

**CITY OF BOONVILLE
COUNCIL MEETING
AGENDA
November 2, 2015
7:00 p.m.**

I. Call to Order – Pledge and Prayer (Ned Beach)

II. Roll Call

III. Hearing of Citizens' Comments

- Katy Bridge Coalition Update

IV. Approval of the Minutes of the October 19, 2015 Council Meeting and Closed Session Meeting

V. Consent Items

- a. Consider Pay Request No. 2 from Vance Brothers Inc. in the amount of \$77,778.83 for Asphalt Pavement Seals 2015
- b. Consider Pay Request No. 2 from Aplex, Inc. in the amount of \$76,018.70 for Concrete Street Repairs 2015

VI. Presentation of Accounts and Claims

VII. Unfinished Business

- A) Second Reading of Bill No. 2015-031 Approving the OZH, LLC Development at 929 Main Street
- B) Second Reading of Bill No. 2015-032 Approving the Mike and Lindsay McGuire Development at 511 Main Street

VIII. New Business

- A) First Reading of Bill No. 2015-033 Adopting a ban on the use of lead materials in the drinking water system

IX. Reports of Standing Committees

- A) Industrial Development Authority (Mark Livingston)
- B) Municipal Facilities Authority (Mark Livingston)
- C) Tourism Commission (Vanessa Dorman)
 - September 22, 2015 meeting
 - October 27, 2015 meeting
- D) Housing Authority (Mark Livingston)
- E) Street, Alley, and Sanitation Board (Henry Hurt)
- F) Fire Board (Kari Evans)

X. Reports of City Officials

City Administrator

Mayor

City Counselor

Economic Development

- October 15, 2015 Report

City Clerk

XI. Miscellaneous

XII. Closed Session RSMO 610.021 (2) Real Estate

XIII. Adjourn

NOTICE: The City of Boonville will comply with the Americans with Disabilities Act (ADA). Individuals who require an accommodation due to disability to attend this meeting should contact our office at 660-882-2332 or Relay Missouri, 1-800-735-2966 TTY at least 48 hours in advance.

DRAFT COPY PENDING REVIEW AND APPROVAL OF CITY COUNCIL

City of Boonville
City Council Meeting
Minutes
October 19, 2015

The Boonville City Council met in Regular Session on October 19, 2015 at 7:00 p.m. in the Council Chambers. The following officers were present: Julie Thacher, Mayor; Irl Tessendorf, City Administrator; and Teresa Studley, City Clerk. City Counselor position vacant.

CALL TO ORDER – PLEDGE AND PRAYER

The meeting was called to order at 7:00 p.m. and Ms. Susan Meadows led the prayer after the pledge of allegiance.

ROLL CALL

The following Council Representatives were present: Susan Meadows, Ned Beach, Henry Hurt, Mark Livingston, Vanessa Dorman, and Kari Evans. Council people Becky Ehlers and Michael Stock were absent.

HEARING OF CITIZENS' COMMENTS

None.

APPROVAL OF THE MINUTES OF THE OCTOBER 5, 2015 COUNCIL MEETING

The minutes were approved as presented.

CONSENT ITEMS

None.

PRESENTATION OF ACCOUNTS AND CLAIMS

Ms. Studley read the ordinance in its entirety and a second time by title only, since a copy of the ordinance had been made available prior to the meeting. Mr. Livingston moved and Ms. Evans seconded the motion for approval. Ayes: Meadows, Beach, Hurt, Livingston, Dorman, and Evans, Total (6); Opposed: None, Total (0); Absent: Ehlers and Stock, Total (2). Motion Carried.

UNFINISHED BUSINESS

SECOND READING OF BILL NO. 2015-030 APPROVING THE CASEY'S GENERAL STORE RE-DEVELOPMENT AND FINAL SITE PLAN AT 909 MAIN STREET

Ms. Studley read, by title only, a copy of the bill. Mr. Beach moved and Ms. Dorman seconded the motion for approval. Roll was taken on Mr. Beach's motion. Ayes: Meadows, Beach, Hurt, Livingston, Dorman, and Evans, Total (6); Opposed: None, Total (0); Absent: Ehlers and Stock, Total (2). Motion Carried.

NEW BUSINESS

FIRST READING OF BILL NO. 2015-031 APPROVING THE OZH, LLC DEVELOPMENT AT 929 MAIN STREET

Ms. Studley read, by title only, a copy of the bill.

FIRST READING OF BILL NO. 2015-032 APPROVING THE MIKE AND LINDSAY MCGUIRE DEVELOPMENT 511 MAIN STREET

Ms. Studley read, by title only, a copy of the bill.

REPORTS OF STANDING COMMITTEES

POLICE BOARD

Mr. Hurt stated that the meeting was cancelled due to lack of a quorum.

PLANNING AND ZONING COMMISSION

Mr. Beach advised that it was a great meeting and the commission approved the two projects that have their first reading this evening.

REPORTS OF CITY OFFICIALS

CITY ADMINISTRATOR

Mr. Tessendorf updated the Council on 911 Porter Street, the property that went through a dangerous building hearing on February 17, 2015. Mr. Tessendorf advised that there is progress being made on the house. Mr. Steve Hage, Building Inspector, advised there has been progress on those three main items that were addressed at the last council meeting and he feels that the building can be removed from the dangerous building status.

MAYOR

No report was provided.

CITY CLERK

No report was provided.

BUILDING INSPECTOR

Mayor Thacher advised the September 2015 report has been submitted in the packet. Mr. Hage is available if there are any questions. There were no questions.

MISCELLANEOUS

Mr. Beach moved and Ms. Dorman seconded the motion to take 911 Porter Street off the Derelict and Dangerous Building List and move it to the Property Maintenance List under the monitoring of Mr. Hage. Roll was taken on Mr. Beach's motion. Ayes: Meadows, Beach, Hurt, Livingston, Dorman, and Evans, Total (6); Opposed: None, Total (0); Absent: Ehlers and Stock, Total (2). Motion Carried.

ADJOURN TO CLOSED SESSION RSMO 610.021 (3) PERSONNEL

Ms. Dorman moved and Ms. Evans seconded the motion to adjourn to Closed Session RSMo 610.021 (3) Personnel. Ayes: Meadows, Beach, Hurt, Livingston, Dorman, and Evans, Total (6); Opposed: None, Total (0); Absent: Ehlers and Stock, Total (2). Motion Carried.

ADJOURN

Following a return to Open Session, Ms. Evans moved and Ms. Dorman seconded the motion to adjourn at 8:11 p.m. and the voice vote was unanimous.

Respectfully Submitted,

Teresa Studley, City Clerk

Approved:

Julie Thacher, Mayor

City of Boonville
Council Meeting
Closed Session Minutes
October 19, 2015

The Boonville City Council met in Closed Session on October 5, 2015 at 7:11 p.m. in the Council Chambers. The following officers were present: Julie Thacher, Mayor, Irl Tessendorf, City Administrator, and Teresa Studley, City Clerk. City Counselor position is vacant.

Roll Call

The following Council Representatives were present: Susan Meadows, Ned Beach, Henry Hurt, Mark Livingston, Vanessa Dorman, and Kari Evans. Council members Becky Ehlers and Michael Stock were absent.

Guests

Morris Carter
Kate Fjell, Assistant to City Administrator
Chief Bobby Welliver, Police Chief
Charissa Mayes, Applicant for City Counselor/Planner

RSMo 610-021 (3) Personnel

City Administrator Irl Tessendorf introduced the guests to the Council. Mr. Carter, Ms. Fjell, and Chief Welliver were a part of the committee that was involved in the hiring process of the City Counselor/Planner's position.

Mr. Tessendorf gave a brief overview of each applicant that had applied for the position of the City Counselor/Planner. Mr. Tessendorf advised the Council of the four finalists that were interviewed.

After some discussion of the interviews that were conducted with the finalists, Mr. Tessendorf had Chief Welliver bring Ms. Charissa Mayes into the meeting to address the council.

Ms. Mayes gave a brief overview of the history of her career and of the different types of legal work that she has done in her career. Once Ms. Mayes was finished, Chief Welliver dismissed Ms. Mayes from the meeting.

After some discussion, Mayor Thacher recommended to the Council that Ms. Charissa Mayes be appointed to City Counselor / Planner. Mr. Beach moved and Ms. Evans seconded the motion to approve the appointment made by Mayor Thacher. Roll call was taken on Mr. Beach's motion. Ayes: Meadows, Beach, Hurt, Livingston, Dorman, and Evans. Total (6); Opposed: None, Total (0); Absent: Ehlers and Stock, Total (2). Motion Carried.

At 8:10 p.m. Ms. Meadows moved and Ms. Evans seconded the motion to return to open session and the voice vote was unanimous.

Respectfully Submitted,

Teresa Studley, City Clerk

Approved,

Julie Thacher, Mayor

RECEIVED
10/19/2015



APPLICATION AND CERTIFICATE FOR PAYMENT (PAY ESTIMATE)

Original 1 of 6
Page 1 of 2

CONTRACTOR: Vance Brothers, Inc.

Asphalt Pavement Seals 2015 City Of Boonville MO

PROJECT NO: 454-252

OWNER: City Of Boonville MO

APPLICATION NO: 2

APPLICATION DATE: 10/18/2015

PERIOD FROM:

ORIGINAL CONTRACT SUM:

\$135,282.17

NET CHANGE BY CHANGE ORDERS:

-\$13,812.11

CONTRACT SUM TO DATE:

\$121,470.06

TOTAL COMPLETED & STORED TO DATE:

\$116,470.06

RETAINAGE 5%:

\$5,823.50

TOTAL EARNED LESS RETAINAGE:

\$110,646.56

LESS PREVIOUS CERTIFICATES OF PAYMENT:

\$32,867.73

CURRENT PAYMENT DUE:

\$77,778.83

CONTRACT TIME LIMIT DATE:

October 9, 2015

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

Mark A Smith

OWNER:

BY:

DATE:



MECO ENGINEERING COMPANY, INC.
ENGINEERS • SURVEYORS

2701 INDUSTRIAL DRIVE
JEFFERSON CITY, MO 65109 (573)893-5558

ORDER NO.	DATE APPROVED	ADDITIONS	DEDUCTIONS
1	8/3/2015		(\$13,812.11)
TOTALS		\$0.00	-\$13,812.11

NET CHANGE BY CHANGE ORDERS:

-\$13,812.11

In accordance with the Contract Documents, based on site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED OF \$ 77,778.83
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ENGINEER:

BY:

[Signature]

APPLICATION AND CERTIFICATE FOR PAYMENT (PAY ESTIMATE)

RECEIVED
10/23/15



Original 1 of 6
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Concrete Street Repairs 2015 City of Boonville MO
PROJECT NO: 454-251

CONTRACTOR: Aplex, Inc.
OWNER: City Of Boonville MO

APPLICATION NO: 2
APPLICATION DATE: 10/16/2015

PERIOD FROM:

ORIGINAL CONTRACT SUM: \$459,598.00

NET CHANGE BY CHANGE ORDERS: -\$113,815.00

CONTRACT SUM TO DATE: \$345,783.00

TOTAL COMPLETED & STORED TO DATE: \$196,103.00

RETAINAGE 10%: \$19,610.30

TOTAL EARNED LESS RETAINAGE: \$176,492.70

LESS PREVIOUS CERTIFICATES OF PAYMENT: \$100,474.00

CURRENT PAYMENT DUE: \$76,018.70

CONTRACT TIME LIMIT DATE: November 10, 2015

ORDER NO.	DATE	APPROVED	ADDITIONS	DEDUCTIONS
1	7/16/2015			(\$113,815.00)
TOTALS			\$0.00	-\$113,815.00

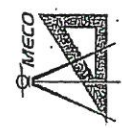
NET CHANGE BY CHANGE ORDERS: -\$113,815.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

In accordance with the Contract Documents, based on site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED OF \$ 76,018.70
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

CONTRACTOR: BY: [Signature] DATE: 10-16-15

OWNER: BY: [Signature]



MECO ENGINEERING COMPANY, INC.
ENGINEERS • SURVEYORS
2701 INDUSTRIAL DRIVE
JEFFERSON CITY, MO 65109
(573)893-5558

ORDINANCE APPROPRIATING MONEY

Be it Ordained by the Council of the City of Boonville, as follows:

Section 1: For the purpose of paying salaries and various accounts against the City of Boonville, which have been allowed by the Council, at the regular meeting thereof on November 2, 2015 the sum of **\$1,162,280.38**

General Fund	\$282,957.46
Sanitation	\$44,417.66
CIP Tax	\$65,411.90
Water Works	\$139,609.24
Capital Projects	\$208,885.71
Waste Water	\$104,556.98
Tourism	\$7,501.35
Gaming	\$307,268.18
Parks/Water	\$1,671.90

Section 2: The Bookkeeper is hereby authorized and instructed to draw checks on the respective City bank accounts, in favor of the persons whose salaries and accounts have been allowed as above, amounting to \$1,162,280.38 being the total amount of money above appropriated.

Section 3: This ordinance shall take effect and be in force from and after its passage. First reading on November 2, 2015 read for the second time this 2nd day of November 2015 since a copy was made available prior to the meeting.

Approved November 2, 2015

Mayor

Endorsed November 2, 2015: I hereby certify that a sufficient sum of money stands to the credit of the City, unappropriated, in the various funds to meet the requirements of this ordinance.

Bookkeeper

BILL NO. 2015-033

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BOONVILLE, MISSOURI ADOPTING A BAN ON THE USE OF LEAD MATERIALS IN THE PUBLIC DRINKING WATER SYSTEM AND PRIVATE PLUMBING CONNECTED TO THE PUBLIC DRINKING WATER SYSTEM (LEAD BAN); PROVIDING AN EFFECTIVE DATE THEREFORE AND REPEALING ALL ORINANCES IN CONFLICT WITH THIS ORDINANCE.

WHEREAS, the City of Boonville recognizes the vital responsibility and importance of maintaining a safe public drinking water system free of lead contamination; and

WHEREAS, the Safe Drinking Water Act Section 1417 as amended by the Reduction of Lead in Drinking Water Act prohibits and restricts the use of lead and lead containing pipes, plumbing fittings, fixtures, solder and flux; and

WHEREAS, the City of Boonville desires to formalize and publish this lead ban to protect users from lead contamination in the City of Boonville public drinking water system and their own private plumbing systems thereby protecting the health of City of Boonville public drinking water system users; and

WHEREAS, the Board of Public Works has reviewed and approved implementation of these regulations.

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

SECTION 1: Lead Ban – General Policy

- | | |
|-----------------------|---|
| A. <u>Purpose</u> | The purpose of this ordinance is: <ol style="list-style-type: none">1. To ban the use of lead materials in the public drinking water system and private plumbing connected to the public drinking water system.2. To protect city residents and drinking water system users from lead contamination in the City’s public drinking water system and their own private plumbing systems. |
| B. <u>Application</u> | This ordinance shall apply to all premises served by the public drinking water system of the City of Boonville. |
| C. <u>Policy</u> | This ordinance will be reasonably interpreted by the City of |

Boonville Director of Public Works. It is the intent of the City of Boonville to ban use of lead based material in the construction or modification of the City's drinking water system or private plumbing connected to the City's system. The full cooperation of all consumers is required to implement this lead ban.

If, in the judgement of the Director of Public Works or his authorized representative, lead base materials have been used in new construction or modifications after January 4, 2014, due notice shall be given to the consumer. The consumer shall immediately comply by having the lead base materials removed from the plumbing and replaced with lead free materials. If the lead base materials are not removed from the plumbing system, the Director of Public Works shall have the authority to discontinue water services to the premises.

SECTION 2: Definitions

- A. The following definitions shall apply in the interpretation and enforcement of this ordinance.
1. "Consumer" means the owner or person in control of any premises supplied by or in any manner connected to a public drinking water system.
 2. "Director of Public Works" means that department head designated as Director of Public Works and as part of the duties of that position is responsible for the operation and maintenance of the public drinking water system serving the City of Boonville.
 3. "Lead base materials" means any material containing lead in excess of the quantities specified in Section 2.4
 4. "Lead free" means:
 - a. When used with respect to solder and flux, refers solders and flux containing not more than 0.2 percent (0.2%) lead.
 - b. When used with respect to pipes, pipefittings, plumbing fittings and fixtures, refers to pipes, pipefittings, plumbing fittings and fixtures containing not more than a weighted average of 0.25 percent (0.25%) lead.
 5. "Public drinking water system" means any publicly or privately owned water system supplying water to the general public which is satisfactory for drinking, culinary and domestic purposes and meets the requirements of the Missouri Department of Natural Resources.

SECTION 3: Lead Banned from Drinking Water Plumbing

- A. No water service connection shall be installed or maintained to any premises where lead base materials were used in new construction or modifications of the drinking water plumbing after January 4, 2014.
- B. If a premise is found to be in violation of Section 3.A, water service shall be discontinued until such time that the drinking water plumbing is lead free.

SECTION 4: Exemptions

- A. Pipes, pipe fittings, plumbing fittings or fixtures, including backflow prevention devices, that are used exclusively for no-potable services such as manufacturing, industrial processing, irrigation, outdoor watering or any other uses where the water is not anticipated to be used for human consumption. The Safe Drinking Water Act 1417(a)(4)(B) refers.
- B. Toilets, bidets, urinals, fill valves, flushometer valves, tub fillers, fire hydrants, shower valves, service saddles, or water distribution main gate valves that are two inches or larger in diameter . The Safe Drinking Water Act 1417(a)(4)(B) refers.

SECTION 5: This ordinance shall take effect and be in force following approval by the City Council.

SECTION 6: All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

FIRST READING: November 2, 2015

READ FOR THE SECOND TIME AND PASSED ON THIS 16th DAY OF NOVEMBER 2015, AFTER A COPY OF THIS ORDINANCE AND EXHIBITS HAVE BEEN MADE AVAILABLE FOR PUBLIC INSPECTION PRIOR TO ITS FIRST READING.

JULIE THACHER, MAYOR

APPROVED THIS 16th DAY OF NOVEMBER, 2015

ATTEST:

TERESA STUDLEY, CITY CLERK

THE INDUSTRIAL AUTHORITY OF THE CITY OF BOONVILLE

MINUTES

September 17, 2015

The Directors of the Industrial Authority of the City of Boonville met at the City Council Chambers on August 20, 2015. President Wilbert Meyer called the meeting to order at 5:30 PM.

Members present were Chad Gaines, Tabitha Greis, Ken Hirlinger, Wendy Wooldridge, Wilbert Meyer, Tom Halford, Bob Irish and Lindi Overton. Also present were Mayor Julie Thacher, Jim Gann; Economic Development Director, Irl Tessendorf; City Administrator, Kate Fjell; Assistant to the City Administrator, and Mark Livingston, Council Representative.

Minutes of the August 20, 2015 meeting were presented and approved after a motion by Chad Gaines and a second by Tom Halford.

The Treasurer's Report was presented. The Treasurer's Report was approved on a motion by Tom Halford and a second by Tabitha Greis.

Economic Developer's Report

Highlights from Jim Gann's report, printed copy attached, included:

Jim spoke of the Boonville, MO Labor Basis Analysis and said it has already been of great use.

Strategic Planning: Jim reported he is continuing to work on the EEZ project. The first draft/matrix of Boonville/Cooper County Economic Development incentive guidelines are included in his report. He pointed out some comparisons with Rolla (printed) and Jefferson City (verbal). Wilbert Meyer asked whether insurance for employees was a requirement of prospective businesses. Jim pointed out that the state requires health insurance to be included. Local programs highlighted in green on the chart are local and will be subject to discussion and approval. Lindi Overton suggested either removing health insurance or listing it as "must meet federal guidelines" for the local programs. Chad Gaines asked how often EEZ policies would be reviewed. Jim's response that these will be decided by the IDA board initially and then, if approved, by the EEZ board. Tabitha Greis asked for clarification on the wage levels and their purpose. Jim offered clarification. It was suggested that Jim present scenarios at our next meeting. Wilbert suggested that the 75% of average wage listed for the local forgivable ED loan be raised to 80%. State programs and local programs shown on the chart could be combined. Other discussion suggested offering the forgivable loan portion be expanded to include adjoining areas as well as Howard County, the Port and the New Franklin areas. Examples will be presented at next month's meeting and a vote for approval will be taken at that time, also.

Attraction activities: Jim remarked that "it has been an incredibly busy month." He reviewed the projects listed in the monthly report.

Energy Americas: Wilbert gave a report on Energy Americas' activities.

Workforce Development: Jim reported that we are now at 85% on becoming a Certified Work Ready Community.

Project Bed: Work is continuing on the Project Bed project and Jim reported that there is now a "Project Bed 2" that has a federal government interest.

Miscellaneous

It was noted the next board meeting is scheduled for October 15, 2015.

There being no further business, the meeting was adjourned following approval of a motion by Bob Irish and a second by Lindi Overton.

Respectfully submitted,

THE MUNICIPAL FACILITIES AUTHORITY OF THE CITY OF BOONVILLE
MINUTES
September 17, 2015

The Directors of the Municipal Authority of the City of Boonville met at the City Council Chambers on August 20, 2015. President Wilbert Meyer called the meeting of the Municipal Facilities Authority of the City of Boonville to order at 6:25 PM.

Members present were Chad Gaines, Tabitha Greis, Ken Hirlinger, Wendy Wooldridge, Wilbert Meyer, Tom Halford, Bob Irish and Lindi Overton. Also present were Mayor Julie Thacher, Jim Gann; Economic Development Director, Irl Tessendorf; City Administrator, Kate Fjell; Assistant to the City Administrator, and Mark Livingston, Council Representative.

Minutes of the August 20, 2015 meeting were presented and approved after a motion by Tabitha Greis and a second by Tom Halford.

The Treasurer's Report was presented. The Treasurer's Report was approved on a motion by Ken Hirlinger and a second by Bob Irish.

Miscellaneous

There was no other business to be discussed at the board meeting. The meeting was then adjourned following approval of a motion by Wendy Wooldridge and a second by Tom Halford.

Respectfully submitted,

Ken Hirlinger
Secretary

CITY OF BOONVILLE, MISSOURI

Tourism Commission Meeting

Tuesday, September 22, 2015 @ 6:00 p.m.

Katy Depot

320 First St.

Boonville, MO 65233

MINUTES

Present: Theresa Krebs, Robin Billings, Deb Jewett, Vanessa Dorman – Council Rep.

Katie Gibson- Tourism Director and Margo Heekin- Tourism Assistant

Not Present: Holly Peterson, Leah Jonkers,

Call to Order 6:09 p.m.

I. Public Comments

II. NEW BUSINESS

- a. Minutes from August meeting - *Deb approved and Robin seconded.*
- b. End of August Financial Report – *(see attached) increase in revenue from bed tax. Increased costs due to new air conditioner. Theresa approved and Robin Seconded and motion passed.*
- c. Advertising opportunity-
 1. Sport Destination *Robin moved to decline opportunity, Deb seconded and the motion passed.*
 2. St. Louis Blues - *Deb moved to decline opportunity, Theresa seconded and the motion passed.*
- d. Social Media Suite – BDN – *discussion about social media to boost tourism.*
- e. Lewis and Clark – Brochures – *Katie passed around samples – cost \$1,500 to be a sponsor and Boonville will be on all print and online information. Robin motion and Theresa seconded, and motion passed.*
- f. Cabelas King Kat Tournament for 2016 – \$5,000 request - *Theresa requested report and motion to table till receive after action report, and Deb seconded.*
- g. Governor's Conference on Tourism – in October – *Katie will be going*
- h. Depot HVAC unit and thermostat

III. OLD BUSINESS

- a. Image Technologies – *New Copier coming in 9/23/15*
- b. State Visitor Guide Ad - *Completed*
- c. Update on Gingrich Warehouse – *Katie described the plans for the building - exterior improvements are being completed, HVAC completed, renter is vacating building, and then interior improvements are being completed. Approximate target date opening 2017.*

IV. Misc.

V. Adjourn at 7:12pm

City of Boonville, Missouri
Tourism Commission
Tuesday, October 27, 2015

Members Present: Deb Jewett, Vanessa Dorman
Member Absent: Theresa Krebs, Robin Billings, Holly Peterson and Leah Jonkers
Staff: Katie Gibson and Kate Fjell

NO QUORUM WAS PRESENT, BUT SEVERAL ITEMS WERE DISCUSSED

Phone App Proposal

While at the Governor's Tourism Conference Katie Gibson met with a company who assists tourism destinations develop phone apps, including push button notifications and other emerging technologies. Katie received an email proposal from them; the bottom tier price was \$7000/year. The members discussed this proposal and cost, generally felt it might be something for Boonville to visit in future years. It will be further discussed at the November meeting with a full quorum.

MO Life TV Proposal

Missouri Life is now producing a TV show on KMOS weekly and have approached Boonville about being part of the 2nd season. The cost to be on the show is \$6000, plus four hotel rooms and meals. The show will be aired three times during the season, plus available to be streamed on Missouri Life TV and KMOS. This opportunity will be discussed at the November and December meeting when the Commission begins to draw up their budget and identify advertising priorities for the upcoming fiscal year.

2016-2017 Tourism Grants

Katie informed the members present that the grants will be advertised in the coming weeks and will be due on December 14th, in time for the budget meeting with the Commission

New Meeting Time

Katie and the members present expressed a desire to find a time which would work for everyone to insure that a quorum will be present and meetings can be more regular. Deb explained that since she is retiring in the coming month, that if the 12pm time works better for everyone then she will be able to make that time starting in December. It was generally agreed to move the meeting time to the second Wednesday of the month at noon. The next meeting will be November 11.

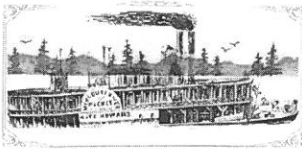
Upcoming Events

Katie reported that she will need some help decorating a couple properties for the Homes Tour as well as help the day of the tours. Deb agreed to help decorate. Katie also ran through the final schedule of events for the Christmas Festival, December 5th, notable change is moving the parade to early afternoon (2pm)

Gingrich Warehouse

Katie announced that has been working with Septagon to do some final design on the interior of the building. Depending on estimates for this work, we hope to do interior improvements over the winter on about half of the building. If all the work is completed, the Visitor Center may be able to open up in late Spring or early summer.

Submitted by,
Kate Fjell



HOUSING AUTHORITY of the City of Boonville

506 Powell Ct.
Boonville, MO 65233-1521

Office: 660-882-7332
Fax: 660-882-6811



MINUTES OF THE REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF BOONVILLE, MO HELD ON October 14, 2015

**On the 14th day of October, 2015 at 12:00 P.M. the Housing Authority Commissioners met
in the Community Room at 506 Powell Court, Boonville, MO.**

ROLL CALL

A roll call of the following members were present:

PRESENT:	John Linville	Chairperson
	Marilyn Adkins	Vice-Chairperson
	Charles Green	Commissioner
	Albert Turner	Commissioner
	Robert Rorah	Secretary / Executive Director

ABSENT: City Council Rep., Mark Livingston
Commissioner, Don Smith (*Resigned on Oct. 14, 2015*)

GUESTS: Nancy Drew, Scott Purvis

**There being a quorum present Chairperson, John Linville called the meeting to
order and the following business was transacted:**

READING AND APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

**Chairperson, John Linville asked if all Commissioners had read the minutes of the previous
meeting held on September 9, 2015 and then asked if there were any corrections to be made.
All Commissioners present discussed and agreed there were no corrections to me made.
Commissioner, Albert Turner made motion to approve the minutes as written. Vice –
Chairperson, Marilyn Adkins seconds the motion. Chairperson, John Linville asked all
Commissioners present in favor to vote “AYE”. All Commissioners present voted “AYE” -
None Opposed. Chairperson, John Linville then declared the minutes approved.**

BILLS AND COMMUNICATION

UMB BANK BALANCE & BILLS PAID IN SEPTEMBER, 2015 -- BHA BANK RECONCILIATION STATEMENT AND OPERATING BUDGET TRIAL BALANCE AS OF AUGUST 31, 2015.

Secretary, Robert Rorah distributed copies of the UMB Bank balance as of October 14, 2015 to all Commissioners present reflecting \$60,027.23 in available funds. Mr. Rorah then distributed a report of the bills paid in September, 2015 to all Commissioners present for discussion and review. Mr. Rorah then distributed to all Commissioners present for discussion and review the BHA Bank Reconciliation Statement, Operating Budget Trial Balances and Board Summary Report from August 31, 2015.

All Commissioners present discussed and agreed monitoring of the BHA Banking accounts receivables and payables are a priority.

REPORT OF THE SECRETARY

REPORT ON "PIC" RATING FROM HUD

Secretary, Robert Rorah reported the St. Louis Office of Public Housing monitors on a monthly basis each housing agency's computer reporting rate to HUD. Mr. Rorah then reported the Housing Authority's (PIC) "Public and Indian Housing Information Center" electronic data reporting score for month ending September 30, 2015 was 100%. Mr. Rorah also reported HUD may impose funding sanctions with Housing Authorities whose (PIC) score falls below 95% at fiscal year-end. BHA's fiscal year end is June 30, 2016.

All Commissioners present discussed and agreed the Housing Authority needs to maintain a high electronic computer reporting level to HUD.

SEPTEMBER, 2015 PROJECT PERFORMANCE REPORTS

Secretary, Robert Rorah distributed copies of the September 30, 2015 Project Performance Reports to all Commissioners present for discussion and review. Boonville Housing Authority had a total of fifty (50) occupied units or 100% occupancy on September 30, 2015. Mr. Rorah also reported HUD may impose funding sanctions with Housing Authorities whose occupancy levels fall below 95% at fiscal year-end. BHA's fiscal year end is June 30, 2016.

All Commissioners present discussed and agreed the dwelling units need to be fully occupied as Operating Subsidies are based on percent of occupancy.

UNFINISHED BUSINESS

URLAUB HOUSING SOFTWARE

Secretary, Robert Rorah also reported the Urlaub & Co. Housing Software System has been installed in the office computers. A representative from Urlaub Accounting will be visiting our office on November 16, 17, 2015 to finish all applications for the conversion. We will be practicing on the Urlaub software through November and December 2015 preparing for the full conversion on January 1, 2016.

ATTIC INSULATION

Secretary, Robert Rorah reported contractors are being scheduled to review floor plans and inspect attics for cost estimates to increase and level attic insulation in the dwelling units and office for the Housing Authority. The target date to have attic insulation increased & leveled is November 30, 2015.

AIR CONDITIONERS – AMEREN

Maintenance Supervisor, Scotty Purvis reported representatives from Advantage Air, St. Louis, MO who were contracted through Ameren (at no charge to the Housing Authority) visited on October 6, 2015. They cleaned and inspected the operating function of all air-condition compressors and thermostats, while Maintenance Supervisor, Scotty Purvis inspected all Furnaces and Hot Water Heaters functions.

PARKING ON WINN DRIVE

Secretary Robert Rorah reported the Director of Public Works, M.L. Cauthen III is arranging to have parking space lines painted on the North side of Winn Drive. Commissioner, Charles Green thanked the City Public Works Department for painting the lines.

NEW BUSINESS

MO-NAHRO SENIOR VICE-PRESIDENT

Secretary Robert Rorah distributed a letter of recommendation from the current MO-NAHRO President, Wanda M. Peetoom urging the Boonville Housing Authority Board of Commissioners approve the newly elected Senior Vice-President, Robert J. Rorah to the Missouri – National Association of Housing and Redevelopment Officials from 2015 through 2017, than move to president for 2017 through 2019. Mr. Rorah reported he had reviewed the Sr. V.P. responsibilities with Irl Tessendorf and Mike Conway, both voiced no objection and indicated the approval is ultimately up to the Housing Authority Board of Commissioners.

All Commissioners present discussed and agreed that Mr. Rorah should serve as Senior Vice President for MO-NAHRO and then as President. Commissioner, Charles Green made motion to approve Mr. Rorah as Sr. Vice President and then President for MO-NAHRO.

Vice – Chairperson, Marilyn Adkins seconds the motion. Chairperson, John Linville asked all Commissioners present in favor to vote “AYE”. All Commissioners present voted “AYE” - None Opposed. Chairperson, John Linville then declared the motion approved.

SECESSION PLANNING

Secretary, Robert Rorah reported that as a direct result of our Board Meeting discussions in July of this year regarding emergency personnel replacement procedures (Secession Planning), the Professional Development Committee for MO-NAHRO has decided to add “Secession Planning” as a training topic for the Spring Conference in 2016.

PHA GOVERNANCE TRAINING

Secretary, Robert Rorah reported he will have a direct link to the PHA Governance Training videos set up in the Conference Room set up for the next regular Board Meeting in November.

MISCELLANEOUS

None

ADJOURNMENT

Chairperson, John Linville asked if there was any further business to come before the Board. Hearing none, Chairperson, John Linville declared the meeting adjourn.

CHAIRPERSON _____ Date _____

SECRETARY _____ Date _____



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MEMORANDUM

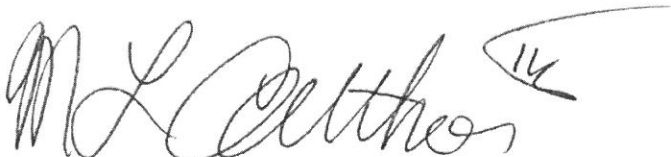
TO: Street, Alley and Sanitation Board

FROM: M. L. Cauthon III, Director of Public Works

DATE: October 23, 2015

RE: October 28, 2015 Meeting Cancellation

The Street, Alley and Sanitation Board regularly scheduled meeting for Wednesday, October 28, 2015 is cancelled. There are no pending agenda items for board consideration.



M. L. Cauthon III

Tim Carmichael

From: "Judy Stock" <j-stock@sbcglobal.net>
To: "Tim Carmichael" <tjc101@boonville-mo.org>
Sent: Thursday, October 22, 2015 8:18 AM
Subject: Minutes. Please check for accuracy. Thank you

Fire Board

October 21, 2015

Present: Chief Carmichael, Danny Taft, Randy Fry, Judy Stock, Anita Crews, and Kari Evans, the Board's Council Representative

1. Call to order: At 6:30 p.m. by Chief Carmichael
2. Minutes: of June 17, 2015, meeting approved
3. Public comment: No public comment
4. Old business:
 - a. Doing reinspects and intermittents on FOG inspections.
 - b. Cooperative agreement between City and County Fire Departments in annexation area is working well.
5. New Business
 - a. Fire Prevention Week: Have taken trailer and done programs at Pilot Grove, Otterville, and a combo of Prairie Home and Bunceton.
 - b. Pump and Ladder tests: Will use a company out of Tennessee. Test are in the queue, but not specifically scheduled as yet.
6. Miscellaneous
 - a. Hydrants are being tested. May be complete by the end of the month.
7. Adjourned at 7:50 p.m.

Judy Stock
j-stock@sbcglobal.net

Dr. Jim Gann

Director of Economic Development
City of Boonville, Missouri
401 Main Street
Boonville, MO 65233
660/882-4001-www.boonvillemo.org



A collaboration between the City of Boonville, County of Cooper and the University of

Economic Development Report October 15, 2015

1. Follow up Items

- a. Strategic Planning (Incentives)
 - i. Met with Jim Lachner on 10/7
 - ii. Discussion of Matrix (Handout)
 - 1. Taxes Assessed in County (Handout)
 - 2. EEZ Example for Nordyne Distribution Center (Handout)
 - 3. Chapter 100 Example for Nordyne Distribution Center (Handout)
 - iii. Discussion of Incentives Board Membership
- b. Missouri Innovation Center Investment Fund Discussion

2. Attraction Activities

- a. Missouri Partnership Projects:
 - i. Project Bavarian Barn – No Activity
 - ii. Project Landmark USA – No CORE sites in Contention (water/wastewater)
 - iii. Project Spigot – Submitted Bakery – No Activity
 - iv. NEW Project Sesame 2 – 2nd Round RFI for Nordyne Plant
- b. Status of real estate ownership for ED purposes by the MFA (On Hold – Legal)

3. Expansion Activities

- a. Working on appointment with Caterpillar management

4. Economic Gardening Activities

- a. Energy Americas LLC
 - i. Wilbert for update
- b. Met with local business to discuss RLF. (Established business, ideal for program)
- c. Met with local entrepreneur concerning a business buy/sell

5. Community Engagement Initiatives

- a. Met with Tim Litteken of First State Community Bank on 9/25

6. Workforce Development

- a. Certified Work Ready Community” Designation
 - i. Improvement from 17% when I started – Now 85%
 - ii. Nordyne workers may not yet be showing up in data – NEED this category
 - iii. Will be advertising for test takers
- b. Submitted final bill for BTEC alternative energy grant
- c. STEM future workforce needs – working with SFCC on grant submission – Note IT needs

7. Local Project Reports

- a. “Project Carbon” – Advanced manufacturing of agricultural supplements
 - i. No Activity
- b. “Project Corn” – Alternative energy project to serve military needs
 - i. No Activity
- c. “Project Bed” – Quasi-governmental service provider – green fields project
 - i. Mayor has made selection for advisory committee.
 - ii. It is time to begin meeting.

- d. **“Project Sapphire” – Manufacturer - Supplier to Project Egg**
 - i. No Activity
 - e. **“Project Teach” – Not “Official” yet**
 - i. Should have formal announcement after January 1, 2016
 - f. **NEW “Project Bed 2” – Quasi-governmental service provider – Candidate for Kemper Campus**
 - i. Site Visit on 9/23; talks continue. Backup of Biesmeyer bldg. No response from NF
 - g. **NEW “Project Sparkle” – Wholesaler of Consumer Goods – Candidate for Nordyne Distribution**
 - i. Multiple Site Visits
 - ii. Working to understand use/conformance with codes and zoning
 - h. **NEW “Project Record” – Missouri Manufacturer, relocation to smaller facility – Indeeco**
 - i. Site Visit – 10/3
 - ii. There is another party with interest
8. **Kemper Campus**
- a. See “Project Bed 2”
9. **Other Matters**
- a. CORE Report (Handout)
 - b. Chesterfield Riverboat Company (Handout)
 - c. How does Missouri Stack Up? (Handout)
 - d. Exponential KC 10/1
 - e. KALCI Meeting 9/30
10. **Upcoming Activities**
- a. SSTI Conference – 10/26-10/28
 - b. CORE Board Meeting – 10/29
 - c. CORE Summit – 11/19 in Jefferson City at Capitol Plaza – Save the Date
 - d. Schedule Conflict for 11/19 IDA meeting – 2nd Grade Program