFORCE SEIZURES & FORFEITURES	\$ 423,536.83
ANIMAL CONTROL SHELTER COMM PARTNER	\$ 132,922.17
ANIMAL CONTROL SHELTER RESERVE	\$ 302,453.53
PROPERTY FIRE DAMAGE ACCOUNT	\$ 15.08
DISASTER RESPONSE	\$ -
GENERAL FUND CREDIT CARD ACCOUNT	\$ 189,943.80
US BANK ESCROW	\$ -
INVESTMENTS - CDS	\$ -
EAC ACCOUNT	\$ -
GENERAL FUND TOTALS	\$ 6,090,905.83

SEWER FUND

CASH IN BANK	\$ 1,066,207.75
NIB GENERAL FUND	\$ 216.00
SEWER FUND MMA	\$ 965,249.54
SEWER FUND DEPREC & RESERVE	\$ 505,860.76
INVESTMENTS - GENERAL FUND	\$ -
GENERAL FUND CREDIT CARD ACCOUNT	\$ 844.00
US BANK ESCROW	\$ -
INVESTMENT - CDS	\$ -
SEWER FUND TOTALS	\$ 2,538,378.05

ENVIRONMENTAL SERVICES FUND

CASH IN BANK	\$ 425,226.06
NIB ENV SVS FUND	\$ -
INVESTMENTS - GENERAL FUND	\$ -
GENERAL FUND CREDIT CARD ACCOUNT	\$ 988.68
MMA PCB	\$ 1,639,706.95
ENV SVS CC	\$ 77,230.79
INVESTMENT - CDS	\$ -
ENV SVS FUND TOTALS	\$ 2,143,152.48

ARPA FUNDING

CASH IN BANK	\$ -
ARPA FUNDING MMA	\$ 1,483,433.53
AIRPORT FUND TOTALS	\$ 1,483,433.53

10.5.1

**CITY OF ROLLA
CASH ANALYSIS REPORT
January 31, 2023**

AIRPORT FUND

CASH IN BANK	\$	(132,647.92)
NIB GENERAL FUND	\$	416.68
GENERAL FUND CREDIT CARD ACCOUNT	\$	8,240.14
INVESTMENTS - MMA	\$	316.16
INVESTMENTS - MMA (BREWER LEASE AGREE)	\$	27,300.00
AIRPORT FUND TOTALS	\$	(96,374.94)

CEMETERY FUND

CASH IN BANK	\$	-
CASH - MMA	\$	339,277.98
INVESTMENTS - RESTRICTED	\$	-
CEMETERY FUND TOTALS	\$	339,277.98

STREET FUND

CASH IN BANK	\$	208,275.72
NIB GENERAL FUND	\$	-
GENERAL FUND MMA	\$	-
GENERAL FUND CREDIT CARD ACCOUNT	\$	5,290.00
CASH - MMA	\$	2,411,300.20
MODOT RESERVE	\$	1,514,781.88
INVESTMENT - CDS	\$	-
STREET FUND TOTALS	\$	4,139,647.80

RECREATION FUND

CASH IN BANK	\$	6,738.23
INVESTMENTS - GENERAL FUND	\$	-
GENERAL FUND CREDIT CARD ACCOUNT	\$	-
DEPR RES & EQUIP - MMA	\$	-
RECREATION FUND TOTALS	\$	6,738.23

HEALTH INSURANCE FUND

HEALTH INSURANCE RESERVE	\$	503,690.84
CASH - HEALTH ACCOUNT	\$	109,684.47
GENERAL FUND CREDIT CARD ACCOUNT	\$	12,022.95
HEALTH FUND TOTALS	\$	625,398.26

PARK FUND

CASH IN BANK	\$	386,229.21
NIB GENERAL FUND	\$	-
GENERAL FUND CREDIT CARD ACCOUNT	\$	-
INVESTMENTS - PARK SALES TAX	\$	301,512.99
PARKS CC	\$	40,742.05
PARK FUND TOTALS	\$	728,484.25

PARK LAND RESERVE FUND

CASH IN BANK	\$	11,659.68
PARK LAND RESERVE ACCOUNT	\$	18,673.32
PARK LAND RESERVE FUND TOTALS	\$	30,333.00

GRAND TOTAL ALL FUNDS **\$ 16,545,940.94**

ANY AND ALL FINANCIAL RECORDS ARE OPEN TO THE PUBLIC

11.5.2

CITY OF ROLLA
REVENUE/EXPENDITURE REPORT - UNAUDITED
January 31, 2023
33% of Year

	<u>CURRENT BUDGET</u>	<u>YTD ACTUALS</u>	<u>BUDGET BALANCE</u>	<u>% OF BUDGET</u>
<u>GENERAL FUND</u>				
REVENUES	\$ 14,212,885.00	\$ 4,799,360.75	\$ 9,413,524.25	33.8%
EXPENDITURES				
GENERAL ADMINISTRATIVE	\$ 709,485.00	\$ 266,250.64	\$ 443,234.36	37.5%
ADMINISTRATION	\$ 308,055.00	\$ 90,665.21	\$ 217,389.79	29.4%
LIBRARY	\$ 318,850.00	\$ 103,204.14		32.4%
FINANCE	\$ 729,200.00	\$ 235,102.62	\$ 494,097.38	32.2%
LEGAL	\$ 70,700.00	\$ 20,798.82	\$ 49,901.18	29.4%
COURT	\$ 133,450.00	\$ 34,751.01	\$ 98,698.99	26.0%
TELECOMMUNICATIONS	\$ 1,498,835.00	\$ 382,828.08	\$ 1,116,006.92	25.5%
ANIMAL CONTROL	\$ 335,740.00	\$ 30,027.69	\$ 305,712.31	8.9%
POLICE	\$ 4,993,225.00	\$ 1,803,424.86	\$ 3,189,800.14	36.1%
FIRE	\$ 4,655,462.00	\$ 999,779.58	\$ 3,655,682.42	21.5%
ROLLA RURAL FIRE	\$ -	\$ 177,652.06	\$ (177,652.06)	#DIV/0!
BUILDING SERVICES	\$ 105,715.00	\$ 40,147.86	\$ 65,567.14	38.0%
COMMUNITY DEVELOPMENT	\$ 518,500.00	\$ 149,349.49	\$ 369,150.51	28.8%
ECONOMIC DEVELOPMENT	\$ 57,075.00	\$ 40,000.00	\$ 17,075.00	70.1%
TOTAL EXPENDITURES	<u>\$ 14,434,292.00</u>	<u>\$ 4,373,982.06</u>	<u>\$ 9,844,664.08</u>	30.3%
REVENUES OVER/UNDER EXPENDITURES	\$ (221,407.00)	\$ 425,378.69	\$ (431,139.83)	
<u>SEWER FUND</u>				
REVENUES	\$ 5,902,917.00	\$ 2,164,618.88	\$ 3,738,298.12	36.7%
EXPENDITURES	<u>\$ 5,874,432.00</u>	<u>\$ 1,492,522.77</u>	<u>\$ 4,381,909.23</u>	25.4%
REVENUES OVER/UNDER EXPENDITURES	\$ 28,485.00	\$ 672,096.11	\$ (643,611.11)	
<u>ENVIRONMENTAL SERVICES FUND</u>				
REVENUES	\$ 4,291,200.00	\$ 946,040.46	\$ 3,345,159.54	22.0%
EXPENDITURES				
RECYCLING	\$ 428,375.00	\$ 147,590.67	\$ 280,784.33	34.5%
SANITATION	\$ 3,072,950.00	\$ 705,746.98	\$ 2,367,203.02	23.0%
VEHICLE MAINTENANCE	\$ 496,230.00	\$ 147,251.58	\$ 348,978.42	29.7%
TOTAL EXPENDITURES	<u>\$ 3,997,555.00</u>	<u>\$ 1,000,589.23</u>	<u>\$ 2,996,965.77</u>	25.0%
REVENUES OVER/UNDER EXPENDITURES	\$ 293,645.00	\$ (54,548.77)	\$ 348,193.77	
<u>ARPA FUNDING</u>				
REVENUES	\$ 750.00	\$ 372,322.78	\$ (371,572.78)	49643.0%
EXPENDITURES	<u>\$ 1,635,000.00</u>	<u>\$ 388,329.57</u>	<u>\$ 1,246,670.43</u>	23.8%
REVENUES OVER/UNDER EXPENDITURES	\$ (1,634,250.00)	\$ (16,006.79)	\$ (1,618,243.21)	

CITY OF ROLLA
REVENUE/EXPENDITURE REPORT - UNAUDITED
January 31, 2023
33% of Year

	<u>CURRENT BUDGET</u>	<u>YTD ACTUALS</u>	<u>BUDGET BALANCE</u>	<u>% OF BUDGET</u>
<u>AIRPORT FUND</u>				
REVENUES	\$ 605,728.00	\$ 239,828.50	\$ 365,899.50	39.6%
EXPENDITURES	\$ 794,560.00	\$ 355,506.71	\$ 439,053.29	44.7%
REVENUES OVER/UNDER EXPENDITURES	\$ (188,832.00)	\$ (115,678.21)	\$ (73,153.79)	
<u>CEMETERY FUND</u>				
REVENUES	\$ 10,500.00	\$ 8,502.31	\$ 1,997.69	81.0%
EXPENDITURES	\$ 10,000.00	\$ 150.00	\$ 9,850.00	1.5%
REVENUES OVER/UNDER EXPENDITURES	\$ 500.00	\$ 8,352.31	\$ (7,852.31)	
<u>STREET FUND</u>				
REVENUES	\$ 6,910,000.00	\$ 3,321,456.59	\$ 3,588,543.41	48.1%
EXPENDITURES				
STREET	\$ 5,443,085.00	\$ 1,465,118.88	\$ 3,977,966.12	26.9%
TDD	\$ 1,660,000.00	\$ 143,954.21	\$ 1,516,045.79	8.7%
ENGINEERING	\$ 926,750.00	\$ 228,270.90	\$ 698,479.10	24.6%
TOTAL EXPENDITURES	\$ 8,029,835.00	\$ 1,837,343.99	\$ 6,192,491.01	
REVENUES OVER/UNDER EXPENDITURES	\$ (1,119,835.00)	\$ 1,484,112.60	\$ (2,603,947.60)	
<u>RECREATION FUND</u>				
REVENUES	\$ 450,000.00	\$ 350,212.64	\$ 99,787.36	77.8%
EXPENDITURES				
AQUATICS	\$ -	\$ (433.09)	\$ 433.09	#DIV/0!
ADMINISTRATION	\$ 459,025.00	\$ 346,421.23	\$ 112,603.77	75.5%
MAINTENANCE	\$ -	\$ 20,947.37	\$ (20,947.37)	#DIV/0!
TOTAL EXPENDITURES	\$ 459,025.00	\$ 366,935.51	\$ 92,089.49	79.9%
REVENUES OVER/UNDER EXPENDITURES	\$ (9,025.00)	\$ (16,722.87)	\$ 7,697.87	
<u>PARK FUND</u>				
REVENUES	\$ 1,973,900.00	\$ 814,605.56	\$ 1,159,294.44	41.3%
EXPENDITURES				
ADMINISTRATION	\$ 238,075.00	\$ 82,481.33	\$ 155,593.67	34.6%
PARKS	\$ 1,135,145.00	\$ 517,229.36	\$ 617,915.64	45.6%
SPLASHZONE	\$ 254,420.00	\$ 26,427.65	\$ 227,992.35	10.4%
OUTDOOR RECREATION	\$ 184,410.00	\$ 20,441.81	\$ 163,968.19	11.1%
TOTAL EXPENDITURES	\$ 1,812,050.00	\$ 646,580.15	\$ 1,165,469.85	35.7%
REVENUES OVER/UNDER EXPENDITURES	\$ 161,850.00	\$ 168,025.41	\$ (6,175.41)	

CITY OF ROLLA
REVENUE/EXPENDITURE REPORT - UNAUDITED
January 31, 2023
33% of Year

	<u>CURRENT BUDGET</u>	<u>YTD ACTUALS</u>	<u>BUDGET BALANCE</u>	<u>% OF BUDGET</u>
<u>PARK LAND RESERVE FUND</u>				
REVENUES	\$ 40.00	\$ 69.14	\$ (29.14)	172.9%
EXPENDITURES	\$ 25,000.00	\$ 25,000.00	\$ -	100.0%
REVENUES OVER/UNDER EXPENDITURES	\$ (24,960.00)	\$ (24,930.86)	\$ (29.14)	

**CITY OF ROLLA
CITY COUNCIL AGENDA**

DEPARTMENT HEAD: Darin Pryor

ACTION REQUESTED: Ordinance Final Reading

ITEM/SUBJECT: Easement Vacation

BUDGET APPROPRIATION: DATE: 03/06/23

COMMENTARY:

Staff has been working with the owner of the Freuh Addition Subdivision to remove a waterline easement. The Freuh Addition is along Bardsley Road and was approved by council in November 2022. Attached is a survey of the area indicating the waterline easement to be vacated.

Staff is requesting the final reading of an ordinance to vacate the waterline easement

Staff recommends approval.

V.A.1

ORDINANCE NO. _____

AN ORDINANCE VACATING AN EXISTING WATERLINE EASEMENT IN LOTS 1 AND 2 OF THE LEWIS ADDITION.

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

SECTION 1: That the waterline easement more particularly described as follows is hereby vacated:

A 5.0 feet wide water line easement situated in Lots 1 and 2 of Lewis Addition to the City of Rolla, Missouri recorded plat of Resubdivision, as shown on said plat and described as follows: Commencing at the Southeast corner of Lot 1 of said Lewis Addition; thence North 89°38'40" West, 190.08 feet along the South line of said Lot 1 to the Point of Beginning; thence continue along said South line, North 89°38'40" West, 5.85 feet; thence North 31°37'00" East, 254.87 feet to the North line of Lot 2 of said Lewis Addition; thence South 77°42'40" East, 5.30 feet along said North line; thence South 31°37'00" West, 253.59 feet to the Point of Beginning.

SECTION 2: This Ordinance shall be in full force and effect from and after the date of its passage and approval.

PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI, AND APPROVED BY THE MAYOR OF THE CITY OF ROLLA, MISSOURI, ON THIS 6TH DAY OF MARCH, 2023.

APPROVED:

Mayor

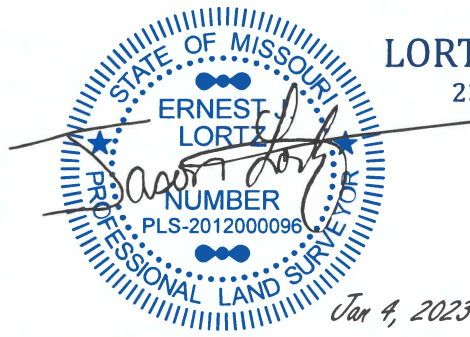
ATTEST:

City Clerk

APPROVED AS TO FORM:

City Counselor

V.A.2



LORTZ SURVEYING, LLC

231 W. COMMERCIAL STREET

P.O. BOX 767

LEBANON, MO 65536

417-991-8115

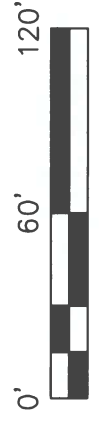
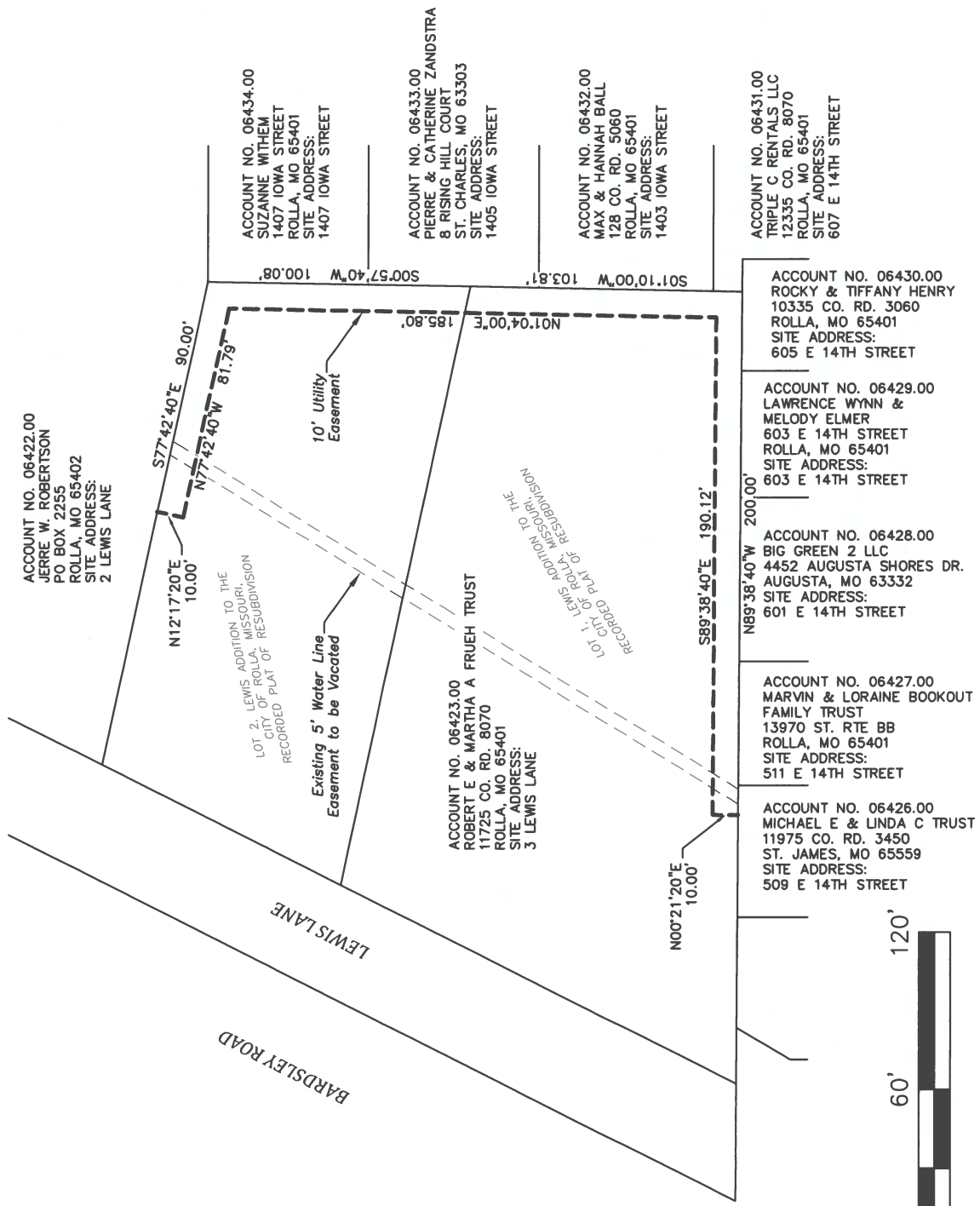
www.lortzsurveying.com

jlortz@lortzsurveying.com

5' Water Line Easement to be Vacated

A 5.0 feet wide water line easement situated in Lots 1 and 2 of Lewis Addition to the City of Rolla, Missouri recorded plat of Resubdivision, as shown on said plat and described as follows: Commencing at the Southeast corner of Lot 1 of said Lewis Addition; thence North 89°38'40" West, 190.08 feet along the South line of said Lot 1 to the Point of Beginning; thence continue along said South line, North 89°38'40" West, 5.85 feet; thence North 31°37'00" East, 254.87 feet to the North line of Lot 2 of said Lewis Addition; thence South 77°42'40" East, 5.30 feet along said North line; thence South 31°37'00" West, 253.59 feet to the Point of Beginning.

V.A.3



V.A.4

CITY OF ROLLA
CITY COUNCIL AGENDA

DEPARTMENT HEAD: Chief Sean Fagan

ACTION REQUESTED: 1st & Final Reading

ITEM/SUBJECT: MoDOT Grant Authorization Form

BUDGET APPROPRIATION (IF APPLICABLE): \$ N/A

DATE: March 6, 2023

Commentary:

The attached form authorizes the City of Rolla Police Department to apply for traffic grants through the Missouri Department Of Transportation (MoDOT). The grants are 100% funded by MoDOT, so there is no cost to the City of Rolla. This authorization form is simply a formality required annually by MoDOT before approval may be granted. The deadline for application was March 1, and this authorization is needed as soon as possible.

Some of the things that can be obtained through these grant funds, if approved, are: overtime funding for DWI enforcement/checkpoints and "Hazardous Moving Violation" enforcement (speeding, etc.); radars; trailers and vehicles; etc.

Recommendation:

First and Final Reading requested authorizing the Rolla Police Department to apply for free traffic safety grants through the Missouri Department of Transportation.

ITEM NO. VI. A. 1

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI, A CERTAIN AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI, AND THE MISSOURI DEPARTMENT OF TRANSPORTATION PERTAINING TO GRANTS.

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

Section 1: That the Mayor of the City of Rolla, Missouri be and is hereby authorized and directed to execute, on behalf of the City of Rolla, Missouri, an agreement between the City of Rolla, Missouri, and the Missouri Department of Transportation, a copy of said agreement being attached hereto and marked Exhibit A.

Section 2: That this ordinance shall be in full force and effect from and after the date of its passage and approval.

PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI, AND APPROVED BY THE MAYOR THIS 6TH DAY OF MARCH, 2023.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY COUNSELOR

V1. A. 2



Highway Safety Division
P.O. Box 270
Jefferson City, MO 65102
1-800-800-2358 or 573-751-4161

CITY COUNCIL AUTHORIZATION

On March 6, 2023 the Council of Rolla, Missouri held a meeting and discussed the City's participation in Missouri's Highway Safety Program.

It is agreed by the Council that the City of Rolla will participate in Missouri's Highway Safety Program.

It is further agreed by the Council that the Chief of Police will investigate the financial assistance available under the Missouri Highway Safety Program for Traffic Enforcement and report back to the Council his/her recommendations. When funding through the Highway Safety Division is no longer available, the local government entity agrees to make a dedicated attempt to continue support for this traffic safety effort.

DATE: _____

APPROVED:

ATTEST:

MAYOR

CITY CLERK

VI.A.3

CITY OF ROLLA
CITY COUNCIL AGENDA

DEPARTMENT HEAD: Darin Pryor

ACTION REQUESTED: Motion

ITEM/SUBJECT: St. Pat's 2023

BUDGET APPROPRIATION

DATE: 03/06/2022

COMMENTARY:

St. Pat's Court will arrive Wednesday, March 15th at the "Puck" on campus at 11:30. The annual St. Pat's Parade will take place on Pine Street Saturday, March 18th beginning at 11:00 a.m. with a concert at the Band Shell following.

The following is a list of parking lot/street closures for this year's events. A map of the street closures for the parade is attached.

Friday March 18

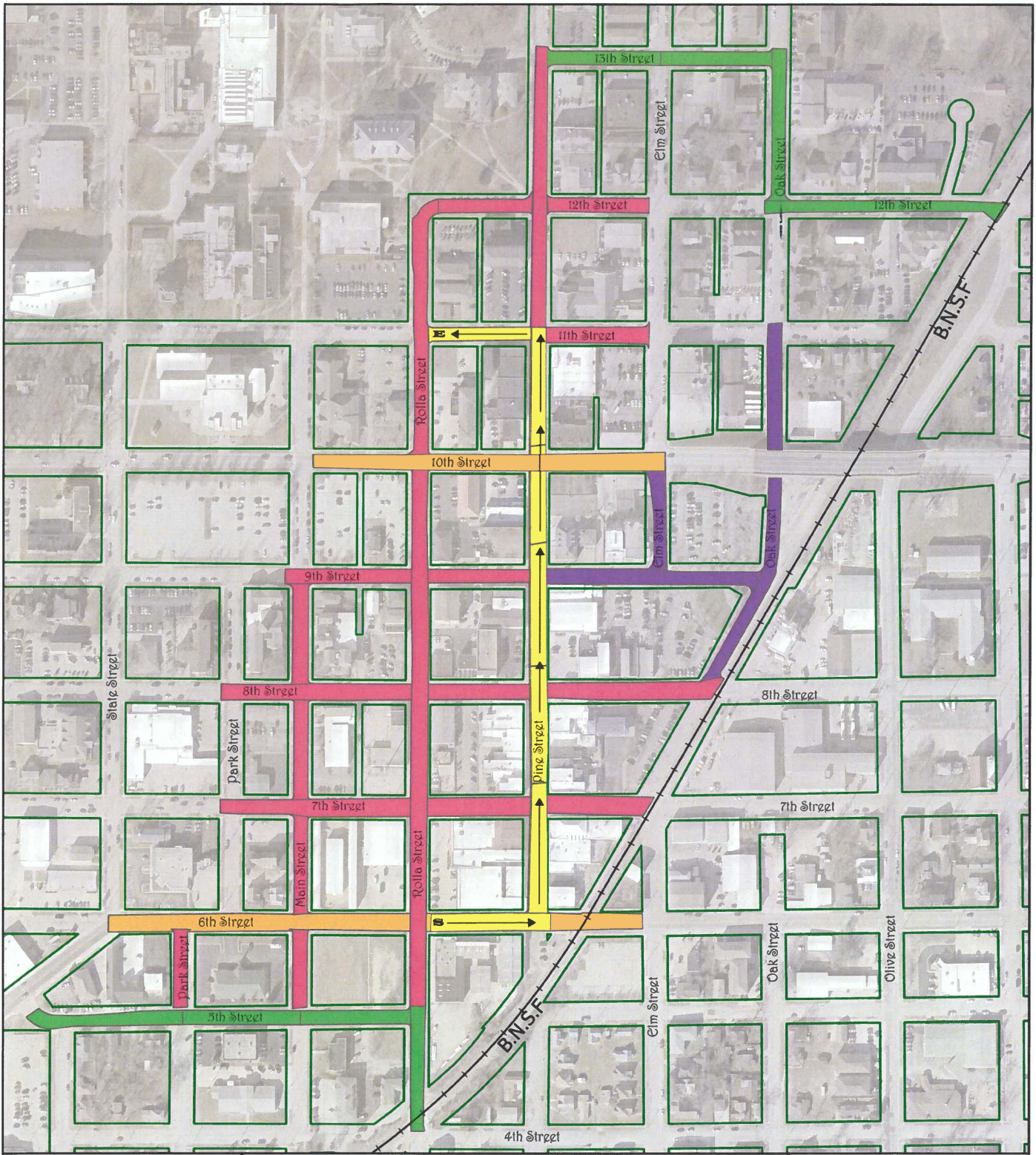
6:00 pm to Midnight	Northeast Festival Lot Northwest Festival Lot Band Shell Festival Lot
---------------------	---

Saturday March 19

Midnight to 4:00 pm	Northeast Festival Lot Northwest Festival Lot Band Shell Festival Lot
5:00 am to End of Parade	Pine Street from 6 th to 11 th 7 th , 8 th , 9 th , 11 th , at Pine Street 6 th Street from Rolla to Pine
6:00 am to End of Parade	Park Street from 5 th to 6 th Main from 5 th to 9 th Rolla from 5 th to 12 th 7 th , 8 th from Park to Railroad 9 th from Main to Pine 11 th , 12 th from Pine to Elm
6:00 am to End of Concert (Approximately 4PM)	Oak from 8 th to 11 th 7 th , 8 th from Rolla to Park Elm from 9 th to 10 th 9 th from Pine to Oak
During the Parade	6 th from State to Elm 10 th from Main to Elm

Staff from the Rolla Police Department and Rolla Public Works will assist with street closures for the parade.

ITEM NO. VI.B.1



St. Pat's Parade

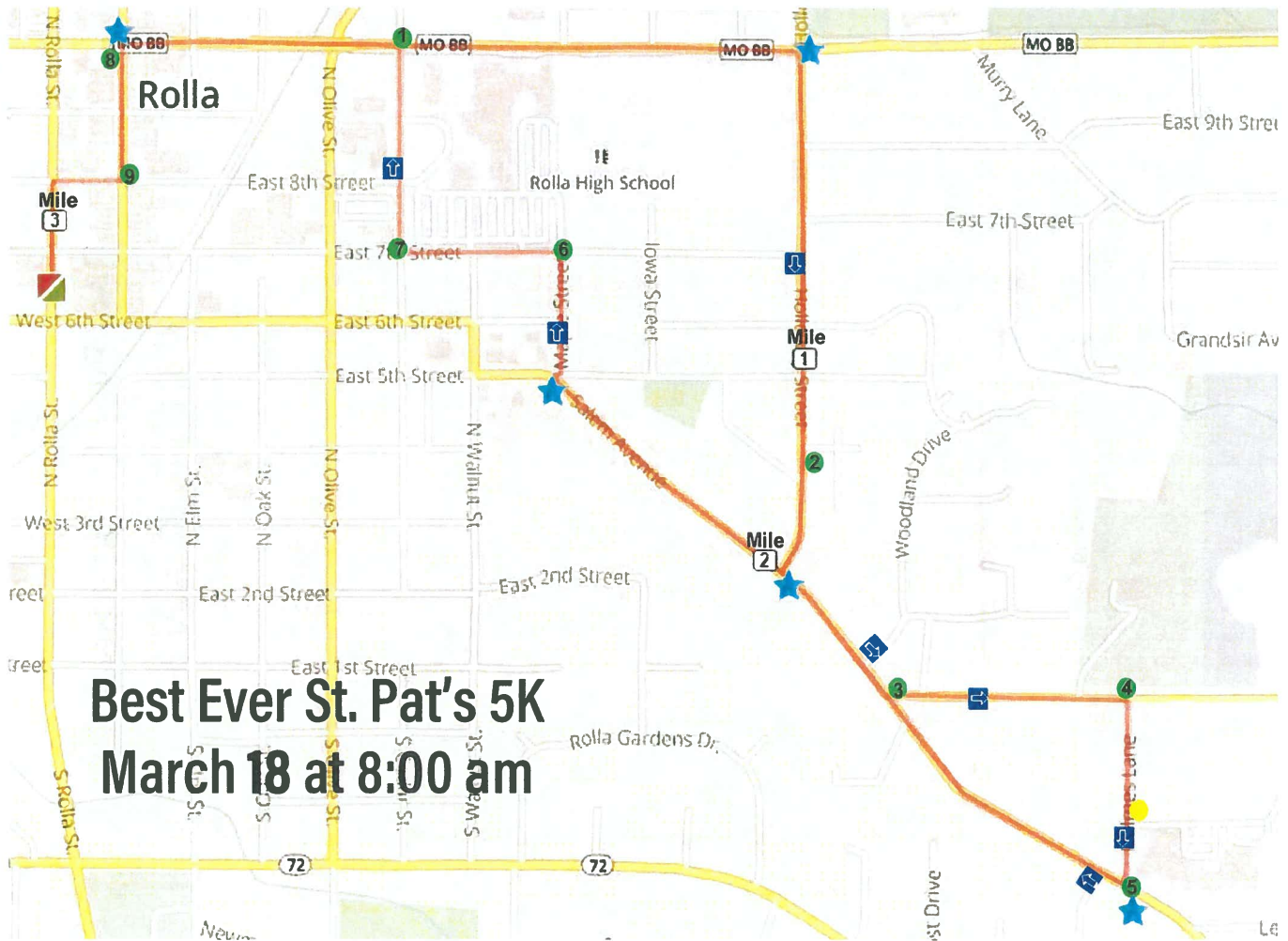
City of
ROLLA

2023

Legend

	Closed Until After Concert
	6 A.M. - End of Parade
	Closed During Parade
	5 A.M. - End (Parade Route)
	Detour

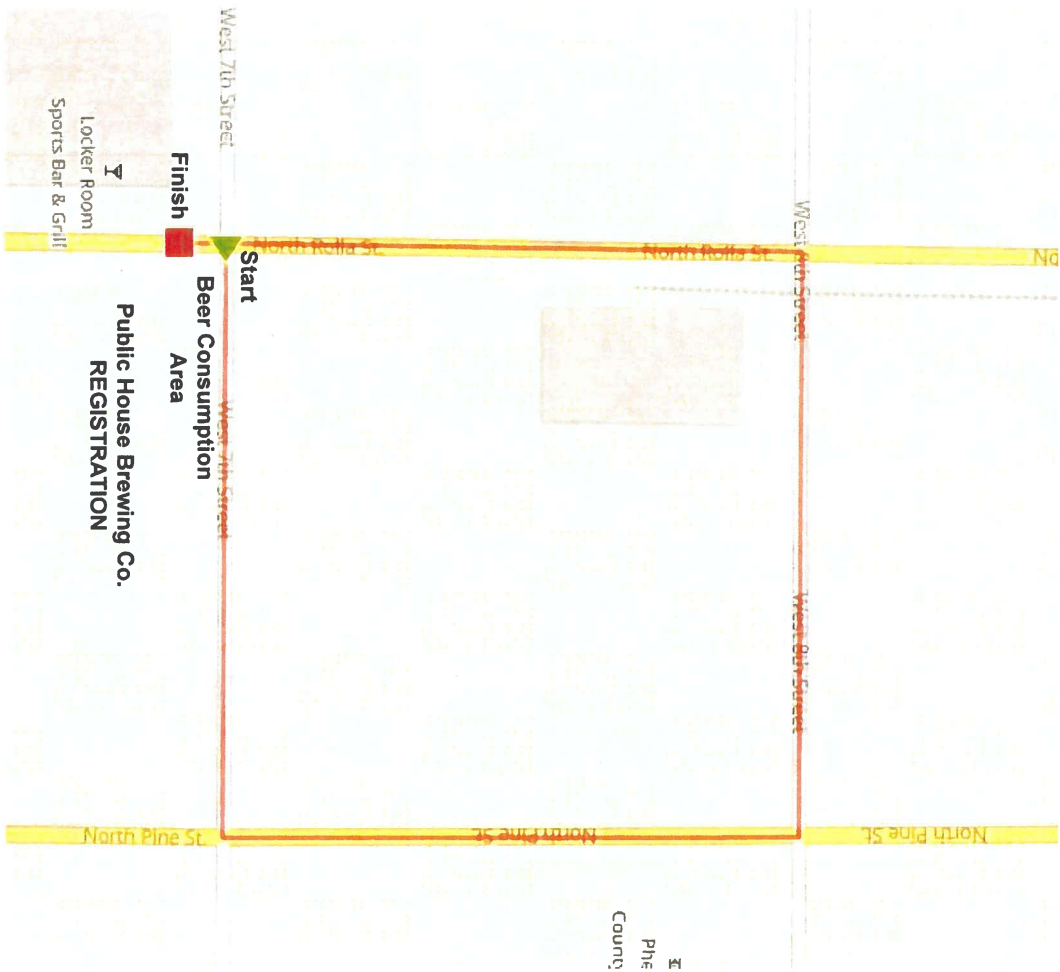
v1, B.2



VI. B. 3

Best Ever St. Pat's Beer Run

March 18 at 9:30 am



VI.B.4

CITY OF ROLLA
CITY COUNCIL AGENDA

DEPARTMENT HEAD: Chief Sean Fagan

ACTION REQUESTED: Motion

ITEM/SUBJECT: Police SUVs

BUDGET APPROPRIATION: \$270,000 expected for FY 2024

DATE: March 6, 2023

Commentary:

As you are aware, ordering and securing vehicles has been a challenge the last few years, and the vehicle forecast for the upcoming year is not looking any better than the last.

The Missouri Office of Administration has designated four dealerships as State Bid Providers for police vehicles, of which Don Brown is the designated Chevrolet dealer. Chevrolet Tahoes are expected to, again, be the least expensive vehicles to purchase and have proven to be exceptional performers. If we want to order any Chevrolet Tahoes for the 2023-2024 budget year, delivered to us after Oct 1, 2023, we will need to let Don Brown know the number of vehicles we will want to order by April. Last year, the order bank was open for a total of 10 hours before all the Tahoe allocation for the United States was reached and the order bank was closed.

Our vehicle replacement schedule for 2023-2024 shows we need 5 police vehicles, for an anticipated total of \$270,000 for vehicles and equipment. We would like Council's approval to have Don Brown Chevrolet request 5 Tahoes on our behalf, as soon as the order bank opens, so we won't miss our opportunity.

Recommendation:

Staff recommends a motion to approve the purchase of five (5) Tahoes, for the FY 2024 budget year, through Don Brown Chevrolet.

ITEM NO. VII. A. 1