

West Plains Civic Center Board Meeting  
8:00AM Thursday, July 27, 2017  
110 St. Louis St. West Plains, MO

**Members Present:** John Grisham, Danny James, David Gohn, Heather (Peugh) Kamps, and Brenda Smith

**Staff Present:** Emily Gibson and Eryn Walters

**Guests Present:** City Administrator Tom Stehn, Community Marketing Director Todd Shanks, University/Community Programs Representative Keri Elrod and Missouri State University-West Plains Chancellor Dr. Drew Bennett

- i. **Call to Order:** The meeting was called to order at 8:00 a.m. by David Gohn
- ii. **Agenda Approval:** Motion for approval of the agenda was made by Danny James and seconded by John Grisham. Motion passed.
- iii. **Minutes for June 2017:** A motion to approve the May minutes was made by Danny James and seconded by John Grisham. Motion passed.
- iv. **Financial Statements for June 2017:**
  - a. **Sales Tax:** Tom Stehn reported tax for the month of June is up 8.28% and is down -0.08% year-to-date.
  - b. **Revenue and Expense:** YTD for June is 25% of budget. Operating revenue was above budget at 27%. Operating expense is below budget at 21.35% for June 2017. There were 35 event during June 2016 and 29 events during June 2017.
  - c. **Accounts Receivable:** Operating loss of \$33,840 for June 2017, compared to an average operating loss of \$40,493 for June over the previous four years.
  - d. **Event Reports:** Event revenue for June was down \$7,115 and is 5% over budget. Event expense, as listed is down \$1,054.
- v. **Director's Report:**
  - a. **Usage:** A major portion of event attendance was attributed to the Old Time Music Festival, The Children's Ballet, Car Show, and a new to the venue clothing event (Clothing Concepts). Total attendance for all events for the month of June was 19,546 coming from 47 events held in the building. It was discussed that our usage should increase over the next academic year due to MSU-WP classes taking place in the building.
  - b. **Calendar:** Discussion of upcoming International Country Gospel Music Association annual awards concert being held at the Civic Center the last week of July. Other upcoming events include: First Volleyball home game will be, Friday, September 8 at 6:30pm and our first time to host the Walk to End Alzheimer's that will be taking place Saturday, September 30<sup>th</sup>, 2017.
  - c. **Marketing:** Todd Shanks, no report.
- vi. **University/Community Programs Report:**

University/Community Programs Representative Keri Elrod presented this month's report:

  - a. **Pool and Fitness Center:** Attendance was 3,635 for the month of June with YTD at 50,665 and 270 members.
  - b. **Events:** Fall event cards were handed out. This is the 20<sup>th</sup> year of U/CP and thanks were expressed to the City of West Plains for their part in making the U/CP a success.
- vii. **Old Business:**
  - a. **FEMA Disaster Recovery Center Closed July 8:** Even though the satellite centers are closed, the deadline extended to August 14<sup>th</sup>, 2017.
  - b. **Review of City Ordinance 2-259:** To be in alignment of the Civic Center bylaws there needs to be seven members on the board; Dave Thomas has asked for submissions of names to be emailed so they can be considered for nominations to the board.
- viii. **New Business:**
  - a. **Civic Center 25<sup>th</sup> Anniversary:** There was discussion about 2018 being the Civic Center's 25<sup>th</sup> anniversary.
- ix. **Adjourn to Closed Session RSMo 610.021 Legal (1)**
  - a. David Gohn called for a roll call vote to move to closed session.
- x. **Adjourn to Open Session RSMo 610.021 Legal (1)**
  - a. David Gohn called for a roll call vote to move to open session.
- xi. **Next Meeting:**
  - a. August 24, 2017

**Meeting Adjournment:** A motion was made to adjourn by John Grisham, seconded by Heather Kamps. David Gohn adjourned the meeting at 8:35 a.m.

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Eryn Walters, secretary



MAKE IT HAPPEN HERE

*Monthly  
 could this report  
 be a part of our  
 council package?*

*[Signature]*

**MONTHLY CODE ENFORCEMENT REPORT 2017**

	<b>July 2017</b>	<b>Year to Date April to December 2017</b>
<b>Property Maintenance Contacts</b>		<b>Property Maintenance Contacts</b>
Verbal Notice	35	148
Written Notice	38	175
Compliance of Notification	45	197
<b>Court Action</b>	<b>0</b>	<b>5</b>
<b>Dangerous &amp; Dilapidated Structure Contacts</b>		<b>Dangerous &amp; Dilapidated Structure Contacts</b>
Verbal Notice	0	10
Written Notice	1	7
Compliance of Notification	1	4
<b>Signage Violations Contact &amp; Pick-up</b>		<b>Signage Violations Contact &amp; or Pick-up</b>
Contact & or Pick-up	21	124
<b>Delivery Trips of Police Dept. Reports to the Courthouse</b>		<b>Delivery Trips of Police Dept. Reports to the Courthouse</b>
Delivery of Reports	13	58

The total number of contacts may include multiple people and times for the same property violation(s). Contacts may include property owners, tenants, relatives, lenders, property preservation companies, real estate agents, etc. Absentee property owners and foreclosure properties often require these multiple contacts and research.



**TOTAL DOLLARS OF BUILDING PERMITS  
FOR THE MONTH OF JULY, 2017**

**CITY OF  
WEST PLAINS  
BUILDING  
DEPARTMENT**

City of West Plains 1910  
Holiday Lane  
West Plains, MO 65775

Phone: 417-256-7176  
Fax: 417-256-1880  
Email:  
dustin.harrison@westplains.net

			Average
SINGLE FAMILY HOMES	1	ESTIMATED COST	100,000.00
			100,000.00
DUPLEX	0	ESTIMATED COST	0.00
			-
MULTI FAMILY UNITS	0	ESTIMATED COST	0.00
			-
ADDITIONS/RENOVATIONS	3	ESTIMATED COST	105,768.00
			35,256.00
COMMERCIAL BUILDINGS	3	ESTIMATED COST	4,974,999.00
			1,658,333.00
ACCESSORY BUILDINGS	1	ESTIMATED COST	22,000.00
			22,000.00
SIGNS	6	ESTIMATED COST	28,235.00
			4,705.83
		<b>TOTAL</b>	<b>5,231,002.00</b>

**TOTALS FROM JANUARY, 2017 THROUGH JULY, 2017**

SINGLE FAMILY HOMES	9	ESTIMATED COST	690,000.00	76,666.67
DUPLEX	0	ESTIMATED COST	-	-
MULTI FAMILY UNITS	0	ESTIMATED COST	-	-
ADDITIONS/RENOVATIONS	15	ESTIMATED COST	639,275.00	42,618.33
COMMERCIAL BUILDINGS	3	ESTIMATED COST	4,974,999.00	1,658,333.00
ACCESSORY BUILDINGS	8	ESTIMATED COST	208,957.00	26,119.63
SIGNS	13	ESTIMATED COST	42,810.00	3,293.08
<b>TOTAL</b>	<b>48</b>	<b>TOTAL</b>	<b>6,556,041.00</b>	

	YTD 2017	YTD 2016	Inc/(Decr)	2016 TOTAL
SINGLE FAMILY HOMES	9	7	29%	9
DUPLEX	0	0	0%	5
MULTI FAMILY UNITS	0	0	0%	0
ADDITIONS/RENOVATIONS	15	22	-32%	25
COMMERCIAL BUILDINGS	3	8	-63%	6
ACCESSORY BUILDINGS	8	12	-33%	15
SIGNS	13	24	-46%	27

<b>TOTAL PERMIT FEES</b>	<b>2,793.65</b>	<b>YTD TOTAL PERMIT FEES</b>	<b>8,081.97</b>
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## CITY of WEST PLAINS MONTHLY POWER PURCHASE

<b>Jul-17</b>	<b>Used</b>	<b>Cost Per Unit</b>	<b>Total</b>	<b>Total Cost per KW</b>
<b>SPA (Hydro)</b>				
<b>DEMAND/Capacity (Kilowatts)</b>	15,000	\$4.9892	\$74,838.00	
<b>ENERGY</b>				
<b>SCHEDULED(Kilowatt Hrs)</b>	2,604,000	\$0.01590	\$41,403.60	
<b>SUPPLEMENTAL(Kilowatt Hrs)</b>	3,150,000	\$0.00940	\$29,610.00	
<b>TOTAL SPA COST</b>			<b>\$145,851.60</b>	<b>\$0.0253</b>
<b>SIKESTON (Coal)</b>				
<b>DEMAND/Capacity (Kilowatts)</b>	18,000	\$13.28	\$239,040.00	-
<b>ENERGY</b>				
<b>SCHEDULED(Kilowatt Hrs)</b>	13,392,000	\$0.02350	\$314,712.00	-
<b>SUPPLEMENTAL(Kilowatt Hrs)</b>		\$0.02650	\$0.00	
<b>TRU-UP 2015-2016</b>				
<b>TOTAL SIKESTON COST</b>			<b>\$553,752.00</b>	<b>\$0.04135</b>
<b>WESTAR (Power Mgmt)</b>				
<b>SALES TO WEST PLAINS</b>	(1,269,119)		\$0.00	
<b>OPERATING COSTS</b>			\$4,583.33	
<b>SPP-IM ACTIVITY</b>			\$11,170.60	
<b>WEST PLAINS SALES</b>				
<b>TOTAL WESTAR COST</b>			<b>\$15,753.93</b>	<b>(\$0.01241)</b>
<b>SOUTHWEST POWER POOL (SPP)</b>				
<b>TRANSMISSION COSTS</b>			\$16,395.63	
<b>SHOME (Transmission)</b>				
<b>ENERGY (Wheeling Chrg.)</b>	17,876,881	\$0.00400	\$71,507.52	
<b>Monthly Peak Date/Reading</b>	7/10/2017	38,455,000		
<b>High Peak Date/Reading</b>	7/31/2012	44,453,000		
<b>TOTAL SHOME COST</b>			<b>\$71,507.52</b>	<b>\$0.00400</b>
<b>MJMUEC&amp;CITY</b>				
<b>ENERGY (Wheeling Chrg.)</b>	13,941,313	\$0.00466	\$64,966.52	
<b>DAILY COST(Days per month X)</b>	31	\$29.00000	\$899.00	
<b>TOTAL MJMUEC&amp;CITY COST</b>			<b>\$65,865.52</b>	<b>\$0.00472</b>
<b>TOTAL KILOWATTS USED</b>		<b>17,876,881</b>		
<b>ALL IN COST TOTAL</b>			<b>\$852,730.57</b>	
<b>PRICE PER KILOWATT</b>			<b>\$0.0477</b>	

# ENGINEERING DEPARTMENT REPORT

## August 14<sup>th</sup>, 2017

### Sidewalk Projects

**Missouri Ave. Sidewalk** – Work on this project has been delayed until Armstrong approach off Thornburgh is done. We still need to install crosswalk buttons at the intersection of Broadway and electric department needs to install conduit along the west side of the street for sidewalk lighting. We have begun work north of First St. at Phil's Radiator Shop. The new concrete beams have been ordered for a new bridge sidewalk on the west side and sidewalk will continue to the old Shoe Factory.

**Porter Wagoner Sidewalk** – The scope of this project is along the west side of Porter Wagoner Blvd. from Gibson Ave. to People's Park. It is planned to go through a portion of Peoples Park eliminating the section next to the guard rail. A larger radius is planned at the southwest corner of the Broadway intersection to allow better traffic movement. MoDOT has reviewed our plans and required redesigning the Gibson intersection to accommodate new islands for pedestrian refuge and enlarging the north radius to allow southbound west turning truck traffic.

**Sidewalk Improvement Plan** – Our survey crew has revisited the worst sections of our survey we did in 2011 with 4 and 5 ratings. We have identified the worst sections of these that will have to be replaced and what sections can be saved. We are currently updating the plan by projecting the amount of available funding left in the CIP tax and 5% of the Transportation Tax.

### Street/Utility Projects

Construction plans are in process for a portion of County Road 6460 from Worley to Gamer Blvd. This is currently being maintained by the county but we plan to get them to help us improve it for us taking over maintenance.

A new connector street is being planned between Bratton Ave. and Olden St. on the east side of the Middle School. This is a part of the Howell Ave. overpass project that we wanted to do in-house. Contacts with property owners is in process to see if right-of-way can be acquired to accomplish this. If this goes good we will be starting design of the new street and bridge here.

Gonzalez Engineering is the engineering firm we selected for a study of our water system. One part of this study will be an update of an existing hydraulic model. We are currently coordinating our GIS water layer with the new water model. We have purchased the software to run this model and will use it to make decisions on future water lines. Another part of the study will be assessing the capacity of the water treatment plant and recommendations for upgrades. A plant expansion or satellite plants will probably need to be a future project. We feel they are making good progress on this study.

### Grants

We are looking at some grants for a possible buyout program of heavy damaged properties along the creeks in town. There is Hazard Mitigation money available but require from 20% to 50% match. Eligible funds for this match can be CDBG (Community Development Block Grant) or ICC (Increased Cost of Compliance) through NFIP (National Flood Insurance Plan). We are scheduling a meeting next week with SCOCOG to start this process.

A TAP (Transportation Alternatives Program, formerly Enhancement Funds) grant though MoDOT was approved on December 28<sup>th</sup>, 2016. This project is planned to be bid this summer as soon as all the paperwork is completed. The acquisition of 1 permanent easement is also in process.

A RTP (Recreational Trails Program) grant has been applied for which will be for the purpose of asphaltting the existing gravel trails and some new trails at Galloway Nature Park. We have preliminary approval from the advisory committee on this grant.

### Miscellaneous

The Survey Crew has collected the storm damage from the April/May floods. These location is being used to help on the FEMA claim. This data along with public calls to us concerning damage to their property and the NFIP damage assessment survey we conducted have been added to our GIS. They are also collecting field data on County Road 6460 for the project mentioned above.

The GIS Section has been working on the mapping of the data listed above. We will also be helping supplying the necessary paperwork for the FEMA claim. Additionally we have the ongoing water study of the treatment plant, hydrologic water model and preparation for the Census data that we will be supplying for the upcoming survey.

The Storm water/Right of Way crew helped out on the damage assessment survey and will be assisting in grant preparations mentioned above.

The engineering construction crew is now working on the Armstrong approach repair. We recently completed the aerial sewer line support at the creek next to Georgia White Walking Park.

We continue work on the PMR (Physical Map Revision) for our new floodplain map. The 90 day appeal period starts when it is published to the Federal Register. We had originally thought it began at the date of the public meeting but found out differently. We hope to make some final adjustments to the make before the next step in the process of making it official.



wcawaste.com

Black Oak Landfill  
Customer Service & Sales:  
417-741-7714

ACCOUNT #: 044000015  
SITE #: 0000  
INVOICE #: 0440000005508

INVOICE DATE: 7/31/2017  
TOTAL DUE: \$108,290.74

Pay by Phone: 844-778-3595  
Pay On-line: wcawaste.com

Late payments may be subject to a fee  
\*INVOICES ARE DUE UPON RECEIPT

**SUMMARY OF CHARGES**

PREVIOUS BALANCE:	\$116,598.31
CURRENT CHARGES:	\$108,290.74
PAYMENTS & ADJUSTMENTS:	-\$116,598.31
<b>TOTAL DUE:</b>	<b>\$108,290.74</b>

TRANSACTION DATE	DESCRIPTION	REFERENCE	QTY	AMOUNT
	Balance Forward			
	Payments			\$116,598.31
	Adjustments			\$116,598.31
	Invoices			\$0.00
07/03/17	MSW - Trash Vehicle: 928T8	01 284503	27.32TN	\$475.09
07/03/17	MSW - Trash Vehicle: 39AT5	01 284504	23.75TN	\$413.01
07/03/17	MSW - Trash Vehicle: 1078T6	01 284505	23.74TN	\$412.84
07/03/17	MSW - Trash Vehicle: 1078T7	01 284515	23.28TN	\$404.84
07/03/17	MSW - Trash Vehicle: 39AT1	01 284517	25.58TN	\$444.84
07/03/17	MSW - Trash Vehicle: 928T6	01 284521	26.90TN	\$467.79
07/03/17	MSW - Trash Vehicle: 1078T3	01 284539	27.97TN	\$486.40
07/03/17	MSW - Trash Vehicle: 39AT2	01 284542	25.66TN	\$446.23
07/05/17	MSW - Trash Vehicle: 1078T1	01 284565	23.15TN	\$402.58
07/05/17	MSW - Trash	01 284566	20.18TN	\$350.93

*5-915-8010  
Rot. Disp Landfill  
Services*

**IMPORTANT MESSAGES**

Dear Commercial & Roll Off Customers  
Effective 7/1/2017, you may be subject to a:

**CURRENT CHARGES: \$108,290.74**

Keep this portion for your records

Return this portion with your payment and include customer number, site id and invoice number on check or money order



wcawaste.com

Black Oak Landfill  
PO Box 460009  
Houston, TX 77056

Customer Service & Sales:  
417-741-7714

ACCOUNT #: 044000015  
SITE #: 0000  
INVOICE #: 0440000005508

INVOICE DATE: 7/31/2017  
TOTAL DUE: \$108,290.74

Pay by Phone: 844-778-3595  
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CITY OF WEST PLAINS  
PO BOX 710  
WEST PLAINS MO 65775-0710

REMIT TO: AMOUNT ENCLOSED: \_\_\_\_\_



WCA WASTE CORPORATION  
P. O. BOX 553166  
DETROIT, MI 48255-3166

00553166 044 0000005508 073117 000015 0000 0010829074 5



## **Transit Dept. Aug. 2017 Council Report**

\*We delivered 1166 passengers in the month of July

We got the approval from the MoDot for a grant to replace our oldest bus. It is ordered and should be here in three months.

## **Mallory Prewett**

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**From:** Todd Shanks <todd.shanks@westplains.net>  
**Sent:** Friday, August 04, 2017 8:33 AM  
**To:** 'Mallory Prewett'  
**Subject:** August City council update - Welcome Center

### **2017 July Updates for City Council - Welcome Center 2017 August City Council Meeting**

There were a total of 734 visitors thru the welcome center in July 2017, compared to 945 in July of 2016.

West Plains Events and Activities, Facebook page is up to 1765 'LIKES'

4<sup>th</sup> quarter report for FY17 MMG marketing grant from the state has been submitted. This 50/50 grant helped pay for Billboards in Macomb, MO and Ravenden AR, as well as the KY3 TV commercials and digital advertising for the Blues Bash and the Old Time Music Festival.

The Missouri Department of Tourism cut all FY18 MMG grants by 54%. Which put our funds for the new grant from the state at \$3,000 instead of \$6767. The billboards will be the only project completed for this grant due to the cut in funding.

One of the concrete picnic tables on the welcome center grounds was damaged and had to be removed.

The West Plains Tourism Advisory board met at the center, July 27 for their quarterly board meeting. Next meeting will be October 26, 2017.

The Ozark Hills Inn has been sold. Is now Baymont Inn & Suites. Ridgecrest sold and is now The Oasis Hotel. The Hampton Inn has a soft opening set for August 15 and grand opening planned for Labor Day weekend.



**Todd C. Shanks**

Community Marketing Director

City of West Plains, Mo.

417-256-7176